

Bozman Intermediate School

Student Handbook 2026-2027

800 Beach Airport Rd.
Conroe, Texas 77301
936-709-1800

Joe Roland IV
Principal

<u>Perla Villegas</u> Assistant Principal 5th	<u>Bobby McClain</u> Assistant Principal 6th
<u>Melissa Crowder</u> Counselor 5th	<u>Amy Leipzig</u> Counselor 6th



*Please note that the handbook is a fluid document and may be updated throughout the school year as necessary.

Bozman Student Expectations

This document is a quick reference for campus operations and is only a supplement to the CISD Intermediate School Student Handbook.

Academic Nights:

Academic Night is a fun and no-cost event at Bozman Intermediate for students and their families. Our staff provides academic resources, games, and activities related to math, reading, and science. Academic Nights are from 5:30-7:00 p.m. and are scheduled one per semester. All Bozman students and families are encouraged to attend this event.

A.M.P.:

A.M.P. (Achieving My Potential) is 3 days a week during homeroom from 8:10-9:25 a.m. Teachers provide interventions with small groups based on data from common formative assessments discussed during PLC. Paras and other staff members will assist with pulling small groups.

Arrival Expectations:

Our doors open at 7:30 a.m. to receive students. Students will sit at their assigned LC (learning community) table until 8:20 a.m. when they are dismissed to their homeroom class. Students are able to purchase breakfast during this time. Students are also able to participate in Active Start.

Active Start:

Active Start is everyday from 8:10 - 8:20 a.m. During this time, students can participate in outdoor recess, gym activities, or library time. The Active Start areas are monitored by staff and are on a rotating schedule to allow all students to participate in each activity.

Attendance:

Students are expected to arrive at school no later than 8:55 a.m. and stay in school until 4:00 p.m. It is very important for all students to attend school everyday. We want to ensure that all students receive a quality education to close any education gaps and grow our students to be successful scholars. Texas law requires students between the ages of 6 and 19 to attend school. Parents and guardians are responsible for ensuring their children comply with this law. Chronic absenteeism can

lead to legal consequences, including fines and court involvement for the parents or guardians.

- 90% Rule: Texas schools require students to attend at least 90% of the school days in a year to receive credit for their classes. Excessive absences can lead to repeating a grade or failing to earn course credit.

Student with excessive unexcused absences will be contacted to create a truancy prevention plan. Failure to follow the plan could result in being filed on for truancy and you will be required to appear in court before the judge.

Excused and unexcused absences

When a student must be absent from school, the student – upon return to school – must bring a note signed by the parent that describes the reason for the absence. A note signed by the student, even with the parent's permission, will not be accepted unless the student is 18 or older or is an emancipated minor under state law. A phone call from the parent may be accepted, but the District reserves the right to require a written note. The campus will document in its attendance records of the student whether the absence is considered by the District to be excused or unexcused. Unless the absence is for a statutorily allowed reason under compulsory attendance laws, the District is not required to excuse any absence, even if the parent provides a note explaining the absence. Should a student develop a questionable pattern of absences, the principal or attendance committee may require a statement from a doctor or health care provider verifying the illness or condition that caused the student's absence from school. If a student is absent because of a serious or life-threatening illness or related treatment that makes a student's attendance infeasible, a parent must provide certification from a physician licensed to practice in Texas specifying the student's illness and the anticipated period of absence related to the illness or treatment on the District's form. A parent may access the required form through the Parent Portal (parents.classlink.com/conroeisd). Note that documented health-care appointments may include telehealth appointments. Students who are physically on campus will not be allowed to participate in telehealth or other online appointments without specific authorization from an appropriate administrator. Students should not use District-issued technology, including Wi-Fi or internet, for telehealth appointments because use of District-owned equipment and its network systems is not private and will be monitored by the District.

Students that enter the building after 8:55 a.m. are marked tardy by the receptionist. Students that arrive on "late buses" will not be counted tardy. Excessive tardies will result in referrals and escalating consequences. If a student is absent due to an illness, parents can send the doctor note with the student to school when he/she returns to school or email the excuse to mperalesgarcia@conroeisd.net.

Leaving Early:

In the event a student needs to leave early, the parent/guardian is to check their child out from the front office. The receptionist will locate the student and send them to the front office. The parent/guardian is required to show a valid driver's license or passport to check out their child. Only parents/guardians who have been approved in the system will be allowed to check out the student. For questions related to parent/guardian pick up eligibility, contact the front office receptionist, Mrs. Cruz by calling the school at 936-709-1800. To make changes to the eligibility of a parent/guardian needs to be done in person at the school during regular school

hours from 8:00 a.m. - 4:00 p.m.

Bronco Round-Up:

Bronco Round-Ups are a school-wide incentive event for students that occur twice a semester, after school on a Friday. Students who do not receive a referral for a period of time are allowed to attend. Bronco Round-Up takes place in the cafeteria, gym, and outdoor recess fields (weather permitting). Students can enjoy music, dancing, ping pong, air hockey, basketball, soccer, game room time, face painting, and a concession stand. Students pay \$5 to attend and must return a signed permission slip.

Cell Phones:

The Bozman Intermediate cell phone policy states that all cell phones must be powered off and stored in the student's backpack during the school day. Students are permitted to have a smart watch, however he/she cannot access the text or call features of the smart watch. Any student who violates this policy by using a cell phone or smart watch belonging to that student or another student will have their phone confiscated, they will receive a discipline referral, and they will receive escalating consequences. If a student needs to contact their parent/guardian, he/she needs to get permission from the teacher to use the phone in the front office. If a parent/guardian needs to contact their child, the parent/guardian is to call the school and a staff member will get the message to the student.

Child Abuse:

By law, every citizen is required to report suspected child abuse. Informants remain anonymous to the suspected abuser and cannot be held liable for inaccuracies. Anyone who has reason to suspect abuse has 48 hours to report to Texas Child Protective Services. Teachers are not required to notify an administrator when reporting. Reporting must occur from the person with the suspicion and cannot be delegated, but a group report can be made.

Clinic Procedures:

Teachers are to send students to the clinic when they request to go. A student should always be sent with a clinic pass unless the student needs to be seen immediately. If a student is ill and needs to go home, the clinic staff will contact parents. Medications may NOT be kept in the classrooms. This includes but is not limited to cough drops. Conroe ISD policy allows school nurses and designated school employees (clinic aides) to administer medication to students during school hours when medication is necessary to keep a student in optimum health and to maintain maximum school performance. Parents/guardians must contact the school nurse for any changes to medication or health-related questions or concerns.

Clubs:

Clubs occur every Friday after Active Start from 8:20 - 9:20 a.m. Teachers who signed up to host a club will actively monitor the students in their classroom. At 9:20 a.m, students are dismissed to their homeroom. Students sign up for the club of their choice at the beginning of the school year and must remain in the same club all year. Certain situations may allow students to change clubs, but this is a case-by-case basis.

Daily Schedule:

8:10 - 8:30	Active Start (Students released at 8:30)
8:30 - 8:40	Class team building
8:40 - 8:50	KBOZ Announcements
8:55 - 9:05	P2 (Positivity Project)
9:05 - 9:25	AMP & Flexible Grouping
9:25 - 10:35	6th Math & Science Conference (PE/FA)
10:42 - 11:52	6th ELA Conference (PE/FA)
11:00 - 11:40	A Lunch
11:20 - 12:00	B Lunch
11:40 - 12:20	C Lunch
12:00 - 12:40	D Lunch
12:40 - 1:00	E Lunch
12:40 - 1:20	F Lunch
1:40 - 2:48	5th Math & Science Conference (PE/FA)
2:50 - 4:00	5th ELA Conference (PE/FA)

Discipline/Behavior Expectations:

Bozman Intermediate uses a school-wide behavior system to ensure our classroom environments are conducive for learning and students are being successful. Teachers and students will adhere to the “clipboard system” for documenting level 1, and 2 behaviors. Marks will be given to students who chose to not follow the expectations. Contact your child’s teacher for any questions you might have regarding our behavior management system.

Level 1 behaviors are considered minor classroom distractions such as, but not limited to: talking at inappropriate times, getting out of seat without permission, minor disruptive behavior, hallway misbehavior.

Level 2 behaviors are considered more severe such as, but not limited to: repeated level 1 offenses (3 marks in a day or 4 marks in a one-week period), walking out of class without permission, using profanity towards another student, using a cell phone, etc.

The Bozman Intermediate administration will treat every student with dignity and respect. The administration team values each student and understands that the poor choices a student makes does not define who that student is. Every discipline incident is fully investigated by the administrative team to ensure a fair and consistent outcome. In an effort to be transparent and supportive, parents are notified by the grade-level administrator during all stages of the investigation process. Mrs. Villegas is the 5th grade assistant principal who will handle 5th grade behavior and Mr. McClain is the 6th grade assistant principal who will handle 6th grade behavior.

Escalation Process

Continued disruptions of the classroom, or repeated referrals will result in escalation of consequences. At Bozman we use Lunch detention, after school detention until 5:30, Saturday School from 8 am to 12 pm, in school suspension, out of school suspension, and DAEP placement.

Fighting

Students involved in physical altercations at Bozman will be suspended out of school for up to 3 days. The second physical altercation will result in a DAEP placement.

Dress Code:

Students will follow the school dress code everyday. The dress code at Bozman Intermediate is consistent with Stockton Junior High in an effort to set students up for success as they continue their educational journey. Contact the school for any specific dress code questions. The school dress code is as follows:

- **Footwear** - Students are encouraged to wear lace-up athletic shoes, however slides, crocs, and sandals are allowed as long as students bring athletic shoes to change into for PE.
- **Shirts**- Shirts must be long enough that when a student sits, stretches, or raises their arms, no mid-section is showing. Backless, spaghetti straps, or low-cut shirts or dresses are not allowed. Shirts with profanity, sexual content, drug/alcohol, offensive content, or gang-related content are strictly prohibited.
- **Hoodies and Hats** - Jackets and hoodies can be worn, however the hood cannot cover a student's head. No hats of any kind are allowed, unless we are having a dress up day.
- **Pants** - Students who wish to wear jeans with holes cannot have skin showing above the knee. Jeans with holes above the knee must be worn in conjunction with tights or leggings. Pants must be worn at waist level. Sagging is not allowed. Leggings/yoga pants may be worn as long as the shirt covers the student's bottom area.
- **Shorts/Skirts** - Shorts must be as long or longer than the student's fingertips while they are standing straight up. Shorts must be visible and longer than the shirt that is being worn.

Energy Drinks/Outside Food and Drink:

All outside food and drinks must be stored in the student's lunch bag and only consumed during lunchtime in the cafeteria. Students are allowed to carry and use a refillable water bottle. Energy drinks and coffee drinks are prohibited from being consumed during the school day.

Grading:

Teacher gradebooks will be updated weekly. Parent Access allows parents to keep a daily account of student grades. Teachers will contact parents when a child's grade is failing or there is a significant drop in a student's grade. District grading guidelines are as follows, in grades 5 and 6, two major grades in each subject will be taken each marking period, and five daily grades in Reading and Writing and six daily grades in Math, Social Studies, and Science. Homework accounts for one cumulative daily grade. Grades are weighted as follows, in grades 5 and 6 - 50% daily grades and 50% major grades. If a student receives a failing grade on either a daily or major grade, an opportunity may be provided to redo the assignment or retake the test depending on a number of factors including, but not limited to the student's grade level, the content area, and the nature of the assignment or test. Campuses, grade levels, or teachers will notify students when there is an opportunity to redo an assignment or retake a test. Progress reports will be distributed to parents digitally via Parent Access.

Homework:

Homework may be given to develop good work habits and responsibility while strengthening academic skills. Grade levels/subject planning teams will establish consistent homework guidelines. Homework should never be assigned as a punishment and should not be assigned over the weekend or during holidays, including the weeks at Thanksgiving, Christmas and Spring Break. Homework should consist of independent practice that students are quite capable of performing alone. Schedule a conference with parents to discuss any concerns regarding homework and alternatives. Homework should not exceed the following timeframes:

- 5th grade - 50 minutes
- 6th grade - 60 minutes

Make-Up Work:

Students must be given the opportunity to make up any work missed during an absence. Students should have the same number of days they were absent to complete the make-up work.

Parent Conferences:

Parent conferences are a time to discuss a student's grades, behavior, and general concerns. Teachers will make every effort to make sure that all of the student's teachers in the LC are present in the conference. Administration and counselors are available to support teachers during parent conferences. Any parent can request a parent/teacher conference by either emailing the student's teachers or calling the school to make an appointment to visit with the teachers. Parent/teacher conferences are generally scheduled before school from 8:10 - 8:30 a.m. or during the teacher's conference period.

Positivity Project (P2):

P2 (Positivity Project) is a character building program done after KBOZ announcements from 8:55-9:05 a.m.. During this time, teachers will facilitate a district-approved character lesson with their students and counselors will provide assistance to student groups needing additional support.

Recess:

Recess is held after lunch to allow students a time to be physically active and socialize with other students in their Learning Community. Student safety is the top priority at recess. All teachers will actively monitor students in their zones at all times. Students will not be able to go outdoors for

recess if the heat index is too high. In the event of inclement weather, students will have “indoor” recess in their classrooms. Teachers will monitor students in the classrooms during indoor recess and facilitate team-building activities, movement, and socialization.

Safety:

Safety is a top priority at Bozman Intermediate and Conroe ISD. To ensure safety among faculty, staff, and students, our faculty and staff adhere to the campus safety protocols and report any suspicious behavior or faulty equipment to administration immediately. Faculty and staff will be properly trained on safety procedures and regularly scheduled safety drills will be conducted.

Classroom Doors:

Per new state and district safety requirements, all classroom doors must be locked and closed at all times.

Exterior Doors:

All exterior building doors must be shut and locked at all times. Faculty, staff, or students are not permitted to prop open exterior doors for any reason. All visitors must check in at the front office and wear a visitor badge at all times. Administration will conduct weekly door checks to ensure the exterior doors are functioning properly.

Anonymous Alerts:

Anonymous Alerts is a reporting mobile app that parents and students can download onto the person's cell phone to report safety concerns anonymously and quickly. The District's police department also provides an anonymous and confidential 24-hour phone line -1- 888-Kid Chat (543-2428) - to receive and react to information relating to criminal offenses such as drugs, weapons, fighting, and other crimes or fears of possible crimes occurring at school. Kid Chat is affiliated with the Montgomery County Crime Stoppers Program.

Transportation

Bus Riders:

All students who live within one (1) mile of the school are assigned to a bus. Bus routes can be found on the Conroe ISD's website under Parents/Students by clicking on “What Bus Do I Ride?” Be prepared for delays during the first couple of weeks of school as bus drivers are getting accustomed to their routes. Student safety is a top priority on the school bus. Students are expected to sit in their assigned seats and follow all rules set forth by the bus driver. Students who fail to follow the rules could receive a bus referral from the bus driver. Bus referrals are investigated and consequences are assigned similar to a discipline referral at school. Bus referral consequences could result in a suspension from the bus based on the severity and ongoing behavior from the student. Due to limited space, students may not carry large instruments onto the bus. Bozman Intermediate shares buses with Stockton Junior High. Students from Bozman and Stockton will ride together on the bus. In an effort to keep students safe and maintain an orderly bus ride, drivers will assign Bozman students to sit in the front of the bus and Stockton students will sit in the back of the bus. Bozman will use the SMART TAG system for bus dismissal. Students will use their bus tag to scan as they get on and off the bus.

Parents can register and view their child's bus activity by logging onto the Conroe ISD's website and clicking on Transportation under Parents/Students.

Misbehavior on the bus

Students who do not follow the rules on the bus may be suspended from the bus and other transportation must be arranged.

Car Riders:

Car riders will need to have a car rider sign displayed in their window in order to pick up their student(s). If they need a car rider sign they can pick it up (with their ID) in the front office. Car riders are dismissed from the side door next to the gym area. Students will be seated inside the cafeteria until their name is called. When students hear their name called, they will stand by their assigned number and wait for their car to arrive. Car rider dismissal starts at approximately 4:10 p.m. and runs until 4:30 p.m. Students who have not been picked up by 4:30 p.m. will be escorted to the front office to call their parents. Late car rider pick up is located at the front of the school.

Transportation Changes:

Transportation changes are communicated to the front office staff by parents/guardians via email. Parents/guardians will send an email to bozmantransportationchanges@conroeisd.net. This is to ensure accuracy and accountability of our Broncos. The cut-off time for transportation changes is 3:00 p.m. Any student transportation change will be communicated to the appropriate teacher via phone call to the classroom.

Visitors:

All visitors entering the building must sign in at the front office and wear a visitor's badge. Anyone in the building without a name tag or district ID, will be directed to the front office. Faculty and staff will notify the front office of any suspicious person(s) or behavior observed. Parents/guardians are allowed to eat lunch with their child by checking in with the front office staff and getting a visitor's badge. Parents/guardians are encouraged to call the school to verify the correct lunch time of their child.