

San Augustine High School

Registration Forms & Parent Information

2016-2017

Consent/Opt-Out Form

Dear Parent:

The district is required by federal law to notify you and obtain your consent for or denial of (opt-out) your child's participation in certain school activities. The activities include any student survey, analysis, or evaluation, known as a "protected information survey," that concerns one or more of the following eight areas:

1. Political affiliations or beliefs of the student or student's parents;
2. Mental or psychological problems of the student or student's family;
3. Sexual behavior or attitudes;
4. Illegal, antisocial, self-incriminating, or demeaning behavior;
5. Critical appraisals of others with whom the student has a close family relationship;
6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
7. Religious practices, affiliations, or beliefs of the student or parents; or
8. Income, other than as required by law to determine program eligibility or to receive financial assistance under such a program.

This notice and consent/opt-out requirement also applies to the collection, disclosure, or use of student information for marketing purposes ("marketing surveys"), and to certain physical exams and screenings.

San Augustine ISD currently plans no activities requiring parental notice and consent or opt-out for the 2016-2017 school year. If this changes, parents will be notified immediately and consent forms will be provided. Please note that this notice and authority to consent transfer from the parent to the student when the student reaches 18 or is an emancipated minor under state law.

NOTE: *You may keep this information for your personal records, and do not need to return it to the school.*

Title I Information for Parents

San Augustine Elementary and San Augustine High School are Title I, Part A, school-wide campuses.

Title I, Part A, provides supplemental resources to local education agencies (LEAs) to help schools with high concentrations of students from low-income families provide high-quality education that will enable all children to meet the state student performance standards. Title I, Part A, supports campuses in implementing either a school-wide program or a targeted assistance program.

Each LEA that receives Title I, Part A funding must do the following:

1. Disseminate the state, LEA, and campus-level report cards to:
 - all LEA campuses
 - to parents of all enrolled students, and
 - to make the information widely available through public means such as posting on the Internet, distribution to the media, or distribution through public agencies.
2. Title I, Part A participating local education agencies (LEAs) are required to annually submit comparability data by conducting comparability testing on an electronic form provided by TEA—the Title I, Part A Comparability Computation Form (CCF).

All Title I, Part A, campuses must do the following:

1. implement Parents' Right-to-Know in accordance with P.L. 107–110, Section 1111(h)(6)
2. develop school-parent compacts jointly with parents
3. provide information to parents in the language parents understand
4. develop an LEA and campus Parent Involvement Policies
5. implement Section 1304.21 of the Head Start Standards if implementing preschool program.
6. integrate and coordinate Title I, Part A, professional development and services with other educational services and programs
7. provide additional assistance to students identified as needing help in meeting the state's challenging student academic achievement standards
8. ensure that all new teachers hired on the campus to teach core academic subjects are highly qualified when hired
9. include in the Campus Improvement Plan (CIP) strategies and activities to ensure that all core academic subject area teachers teaching within the school are highly qualified not later than the end of 2006–2007 school year.

NOTE: *You may keep this information for your personal records, and do not need to return it to the school.*

Emergency Information for Parents and Students

During any emergency, the first priority for school personnel is the safety and well-being of students and staff. Emergency responders (e.g., police or fire) will take charge of the emergency upon arrival in most instances, including traffic and crowd control and limiting access to the campus to school personnel or emergency responders. School personnel will be responsible for the safety and well-being of students and protection of property and records.

Definitions

Re-unification: The procedures parents or guardians must follow to pick up their student from school during an emergency situation.

Staging areas: The locations where different reaction and responding groups will gather and meet.

Types of Emergency Situations

Evacuation: The campus administrator will call for students to be evacuated to another campus staging area. No student re-unification will take place until the campus population and the re-unification team are both in place, or as announced by the campus administration if different procedures are to be followed. Only school personnel or emergency responders will have access to the area where students and staff are staged. When the emergency is over, students will be returned to their campus and the school's regular educational schedule will continue.

Lock Down: Only school personnel or emergency responders will be allowed on the campus until the emergency is over. At that time, students will return to the school's regular educational schedule. Re-unification will follow regular pick up procedures for that campus, or as announced by the campus administration if different procedures are to be followed.

Shelter in Place: Only school personnel or emergency responders will be allowed on campus until the emergency is over. At that time, students will return to the school's regular educational schedule. Re-unification will follow regular pick up procedures for that campus or as announced by the campus administration if different procedures are to be followed.

It is recommended that parents **do not** immediately come to the school campus where an emergency is happening. Interacting with parents distracts campus personnel from following procedures that are in place to ensure safety of students. Parents driving onto school grounds can cause confusion and traffic jams that hinder emergency responders.

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Parents trying to pick up students during an emergency will need to follow the directions given below. It is important that all procedures for parent/student re-unification be followed.

To pick up students in an emergency situation, parents will be required to have a photo ID and must be on the ***Student Information Form*** (included in this packet) on file in the campus office. School personnel will not accept phone calls or written instructions giving permission for someone else to pick up students.

During a building evacuation, students will be evacuated to another location. Elementary students will evacuate to the High School Gym. High School and Middle School students will evacuate to the Elementary Gym.

Re-unification process for Building Evacuation

Parents attempting to pick up students during an emergency from the High School gym will park in the high school parking lot. Parents attempting to pick up students during an emergency from the Elementary campus will park on Milam.

After verifying identity, campus staff will call for the student to be brought forward. All students must be signed out. Parents are asked to leave the school campus as soon as re-unification is complete.

During “Shelter in Place” and “Lock Down”, there will be no re-unification process.

Students must remain on campus until the emergency is over. After the campus principal has declared the emergency to be over, students may be picked up following the normal student check-out procedures for that campus.

Copies of the SAISD Emergency Procedures can be found in all of the school offices in the district.

The safety and well-being of our students is the goal in developing the Emergency Plan for the district. If you have any questions, please contact the Superintendent’s office at (936) 275-2306.

NOTE: *You may keep this information for your personal records, and do not need to return it to the school.*

Student Name _____

This form is only required if you wish to change the ethnicity of your student that is currently on file in the district.

**Texas Public School Student/Staff Ethnicity
and Race Data Questionnaire**

The United States Department of Education (USDE) requires all state and local education institutions to collect data on ethnicity and race for students and staff. This information is used for state and federal accountability reporting as well as for reporting to the Office of Civil Rights (OCR) and the Equal Employment Opportunity Commission (EEOC).

School district staff parents or guardians of students enrolling in school are requested to provide this information. If you decline to provide this information, please be aware that the USDE requires school districts to use observer identification as a last resort for collecting the data for federal reporting.

Please answer both parts of the following questions on the student's or staff member's ethnicity and race. *United States Federal Register (71 FR 44866)*

Part 1. Ethnicity: Is the person Hispanic/Latino? (Choose only one)

- Hispanic/Latino – A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.
- Not Hispanic/Latino

Part 2. Race: What is the person's race? (Choose one or more)

- American Indian or Alaska Native – A person having origins in any of the original peoples of North and South America (including Central America), and who maintains a tribal affiliation or community attachment.
- Asian – A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
- Black or African American – A person having origins in any of the black racial groups of Africa.
- Native Hawaiian or Other Pacific Islander – A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
- White – A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.

Reserved for local observer. After observation and entry of data in student accounting system, file in student's permanent folder.

Ethnicity – choose only one: _____ Hispanic / Latino _____ Not Hispanic/Latino	Race – choose one or more: _____ American Indian or Alaska Native _____ Asian _____ Black or African American _____ Native Hawaiian or Other Pacific Islander _____ White
Observer signature:	Campus and Date:

Student Name _____

This form only needs to be returned if your child has a food allergy

Request for Food Allergy Information

This form allows you to disclose whether your child has a food allergy or severe food allergy that you believe should be disclosed to the district in order to enable the District to take necessary precautions for your child's safety.

“Severe food allergy” means a dangerous or life-threatening reaction of the human body to a food-borne allergen introduced by inhalation, ingestion, or skin contact that requires immediate medical attention.

Please list any foods to which your child is allergic or severely allergic, as well as the nature of your child's allergic reaction to the food.

Food:	Nature of allergic reaction:

The district will maintain the confidentiality of the information provided above and may disclose the information to teachers, school counselors, school nurses, and other appropriate school personnel only within the limitations of the Family Educational Privacy Act and District policy.

Parent/Guardian Name: _____

Work Phone: _____ Home Phone: _____ Cell Phone: _____

Parent/Guardian signature _____ Date _____

Student Name _____

Physician Order for School Medication

Only return this form if your child must take a medication while at school.

Student Name: _____ Date: _____

Medication Name: _____ Dosage: _____

Route: _____ Frequency: _____ Times Needed At School: _____

Special Instructions: _____

Student Name: _____ Date: _____

Medication Name: _____ Dosage: _____

Route: _____ Frequency: _____ Times Needed At School: _____

Special Instructions: _____

I, the parent guardian of _____, request that the medication(s) on this form be administered during the school day.

Parent/Guardian Signature _____ Date: _____

Please request pharmacist to dispense two labeled bottles of medication: one for home and one for school. Parent/Guardian request must be renewed each school year. Any change of medication or dosage must be requested in writing by parent/guardian.

Notice Regarding Directory Information and Parent’s Response Regarding Release of Student Information

State law requires the district to give you the following information:

Certain information about district students is considered directory information and will be released to anyone who follows the procedures for requesting the information unless the parent or guardian objects to the release of the directory information about the student. If you do not want San Augustine High School to disclose directory information from your child’s education records without your prior written consent, you must notify the district in writing September 2, 2016.

This means that the district must give certain personal information (called “directory information”) about your child to any person who requests it, unless you have told the district in writing not to do so. In addition, you have the right to tell the district that it may, or may not, use certain personal information about your child for specific school-sponsored purposes. The district is providing you the following forms so that you can communicate your wishes about these issues. [See **Objecting to the Release of Directory Information** in the San Augustine ISD’s Student Handbook for more information.]

For the following school-sponsored purposes—all District publications and announcements—directory information shall include student name, address, telephone listing, photograph, honors and awards received, dates of attendance, grade level, participation in officially recognized activities and sports, and weight and height of members of athletic teams.

Directory information identified only for limited school-sponsored purposes remains otherwise confidential and will not be released to the public without the consent of the parent or eligible student.

Parent, please circle one of the choices below:

I, parent of _____ (*student’s name*), [**do give**] [**do not give**] the district permission to use the information in the above list for the specified school-sponsored purposes.

Parent’s signature: _____ Date: _____

Please note that if this form is not returned within the specified time frame above, the district will assume that permission has been granted for the release of this information.

Directory information shall not be released for any non-school purpose

Student Name _____

Student & Emergency Care Information

Grade: _____

Address: _____ Phone #: _____

Grade: _____ Birth Date: _____ Age: _____ Place of Birth: _____

Gender: Male Female Race/Ethnicity: Black/African American White Hispanic Other: _____

Father's Name: _____

Father's Employer: _____ Work Phone: _____

Mother's Name: _____

Mother's Employer: _____ Work Phone: _____

Home Phone: _____ Parent/Guardian Email Address: _____

If you do NOT live with both parents, complete this box

Person you live with: _____ Relationship: _____

Address: _____

Home Phone: _____ Work Phone: _____

Student Pick Up Authorization/Emergency/Health Information

In the event of an illness or injury that is not life threatening and I cannot be located at the above numbers, the following person(s) have my permission to pick up my child. The names listed are also authorized to pick up my child:

Name	Phone	Relationship
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Medications your child takes at home: _____

Does your child have any of the following?

Asthma Diabetes Heart Disease Epilepsy Hemorrhagic Disease Other: _____

Allergies to any medicines or food? Please list: _____

Health Insurance: Yes No Company Name: _____ Policy #: _____

Person who will be responsible for any charges: _____ Relationship: _____

Mailing Address: (if different than above) _____

Parent Consent for Use of Corporal Punishment

SAISD Board Policy and the laws of the State of Texas allow the use of corporal punishment as an option in the discipline plan of a public school. If utilized, corporal punishment will be administered in accordance with the law, district policy, and the Student Code of Conduct (SCOC). [See FO and the SCOC]

Corporal punishment will be administered as soon as possible after an offense and will not be administered in anger. The principal or a designee will make efforts to contact the parent prior to the use of corporal punishment, will document the action on a district form, and inform the parent that corporal punishment has been used.

The principal or a designee may choose not to use corporal punishment even if the parent has requested its use. Paddles used for administering corporal punishment will not be generally displayed and will be under the control of the principal or designee. Corporal punishment will be limited to spanking or paddling and will consist of an appropriate number of strikes based upon the size, age, and the physical, mental, and emotional condition of the student.

Please complete the form below:

- Yes, I give permission for the campus to administer corporal punishment to my child in accordance with Board Policy, the Student Code of Conduct, and the laws of the State of Texas.

- No, I do not give my permission to the campus to administer corporal punishment to my child.

Parent signature: _____ Date: _____

Student Name _____

**Release for Display of Student Work, Personal Information,
and Digital Images**

Occasionally, the San Augustine ISD wishes to display or publish original student work, which may include personally identifiable student information as defined in the Student Handbook, to promote student academic and extracurricular activities on the district's Web site, a Web site affiliated or sponsored by the district, such as a campus or classroom Web site, and in district publications.

Original student work includes artwork, projects, photos taken by the student, or other academic or creative work. The district may also wish to publish or display original video and voice recordings.

The district may also wish to display a photograph or digital image of a student on the district Website or other electronic media.

The district agrees to use these digital images, student works and information only in the manner described above.

I give the district permission to use digital images of my child, and my child's artwork, photos, or other original work in the manner described above.

Parent signature: _____

Date: _____

Student Name _____

Home Language Survey

Grades EC-12

19 TAC Chapter 89, Subchapter BB S 89.1215

Name of student: _____	Student ID #: _____
Address: _____	Telephone #: _____
Campus: _____	Grade: _____

To be filled in by parent or guardian:

1. What language is spoken in your home most of the time? _____
2. What language does your child speak most of the time? _____

Signature of Parent/Guardian

Date

Family Survey

Date:	District:	Campus:	
Student Name:		Date of Birth:	Grade Level:

Dear Parents,

In order to better serve your children, our school district is helping the State of Texas identify students who may qualify to receive additional educational services. Please answer the following questions and return this form to your child's school. **The information provided below will be kept confidential.**

1. Within the past 3 years have you, or your child, moved from one school district, city or state to another? YES or NO

2. If yes, did you, or your child, move so you could work or look for work in agriculture or fishing?

NO (STOP here and return survey to your child's school.) **YES** (Please check all that apply below)

 Fruit, vegetables, sunflower, cotton, wheat, grain, on farms or ranches, <input type="checkbox"/>	 Working in a cannery <input type="checkbox"/>	 Working on a dairy farm or ranch. <input type="checkbox"/>	 Working in a fishery <input type="checkbox"/>
 Working on a poultry farm <input type="checkbox"/>	 Working in a plant nursery, orchard, tree growing or harvesting <input type="checkbox"/>	 Working in a slaughterhouse <input type="checkbox"/>	 Other similar work, please explain: _____ _____

Please complete the following information: (Please print)		Best time to contact you: _____	
Parent/Guardian Name:	Home Address/Apt Name:	City:	Zip Code:
Telephone Number:	Mailing Address:	City:	Zip Code:

Student Name _____

On Hand School Medication List

Signing this form grants permission for your child to receive over-the-counter medication for headaches, coughs, antibiotic cream, etc. Only Children's Tylenol is given at the Elementary School.

No over-the-counter drugs are given unless absolutely necessary. If your child has a fever or if the nurse determines your child needs to go home, you will be called. Please make sure that the school has the correct phone number where you can be reached.

If your child needs to take an over-the-counter medication that is not on the list below, you may send the medication to the school along with a written note authorizing your child to take the medication. All such medications must be stored in the nurse's station.

If you have any questions, please contact the school nurse or campus office.

NOTE: If this signed permission form is not on file at the school, campus staff will NOT be able to give any types of medication to your child. Staff cannot call to get permission –the signed form must be on file.

Please check all medications that are permitted:

- Regular Tylenol
- Extra Strength Tylenol
- Ibuprofen
- Children's Liquid Tylenol
- Carmex
- Antibiotic Cream
- Hydrocortisone Cream
- Benadryl (emergency only)
- Bee Sting treatments
- Anbesol
- Eyewash

Parent/Guardian signature _____ Date _____

Student Name _____

*I have received and read the **Emergency Information for Parents and Students** information sheet.*

Parent/Guardian signature: _____ Date: _____

Student signature: _____ Date: _____

Acceptable Use of the Electronic Communications System

You are being given access to the District's electronic communications system. Through this system, you will be able to communicate with other schools, colleges, organizations, and people around the world through the Internet and other electronic information systems/networks. You will have access to hundreds of databases, libraries, and computer services all over the world.

With this opportunity comes responsibility. It is important that you read the District policy, administrative regulations, and agreement form and ask questions if you need help in understanding them. Inappropriate system use will result in the loss of the privilege of using this educational and administrative tool.

Please note that the Internet is a network of many types of communication and information networks. It is possible that you may run across some material you might find objectionable. While the District will use filtering technology to restrict access to such material, it is not possible to absolutely prevent such access. It will be your responsibility to follow the rules for appropriate use.

RULES FOR APPROPRIATE USE

- You will be assigned an individual account, and you are responsible for not sharing the password for that account with others.
- You will be held responsible at all times for the proper use of your account, and the district may suspend or revoke your access if you violate the rules.
- Remember that people who receive e-mail from you with a school address might think your message represents the school's point of view.

INAPPROPRIATE USES

- Using the system for any illegal purpose.
- Disabling or attempting to disable any Internet filtering device.
- Encrypting communications to avoid security review.
- Borrowing someone's account without permission.
- Downloading or using copyrighted information without permission from the copyright holder.
- Intentionally introducing a virus to the computer system.
- Posting messages or accessing materials that are abusive, obscene, sexually oriented, threatening, harassing, damaging to another's reputation, or illegal.
- Wasting school resources through improper use of the computer system.
- Gaining unauthorized access to restricted information or resources.

Students shall read and abide by the district's Electronic Devices and Technology Resources policies in the *Student Handbook*.

Students shall not:

- Use a telecommunications device, including a cellular telephone, or other electronic device in violation of district and campus rules.
- Violate policies, rules, or agreements signed by the student or the student's parent regarding the use of technology resources.
- Attempt to access or circumvent passwords or other security-related information of the district, students, or employees or upload or create computer viruses, including off school property if the conduct causes a substantial disruption to the educational environment.
- Attempt to alter, destroy, or disable district technology resources including but not limited to computers and related equipment, district data, the data of others, or other networks connected to the district's system, including off school property if the conduct causes a substantial disruption to the educational environment.
- Use the Internet or other electronic communications to threaten district students, employees, or volunteers, including off school property if the conduct causes a substantial disruption to the educational environment.
- Send, post, or possess electronic messages that are abusive, obscene, sexually oriented, threatening, harassing, damaging to another's reputation, or illegal, including cyber bullying and "sexting," either on or off school property, if the conduct causes a substantial disruption to the educational environment.
- Use e-mail or Web sites to engage in or encourage illegal behavior or threaten school safety, including off school property if the conduct causes a substantial disruption to the educational environment.

CONSEQUENCES FOR INAPPROPRIATE USE

- Suspension of access to the system;
- Revocation of the computer system account; or
- Other disciplinary or legal action, in accordance with the district policies and applicable laws.

The student agreement must be renewed each academic year.

STUDENT

I understand that my computer use is not private and that the district will monitor my activity on the computer system.

I have read the district's electronic communications system policy and administrative regulations and agree to abide by their provisions. I understand that violation of these provisions may result in suspension or revocation of system access.

Printed Name: _____ Campus: _____

Student signature: _____ Date: _____

PARENT

I have read the district's electronic communications system policy and administrative regulations. In consideration for the privilege of my child using the district's electronic communications system, and in consideration for having access to the public networks, I hereby release the district, its operators, and any institutions with which they are affiliated from any and all claims and damages of any nature arising from my child's use of, or inability to use, the system, including, without limitation, the type of damage identified in the district's policy and administrative regulations.

I give permission for my child to participate in the District's electronic communications system and certify that the information contained on this form is correct.

Parent signature: _____ Date: _____

Address: _____

City: _____ State: _____ ZIP Code: _____ Phone #: _____

Parent Compact

Families and schools must work together to help students achieve high academic standards. Through a process that includes teachers, families, students and community representatives, the following are agreed upon roles and responsibilities that we as partners will carry out to support student success in school and in life.

Teacher Pledge

I agree to carry out the following responsibilities to the best of my ability:

- Provide a safe and supportive learning environment.
- Teach classes with an interesting and challenging curriculum that promotes student achievement.
- Motivate my students to learn.
- Set high expectations and help every child be successful in meeting the Texas academic achievement standards.
- Communicate frequently and meet annually with families about student progress and the school- parent compact.
- Provide opportunities for parents to volunteer, participate, and observe in my classroom. Participate in professional development opportunities that improve teaching and learning and support the formation of partnerships with families and the community.
- Actively participate in collaborative decision making with parents and school colleagues to make our school accessible and welcoming for families.
- Respect the school, students, staff and families

Student Pledge

I agree to carry out the following responsibilities to the best of my ability:

- Come to school ready to learn and work hard.
- Bring necessary materials, completed assignments and homework.
- Know and follow school and class rules.
- Communicate regularly with my parents and teachers about school experiences so that they can help me to be successful in school.
- Study or read every day after school.
- Respect the school, classmates, staff and families.

Family Pledge

I agree to carry out the following responsibilities to the best of my ability:

- Provide a quiet time and place for homework.
- Read to my child or encourage my child to read every day.
- Ensure that my child attends school every day.
- Regularly monitor my child's progress in school.
- Participate, as appropriate, in decisions about my child's education.
- Attend parent-teacher conferences.
- Communicate the importance of education and learning to my child.
- Respect the school, staff, students, and families.
- Ensure that my child gets adequate sleep, regular medical attention and proper nutrition.

Parent signature _____ Date _____

Student signature _____ Date _____

Teacher signature _____ Date _____

ACKNOWLEDGMENT

Student Code of Conduct Electronic Distribution

Dear Student and Parent:

As required by state law, the board of trustees has officially adopted the Student Code of Conduct in order to promote a safe and orderly learning environment for every student. We urge you to read this publication thoroughly and to discuss it with your family. If you have any questions about the required conduct and consequences for misconduct, we encourage you to ask for an explanation from the student’s teacher or appropriate campus administrator. The student and parent should each sign this page in the space provided below, and then return the page to the student’s school.

Thank you.

Dr. Virginia Liepman
Superintendent of Schools

We acknowledge that we have been offered the option to receive a paper copy of San Augustine Independent School District Student Code of Conduct for the 2016–17 school year or to electronically access it on the district’s website at www.saisd.us. We understand that students will be held accountable for their behavior and will be subject to the disciplinary consequences outlined in the Code.

We have chosen to:

- Receive a paper copy of the Student Code of Conduct
- Accept responsibility for accessing the Student Code of on the district’s website.

Signature of student: _____

Print name of parent: _____

Signature of parent: _____

Date: _____

Grade level: _____

ACKNOWLEDGMENT

Student Handbook

My child and I have received a copy of the San Augustine High School Student Handbook.

Printed name of student: _____

Signature of student: _____

Signature of Parent: _____

Date: _____

Student Name _____

Parent's Objection to the Release of Student Information to Military Recruiters and Institutions of Higher Education

Federal law requires that the district release to military recruiters and institutions of higher education, upon request, the name, address, and telephone number of secondary school students enrolled in the district, unless a student's parent or eligible student directs the district not to release information to these types of requestors without prior written consent.

Parent: Please complete and return the following only if you **do not** want your child's information released to a military recruiter or an institution of higher education without your prior written consent.

I, parent of _____ (*student's name*), request that the district **not** release my child's name, address, and telephone number to a military recruiter or institution of higher education without my prior written consent.

Parent's signature: _____ Date: _____

Please note that if this form is not returned with the other materials identifying what the district considers directory information, the district will assume that permission has been granted for the release of this information.

DRESS AND GROOMING

The District's dress code is established to teach grooming and hygiene, instill discipline, prevent disruption, avoid safety hazards, and teach respect for authority and the work environment. Students shall be dressed and groomed in a manner that is clean and neat, not a distraction, and in a way that does not create a health or safety hazard. The District prohibits any clothing or grooming that in the principal's judgment may reasonably be expected to cause a distraction, interfere with normal school operations, or create a safety hazard. The student and parent may determine the student's personal dress and grooming standards, provided that they comply with the general guidelines.

- Ladies' shirts and blouses must be buttoned or snapped to conceal all skin to 3 inches below the collar bone. If necessary, undershirts must be worn under button down shirts. All other shirts necklines shall not extend more than 3 inches below the collar bone. Absolutely no low-cut shirts are permitted.
- All shirts and blouses must have sleeves with a minimum length of 3 inches.
- All shirts and blouses must cover the midriff area at all times and in all circumstances. There must be no exposure of the midriff area or undergarments. The midriff area must not be seen while bending over, while standing, raising arms, sitting, or stretching.
- Shirts and blouses must not be see-through unless an undershirt with sleeves is worn under it.
- Student clothing must completely cover the student's torso and legs from 3 inches below the collar bone and extending the finger tip length.
- Students are allowed to wear non-athletic style shorts and/or dresses/skirts, provided they are hemmed or cuffed and extend to finger tip length.
- Yoga pants, leggings, tights, or any other tight-fitting style knitwear must always be covered with a garment that extends to finger tip length.
- All gentlemen shirts must be collared with the exception of school spirit tees and collegiate university tees. Sweaters may only be worn with a collared shirt underneath. V-neck style shirts and sweaters are permitted as long as they are not designed to be worn as an undershirt.
- All pants and skirts must be worn at waist level. Sagging/loose pants are prohibited.
- Holes or tears will not be allowed in clothing, including pants with holes or tears that have been patched or attempted to be concealed with decorative stitching.
- Any clothing articles designed for underwear or sleepwear may not be worn.
- All undergarments in their entirety must be concealed at all times including straps and boxers.
- Clothing, grooming, and overall appearance may not reflect gang affiliation by any means, whether intentional or unintentional.
- Students may not wear any clothing article which depicts or advertises alcohol, tobacco products, drugs, violence, or behavior perceived to be lewd, offensive, vulgar or obscene.
- Sweatpants, athletic warm-ups, athletic shorts, joggers, and wind pants are prohibited.
- Any class, or student organization, or school sponsored group t-shirt designed, must receive final approval from the principal before it may be worn.
- Hats, caps, sweatbands, or any other head covering, grooming tools or curlers may not be worn inside the building. Bandannas are prohibited.
- Footwear must be worn at all times. Flip flops(shower shoes, beach shoes), house shoes, or slippers, and athletic slides are prohibited. Shoes must be laced and tied or fastened at all times. For PE, students must have shoes that are safe and appropriate for participation.

- Sunglasses may not be worn in the building on the face or head.
- Piercing of the body with the exception of ears is prohibited. Fillers may not be worn anywhere but the ears. Jewelry that distracts from the instructional environments is unacceptable.
- Hair styles should be kept clean and well groomed. Hair should be kept out of eyes. Hair may not be styled in a way that causes a distraction in the classroom. Hair may not have designs cut in it, including Mohawk styles.
- Tattoos of any type and drawings/writing on the body may not be visible.
- Lanyards with the official school ID are to be worn around the neck at all times. Defacing the school ID or covering the photo is not allowed

Principal discretion is implied for each bulleted item listed above. The principal may consider for disapproval extreme displays of dress and grooming that are defined in the dress code. As previously stated, San Augustine ISD prohibits any clothing or grooming that in the principal’s judgment may reasonably be expected to cause distraction, interfere with normal school operations, or create a safety hazard. If you have reason to believe that you may not be adhering to the dress code, please consult your campus principal prior to coming to school to avoid any disruption to your daily instructional schedule.

NOTE: The District dress code applies to SAISD students during regular school hours and in attendance to all school activities in and outside the district including students participating in extracurricular and co-curricular activities.

I acknowledge that I have read and understand all of the dress and grooming standards for the campus and agree to abide by them at all school functions including out of town venues.

Student Signature _____

Parent Signature _____

2016–2017 Letter to Households to Qualify San Augustine ISD for Compensatory Education Funding for School Year 2017–2018.

Dear Parent or Guardian:

The San Augustine School District may qualify for additional funding from the state if any of our students meet certain guidelines. The additional funding, known as the Compensatory Education Allotment, is used to provide supplemental services to students who are at-risk or not performing at an appropriate level. Please help us collect the necessary information so that we may receive additional state dollars for the benefit of our students.

The district is automatically eligible for this funding if you receive food stamps or Temporary Assistance for Needy Families (TANF). Otherwise, the district may qualify for this funding depending upon your income and family size. Please complete the attached *Form for Compensatory Education Funding Qualification* and return it with your student as soon as possible.

Please complete a separate form for each child. Attached are more detailed instructions to help you fill out the form.

- Households receiving food stamps or Temporary Assistance for Needy Families (TANF): Complete the child's name and case number and have an adult household member sign the form. If you have more than one child attending school, complete a separate form for each child.
- Households with one or more foster child: List the child's name and the amount of "personal use" income the child received last month and have an adult household member sign the form. If you have more than one foster child attending school, complete a separate form for each one.
- Households that do not receive food stamps or TANF: If you do not have a case number, you should list the names of all household members, the amount of income each person received last month, and where the income came from. An adult household member must sign the form and include his or her social security number or indicate that he or she has no social security number. If you have more than one child attending school, you should complete a separate form for each one, but you only have to complete this section once.

Will the form be verified? Yes. State officials require us to verify the information that qualifies the district for the extra funding, therefore, the information that you send us may be checked at any time during the school year. School officials may ask you to send written documentation to verify that your income meets the eligibility guidelines.

Should I report any changes? Yes. If your income meets eligibility guidelines, please tell us if your income increases by more than \$50 per month or \$600 per year, or if the size of your household decreases. If your household receives food stamps or TANF, you should tell us when you no longer receive these benefits.

Will this information be kept confidential? Yes. We will use the information on your form only to see if your child or children meet the eligibility guidelines that will enable the district to receive the extra funding. The information will not be used for any other purpose.

Will my child receive extra services if I complete this form? Not necessarily. Funding for this program is based on the number of students with certain qualifying levels of family income, but the allocated funds must be spent for students that meet different eligibility criteria. If your child has performed poorly on TAKS or other required tests, or meets other criteria for being at-risk of dropping out of school, then your child will likely receive additional services. If your child does not directly benefit-- other children in the district may benefit from this additional funding.

If my family income does not qualify the district for extra funding now, can I apply later if my circumstances change? Yes. You may submit the required forms at any time. If your income does not meet eligibility guidelines now but circumstances change (like household income decreases, household size increases, a wage earner become unemployed, the household receives food stamps or TANF), complete the form again. If you need new forms or any other help or information, call the school office.

Why does the consent in paragraph 6 refer to free or reduced price meals or free milk when my school does not participate in that program? State compensatory education funds are partially allotted on the basis of the number of students in a school district or charter school who are eligible for the national free or reduced-price lunch program in which some schools participate. Therefore, in order for your school to receive the amount of state compensatory education funds to which it is entitled, you are being asked to provide the same information that would be provided in an application to participate in that program. The consent paragraph is included on the form because federal law does not allow the disclosure of information about children eligible for free or reduced price meals or free milk without consent and further requires that the consent include a statement that the failure to sign does not make the child ineligible for the meal/milk program.

Thank you for your help.

Instructions for Completing the Compensatory Education Funding Qualification Form

1. Child information. Print your child's name, grade, and the name of the school.

2. Foster child. Complete this section if this is a foster child. List the foster child's monthly "personal use" income. Put "0" if the foster child does not receive "personal use" income. A foster parent or other official representing the child must sign the form in section #5. You are not required to list a social security number.

3. Food stamps or Temporary Assistance for Needy Families (TANF) benefits. If you are receiving food stamps or TANF benefits for the child, complete this section of the form. List the current food stamp or TANF case number for the child. An adult household member must sign the form in section #5. You are not required to list a social security number.

4. All other households. Complete this section of the form if the child is not a foster child and you are not receiving food stamps or TANF benefits for the child. (If you have more than one child attending public school and you are filling out a separate form for each one, you only need to complete this section once.)

List the name of everyone in your household even if they do not have an income. Include yourself, your spouse, the child, and all other household members.

List the amount of income each person received last month before taxes or any other payroll deductions. List the income source, such as earnings, welfare, pensions, and other income. (See examples below for types of income to report.) Each income amount should be entered in the appropriate column on the form. If any amount last month was more or less than usual, write that person's usual monthly income.

If anyone is self-employed, write the amount of income the person earns from self-employment. For example, self-employment income could be from operating a farm or a business such as a day care center.

Sign the form in section #5 and list your social security number. If you do not have a social security number, write "none."

5. Signature and social security number. The form must have the signature of an adult household member. Unless you have a food stamp or TANF case number or the child is a foster child, the social security number of the adult who signs the form must be included. If the person who signs the form does not have a social security number, put "none."

6. Consent. The adult household member whose signature appears in 5 should sign and date the consent.

Examples of Income to Report

Earnings from work

Wages/salaries/tips

Strike benefits

Unemployment compensation

Worker's compensation

Net income from self-owned

business such as day care
center, farm or other

Welfare/Child Support/Alimony

Public assistance payments

Welfare payments

Alimony/child support payments

Pensions/Retirement/Social Security

Pensions

Supplemental security income

Retirement income

Veteran's payments

Social security

Other Monthly Income/Self-Employment

Disability benefits

Cash withdrawn from savings

Interest/dividends

Income from estates/trusts/investments

Regular contributions from persons not
living in the household

Net royalties/annuities/net rental income

Military allowance for off-base housing

Any other income