

Tyler County Disciplinary Alternative Education Program

Confidential Student Status Sheet
Coversheet

110 Pine Hwy 287
Woodville, Texas 75979
409-331-3437
409-331-3438 (Fax)

Jason H. Hicks - Director
Phillip Scoggins - Teacher

Student's Name: _____

Special Education/ 504 - Y/ N DOB _____ Grade Level _____

Student's Home District: _____

Students School Contact Person: _____

SS number: _____ Lunch status: Reg/ Free/ Reduce

Probation - Y / N Probation Officer _____

Number of days assigned: _____ Entry date: _____

Projected Exit Date: _____

Reason for Placement _____

Placement: _____ Mandatory _____ Discretionary

Guardian(s) name : _____

Phone Number: _____

E-mail: _____

Address: _____

TCDAEP CHECKLIST/CONFIDENTIAL STUDENT STATUS PACKET

Sending School Administrator will provide the following:

-
- DAEP Check List fully complete
 - Individual Status Sheet completed and attached
 - Discipline Record with offenses and penalties indicated
 - Student's most recent report card
 - Academic Behavior Plan for Special Education or 504 students
 - Student's current schedule

When the checklist is complete, please place all the required information in a sealed envelope and send with the student to be enrolled in the Disciplinary Alternative Education Program.

Notify the alternative school director that the student will be enrolling on a specific date. This is important because of the A+ program we use.

Disciplinary Alternative Education Program will maintain:

- Documentation of Rules Discussion by DAEP director
- Absence Report
- Discipline Incident Reports and Discipline Letters
- Disciplinary Alternative Education Program Grade Reports

The DAEP Campus will provide a written record of the above information to the sending school upon the student's return to his home campus for each grading period during the student's term in the DAEP. The DAEP Campus will notify the sending school when a student is absent and will advise if the absence is excused or unexcused.

TYLER COUNTY DISCIPLINARY ALTERNATIVE EDUCATION PROGRAM AGREEMENT FOR THE STUDENT STATUS PACKET

This is an agreement between the Woodville Independent School District and
Student: _____ and
Parent: _____ for
placement in the Tyler County Disciplinary Alternative Education Program.

We understand the rules of the TCDAEP:

Attendance:

Attendance is compulsory. Students must account for all absences. All days that the student is counted absent shall be made up. If unexcused, the student will make up two days for each unexcused absence at the DAEP. The home campus will be notified of all absences. Court ordered appearances or any other appearance that is court ordered is excused with proper documentation as long as the student attends class before and/or after the appointment. The student will not lose points for these appointments. If the student is attending a doctor's appointment or other non-court ordered appointment, the day/days shall be made up. Documentation (a note) for all absences is required. It is the responsibility of the student/parent/guardian to provide the documentation. All notes must have the date, day of visit, the reason for the absence, or the person the student is meeting with and their signature as well as the student's name. If this note is a doctor's note, the doctor is to indicate how long the student is to remain outside of school.

A student persistently absent from school or any class without proper permission or documentation may be charged with failure to comply with the compulsory attendance law. After three (3) unexcused absences; the DAEP Director will recommend that the home school file appropriate charges for non-attendance. The student and/or parent may receive a citation for failure to comply with the compulsory attendance law and be summoned to court. A student is counted absent if he/she misses any part of the school day. Parents/Guardians are required to escort their student to the door and release the student to the TCDAEP staff. Upon completion of the day the Parent/Guardian will come to the door and the student will be release to the Parent/Guardian. Parents are to call the DAEP by 9:00 am of the morning the student is absent. (409-331-3437). It the student is unaccounted for the DAEP will notify the proper law enforcement agency to do a welfare check on the student.

Tardies:

Tardies are not acceptable. The TCDAEP day begins at 7:30AM and ends at 3:00 PM. The doors at the DAEP open at 7:30 AM and close at 3:00 PM. Any student who enters the building after 7:30 AM will be counted tardy and the time will have to be made up at the end of the DAEP time assigned. Failure to attend school can result in suspension for truancy and additional days being added to the DAEP term.

Conduct:

___ Good conduct is required. All rules of the TCDAEP Handbook apply. Students may be removed by law enforcement personnel for violations of some school policies. In addition, students must follow all guidelines of the TCDAEP handbook.

___ The first discipline notice is a written notification to the parent of the violation(s) and the disciplinary action imposed upon the student. (Loss of one point – refer to DAEP Point System) The second discipline notice is a written notification to the parent of the violation(s) and the disciplinary action to the student which may include, but is not limited to suspension. (Loss of two points – refer to DAEP Point System) The third discipline notice is a written notification to the parent of the violation(s) with possible suspension pending possible recommendation to the home campus principal for expulsion. (Loss of 3 points – Refer to DAEP Point System)
This can happen in one day. If behavior is persistent.

The Alternative School Dress Code is:

The development of individual pride is an important phase of education as well as preparing students to be successful in the work force. Personal appearance has a direct influence on behavior and is an important factor in developing and maintaining an atmosphere conducive to learning. Based upon the DAEP Point System, points for dress code non-compliance will be viewed as a disciplinary issue. No insignias or designs will be allowed on any article of clothing. All students will be expected to be clean and neatly groomed in all aspects of their dress. The following dress code will be rigidly enforced.

___ 1. Pants and Skirts - Only black or navy blue pants or skirts will be worn. This includes non-faded denim jeans. There will be absolutely no over-sized, saggy, multi-pocketed or skin-tight pants. Belts will be worn and fastened as they are intended; in the belt loops and properly secured. Belt buckles will be no more than 2 inches in any direction. For girls, skirts must fall below the bottom of the knee.

___ 2. Shirts – Students will wear only navy blue or black t-shirts. Shirts will be tucked in. Proper undergarments are to be worn at all times. No form-fitting shirts will be acceptable. Coats will be checked at the door so students may choose to wear long-sleeved T-shirts if they are cold natured.

___ 3. Shoes – Only closed toed shoes and socks will be worn.

___ 4. Jewelry – No jewelry of any kind will be allowed for boys or girls. This includes tongue rings, belly rings, toe rings or any other body piercing adornments. No grills of any kind are allowed. Such items will be taken up and returned only to the parent/guardian.

5. Hair – Hair will be clean and neatly groomed. For male students, the hair will be worn no longer than ½ “ above the eyebrow, ¼ “ above the top of the ear, and ½ “ above the collar. Females will wear their hair in a ponytail if length permits. Hair will be worn no longer than ½” above the eyes and must be pulled completely out of the eyes. Females with short hair will wear their hair no longer than ½” above the eyebrows. Hair for all students will be the student’s natural color; will be neat and appropriately styled for the length so as not to attract disruptive attention. Ponytails will be pulled back with covered elastic bands only. Male students will be clean-shaven.

6. Miscellaneous – Absolutely no hats, caps, sunglasses, combs, barrettes, headband, or bandanas shall be worn or brought into the DAEP building. No student will wear makeup or fingernail polish. Contact lenses are permitted, but must be of a natural, human color and design. Tattoos will be covered at all times.

7. Should any items of clothing, hair, or accessories be deemed a nuisance, they shall be prohibited by the Disciplinary Alternative School Director.

Meals:

Breakfast/lunch will be available for purchase or be provided as a free/reduced lunch through the WISD High School cafeteria. Students may bring a lunch to be stored in a designated area. The contents will be checked to assure that no candy, gum, or soft drinks are brought to school. The DAEP requires a student to eat at least one meal during the school day. Commercially prepared fast food of any kind is not allowed on the school campus as per state law.

Medication:

All medication will be brought to the school by the parent/guardian only and is to be discussed with DAEP personnel. Medicine must be in the original container and clearly marked with the student’s name, dosage, and directions from the pharmacy. The medication must be accompanied by a note from the prescribing physician. The parent will complete a permission/information form at the time the medication is brought. Over the counter medications will not be given at the DAEP unless accompanied by a note from a physician providing the appropriate information to the DAEP. All medications will be held in a secured area.

Supplies: Students must bring supplies as follows:

- 1 package of #2 pencils;
- 1 package of notebook paper or equivalent;
- Graph paper if their math or science requires;
- an extra eraser;
- small package of Kleenex for their personal use only.

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All items should be clearly labeled with the student's name.
These items do not have to be new. (You may have them already.)
These items should be replenished as used.

NO backpacks, purses, or wallets are allowed at the TCDAEP campus. Students should bring textbooks when required. (Sending campus may choose to send work from regular classes for the student.)

Transportation:

Transportation to the DAEP is not provided by WISD. Students may not drive vehicles to DAEP. Students may not walk or ride bicycles unless accompanied by a parent/guardian who is utilizing the same transportation. Students are to be transported to the DAEP by the parent/guardian.

Any person picking a student up from the TCDAEP will be at least 18 years of age and not enrolled in a public/private school. This is to protect your student.

Trespassing:

No Trespassing Rules: The student is not to be on WISD property or any other school district property at any time except during the DAEP hours at the assigned classroom. During the placement period, a student may not attend any school-sponsored event on or off school property. Students are not allowed on ANY school district property. Students are required to sign a Criminal Trespass Warning Notice.

The parent/guardian must accompany the student to check in at the Tyler County DAEP Center after 9:00 am. Upon checking into the TCDAEP the student/parent will receive a copy of the DAEP handbook.

We understand the rules and responsibilities of placement in the TCDAEP as outlined above.

We understand that this is our student's/my last opportunity to succeed before expulsion.

We have received a copy of this agreement.

We understand that any questions or concerns that we have should be directed to the TCDAEP Director,

Parent/Guardian signature

Student Signature

Home Campus Administrator

Date

confidential STUDENT STATUS SHEET PACKET TYLER COUNTY