

**JOHN FOSTER DULLES HIGH SCHOOL**  
**VIKINGS**

SUPPLEMENT TO THE 2018-2019 STUDENT/PARENT HANDBOOK



**The Voyage Continues!**

**JOHN FOSTER DULLES HIGH SCHOOL  
HANDBOOK FOR SUCCESS  
CAMPUS GUIDELINES, PROCEDURES AND SERVICES**

# **2018-2019**

## **MISSION STATEMENT**

Dulles High School successfully prepares all students for the 21st century by building character, developing technology skills and creating lifelong learners through a tradition of excellence, rich cultural diversity and purposeful, equal participation of parents, teachers, students, and the community.

## **SCHOOL MASCOT**

VIKING

## **SCHOOL COLORS**

RED, WHITE AND BLUE

## **ALMA MATER**

Dulles High we pledge to you

We'll be loyal

We'll be true

May we always bring you honor, glory and acclaim

As each year goes passing by

We will keep your banner high

Hail to you Red, White and Blue

Praise your exalted name.

## **FIGHT SONG**

Fight, fight, fight, you Valiant Vikings

Sail right on to win this game

We will always be beside you

Win or lose we'll be the same

You must never be discouraged

We'll be there to cheer for you

Keep that Viking spirit burning

Fight for the Red, White & Blue.

## **FOCUS**

**RESPECT, RESPONSIBILITY,  
VALUING DIVERSITY**

## What to do if:

### **You need to see your alpha principal.....**

Go to your alpha principal's office in either the A or D wing.

### **You need to see your counselor.....**

Email your counselor for routine questions. For an appointment, go online to your Naviance landing page and fill out the counselor appointment form. Be specific about your request. For emergencies, go to the counseling center in the C Wing office and ask to speak to your counselor or ask a teacher if you may go to the counseling office because of an emergency.

### **You are absent from school.....**

Have a parent call 281-634-5619 **and** bring a written note to the Attendance Office within 5 days, signed by a parent or guardian with a reason provided, even if you are 18 or older, when you return.

### **You arrive to school after 7:45 a.m.....**

Sign in at the Attendance Office.

### **You need to leave early.....**

Bring a note signed by your parent or guardian to the attendance office before first period. If you do not have a class period 1, take the note to attendance office when you arrive on campus. As you are leaving, you are required to sign out in the attendance office.

### **You have lost a textbook.....**

Check the Lost and Found (D-Wing office), check your classrooms, and if not found, pay for the lost book.

### **You have found personal property or textbook that is not yours.....**

Give the property to your alpha principal or to the police officer.

### **You have become ill while at school.....**

Get a pass from your teacher and go to the clinic, located on the 1<sup>st</sup> floor in the A-Area.

### **You need a Verification of Enrollment form.....**

Go to the front office. Students with excessive absences will not receive a Verification of Enrollment form due to the state 90% attendance rule.

### **You have trouble with your locker.....**

Go to the A-Area Administration office.

## DULLES HIGH SCHOOL STAFF

Principal Dr.	Jennifer Nichols	281-634-5602
Associate Principal	Cholly Oglesby	281-634-5603
Assistant Principal	Dr. Latoya Garrett	281-634-5607
Assistant Principal	Corey Stewart	281-634-5605
Assistant Principal	David Orlin	281-634-5606
Assistant Principal	Nevert Moses	281-634-5836
Assistant Principal	Desmond Jones	281-634-5604
Campus Assessment Coordinator	Allison Pike	281-634-5614
Academy Coordinator	Brian Tucker	281-634-5645
Lead Counselor	Kathy Carson	281-634-5609
Counselor	Danna Geist	281-634-5611
Counselor	Nicola Ballard	281-634-5612
Counselor	Lezlie Ladd	281-634-5613
Counselor	Chastity Rubin	281-634-5642
Counselor	Emily Garcia-Meitin	281-634-5424
Registrar	Marian Mingen	281-634-5622
Police Officer	Daniel Oballe	281-634-5659
Police Officer	Robert Richards	281-634-5633
College & Career Advisor	Kandace Clack	281-634-5820

# SCHOOL CALENDAR 2018-2019

August 15, 2018	1st Student Day
August 29, 2018	Meet the Vikes
September 3, 2018	Holiday-Labor Day
September 5, 2018	Fall Open House
September 28, 2018	Holiday- Fort Bend County Fair Day
October 18, 2018	End of 1 <sup>st</sup> Term
October 19, 2018	Student Holiday/District Staff Development
October 27, 2018	Homecoming Parade
October 28, 2018	DHS Homecoming Game
October 29, 2018	Homecoming Dance
November 19-23, 2018	Holiday-Thanksgiving Break
December 20-21, 2018	Student Early Release
December 18-21, 2018	Semester Exams
December 21, 2018	End of 2nd Term/End of Semester I
December 24 - January 4	Holiday-Winter Break
January 7, 2019	Campus Staff Development/Work Day
January 8, 2019	1st Student--Semester II
January 21, 2019	Holiday-Martin L. King Day
February 15, 2019	Student Holiday/District Staff Development
March 8, 2019	End of 3rd Term
March 11-15, 2019	Holiday-Spring Break
April 19, 2019	Holiday/Good Friday
April 22, 2019	Student Holiday/District Staff Development
April 27, 2019	Junior/Senior Prom
May 21 -24, 2019	Semester Exams
May 23-24, 2019	Student Early Release
May 24, 2019	End of 4 <sup>th</sup> Term/End of Semester II
May 27, 2019	Holiday-Memorial Day

Progress reports will be mailed home after the third and sixth weeks of the term.

- Report Cards will be issued after the end of each term.

## **ABSENCES**

### **All Day Absences**

When a student misses one or more days of school due to illness or personal reasons he/she will bring an excuse note to the Attendance Office upon their return to school. Please provide a specific reason for absences. **Personal or family emergencies are not considered excused absences and will be marked unexcused.**

1. The absence is excused only if a note is received in the Attendance Office within five (5) school days of the student's return to school.
2. If a note is not received within five (5) school days the absence will be coded Unexcused, a discipline consequence can be assessed which could include truancy.
3. If a student misses half of a class, they are considered absent for that class.
4. A student who has had surgery or been hospitalized should provide a physician signed release to return to school. The form should contain any restrictions or limitation regarding the student's physical functioning capacity while in attendance at school.

### **Arriving Late to School**

1. Students arriving at school between 7:30 and 7:45 should go directly to first period classes. They will be marked tardy by their first period teachers.
2. Students arriving at school after 7:45 should report to the Attendance Office. Students who arrive after 7:50 will be marked absent for first period.
3. Students will not be allowed to repeatedly interrupt 1<sup>st</sup> period class due to their late arrival to school. A student who is repeatedly tardy to period 1 may be subject to truancy consequences.

### **Leaving School Early**

Students may leave school early for the following reasons:

- Dental or doctor's appointment
- A reason excused by any of the principals

Students must adhere to the following procedures:

- The student must present his/her note to the Attendance Office prior to first period. **Any student leaving school for any reason must check out at the attendance office or clinic if ill. Failure to do so will result in disciplinary action.**

### **Anticipated Absences**

When you know in advance that you will need to be absent, it is to your educational advantage to talk to your teachers and arrange to get your assignments ahead of time. Notes for preplanned absences should be sent to the Assistant Principal at least three school days before the absences occur to determine if the absences will be excused.

### **Make-up Work for Excused Absences**

1. **It is the student's responsibility** to make arrangements for make-up work on the day they return to school.
2. If a student is absent on a known test day (and has been absent on that day only), they will be expected to take that test on the day returning to class. If absent only the day before the test and no new material has been covered, they will be expected to take the test at the regularly scheduled time. If absent two or more days, they will immediately make arrangements with their teachers to take the make-up test.
3. The teacher(s) will make every effort to provide students with the opportunity to make-up work. It is the student's responsibility to secure information concerning make-up work from their teachers immediately upon returning to school. Students who fail to do this will not receive credit for work missed. Make-up work is the responsibility of the student.
4. Failure to meet the deadline for make-up work will result in a Late Grade or a zero.

### **Requesting Work for Extended Absences**

Assignments for each teacher are posted on the Dulles Web Site and may be available on Skyward Family Access.

<http://www.fortbendisd.com/dhs>

Go to Academic and select Departments & Courses. Choose your teacher. Assignments are listed under Calendar or Resources unless otherwise stated.

## **Late Work Policy**

Teachers will take late Daily and/or Major Work with the maximum penalties of :

**One day** late for 30 pts off graded assignment. **Two days** late for 40 pts off graded assignment and **three days** late for 50 pts off graded assignment. Departments or subject area teams may develop a late work procedure that reflects the goals of the department with the approval of the department head and T-TESS supervisor.

## **BOOKS, BACKPACKS, PERSONAL BELONGINGS & ELECTRONIC DEVICES**

Never leave your books, backpacks, purses, and other personal belongings unattended. Never ask another student to be responsible for your personal items. Keep your belongings with you or in your locker. DHS will not be responsible for lost and/or stolen electronic devices or any item.

## **CAFETERIA**

- Students are to eat in the cafeteria and the attached outdoor courtyard ONLY. Students are to stay in this area during their lunch times; they are not to wander the halls, go to the Technical Education Center, go upstairs, or leave the DHS campus. No food/drink is allowed out of the cafeteria or out of the courtyard.
- Students will clean up after they eat. Keep Dulles Beautiful!
- During lunch time students are to use the restrooms in G-Area Down. Other restrooms are "OFF LIMITS" at this time.
- Unacceptable behaviors will result in disciplinary action.

## **CELL PHONES**

**Due to safety concerns cell phones/electronic devices cannot be used or visible on the bus ramp at ANYTIME. DHS is not responsible for lost and/or stolen cell phones /technology. If the district/campus policy is not followed the cell phone will be confiscated and subject to possible disciplinary action. (See Board Policy FNCE or the FBISD Student Parent Handbook)**

## **CHEATING**

Students who cheat or plagiarize on homework, class work, projects or tests:

### **First Offense:**

1. Will be given a zero on that work.
2. Discipline referral forwarded to alpha principal.
3. Teacher/parent conference.
4. Subject to club/organization by-laws which may result in dismissal from any organization or club for remainder of the semester or subject to organization procedures / by-laws.

## **CLINIC**

The clinic is located in the A-Area by the Front Office. Except in an emergency, students will not be permitted in the clinic without a pass. ALL STUDENTS must have an emergency form on file in the clinic and emergency contact information updated in Skyward.

## **CLOSED CAMPUS**

- ONCE STUDENTS ARRIVE AT SCHOOL, THEY ARE NOT PERMITTED TO LEAVE THE CAMPUS WITHOUT PROPER AUTHORIZATION. Students violating this rule will be assigned a disciplinary consequence.
- Siblings and friends that are not DHS students cannot attend classes or have lunch on campus.

\*NOTE\*: We are concerned about the security of everyone on our campus. Please understand the intent is not to keep you here against your will but to prevent others from coming onto the campus and endangering you or others.

## **CONFISCATED ITEMS**

Unauthorized use of items such as ear buds/earphones, iPods, video cameras, cameras, CD/MP3 players, radios, electronic game players, etc. are subject to confiscation and further disciplinary action. DHS will not be responsible for lost and/or stolen electronic devices / technology or any other prohibited item.

## **COUNSELORS' OFFICE**

- If you need to see your counselor, make an appointment unless you have an emergency need.
- The student may make this appointment with the counselor's secretary before school, between classes, or after school.
- Class time is not an appropriate time to request to go to the counselor's office.

Changes in a schedule must be submitted during the first week of a semester and for the following reasons only:

1. Student already has credit for the class.
2. Student does not have the prerequisite for the class.
3. Student needs the class to graduate on time.
4. Student has been accepted into a special class.

**Students should not request a schedule change because of a teacher conflict or a change of elective or course preference.**

- No class may be added after the first 18 days of a semester per state and district policy.
- Last day to drop a course with a failing grade with no impact on **UIL / extra-curricular eligibility is September 14th**.
- Level change requests will be considered after the first three weeks of the semester. (Students must show considerable effort to be successful. Principal approval required.)
- Latest day that a student may drop **full year or semester 1** course or change levels is October 26, 2018.
- Latest day that a student may drop a **one semester spring course** or change levels is March 22, 2019.
- Off campus periods are a privilege and thus can be revoked.

## **COMMUNICATION WITH TEACHERS**

Teachers have been asked to respond to parent communication or requests for information within 24-48 hours (2 school days). Parents can check current academic progress through "Family Access". **Be aware that class averages and median scores for assignments are misleading because students with zeroes for work not completed are included in calculation of the class average.**

## **DELIVERIES**

To avoid classroom disruptions, deliveries **will not** be made to students. (Lunch money, lunches, school work, textbooks, technology.) Food deliveries from off campus vendors are prohibited. Students may not exit the building to receive a delivery. **No deliveries** will be accepted by Parents.

## **DISMISSAL**

All students must leave campus by 3:00 pm unless they are with a teacher, sponsor, or with a school activity. Students waiting for rides must wait at the front of school. Students leaving campus and returning without authorization may be subject to a trespass citation. Students found on Dulles Elementary or Dulles Middle School campus at any time without specific authorization will be referred to FBISD police as well as receive school discipline.

## **DRESS AND GROOMING**

Students are expected to be appropriately attired at all times when on the DHS campus and understand that the FBISD Dress Code will be enforced at Dulles High School. We prepare students for success beyond high school. Students will dress for success at school in attire that is appropriate for school. Dress Code infractions cannot be corrected with jackets, sweaters, or sweatshirts. A student must call a parent/guardian to deliver a change of clothes. The dress code infraction must be corrected before the student can return to class.

## **SHIRTS, BLOUSES, SWEATSHIRTS, SWEATERS, VESTS**

- Must touch the belt line with no revealing undergarments
- No oversized armholes, vented t-shirts, spaghetti straps, tank tops, sleeveless t-shirts, backless attire and off the shoulder tops
- No revealing midriff or undergarments while standing or sitting

- No revealing, low-cut, see-through, or too tight clothing such as spandex/lycra (no exposed cleavage)
- Garments with logos, slogans or pictures which are suggestive or which represent tobacco products, alcohol, drugs, violence, guns, illegal or disruptive acts.

### **DRESSES, SKIRTS, SHORTS, SKORTS, CAPRIS, PANTS, AND JEANS**

- Dresses shall be worn modest in length (3 inches above the knee)
- Shorts, jeans, and all pants shall be worn at the hip and must cover the undergarments
- No tattered shorts, biker shorts, or wind shorts or clothing that has been ripped, torn, or cut in a way as to reveal undergarments
- Walking shorts may be worn provided they are no more than three inches above the knee
- No clothing that is excessively tight such as spandex/lycra unless worn with a garment that covers to mid-thigh
- No pants resembling pajama bottoms or pajamas of any kind.

### **SHOES**

- Shoes shall be worn, and if designed to be tied shall be properly tied
- Unsafe footwear is not permitted
- Appropriate shoes must be worn during P.E./gym classes as well as during lab activities in science, CTE, etc.

### **HAIR**

- Neat, clean and well-groomed; worn in a style and color that is not distracting
- Boys' hair length should not exceed touching the shoulders at full extension in the back unless required by the student's religion
- Boys' sideburns shall be no more than one-half inch below the ear lobes and shall not be flared
- Drawings, icons, and/or other markings cut into or colored into the hair, including eyebrows, and not associated with required religious markings or hairstyles are not permitted
- Mustaches, beards, or goatees are not allowed unless required to be worn by a student's religion or with physician's documentation.
- Hats, caps or other headgear. Students do not need hats or caps at school or on the bus. They are to be left at home.
- Combs and picks cannot be worn in one's hair.
- "Mouth grills" will not be worn at school.
- All tattoos must be covered. Temporary tattoos are not permitted.

### **EXEMPTIONS FOR SPRING SEMESTER EXAMS (Based on the 2016-2017 Criteria and is subject to change)**

#### **9th and 10th Grade**

Attendance: No more than 4 absences for the spring semester. 3 tardies equals 1 absence for exemption purposes.

Discipline: No removals to DAEP/JJAEP in the spring semester.

Fines/Fees: No outstanding fines or fees.

Grades: Must have a semester average of 80 or above for the spring semester in the course eligible for exemption.

State Testing: Must have met minimum standard on the EOC exam for the course eligible for exemption.

Exemptions: Eligible for 3 exemptions in core courses only. (Math, Science, ELA, or Social Studies)

Test Days: Students must attend class or all required activities during exam exemptions to receive exemptions.

#### **11th Grade**

Attendance: No more than 4 absences for the spring semester. 3 tardies equals 1 absence for exemption purposes.

Discipline: No removals to DAEP/JJAEP in the spring semester.

Fines/Fees: No outstanding fines or fees.

Grades: Must have a semester average of 80 or above for the spring semester in the course eligible for exemption.

State Testing: Must have met minimum standard on the EOC exam for the course eligible for exemption (US History).

Exemptions: Eligible for 4 exemptions in core courses only. (Math, Science, ELA, and Social Studies)

Test Days: Students must attend class or all required activities during exam exemptions to receive exemptions.



## 12th Grade

Attendance: No more than 4 absences for the spring semester. 3 tardies equals 1 absence for exemption purposes.

Discipline: No removals to DAEP/JJAEP in the spring semester.

Fines/Fees: No outstanding fines or fees.

Grades: Must have a semester average of 80 or above for the spring semester in the course eligible for exemption.

State Testing: Must have met minimum standard on the EOC exam for the course eligible for exemption.

Exemptions: Eligible for exemptions in all courses.

Test Days: Students must attend class or all required activities during exam exemptions to receive exemptions.

## EXTRA CURRICULAR ACTIVITIES

Students should see sponsors of Extracurricular Activities for criteria for participation. For sports, see Coach Priddy or Coach Geist.

## FIGHTING

Fighting is unacceptable at Dulles High School or at any school activities. A student who participates in a fight will be subject to the following actions:

- suspension
- Possible placement in Alternative Education Program (DAEP)

## GRADING PROCEDURES

A grade is a numerical indicator of mastery of the curriculum and overall performance within a designated level. Written communication of the student's achievement shall be reported to the parents on a nine-week basis. The student's actual numerical grades as determined by the teacher will be recorded in the grade book. The actual numerical score earned on the semester exam is recorded on the report card.

### Computing Grades

The following system is the Dulles High School Procedure:

- 9 week grade report – at least 11 daily and at least 3 major grades per 9 week cycle. (The **exception** for this requirement is the 1<sup>st</sup> 9 weeks grading period of the grading cycle, there is a minimum of 12 numerically graded items. A minimum of 3 grades recorded should be major grades).
- Daily grades average will count 50% and Major grades average will count for 50% of the grading cycle average.
- 9 week grade reporting system:
  - 3 week progress – 4 daily 1 major grade minimum reported
  - 6 week eligibility – 8 daily 2 major minimum reported (determines UIL eligibility)
  - 9 week grade report – 11 daily 3 major minimum reported (determines UIL eligibility)

NOTE: Credit may be earned through district approved correspondence courses and through approved credit-by examination. See your counselor for details.

### Computing Semester Grades for Year End Average

To determine the semester average:

1 <sup>st</sup> Term Grade is worth	42.5%
2 <sup>nd</sup> Term Grade is worth	42.5%
Semester Exam Grade is worth	15%

#### Example:

T1 grade	= 84
T2 grade	= 90
Semester exam grade	= 89
$S1 = (84 \times 0.425) + (90 \times 0.425) + (89 \times 0.15) = 87.3$ , <b>87</b> Semester Average	

### Computing Class Rank & GPA

Please refer to the district student/parent handbook located on [www.fortbendisd.com](http://www.fortbendisd.com)

## LEAVING CAMPUS WITHOUT PERMISSION

Students are not allowed to leave campus without permission. A student who leaves campus without authorization **anytime before school and until 2:45pm**, will receive a disciplinary consequence.

## LIBRARY USAGE

- Before school and during the school day a student must sign in to the library.
- You must have a current Dulles ID card in order to check out books from the library.
- The library is open before and after school for student use.
- During the regular school day, you must have a pass from your teacher in order to use the library. Be sure to have your pass signed and return the signed pass to your teacher before the end of the period.
- You must have a current DHS ID card and signed Digital Citizenship Agreement on file to use the computers in the library.
- Computer work must be directly tied to classroom assignments.

## LOCKERS

Having lockers for storage is a **privilege** that is extended to all students. Remember that the locker itself belongs to the school and you are responsible for its contents and its security. As such the following rules will be followed:

- Students may request a locker in the A Wing office.
- Each student is responsible for material in his/her locker. Do not give your combination to anyone else. Do not tamper with the locking mechanism of the locker.
- If you have trouble with your combination, report the problem to the A-wing Administration office. If you are tardy to class, you will receive an unexcused tardy.
- Lockers are school property and will be inspected by the administration at any time.

## POLICE

The Police Officers are located in the C and B-Hallways. The Campus Police Officers are responsible for the safety and security of the students, as well as the building and grounds. Should you have any reason to suspect certain individuals are present on our campus for illegal reasons, please contact the campus police officer or one of the Assistant Principals. If you have any questions concerning the student parking lot, please refer them to the **Mr. Stewart**. DHS participates in the Crimes Stoppers Program. The number for Crime Stoppers is 281-491-TIPS and text a tip to CRIMES (274637) with the message: GETPAID (type your tip information here).

## PROFANITY

Profanity is not accepted at Dulles High School at anytime.

- Major offense (ex. Use of the "F" word) and any profanity directed at a staff member) may result in suspension and possible placement in the Alternative Education Program
- Minor offenses may result in detentions, Saturday detention and/or ISS.

## REGISTRAR

- The Registrar is located in the C Wing Office.
- See the Registrar for transcript and withdrawal information and procedures.

## STUDENT CLUBS / GROUPS

In order to become a campus-approved student group/club, the group must apply for "student group" status during the two week application window open at the beginning of each grading term, be approved by the campus principal or designee, and satisfy all of the following requirements. The student group must:

1. Be organized at the campus level;
2. Not duplicate an existing student group /club or extra-curricular activity or have a parallel team/organization at the campus;
3. Be composed completely of current, full-time District student body members at the campus where the student group exists;
4. Be supervised by an approved (Exempt) school employee in accordance with policy FNAB (LOCAL); and

5. Submit a written request for campus-approved student group status during the two week application window open at the beginning of each grading term. The complete application must contain all of the following information:

- a. A brief statement of the student group's purposes and goals;
- b. A list of the student group's members;
- c. A schedule of the proposed meeting times; and
- d. A signed commitment to supervise the student group from a school employee sponsor.

Items b, c, and d must be submitted annually. Student groups seeking campus approval must submit all of the information requested above to the campus principal or designee or the application will be delayed or denied approval. The principal will review student group applications as they are received and respond to all student group applications in writing within one week of the closing of the current application window.

### **STUDENT IDENTIFICATION CARDS**

- All students at Dulles High School must carry a Dulles ID card with them at all times while at school. ID cards will be issued to all students. The first ID card is free.
- These ID Cards are used for numerous activities around school including use of facilities. It is your official form of identification.
- If a student's ID card is lost or stolen, he/she should immediately see the librarian in charge of making ID's. There is a \$5.00 fee for replacing a student ID.
- **Students must have their ID card in order to purchase lunch from the cafeteria.**
- Failure to have your ID card in your possession may result in disciplinary action.

### **STUDENT PARKING**

Driving to school is a privilege that is extended to our responsible and mature students. As such, the following rules will be administered and followed. Any violation of these rules or state law will result in the revocation of your parking privilege. Seniors and juniors wishing to park a vehicle on the Dulles High School campus are required to submit the application for permit. Permits for the school year will be sold for \$35.00, \$55.00, or \$100.00. Personal parking spots are available for sale at an additional yearly fee and you may paint your spot. Freshmen and sophomores are generally not permitted to drive a vehicle on campus. If a student is continually tardy to school, permits may be revoked.

### **TARDIES**

Students are expected to attend each class everyday and to be on time. Tardy penalties will be assessed per class period by the teacher and/or a Principal. Discipline penalties for tardies are cumulative during the semester.

\*NOTE: Hall Sweeps for tardies will be conducted randomly by the Principals. Also note that 3 tardies = 1 absence for exemption purposes during the spring semester.

### **TEXTBOOKS**

Students whose books are turned in late at the end of a semester will be assessed a \$10.00 late fee. This includes books which have been left in teacher classrooms and/or lockers after the deadline for locker clean-out. See the FBISD Student/Parent Handbook for a list of fees for damages to textbooks.

### **VISITORS**

#### **For Your Safety:**

- ALL VISITORS MUST REPORT TO THE FRONT OFFICE IMMEDIATELY UPON ENTERING THE BUILDING.
- Parents are invited to visit the school at any time. Appointments to visit teachers; however, must be made in advance.
- We will not issue visitor's permits to any other visitors, such as friends and former students.
- Do not bring younger children to school with you.
- Students will not have visitors at school.

### **BRING YOUR OWN DEVICE CAMPUS (BYOD) PROCEDURES**

Fort Bend ISD is encouraging the safe and responsible use of technology on campuses for educational purposes. Dulles HS students are encouraged to bring your own device (**BYOD**) for use in designated instructional areas and designated non-instructional areas as determined by campus procedures. Students must have a signed digital citizenship

document on file in order to access district network resources and use their personal electronic devices on campus (See the Digital Citizenship Q and A in the FBISD Student Parent Handbook for more information). **Violations of the Digital Citizenship Responsible Use Policies will result in loss of privileges, discipline consequences, and/or confiscation of technology (returned to parents only).**

**Fort Bend ISD and DHS are not responsible for lost or stolen electronic devices that are brought to school. DHS will not investigate or search for lost or stolen electronic devices.**

**Please note that for safety reasons ear buds and ear phones of any kind are prohibited items and may not be on campus at any time before, during, or after school.** Students found in possession of earphones / ear buds or any listening device at any time will have the item confiscated.

## DULLES HIGH SCHOOL BYOD CAMPUS PROCEDURES

What Technology Can Be Used	Where	When	What Technology cannot be used
Smart Phone Cell Phone Laptop Netbook Tablet PC Kindle Nook Ipad Other approved similar device	<b>Non Instructional Area</b> In the cafeteria, courtyard, mall, any hallway, restroom, or locker room.  All acceptable technology cannot be used in the library.	Before school, after school, during lunch, and during passing periods.	Cell phone infractions are subject to district procedures of confiscation and subject to a \$15 fine on the third offense.
Smart Phone Cell Phone Laptop Netbook Tablet PC Kindle Nook Ipad approved similar device	<b>Instructional Area</b> In the classroom <b>only</b> .	Only at specific times that are teacher driven and teacher directed for specific instructional use. Students must follow teacher directives to power down during assessments and technology free activities.	<b>Cell Phones cannot be used in the classroom for note taking or student initiated uses.</b> Cell Phones should not be visible or in use in the classroom. (except at specific teacher direction)

**\*\*Cell phone infractions are subject to district procedures of confiscation and subject to a \$15 fine on the third offense.\*\***