MISSION
To ensure that students graduate from college, we will prepare young women to succeed in all fields, particularly: math, science, technology, leadership, and wellness.

VISION
Irma Rangel exists to nurture young women in leadership roles in a global society, through a community dedicated to rigorous educational and cultural experiences.

VALUES/PILLARS
· College Readiness
· Service Leadership
· Health and Wellness
**Student Conduct Student Expectations:**

In order for any school to be successful, the environment must be one conducive to learning. Successful schools have clearly defined rules of operation, consistent application of those rules, and a conscientious attitude on the part of their students, staff, and community in complying with those rules.

As is the case in any community, “abiding by the law” must come from the individual. The atmosphere sought in Irma Rangel Young Women’s Leadership School is one in which respect from one person to another is readily observed and in which a proper balance exists between each person’s right to be an individual and his responsibilities to function as a member of a larger community. Each individual must recognize that his/her personal rights do not extend beyond other’s rights, and compliance with reasonable rules of behavior takes priority over self-interest. For a more detailed description concerning discipline, please refer to the Student Code of Conduct.

**Student Responsibilities:**

Student responsibilities for achieving a positive learning environment at school and at school-sponsored activities include:
* Attending all classes, daily and on time
* Being prepared for each class with appropriate materials and assignments
* Being properly attired in order that the appearance does not cause a disruption or create a health or safety hazard
* Exhibiting an attitude of respect toward others
* Conducting oneself in a responsible manner
* Seeking changes in school policies and regulations in an orderly and responsible manner through appropriate channels
* Obeying all school rules

**Student Identification Cards:**

Photo IDs will be required for all students. The IDs will be provided through the school at a cost of approximately $5.00. Students must have their IDs with them at all times and may be asked to show their IDs at the request of an administrator or staff member. Refusal to obey the directive to show an ID upon request will be dealt with as a disciplinary issue. Students also must have IDs available for services in the cafeteria and library.

**Disruptions of School Operations:**

Disruptions of school operations are not tolerated and may constitute a misdemeanor offense. As identified by law, disruptions include the following:
* Interference with the movement of people at an exit, entrance, or hallway of a district building without authorization from an administrator.
* Interference with an authorized activity by seizing control of all or part of a building.
* Use of force, violence, or threats in an attempt to prevent participation in an authorized assembly.
* Use of force, violence, or threats to cause disruption during an assembly.
* Interference with the movement of people at an exit or an entrance to district property.
* Use of force, violence, or threats in an attempt to prevent people from entering or leaving district property without authorization from an administrator.
* Disruption of classes or other school activities while on district property or on public property that is within 500 feet of district property. Class disruption includes making loud noises, trying to entice a student away from or to prevent a student from attending a required class or activity, and entering a classroom without authorization and disrupting the activity with loud or profane language or any misconduct.
* Interference with the transportation of students in vehicles owned or operated by the district.

**Academic Dishonesty/Cheating:**

Students found to have engaged in academic dishonesty will be subject to disciplinary penalties. Broadly defined, academic dishonesty/cheating occurs any time that a student knowingly submits work under his/her own name that was obtained through the efforts of someone else. Please see Academic Integrity Policy handed out at the beginning of the year by Ms. O’Conner.

Common examples would include, but are not limited to, the following:
* Copying from another student’s paper
* Using unauthorized information while taking a test (cheat sheet)
* Paraphrasing someone else’s homework
* Giving information to another student to complete assignments
* Obtaining or giving answers during a test
* Securing a copy of a test to study and/or using the information on a test
* Talking during a test
* Knowingly checking another student’s work incorrectly during routine class procedures
* Copying book jacket summaries for book reports (plagiarism)
* Submitting work completed by someone else (parents, other adults, other students)
* Using information obtained through the Internet or other resources without appropriate documentation

**Bullying:**

Bullying occurs when a student or group of students engages in written or verbal expression, expression through electronic methods, or physical conduct against another student on school property, at a school-sponsored or school-related activity, or in a district operated vehicle, and the behavior:
* Results in harm to the student or the student's property,
* Places a student in reasonable fear of physical harm or of damage to the student's property, or
* Is so severe, persistent, and pervasive that it creates an intimidating, threatening, or abusive educational environment. This conduct is considered bullying if it exploits an imbalance of power between the student perpetrator(s) and the student victim and if it interferes with a student’s education or substantially disrupts the operation of the school. Texas State Law – SB 172 now states that bullying is a misdemeanor.

Bullying is prohibited by the district and could include hazing, threats, taunting, teasing, confinement, assault, demands for money, destruction of property, theft of valued possessions, name-calling, rumor-spreading, and ostracism. In some cases, bullying can occur through electronic methods, called "cyberbullying." If a student believes that he or she has experienced bullying or has witnessed bullying of another student, it is important for the student or parent to notify a teacher, counselor, principal, or another district employee as soon as possible to obtain assistance and intervention. The administration
will investigate any allegations of bullying or other related misconduct. If the results of an investigation indicate that bullying has occurred, the administration will take appropriate disciplinary action. Disciplinary or other action may be taken even if the conduct did not rise to the level of bullying.

**Harassment:**
Harassment, in general terms, is conduct so severe, persistent, or pervasive that it affects the student's ability to participate in or benefit from an education program or activity; creates an intimidating, threatening, hostile, or offensive educational environment; or substantially interferes with the student's academic performance. Examples of harassment may include, but are not limited to, offensive or derogatory language directed at a person's religious beliefs or practices, accent, skin color, or need for accommodation; threatening or intimidating conduct; offensive jokes, name-calling, slurs, or rumors; physical aggression or assault; graffiti or printed material promoting racial, ethnic, or other negative stereotypes; or other kinds of aggressive conduct such as theft or damage to property.

**Sexual Harassment and Gender-Based Harassment:**
Sexual harassment and gender-based harassment of a student by an employee, volunteer, or another student are prohibited. Examples of sexual harassment may include, but not be limited to, touching private body parts or coercing physical contact that is sexual in nature; sexual advances; jokes or conversations of a sexual nature; and other sexually motivated conduct, communications, or contact.

**Retaliation:**
Retaliation against a person who makes a good faith report of discrimination or harassment, including dating violence, is prohibited. Retaliation against a person who is participating in an investigation of alleged discrimination or harassment is also prohibited. A person who makes a false claim or offers false statements or refuses to cooperate with a district investigation, however, may be subject to appropriate discipline. Reporting Procedures: Any student who believes that he or she has experienced dating, violence, discrimination, harassment, or retaliation should immediately report the problem to a teacher, counselor, principal, or other district employee.

**Personal Items and Materials at School:**
Students are responsible for all their personal possessions while at school or while at any school-sponsored or school-related event. Parents are strongly urged to discourage their children from wearing or from bringing to school expensive or irreplaceable electronics, jewelry, watches, sunglasses, toys or personal clothing (other than items such as coats or jackets) that may be removed during the day. The District is not responsible for any personal items that are lost, damaged, or stolen at school or at a school-related activity.

**Money at School:** Students should not bring large sums of money to school.

**Food, Candy, and Drinks:**
Food, candy and drinks are not permitted in school buildings. Food and drinks must be consumed only in the cafeteria and designated area during the scheduled student lunch. NO SELLING of snacks or candy will be permitted during school hours.
Careless disposal of gum and food in drinking fountains, on furniture, or on floors presents sanitation and cleaning problems and requires costly repairs. Students who disregard rules concerning food, candy and drinks will receive disciplinary action.

**Portable (Cellular) Telephones:**
At the discretion of the classroom teacher cell phones may be used for instructional purposes that are aligned to the curriculum of the specified course. Students should follow the specific instructions of the classroom teacher and abide by all policies of the Technology User Agreement of Dallas ISD. Students who misuse their devices, including those worn as a watch, will be subject to disciplinary actions per Student Code of Conduct/Student Handbook.
Cell phones displayed, turned on, or used during the school day will be taken up and given to an administrator. The following consequences will be in effect for violation of the cellular telephone policy:

1st offense - a cell phone is confiscated, it can be picked up by the student or parent no earlier than the end of the school day.
2nd offense - a cell phone is confiscated, it can be picked up by student or parent at the end of the school day. An administrative fee of $5.00 will be charged before the device can be returned. Parents will be notified of the second offense.
3rd offense - a cell phone is confiscated, an administrative fee of $10.00 will be charged before the device can be returned.
4th offense - a cell phone is confiscated, it will be kept until the end of the school year. An administrative fee of $15.00 will be charged before the device can be returned. Any device not claimed by September 1 following the end of the school year will be disposed of according to District Policy FNCE (LOCAL)
Any student refusing to give the device to school personnel will be subject to Level I disciplinary consequences.

**Distribution of Non-School Materials:**
Students are not permitted to distribute non-school publications or materials in the classroom or hallways. Before non-school materials or publications are made available to students in the designated area, they must be submitted to the principal or designee for review and approval. The principal or designee will make a decision as to whether or not the material is approved within 24 hours of the time the materials are submitted. Failure to act within that time is interpreted as disapproval.

**Damage of School Grounds/Property:**
Littering, defacing, or damaging school property is not tolerated. Students will be required to pay for damages they cause and will be subject to disciplinary consequences in accordance with the Student Code of Conduct.

**Dress and Grooming:**
Cleanliness, neatness, appropriateness, modesty, and effect on the learning environment are the criteria that should dictate the student’s choice of school dress and grooming on any given day. A student is not appropriately dressed if he/she is a disturbing influence in class or school because of his/her mode of dress. No attempt will be made to dictate fashion styles as long as they are in keeping with school District guidelines and/or policies. Students and their parents/guardians are charged with the responsibility of ensuring that modesty, appropriateness, and neatness of dress are maintained. If a student comes to school wearing clothes that violate the dress code or in any other way violate the
dress and grooming standards, the student may be placed in in-school suspension until he/she is in compliance. The school will make efforts to notify the parent as soon as possible of this assignment. If the student comes into compliance with the dress and grooming standards, he/she will return to regular classes immediately. IN ADDITION TO THE EXAMPLES OF UNSUITABLE SCHOOL DRESS AND GROOMING LISTED BELOW, THE PRINCIPAL WILL MAKE THE FINAL DETERMINATION ON ANY OTHER CLOTHING THAT IS DEEMED INAPPROPRIATE.

Examples of unsuitable school dress and grooming include but are not limited to the following:

- Jewelry requiring body piercing except in the ears
- Exposed obscene tattoos or body drawings
- Any hairstyle that is not neat, clean, and well-groomed
- Any hairstyle or hair color that is distracting and not of natural color
- Hair combs or hair picks Hats
- Headgear of any kind at any time in the buildings or hallways, including bandannas, head rags, headbands, or towels of any type
- Lack of shoes
- House slippers
- Shoe skates
- Spaghetti straps, tank/tube tops, halters, and midriff tops
- Pajama pants
- Spandex, body fitting, or tight-fitting shorts or pants, including yoga pants or fitness pants
- Short-shorts, including athletic shorts (must be finger-tip long or longer)
- Cut-offs Dresses/Skirts
- Dresses or skirts shorter than three inches above the knee.
- Sunglasses
- Bandannas (may not be worn, displayed, or carried)
- Clothing with slits or tears or pants with unpatched holes above finger-tip length
- Tight or revealing clothing
- See-through clothing
- Visible undergarments
- Dressing without appropriate undergarments
- Dance clothes or tights
- Any clothing that advertises or depicts tobacco products, alcoholic beverages, drugs, or any other substance that students are prohibited from having or using at school
- Any clothing that is lewd, offensive, vulgar, or obscene
- Any clothing or grooming that depicts crime, violence, or gang association
- Any clothing that inappropriately exposes the body
- Any other clothing deemed inappropriate by the campus principal

The following consequences will be in effect for violation of the dress code:

1st uniform violation - student will receive a verbal warning

2nd uniform violation - student will call parent / guardian

3rd uniform violation - parents will be notified by telephone and the student will be
assigned to Lunch Detention

4th uniform violation- student will be assigned Friday after school detention till 6pm.

Badges – School badges are part of the required school uniform and as such should be current and worn every day. Students that do not have a badge will be responsible to purchase a temporary badge from the front office before the start of the school day. Upon a student’s third badge offense, parent contact will be made. On the fourth offense, lunch detention will be served, on the fifth offense, after school detention will be served. On the 6th offense in one semester, the student will receive an official school write up that is entered into the school discipline system and consequences will be assigned by admin.

**Educational Technology and Acceptable Use Practices:**
The following is a summary of acceptable practices regarding the use of technology resources provided by the Dallas Independent School District. By using the technology resources provided by the district, individuals implicitly agree to follow these guidelines. Definition of Technology Resources: The terminology “technology resource(s)” refers to any configuration of software and hardware provided by the district. Hardware includes, but is not limited to: desktop computers, laptops, network connectivity devices, wireless connectivity devices, printers, phones, network servers, and network storage devices. Software includes, but is not limited to: internet access, electronic mail, operating system software, application software, local and external databases, and data files. The Superintendent, or designee, is authorized to monitor the activity of the district’s technology resources as well as any technology resource present on district property. This monitoring can take place without notice, whether written or verbal, to the technology user. System Access: Students will be granted access to technology resources for class assignments and research. Employees will be granted access for teaching, administrative functions, and as job duties dictate. Individuals will be issued one or more username(s) and password(s) to gain access to technology resources. This information is not to be shared with other employees or students without prior written approval from the Superintendent or designee. Technology users are responsible for keeping this information in a safe place where it cannot be accessed by other technology users.

Commercial use is strictly prohibited. Individuals are expected to use the technology resources in a responsible, ethical, and polite manner. Students are prohibited from possessing, sending, forwarding, posting, accessing, or displaying electronic messages that are abusive, obscene, sexually oriented, threatening, harassing, damaging to another’s reputation, or illegal. This prohibition also applies to conduct off school property, whether the equipment used to send such messages is district-owned or personally owned, if it results in a substantial disruption to the educational environment. Any person taking, disseminating, transferring, possessing, or sharing obscene, sexually oriented, lewd, or otherwise illegal images or other content, commonly referred to as “sexting,” will be disciplined according to the Student Code of Conduct, may be required to complete an educational program related to the dangers of this type of behavior, and, in certain circumstances, may be reported to law enforcement. Because engaging in this type of behavior can lead to bullying or harassment, as well as possibly impede future endeavors of a student,

**Internet Safety Policy:**
In accordance with the Children’s Internet Protection Act (CIPA), the district will install the appropriate technology resources to protect students and employees from inappropriate Internet content. This
system will restrict access to electronic systems which contain information pertaining to pornography, hacking, unauthorized chat rooms, and any other content considered harmful to minors. This system will also restrict access to sites which seek to solicit personally identifiable information.

**Tardies**
It is important for every student to be in class on time. Instruction starts from the beginning of the class period, and if tardiness becomes an issue with a student, the following consequences may apply.

**Tardy Policy (consequences)**

1st tardy - student receives teacher warning

2nd tardy - student writes parental letter or telephone parents

3rd tardy - student is assigned to lunch detention

4th tardy - student/parent administrative conference will be required

5th tardy – student will attend Saturday School