

Margaret Long Wisdom High School

Student/Parent Handbook

Houston Independent School District



2023 – 2024

Principal: Mr. Kenneth Brantley, II

6529 Beverly Hill

Street Houston,

Texas 77057

713-787-1700

713-778-1723 (fax)

Website: www.houstonisd.org/wisdom

Instagram/Twitter: @wisdom_hs

Mission

Margaret Long Wisdom High School strives for high levels of academic achievement by providing our multicultural scholars with personalized learning opportunities and authentic student-centered instruction that encourages the development of creativity, problem-solving skills, and competitiveness in a global economy.

Vision

Our vision is to empower students to acquire knowledge and skills that will allow them to be fully prepared for college, career, and life.

School Colors

Black & Gold

Click [Here](#) for Faculty and Staff Directory



CONTENTS

ACADEMIC POLICIES AND PROCEDURES	3
Arrival/Dismissal	3
Attendance Policy	3
Absences and Course Credit/NG's	4
Truancy	5
Withdrawal Procedures	5
Bell Schedule	6
Academic Calendars	7
Communication	7
HISD Connect	7
College and Career Advising	8
Grade Classification	8
Grades and Extracurricular Activities	8
Grading Guidelines	9
Graduation Requirements	9
Section 504	10
Transcripts	10
STUDENT RESPONSIBILITIES, CONDUCT, AND PRIVILEGES	10
Release of Students from School	10
Tardies	10
Dress Code	11
Cell Phone Policy	13
Vaping	14
Campus Safety	14
School Rules	15
Code of Conduct	15
Immunizations	16
Parking on Campus	16
Transportation	17
Services	17
Athletics	18
Power Up Acceptable Use for Electronic Services	20
Say Something	21
Signature Page	22

ACADEMIC POLICIES AND PROCEDURES

Arrival/Dismissal

Student report time is 8:15 A.M. Classes begin at 8:30 A.M. and student dismissal time is 4:30 P.M. Special Education students will be dropped off and picked up at the special education entrance off Skyline Drive with parent accompaniment if needed. All remaining students will enter and exit the building through the cafeteria doors. Parents will follow traffic control directions to drive up to the front of the school to drop off and/or pick up their child(ren). The building is open at 7:00 a.m. each day.

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ATTENDANCE POLICY

Acceptable Reasons for Excused Absences

Personal Illness

- Under certain circumstances (such as during lengthy illnesses, or for illnesses that occur during final examinations), the Assistant Principal or Dean of Students may require a parent/guardian to secure documentation from a physician for 3 to 5 consecutive days of absences prior to excusing absences.

Death of a Family Member

Student Health Services and/or Family or Student's Counseling Therapy Appointments

- Students should return from any such appointments with official documentation of the visit from the service or office consulted.

Authorized School-Sponsored Activities

- A student may be excused for absences resulting from participation in off-campus school related activities. Absences of this nature will be marked as extra- curricular activity absences. However, HISD may not permit students to participate in activities that would result in the student's absence from any class more than five (5) times a semester.

Required Court Appearance

- The Principal shall require the presentation of appropriate court documentation, such as a subpoena, indicating that a student is legally required to appear in court.

Armed Services Recruitment

- A student may be excused for armed services recruitment but is required to submit the proper documentation. Students are permitted to participate in these activities up to four (4) times during the school year.

Any other request for an excused absence must be submitted to the Principal, Assistant Principal or Dean of Students in writing. These must be provided at least 2 days in advance so that the request can be given proper consideration, in light of state law and HISD board policy.

Note: Any excused notes submitted to the attendance office are subject to approval per the school administration.

College Visits

Juniors and Seniors are allowed two college visits during the Fall and Spring semesters. When the student returns from the visit, they must bring a letter on college letterhead with the student's name and date of the visit. The letter should be sent to the Attendance Office no later than three days after the visit.

Unexcused Absences

An absence for any reason other than those listed above shall be classified as UNEXCUSED. Absences will be considered unexcused if the parent does not send an excuse note within three school days of the absence. If a student does not check out before leaving campus, does not sign in upon late arrival, OR if excuse notes are turned in for a previous grading cycle (6-week period) that has ended, the absence will not be excused.

A student will be denied credit for a class if the student accumulates three or more unexcused absences in a class within a semester. Students are allowed to make up work missed due to any absence.

Notes for Absences

Students returning from an absence must submit the absence excuse note to the Attendance Office within three (3) school days.

The note from the parent/guardian must specify the exact reason for the absence. Emailed notes must come from the parent's email on file and include the information below.

Parent/guardian notes should be clearly written and include the following:

- Absent student's name and grade level;
- Date(s) of the absence;
- Exact reason(s) for the absence;
- Parent's name;
- Parent's phone number(s);
- Student ID Number

Absences of 5 or more consecutive school days must be excused with a Doctor's note.

Written excuses should be in the school's possession no later than **three school days** after the date of the absence or tardy. The three-day period begins with the day the student returns to school. Please email Seyda Falls at seyda.falls@houstonisd.org for all attendance questions.

Absences & Course Credit/No Grade (NG's)

The Texas Education Code requires that a student be in attendance for 90% of the days a class is offered during a semester in order to be awarded credit for that class (TEC 25.092). Students with three or more unexcused absences in the Fall semester in any credit course will have their credit withheld, and an asterisk (*) will appear on the student's report card.

A student may be passing the course, but if they have excessive unexcused absences and a resulting asterisk,

credit will be withheld. When a student exceeds the unexcused absence limit for any credit class during a semester, an 'NG' will appear in place of the Semester average on the report card. This indicates the student has had credit denied due to the accumulation of an excessive number of unexcused absences. The NG will appear if the student's unexcused absences exceed 10% of the class meetings.

The only way a student can pass if s/he has met the other promotion standards but has unexcused absences exceeding 10%, but less than 25%, of class meetings is to complete a credit appeal as defined and approved by the Principal. Students with absences in excess of 25% of class meetings must retake the course.

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Truancy

TEC Sec.25.085. COMPULSORY SCHOOL ATTENDANCE

- (a) A child who is required to attend school under this Section shall attend school each school day for the entire period the program of instruction is provided
- (b) Unless specifically exempted by Section 25.086., a child who is at least six (6) years of age, or who is younger than six (6) years of age and has previously enrolled in first (1st) grade, and who has not yet reached the child's 19th birthday shall attend school
- (e) A person who is 19 years old is required to attend each school day for the entire period the program of instruction for which the student is enrolled is offered. However, if the person has more than five unexcused absences in a semester, the school district may revoke the person's enrollment for the remainder of the school year. A person whose enrollment is revoked under subsection may be considered an unauthorized person on a school district grounds for purposes of Sec. 37.107.**

Any unauthorized absence from school will be considered truancy and will be unexcused. Disciplinary action will be taken. This includes any class that is "skipped" during the course of the school day. Truancy may result in loss of credit and may not be appealed.

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Withdrawal Procedures

Any parent or student 18 years or older who wishes to withdraw a student must do so in person (during school hours) and must show proper identification. A withdrawal form must be signed by the parent (if the student is younger than 18 years old), administration, and the attendance department. The student must return all electronic equipment and pay any fees prior to withdrawal. If you have any questions regarding the withdrawal process, please contact our Registrar, **Courtney Johnson-Miller** (Courtney.JohnsonMiller@houstonisd.org).

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Bell Schedule

90 min classes/30 min lunches/5 min Passing Period	
A/B	Time
1 st /6 th	8:30-10:00
2 nd /7 th	10:05-11:35
3/8 th & Lunches 11:40 - 1:20	
Lunch A	11:40-12:10
Class 3/8 A	12:15-1:20
Class 3/8 B	11:40-12:10
Lunch B	12:15-12:45
Class 3/8 B	12:50-1:20
Class 3/8 C	11:40-12:45
Lunch C	12:50-1:20
4 th /9 th	1:25-2:55
5 th /10 th	3:00-4:30

Lunch A	Lunch B	Lunch C
Red	Green	Wood/Welding/Theatre
Blue	Yellow	PE/ROTC/Band/Dance
1205, 1206, 1207, 1209, 1210, 1212, 1222, 1224	2204, 2210, 2214, 2218, 2226	1218, 1228
		2201, 2205, 2207, 2211, 2215

OFFICIAL ADA TIME 10:20 A.M.

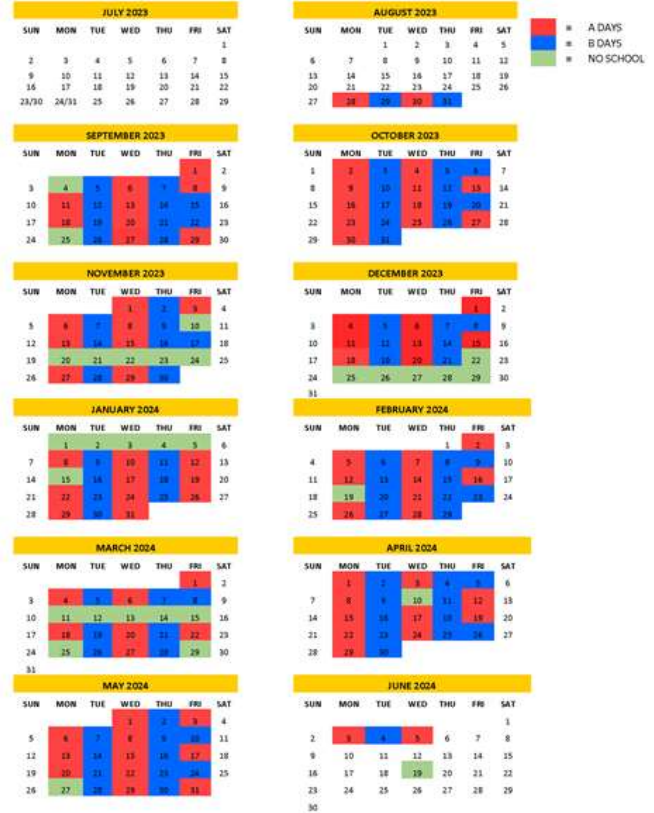
Academic Calendars

Please click the following link to access HISD's calendar for the 2023-2024 school year:

[23-24-Academic-Calendar-color \(houstonisd.org\)](https://www.houstonisd.org/23-24-Academic-Calendar-color-(houstonisd.org))

Please click the following link to access Wisdom's Academic Calendar to see A days and B days:

<https://www.houstonisd.org/Page/199859>



Communication

Students and parents may use email, Microsoft Teams, Remind, and office phone calls to communicate with staff members outside school hours. Students and parents should expect emails, Microsoft Teams messages, Remind messages, and School Messenger call outs to communicate important campus information. A current phone number and e-mail are required in order to receive all School Messenger call out messages and information from school. Please see the registration office to update your current number on file.

HISD Connect

Parents, you can use the HISD Connect Parent Portal to stay informed and engaged in your child's education. Parents and guardians can monitor their child's attendance through the Parent Portal and communicate with your child's teachers.

Parents at HISD Connect are provided with a unique code, or access ID, for each of their students, which they can use to create an account to access their students’ profiles via the parent portal. If parents haven’t received their student’s access ID, they should contact their counselor.

Information that HISD Connect provides access to and includes:

- Period and Daily Attendance
- Class Schedules
- Progress Reports
- Report Cards

Find directions for signing up here: [HISD Connect \(hisd-connect.com\)](https://hisd-connect.com)

Student/Parent-Teacher Conferences

Students and parents are encouraged to schedule parent-teacher conferences with teachers during their conference period to discuss grades, attendance, and behavioral concerns. All teachers have one conference period each day.

College and Career Advising

The College and Career Advising department will host both in-person and virtual webinars throughout the year on topics pertinent to college and career exploration and planning. The College and Career Advisers will continue to reach out directly to students and families to assist them through postsecondary planning, including financial aid applications and effective management of the postsecondary transition. Virtual and in-person college tours will provide students with exposure to postsecondary options.

The College and Career Advising Team is located in the library corner office.

Grade Classification

Credits Earned	Classification (year)
0–5.5	grade 9 (freshman)
6–11.5	grade 10 (sophomore)
12–17.5	grade 11 (junior)
18 or more	grade 12 (senior)

Grades and Extracurricular Activities

Under the state’s “no pass/no play” law, eligibility for participation in extracurricular activities during the first six weeks of the school year is determined by a student’s grades from the final grading cycle of the previous school year or the number of credits earned during the previous school year. After the first six weeks, a student who receives a grade lower than 70 (or the equivalent) in any academic course is ineligible to participate in extracurricular activities during the first three school weeks of the next grading period. During that time, the student may continue to practice or rehearse with other students but may not take part in any competition or public performance.

Grading Guidelines

Academic Subjects	Conduct
90–100 = Excellent	E = Excellent
80–89 = Good; above average	S = Satisfactory
75–79 = Satisfactory; average	P = Poor; below average
70–74 = Passing; below average	U = Unsatisfactory
Below 70 = Unsatisfactory; failing	

Graduation Requirements

- Students must pass five STAAR (State of Texas Assessment of Academic Readiness) End-of-Course (EOC) assessments: **Algebra I, Biology, English I, English II, and U.S. History.**
- If a student is a senior and has not passed all EOC exams for graduation, they should contact their campus counselor or administrator to discuss their eligibility to complete Individual Graduation Committee (IGC) projects.
- High school grade placement is based on the number of credits earned: sophomore classification requires 6 credits, junior classification requires 12 credits, and senior classification requires 18 credits.
- Seniors must have earned credits for courses required by state and local to meet graduation.

Section 504

Section 504 of the Rehabilitation Act of 1973 is a civil rights law that protects individuals with a disability from discrimination. The Americans with Disabilities Act of 1990 (ADA) prohibits discrimination and ensures equal opportunity for persons with disabilities in employment, state and local government services, public accommodations, commercial facilities, and transportation. The ADA was amended in 2008.

To be eligible under Section 504/ADA, a student must be determined to:

1. Have a physical or mental impairment.
2. Physical or mental impairment must limit one or more major life activities.
3. The impact of the physical or mental impairment must be substantial.

If you suspect your child qualifies for 504 Services, please contact **Tamika Memnon** (tmemnon@houstonisd.org).

Special Education

Houston ISD provides a continuum of special education services to meet the needs of eligible students with disabilities. We advocate for students with disabilities to receive inclusive instruction with their non-disabled peers and support them in their learning. If you suspect your child qualifies for Special Education services, please contact **Tamika Memnon** (tmemnon@houstonisd.org).

Transcripts

Please contact our Registrar, **Courtney Johnson-Miller** (Courtney.JohnsonMiller@houstonisd.org), for an official copy of your transcript. Your Counselor may also print a copy of your unofficial transcript:

Kadiatu Maddox (9th Grade Counselor): Kadiatu.Maddox@houstonisd.org

Nancy Salinas (9th Grade Counselor): nancy.salinas@houstonisd.org

Nicole Campbell (10th Grade Counselor): Nicole.Campbell@houstonisd.org

Tonya Anderson (10th Grade Counselor): tander13@houstonisd.org

Kimberly Williams (11th Grade Counselor): Kimberly.Williams4@houstonisd.org

Chandra Jones (11th Grade Counselor): cjones4@houstonisd.org

Frank Bryant (12th Grade Counselor): Frank.Bryant@houstonisd.org

Isabella Ontiveros (12th Grade Counselor): isabella.ontiveros@houstonisd.org

STUDENT RESPONSIBILITIES, CONDUCT, AND PRIVILEGE

Release of Students from School

Only parents/guardians listed in PowerSchool can sign students out in the Main Office. All parents/guardians must enter the main office and show proper identification before his/her child is released from campus. Any student 18 years or older must check out with his/her grade level Administrator before attempting to leave campus for any reason. The latest time to pick up a student is 3:30 pm daily.

Leaving Campus Early

According to HISD board policy, no student under 18 years of age may leave campus during school hours for any reason without prior approval in writing or by documented phone call from the student's parent or guardian. This applies to off campus, extracurricular activities, field trips, testing days, and any other activity supervised by campus or district personnel. Such excuses must be approved by the principal or principal's designee.

Note: Students who arrive after official ADA time will not be allowed to enter the building unless the student has a medical note or a parent is present to check-in the student. If a student is found to have come into the building through another door other than the front office, the student will be subject to disciplinary action.

Additionally, students that leave the campus at any time without the appropriate permission or approval will not be allowed back on campus the same instructional day. If students that left campus are found on campus, they will face Administrative Discipline which could include trespassing Warnings issued by the Houston ISD Police Department.

Tardies

Tardy students miss the crucial beginning moments of class which has a negative impact on a student's GPA. Being tardy also causes a disruption to the learning environment which negatively affects the other students in class.

Student report time is 8:15 A.M. Classes begin at 8:30 A.M. Parents are asked to get students to school between 7:15 A.M. – 8:15 A.M. every morning. Parents of students with excessive tardies will be required to attend an administrative conference and may be referred to a truancy officer.

Students who arrive to class within the first 30 minutes of class are **tardy**.

Students who are 32 or more minutes late to class are recorded as **absent**, per state law.

Consequences for tardies to class:

- 5 tardies- Student Conference with Assistant Principal
- 10 tardies- Parent Conference with Assistant Principal
- 15 tardies-Attendance Contract with Counselor

Please contact your cohort dean directly for questions or concerns related to the tardy policy:

9th Grade: **Shameika Salvador**, Assistant Principal ([SSYKEESS@houstonisd.org](mailto:ssykeess@houstonisd.org))

10th Grade: **Joseph Mata**, Assistant Principal (JMATA@houstonisd.org)

11th Grade: **Kelechi Ubaha**, Assistant Principal (kelechi.ubaha@houstonisd.org)

12th Grade: **John Cabrera**, Assistant Principal (John.Cabrera@houstonisd.org)

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Dress Code

Wisdom High School Dress Code requires neat, clean, and appropriate dress and grooming. Students should be dressed in such a manner that their appearance in the school contributes to the learning process rather than interrupts the learning process. The dress code policy is always in effect while on campus or while attending any HISD/WHs sponsored events. Appropriateness of dress shall be assessed by the administration. Administrative decisions will be final. The dress code has been amended starting in the 2023 –2024 school year.

ID BADGES:

- Students are required to wear their ID badge with a lanyard around the neck at all times while on campus. All students will be issued one ID badge and a lanyard.
- Temporary ID badges are provided on first offense. Students must purchase a replacement ID badge thereafter.

SHIRTS:

- Although there is no color or type requirement for shirts, no crop tops, spaghetti straps, or strapless shirts are allowed and all shirts must cover the top of the pants.
- Any Wisdom High School T-shirt or polo shirt will be acceptable. This includes spirit shirts or pullovers.
- Shirts that are not Wisdom t-shirts or polos shirts must be school appropriate. Shirts may not have drug paraphernalia, gang related symbols or inappropriate pictures or words.
- Tank tops, crop tops, spaghetti straps, or strapless/sleeveless shirts are unacceptable. Vests worn over such tops do not suffice. Undergarments, including bra straps, should not be visible.
- Midriff and cleavage should not be visible. If you have to pull down the top to cover the skin, it is too short.

BOTTOMS:

- Pants must fit appropriately at the waist and crotch. Boxer shorts and/or basketball shorts should NOT be visible when worn under jeans or shorts.

- Skirts, shorts, skorts must be of appropriate length (not above mid-thigh).
- Any pants with holes or tears above the knees must not show skin. Any holes in pants more than two inches in length on any part of the pant must not show skin. No holes above the mid-thigh are allowed.
- Jeans with excessive rips, tears, or holes are not permitted.
- Chains hanging from jeans are not acceptable.
- “Jeggings,” leggings, tights, or yoga pants are not permitted.
- Pajamas are not to be worn as pants.
- Slippers, pajamas, or blankets may not be worn at school. Neither stuffed animals nor pillows are to be carried.
- Over-sized, baggy clothing is not acceptable.

HEADWEAR:

- No headwear may be worn. This includes but is not limited to baseball caps, bandanas, wave caps, bonnets, knitted hats, etc. These must be placed out of sight upon entering the building. Exceptions for the head-wear policy will be made only for religious or medical reasons. These exceptions must be approved by an administrator or the school nurse.
- Hoodless sweatshirts or fleeces are encouraged. Wisdom fleeces in school colors are available for sale.

SHOES:

- For safety reasons, students must wear only closed-toe shoes.
- Slippers, flip flops, sandals, house shoes, and slides should not be worn at any time while on campus.
- Footwear deemed unsafe will not be allowed.
- If wearing Crocs, students should use the back strap for safety of use.

JEWELRY AND ACCESSORIES:

- Jewelry with symbols or representations of illegal/inappropriate items are not allowed.
- Sunglasses are not to be worn on campus, whether inside or out.

BACKPACKS:

- All students must wear clear or mesh backpacks to campus. Solid backpacks are not allowed into the building.
- Boys nor girls may not use small miniature backpacks, cross body bags, or sling bags that are not clear.

NOTICE: Infractions of the dress code are subject to discipline consequences as outlined in the HISD (Houston Independent School District) Student Code of Conduct. The dress code is subject to change at the discretion of the school administration, without notice.

Possible Dress Code Consequences for Dress Code Violators

- Parents must come to school to provide the student with a change of clothes.
- Alternative clothing, when available, may be provided to students.
- For repeat dress code violations, a parent conference will be required.

Graphics/photos on clothing/backpacks must not allude to violence, gangs, sex, drugs, alcohol, or other lawlessness or be distracting to the educational process; the same applies to jewelry and other types of accessories.

NOTE: Any activity or display of gang affiliation will result in disciplinary action up to and including referral to a DAEP (Discipline Alternative Education Program), as well as referral to the appropriate legal authority.

Click on the image below to learn more about Wisdom's Dress Code expectations:



Cell Phone Policy

- **Testing:** According to TEA, students are not permitted to have cell phones or other electronic devices on their person or within reach during STAAR testing. If the student has a cell phone it must be turned off and turned in to the teacher to be placed in a secure location until after testing. Cell phone usage and/or possession during testing is a serious violation and will be considered cheating. Any cell phone confiscated from a student during STAAR testing will be submitted to the Testing Coordinator and/or TEA.
- **Classroom/Campus Usage:** Student use of phones during the academic day disrupts learning and instruction, fuels disputes between students, and undermines the culture we are working to create in all HISD campuses. Students must leave their cell phones at home or in their backpacks.

Should a teacher or administrator see a mobile phone visible during instruction or being used by a student, the teacher or administrator will:

1. Ask the student to hand over the mobile phone,
2. Label the student's phone with their name and ID number and,
3. Take it to the Main Office.

The first time a student has a mobile phone picked up, that student may pick up the mobile phone from the Main Office after school. If a student violates this rule a second time, a parent or guardian must come to the school to retrieve the mobile phone.

These rules apply to all HISD schools. Rare exceptions for an individual student's unique health or personal situation may be made by the principal or the principal's designee. Find the policy here: <https://www.houstonisd.org/Page/199854>

Each teacher will have a visible cell phone policy that is communicated/explained to students and parents. All students are held accountable for using their cell phones on campus in compliance with HISD's Code of Conduct which can be found here: <https://www.houstonisd.org/codeofconduct>

Vaping

Beginning Sept. 1, any Texas student caught vaping at school will face a harsher penalty under a new state law. House Bill 114 makes vaping punishable by mandatory assignment to HISD's Disciplinary Alternative Education Program, or DAEP.

House Bill 114 requires school districts to implement mandatory DAEP placements for students found in possession of using, selling, giving or delivering e-cigarettes on school grounds or at school-related events.



Campus Safety

Safety drills are required by law and help prepare you in case of a real emergency. You can expect the following safety drills during the school year:

Drills	Frequency
Secure (Lockout)	One per school year
Lockdown	Two per school year (one each semester)
Evacuate	One per school year
Shelter-in-Place for Hazmat	One per school year
Shelter for Severe Weather	One per school year
Fire Evacuation	Campus – One each month <ul style="list-style-type: none">• 12 drills if open year round• Alternate between obstructed and unobstructed Facility – Two each semester <ul style="list-style-type: none">• Alternate between obstructed and unobstructed

School Rules

The school rules for Wisdom are as follows:

1. **Choices**-Choices and actions cannot disrupt the learning environment.
2. **Respect**-No disrespect.
3. **Integrity**-No bullying or cyberbullying.

Consequences for not following the school rules can be any of the following according to the infraction, severity, and frequency:

- Teacher-Student Conference
- Parent-Teacher Conference
- Conference with Principal, Assistant Principal or Dean of Students
- Assignment to Team Center for the period by Principal, Assistant Principal or Dean of Students
- Referral to Counselor
- Office Referral
- Suspension
- Alternatives to Suspension decided by Principal, Assistant Principal or Dean of Students

Classroom Expectations



Code of Conduct

Your grade level administrator will ensure all disciplinary actions are aligned with HISD's Code of Conduct. A copy of HISD's Student Code of Conduct may be found here: <https://www.houstonisd.org/codeofconduct>

You may contact your grade level administrator for any questions regarding discipline and/or the Code of Conduct:

- 9th Grade: **Shameika Salvador**, Assistant Principal ([SSYKESS@houstonisd.org](mailto:ssykeys@houstonisd.org))
- 10th Grade: **Joseph Mata**, Assistant Principal ([JMATA@houstonisd.org](mailto:jmata@houstonisd.org))
- 11th Grade: **Kelechi Ubaha**, Assistant Principal (kelechi.ubaha@houstonisd.org)
- 12th Grade: **John Cabrera**, Assistant Principal (John.Cabrera@houstonisd.org)

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Field Trips

Students may only attend field trips that have been approved by the principal. All students must have the parental permission slip signed and submitted before the field trip.

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Fundraising

Students cannot participate in fundraising or collect donations of any kind without Principal approval.

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Immunization Requirements

The following link provides information regarding HISD’s Immunization requirements:
<https://www.houstonisd.org/cms/lib2/TX01001591/Centricity/Domain/35799/2023-2024-Minimum-Requirements-Child-Care-and-Pre-K.pdf>

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Outside Food for Students

Per school policy, no outside food will be allowed into the building by a student, or will a parent be allowed to bring in food from the outside to a student. Food that is brought into the building will be placed at the front office where the student can pick up at dismissal time.

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Medicine at School

School Board Policy (in accordance with TEC §22.052) prevents nurses and teachers from administering medications of any kind at school without proper consent. A student may NOT carry medication with him/her except for students with asthma. Medications are required to be kept in the Clinic. A written medication permission form with the original signatures of both a parent and the prescribing physician must accompany all medication including self-administration prescriptions for asthma. Each medication must be in its original container with an affixed prescription label listing the patient for whom the drug was prescribed, the drug name, and the proper dosage and administration route information. These guidelines apply to ALL medications - both prescription and over the counter. Medication and Treatment Forms are available in the Nurse’s Clinic. You may contact our school nurse for additional information.

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Office Workers and Teacher Assistants

Seniors may qualify for an Office Worker or Teacher Assistant class period. This is still a class period that has ATTENDANCE and GRADE expectations. Students who do not comply with these expectations will participate in a mandatory parent conference and will receive a new schedule.

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Parking on Campus



Students can only park in the student parking lot located on the northeast side of campus. Any student who drives to campus should have a valid driver's license and vehicle registration. Students must apply yearly for a Wisdom Student Parking Pass. Visitor parking is in front of the school and is only available for parents and campus visitors. Any student who parks in the wrong parking lot is in violation of the Student Code of Conduct.

Transportation

The Transportation Department is providing transportation for all students this school year. In the interest of student safety, the Transportation Department cannot accept requests for transportation of students or changes to a student's transportation status directly from a student or their parents or guardian. Only authorized HISD personnel at each campus are permitted to request transportation services or request changes to a student's transportation. This policy is enforced to ensure that confidential student information is not inadvertently disclosed to an unauthorized person or persons. Students who have not properly submitted requests for services or whose requests have not been properly processed by their campus transportation contact person will not be allowed access to HISD transportation services.

Requesting HISD bus transportation-students and parents can request HIS bus transportation by filling out a bus transportation request form in the main office or registration office. Once the request is entered into Power School, it may take the HISD bus transportation department 5-7 days to process the request. Once the request has been processed, HISD bus transportation will contact you via text, email, or by phone.

NOTE: Parents will NOT be contacted by the school. Wisdom does not make any decisions on who rides the bus or makes route adjustments or changes. All decisions will come from the HISD bus transportation department.

Bus related discipline: Any disciplinary actions will be handled by the appropriate grade level dean.

If your child **IS a Special Education** student, please submit your transportation request to **Tamika Memnon** (tmemnon@houstonisd.org). If your child **IS NOT a Special Education** student, please submit your transportation request to the Main Office at Wisdom.

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Visitors to School

All campus visitors **MUST** enter the building through the Main Office. Visitors may not enter the building through any other door/entrance. All visitors are required to show proper identification and wear a visitor's badge during their **ENTIRE** campus visit. To ensure the safety of the campus community, all visitors must be

escorted by an HISD staff member (not a student).

No student should ever open a door for another student, staff member, or visitor. This will lead to disciplinary action to be taken by the appropriate grade level dean.

Prayer

Texas Education Code § 25.901 (<https://statutes.capitol.texas.gov/Docs/ED/htm/ED.25.htm>) allows public school students to pray or mediate in school in a manner that does not disrupt the instructional or other activities of the school. At Wisdom HS, only students with a prayer pass are allowed to pray during school hours. Students that participate in the prayer service will check in with their teachers and be **excused at 2:05pm** to the assigned prayer location, which is currently in the Wraparound Resource Center located inside the library. They have until **2:30 pm to return to class** (unless announced otherwise). Please contact

Student Assistance Center

The entire school community is welcome to visit our Student Assistance Center for free items such as food, clothing, hygiene, school supplies, etc. The Student Assistance Center is in the cafeteria and is open Monday – Friday before/after school and during all lunches.

Wraparound Services

The Wraparound Services Department connects students and their families with community resources that address the non-academic challenges that students face which impact their ability to learn.

The [Student Assistance Form \(SAF\)](#) is an online referral form that will allow students, parents, family members, teachers, and community partners to submit a notice of concern about a student in need. The Student Assistance Form will begin the process of a Wraparound Specialist reaching out to a student/family to provide information and resources (such as rent, groceries, medical/legal services, clothing, etc.). Wisdom High School's Wraparound Resource Specialists are **Christopher McDaniel** christopher.mcdaniel@houstonisd.org and **Gladys Perez** gladys.perez@houstonisd.org.

YMCA Daycare

Located on the campus of Wisdom High School, this program is for high school students who desire to complete their high school education. Faculty and staff of Wisdom and nearby HISD schools are also eligible to attend this program. This program follows the HISD academic calendar and will resume when HISD reopens on campus classes. The YMCA Daycare accepts children between the ages of 6 weeks – 5 years old. Please contact **Elizabeth Beltran** (Elizabeth.Beltran@ymcahouston.org) and/or **Areial Vazquez** (Areial.Vazquez@ymcahouston.org) at 713-747-2173 for pricing and additional information.

Baylor Teen Clinic

To meet the diverse needs of our students and school community, Baylor Teen Clinic offers free health care services to any Wisdom High School student 13 to 24 years of age. Services offered include primary preventive care, immunizations, screenings and treatment, sports physicals, family planning and mental health services. Parental consent is required for any minors under the age of 18 years old. A [consent form](#) must be filled out. Students can only be released from class to the Teen Clinic if they have an appointment card. All students are expected to see the school nurse before going to the Teen Clinic for a walk-in appointment. Please call the

Baylor Clinic at **713-556-5705** for additional information.

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Communities in Schools

Communities in Schools is a program we have on campus that consists of two full time Student Support workers who provide confidential social-emotional services and resources for community support to our students and families, free of charge. Parental consent is required for any minors under the age of 18 years old. The link to the CIS Consent Form is here: <https://waiver.smartwaiver.com/w/5f500de01a705/web/>.

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Athletics

Wisdom High School believes that a strong athletics program is vital and serves to produce a well-rounded high school experience for our students. Participation in Wisdom's athletic programs will provide students with a variety of experiences that will aid in the development of responsible habits and positive attitudes that prepare them for the real world. Athletics is an essential part of our school's curriculum and gives students the opportunity to represent our school, assist in the development of sportsmanship, and balance the rigorous academic requirements.



Football

Head Coach: Tony Herrea



Cross Country

Girls Head Coach: Melissa Mays

Boys Head Coach: Cato Davis, III



Track

Head Coach Girls: Melissa Mays

Head Boys Coach: Dana Earls



Wrestling

Boys and Girls Head Coach: Mario Carillo



Dance (Starlettes)

Dance Head Coach: Janae Wittier



Volleyball

Head Coach: Bridgette Davis



Basketball

Girls Head Coach: Cato Davis, III

Boys Head Coach: Jaqueta Dunn



Soccer

Head Coach Girls: Jacob Watson

Head Coach Boys: Fidel Andrade



Cheerleading

Cheerleading Head Coach: Alicia Franklin



Softball Head Coach: **TBA**

Baseball Head Coach: Jacques Tinsley

Athletic Coordinator: Bridgette Davis

Contact info: bdavis8@houstonisd.org



Power Up Acceptable Use for Electronic Services

2023-2024 Wisdom High School Power Up

Acceptable Use for Electronic Services for Students

YOUR RESPONSIBILITIES

As a student at Wisdom High School and a member of our community, the expectation is that you will positively contribute towards making our school a place that is safe, respectful, and fair - both online and offline. This means enacting our school values in online spaces and helping to shape a positive online culture. This is being a good 'digital citizen.'

As a responsible digital citizen, you will:

- **Keep it positive.** Always respect others online and communicate in a constructive way. Do not create or publish content that is indecent, threatening, or offensive.
- **Protect privacy.** Do not disclose sensitive personal information about yourself or another person in any digital communication. This includes sharing passwords, accessing devices or online sites belonging to others without consent and taking screenshots and sharing this content without consent.
- **Act cautiously.** Anything you post or do online can influence what people think of you. Likewise, always think carefully about whether the information you see online is true. If you are unsure of something, talk to a teacher.
- **Avoid online bullying.** Creating or forwarding content that is harmful, inappropriate, or hurtful is never okay at any time. If you are harassing people by sending multiple messages this is considered online bullying and is unacceptable.
- **Be security smart.** Keep personal information safe and secure by using strong passwords and not sharing them with others. This includes not accessing devices or online sites belonging to others without consent, taking screenshots and on-sharing their personal content without their knowledge and permission.
- **Check consent.** Before downloading software to the school network or onto devices, seek permission. Interfering with the school systems, digital technologies, equipment/network, or the online security of another person is not permitted at any time.
- **Recognize others' work.** Follow copyright and intellectual property requirements by attributing references, images, text, audio, and video appropriately.
- **Respect the rights of others.** Only record and share video, photo, or audio content if the people in it know it has been taken and have provided their consent.
- **Use personal devices sensibly.** Keep your device(s) on silent during school hours and only use it outside

of class time unless you have permission to use it during lessons.

- **Seek help.** Sometimes you or someone you know will feel unsafe or come across inappropriate or hurtful online content and behavior. If this happens, talk to a trusted dean, teacher, or staff about what actions need to be taken.

Technology Policy

- Wisdom High School students will continue to receive laptops through the Power Up program. There will be no power up fees this year. However, students must pay a \$25 replacement/repair fee if the laptop is lost, stolen, or damaged.
- Students need their own tablet, laptop, or desktop to access campus curriculum. Phones are NOT sufficient to properly engage with campus curriculum.
- Students are responsible for reporting lost or damaged HISD devices to the Wisdom IT department.
- Students that do NOT have access to an appropriate device at home should let their teacher or grade-level principal know or contact the Wisdom IT department.
- Students needing tech support, repairs, replacements, or tech resources should make an appointment with the Wisdom IT department to meet on campus.
- Wisdom High School IT Department is located in green neighborhood.
- Please bookmark the link provided below and fill out the form for any technology issue you may need assistance with:



See Something, Say Something

Say Something benefits students in grades 6-12 as well as educators and parents who work to build a safe culture in their community. By building a culture of “looking out for one another” and reporting possible threats of violence when someone sees, reads or hears something (especially on social media), entire communities will become safer, and lives will be saved. If you see it, report it using the information below:



Margaret Long Wisdom High School

Student/Parent Handbook 2023-2024

Signature Page

I/We have read the Parent /Student Handbook and agree to follow the school policies and procedures as stated.

Student Name: _____

Student Signature: _____

Parent/Guardian Name: _____

Parent/Guardian Signature: _____

Parent/Guardian Name: _____

Parent/Guardian Signature: _____