

Raymondville Options Academic Academy



Student Handbook 2020 - 2021

Mr. Frank L. Garcia, Principal / Special Programs Director
512 East Rodriguez
Raymondville, Texas 78580
Phone: (956) 689-8185

Student Schedules

Students at R.O.A.A. are expected to be in attendance for at least half a day under Flexible time. Students wishing to be in attendance all day will be afforded that opportunity.

Early Release Schedule

R.O.A.A. will follow the same schedule as the rest of the district. There are occasions where we must adjust our schedule to accommodate certain trainings or conferences and we will notify parents by phone and mail to alert you in advance.

Attendance

Students at the R.O.A.A. center agree to be in school every day and at their assigned times. Alternative campuses observe flexible hours of operation in order to meet the unique needs of their students. In order to maintain our current level of funding and to receive our **Gold Performance Award**, our goal of 95% average daily attendance must be met. **Students not attending regularly scheduled instruction for OFSDP could suffer penalties for nonattendance including credit denial and filing truancy charges if appropriate.**

If your student will be absent from school, please call Mr. Garcia or Ms. Vázquez at 956-689-8185 to report the absence. If we have not heard from you prior to 8:30 a.m. you will be receiving a call from us.

Graduation

Students at R.O.A.A. graduate on the day they complete all **required credits** and have met the **testing requirements** of the State of Texas. This currently means passing all of the five End of Course Examinations required by the state. Students at R.O.A.A. will walk across the stage and receive their diploma with all other students of Raymondville ISD. Cap, gown, invitation and graduation activity information will be given to each graduate when it becomes available. **Please be sure to keep our office informed of any address or phone changes so that we can notify you as we receive this information.**

Course Completion

Students at the Raymondville Options Academic Academy do not receive Progress Reports or Six Week Report Cards. Students at R.O.A.A. work on each subject until they master the TEKS and pass the requirements of the course, including the final examination. When a student satisfies all of the course requirements and has a passing grade, a Course Completion form is filled out by the teacher and turned into the office. This form contains three parts. One is kept by the teacher for his/her records,

one is placed in the student's folder and the third is mailed home to you, the parent. Upon receiving the course completion, Ms. Vázquez enters the student's final grade on the Official Transcript.

Parent Conferences

Each six weeks you will be notified of our Parent Meeting Night. This is a night for you to come to our school, meet with each of your child's teachers and find out all you need to know about R.O.A.A., our activities, how your child is doing and any other important information. In order to reach the levels of success we have in mind for your child, it is imperative you plan ahead to be at these meetings. Your involvement in our school is valued and we look forward to these meetings as part of the celebration of your child's success. You will receive an invitation and a personal phone call prior to each of our meetings.

Parent conferences are also scheduled throughout the year to keep you informed regarding your child's progress toward graduation and his/her success on EOC's. Please make every effort to attend these meetings.

Programs

Raymondville Options Academic Academy provides an opportunity for at-risk students to complete the requirements for graduation from Raymondville ISD. Our program is based on a Personal Graduation Plan which is designed for each student who is accepted at R.O.A.A. Following this plan assures the student that success is just around the corner! **Our classes are individualized and self-paced, so the rate at which a student earns credits and passes EOC's rests largely on the student's determination to finish their requirements.** Progress towards meeting these goals will be discussed at our parent meetings, through parent/teacher phone calls, and through our course completion system. The Wall of Success in our main hallway allows each student to visually track their progress on their individual completion chart. Charts in each classroom help students visually track their progress toward completion of all items on the course syllabus/agenda.

Students receiving Special Education, Section 504, and Bilingual/ESL services will receive the same services at Raymondville Options Academic Academy.

Testing

Your child will be given a number of opportunities to take the Exit Level EOC exams. We remind our students that the earlier they pass the test, the easier it is to earn your credits and graduate. Students who wait until the last administration of the test prior to graduation generally do not do well on the test. The added stress of having to pass the test to graduate, with no more opportunities, generally weighs heavily on the student and they do not pass. Please encourage your student to take each opportunity seriously and to pass the test as early in the year as possible. Testing opportunities Exit Level in 2020 - 2021 are as follows:

December 8th through December 11th 2020 – EOC Assessment Window
April 6th, 2021 – EOC (English I)
April 8th, 2021 – EOC (English II)
May 4th through May 7th 2021 – EOC's (Algebra I, Biology, & US History)
June 22nd through June 25th, 2021 – EOC's
(If any changes occur to testing, you will be notified)

Raymondville Options Academic Academy Program Description

The Raymondville Options Academic Academy is a TEA approved alternative education facility, evaluated yearly by the Alternative Education Division of Accountability and Support. Our school serves all Raymondville ISD students who meet the designated at-risk criteria set forth by the State of Texas.

The facility is located at 512 East Rodriguez Street and has a constant enrollment of 30 – 50 students. During the course of the school year, approximately 60 – 70 students will be served at our facility.

Raymondville Options Academic Academy is an accelerated high school, meeting the needs of at-risk students through individualized graduation plans.

The state designated at-risk criteria is as follows:

- Retained two or more school years (high school)
- Has math or reading skills that are two or more years behind grade level
- Did not perform satisfactorily on EOC's
- Is pregnant or a parenting teen
- Extenuating circumstances which include medical conditions, change in home situations, etc.
- Is returning from drug or alcohol rehabilitation/treatment center.

Registration Criteria and Requirements

At the beginning of each school year R.O.A.A. is automatically registered with the Division of Alternative Accountability at TEA. The two requirements we meet in order to be eligible for registration are as follows:

- Campuses that offer non-traditional programs rather than programs within a standard campus.
- Campuses that meet the at-risk registration criterion.
- The Raymondville Options Academic Academy is an Alternative Education Program, **school of choice**. The school of choice must enroll students who are at-risk of dropping out of school, in order to expedite progress towards performing at grade level and earning a high school diploma.

Registration Criteria

The following criteria must be met in order to register for AEC:

- The AEC must have its own county-district-campus number (ours is 245-903-004) to which PEIMS data is submitted and answer documents are coded.
- The AEC must be identified in AskTED as an alternative campus.
- The AEC must be dedicated to serving students at-risk of dropping out of school.
- The AEC must operate its own budget.
- The AEC must offer nontraditional settings and methods of instructional delivery designed to meet the individual needs of the students served on the AEC campus.
- The AEC must have appropriately certified teachers assigned in all areas including special education, English as a Second Language, and Bilingual education to serve students eligible for these programs.
- The AEC must be opened for 7 hours each day, however, a student receives credit for a full-day of school when he/she has attended for 4 hours.
- If the campus serves students identified with disabilities, the students must be placed at the AEC by their Admission, Review and Dismissal (ARD) committee.
- Students with disabilities must receive all services outlined in their current individualized educational program. LEP students must receive all services outlined by the LPAC committee. Students must be served by appropriately certified teachers.

Base Indicators used for AEA

There are five ratings available for campuses rated under Alternative Accountability; **A through F**.

The following base indicators are used for all AEP campuses:

- Student Achievement 30%
 - Percentage of all students – all subjects passing EOC exams
- Student progress
 - Reading and Math
- Closing performance GAPS
 - Tests ELA, Math, Science, and Social Studies
- Post-secondary readiness
 - 25% EOC post-secondary readiness standards
 - 75% Graduation, Continuers (4, 5, and 6 year graduation rates), GED Rate, and Annual Dropout Rate

The Process

1. A determination is made on the home campus (high school) that a student is in need of Alternative Education services based on the eligibility criteria determined by the State. Referrals for Raymondville Options Academic Academy placement can be generated by a student, parent,

teacher or administrator. In the case of a **Special Education** student, the ARD committee will discuss R.O.A.A. as an option prior to referral.

2. **A referral packet is generated by the high school counselor responsible for the student.** This packet includes EOC information, a current transcript and the actual referral. This packet is sent to Mr. Frank L. Garcia, Principal at Raymondville Options Academic Academy.
3. The Raymondville Options Academic Academy principal along with campus review committee will review all referral documents and consider the state criteria, student attendance history, EOC scores, cohort year, age and needs for graduation. If accepted, the Raymondville Options Academic Academy principal will notify the high school principal and counselor.
4. **Once accepted, the high school counselor will facilitate the withdrawal of the student from the high school and coordinate with the R.O.A.A. principal to assure the timely admission of the student to R.O.A.A.**
5. In the event of overcrowding, students will be placed on a waiting list and will be referred as openings become available. At no time will the student population of R.O.A.A. exceed 60 students at one time. The **Integrity** of our program demands a low student-teacher ratio in order to meet the unique needs of our students.
6. Once accepted, and prior to their arrival on campus, all of the student's records are reviewed and a folder is prepared. This folder holds all information on that student from the time they arrive at R.O.A.A. until graduation.
7. A transcript review is completed and a form is generated for the front of the folder, which lists courses the student has completed and those needed for graduation. Another form tracks student EOC progress.
8. A personal graduation plan (PGP) is generated and a schedule is prepared for the student. Adjustments to the schedule and EOC preparation classes are done on an as-needed basis according to the changing needs of the student.
9. Our staff meets a minimum of once a week to staff students. Each staff member reports on student progress and needs. Adjustments are made accordingly. It is also during this time that parent phone calls, conferences and home visits are determined.

Continuation or Revocation of Program

Applications are approved for one school year. Continuation of the approval for the OFSDP will be contingent on the demonstrated success of the program.

1. Performance of students on state assessments.
2. Percent of students participating in the program who graduate from high school.

Failure to comply with the above could cause the commissioner of education to revoke approval of the program. Decision is final and may not be appealed.

Accepting No Failures

The Raymondville Options Academic Academy accepts no failures. Students do not receive grades every 6 weeks, but rather work at their own pace to complete courses. Regardless of the time it takes, parents do not receive a grade for a course until it is completed and the student received credit for it. At no time does a failing grade discourage a student from trying hard to achieve success. The course completion is turned into the office either by a student or the teacher so the student can receive congratulations from the principal, as well. After Ms. Vázquez enters the course grade for the official transcript, the form is given to the principal. One copy of the form is placed in the student's folder, one is sent back to the teacher for his/her records, and the final copy is mailed to the student's home with a congratulatory letter.

Finally, a sticker is placed over the appropriate course on the student's progress chart found on the "Wall of Success" bulletin board found in the main hall. This provides a visual reminder of how many courses each student has completed and how many courses they have to complete for graduation.

Community Relations

The Raymondville Options Academic Academy strives to bridge the gap between our parents and the school. We know that many of our parents have had a less than desirable relationship with the school and our goal is to have our parents be an integral part of their student's educational experience. Home visits, parent meetings, parent conferences, and regular phone contact are all part of the success of our program. We encourage parents to visit regularly and often to help celebrate with us.

Information Update Forms

Information update forms must be submitted each time your personal information changes. If you move, change phone numbers, parents change jobs, etc.; this campus must have updated information all the time.

Field Trip

Educational field trips are taken throughout the year at R.O.A.A. These are planned in advance and a permission slip is necessary in order to attend. We encourage participation since the activities are directly related to the content in our curriculum. Please keep this in mind – students must have good attendance and be making adequate progress in their course work.

Student Code of Conduct

All Student Code of Conduct rules apply at R.O.A.A., just as they do on all Raymondville ISD campuses.

EOC Prep

EOC Prep sessions may be held before each administration of EOC exams. You are required to attend any and all of the EOC preps until you have success on all testing requirements on the EOC's.

Self-Discipline

Maturity and taking care of one's own self-discipline is a mandate while at R.O.A.A. We rely on each student to be a respectful young adult while on our campus. We do not deal with **discipline** issues at R.O.A.A. Failure to monitor your own behavior will result in **dismissal** from R.O.A.A.

Health Services

The R.O.A.A. campus does not have the services of a nurse on campus. Ms. Vázquez, Mrs. Guerra, or Mr. Garcia will handle all medications and any other routine medical situations. In the event a nurse is needed, the nurse from another campus will come to R.O.A.A. In all emergency situations, the ambulance will be called to R.O.A.A.

Classroom Supplies

Students will be provided with most classroom supplies. Basic supplies such as pen, pencil, and notebook paper are the responsibility of the students. In the event you are taking a class that has additional supply requirements, we will let you know what you need to purchase.

Credit by Exam (With prior instruction)

Students may use credit by examination to demonstrate mastery in any academic course at the secondary level with approval by the principal. Students seeking to earn credit by exam must have had prior instruction in the subject or course as determined by a review of the student's education records (transcript).

Discipline

Raymondville Options Academic Academy strives to provide a safe, positive and caring atmosphere with high expectations for all of our students. Students are expected to abide by the Raymondville ISD Student Code of Conduct as well as specific R.O.A.A. standards described in this handbook. R.O.A.A. students are subject to all state laws and local discipline regulations as adopted by the Board of Trustees.

Cell Phone Use

For safety purposes, the district permits students to possess personal mobile telephones; however, due to a number of problems on our campus regarding cell phones, each student who brings a cell phone onto the campus will be required to **turn off their phone and keep it off during class time. Anyone caught using their cell phone during educational time will be required to turn their phone into the teacher. If a student is caught a second time using their cell phone, the student will turn in their phone into the office. If a student continues to break the cell phone use rule(s) then the phone will be picked up and the parent and/or student will have to pay a fee determined by the district to get the phone back.** Furthermore, not adhering to the above rule is a direct violation of the District's Student Code of Conduct but also a direct violation of your enrollment contract. In the event of an emergency, parents are asked to call the school at 956-689-8185 and students will also be able to use the office phone if needed.

Dress Code

We at R.O.A.A. realize that a person is much more important than how they dress, but appearance does impact your success as well as the image of Raymondville Options Academic Academy. Students are expected to take pride in their appearance. Personal appearance is an individual responsibility and students are expected to ***Dress for Success***. Good grooming, modesty, neatness and appropriate clothing help establish a positive learning atmosphere. Our school climate is affected by how students choose to present themselves. The principal has the final authority on what clothing is appropriate at R.O.A.A.

Apparel not approved or considered not appropriate for school:

- No bare midriffs
- Muscle shirts and cut-off tee shirts
- Low-cut shoulder tees, see-through, string-tie, halter dresses/blouses, tank-tops
- Pants or shorts with drawstrings, pajamas, or pajama like clothing
- No house slippers, flip-flops, or beach sandals
- Open toe shoes must have straps to secure them.

Grading and Scholastic Dishonesty

- Students must score a 70% or above for mastery.

- If a student fails a test, they must satisfactorily complete the required correctives before taking the retest.
- Students must complete all assignments contained in the class syllabus or individual work assignments.

Network and Internet Use

Raymondville ISD provides all students the opportunity to access technology to further enhance their education. Students must be responsible users in order to access this privilege. **Inappropriate use of the network or the internet will result in cancellation of privileges.**

Raymondville High School Campus Restrictions

Students attending R.O.A.A. are not allowed on the high school campus **during the school day** without prior approval from the R.O.A.A. office. Students are permitted to attend pep rallies and other approved activities throughout the school year. Your behavior will determine if we are able to continue to do this.

Perception of Drug or Alcohol Involvement

R.O.A.A. students are asked to pledge to be drug and alcohol free while enrolled in R.O.A.A. Furthermore, students agree to be responsible and accountable for any perception they may create of involvement with drugs or alcohol.

A student creates the perception of drug or alcohol involvement when they exhibit any combination of behaviors including but not limited to: alcohol or marijuana odor; bloodshot eyes; excessive sleeping; repeated drug talk or mannerisms; severely disproportionate mood swings or fits of temper not otherwise explained by a documented mental or physical condition.

Drug Free, Weapon Free School Zone

Students are reminded that state law does not permit any tobacco, alcohol, drugs, paraphernalia, or weapons on or within 300 feet of any school property or parking lot. Vehicles that are parked on or within 300 feet of school property are under jurisdiction of the school. The school reserves the right to search any such vehicle if reasonable cause exists to do so. Students have full responsibility for the security of their vehicles. **Students will be held responsible for any prohibited objects or substances that are found in their car.**

Tardies

Enrollment in R.O.A.A. is a privilege. Students are expected to attend school every day and be punctual. A student is asked to call the office if they expect to be more than 30 minutes late. We know situations arise with babies, spouses, car trouble, etc. but a phone call is all that is necessary to make us aware of your situation. It also puts our mind at ease, as we do worry when students are not in attendance.

After the 3rd tardy, student will be required to forfeit their early release opportunity in order to make up for lost hours. Those who do not have early release will be required to make up work after school.

Visitors

Parents and other visitors are encouraged to visit our school. All visitors must come to the office first, and if they are unknown to the staff, must present a driver's license. Visits to individual classrooms during instructional time are allowed only with the permission of the campus principal. Visits are not permitted if their duration or frequency interferes with the delivery of instruction or disrupts the normal school environment.

Non-discrimination Statement (Title IX, Section 3)

Raymondville Independent School District and Raymondville Options Academic Academy do not discriminate on the basis of race, color, national origin, gender, age, religion, handicapping condition or veteran status.

Staff

Ms. Mendoza.....	Math.....	Room 2
Mrs. Bredvick.....	Social Studies.....	Room 4
Miss Castillo.....	Science/Special Ed.....	Room 3
Ms. Cabrera	English II/IV.....	Room 1
Ms. Barrera.....	English I/III.....	Room 8
Miss Rodriguez.....	Para Educator/Lab.....	Room 5
Open.....	Para Educator	
Mrs. Guerra.....	Counselor	
Ms. Vázquez.....	Administrative Assistant	
Mr. Frank L. Garcia.....	Principal/Special Programs Director	