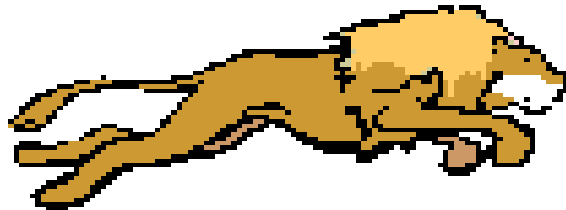


TEAGUE I.S.D.

D.A.E.P.

***DISCIPLINARY ALTERNATIVE EDUCATION PLACEMENT
STUDENT/PARENT HANDBOOK***

2022-2023



TEAGUE INDEPENDENT SCHOOL DISTRICT

**Virginia Self
Michelle Burns
Dennis Cox
Chris Skinner**

**DAEP Principal
Teacher
Paraprofessional
Superintendent**

Dear Students and Parents/Guardians,

This student/parent handbook for the Disciplinary Alternative Education Placement represents a compilation of policies and procedures, some of which are derived directly from the policy. Others were drafted and approved by faculty and administration. The guidelines for success established within this handbook were developed with the well-being of our students in mind and are the result of collaboration and communication among school administration and faculty.

All students will be held responsible for having knowledge of the contents of this handbook. We encourage both students and parents/guardians to read and discuss the policies and procedures written within this document.

Your cooperation, coupled with our commitment to helping your student, will help ensure your child's success at the D.A.E.P. campus. Success at the DAEP is imperative to a successful return to the home campus. You may contact my office at 254-739-1444 should you have any questions concerning this handbook.

Sincerely,

Ginger Self

Principal
Teague ISD
254-739-1444

Teague ISD Discipline Alternative Education Program

Mission Statement

The mission of the DAEP program here at Teague ISD is to help all students realize that they are able to learn and that all behavior including non-compliance with school guidelines is a choice and can be modified to comply with the TISD Student Code of Conduct.

Purpose

The DAEP has two primary objectives that will be addressed with each student placement. First, we will address student behavior. Students will be made aware of the causes of their placement and given strategies and methods to prevent future disciplinary assignments. Through a system of intervention strategies, opportunities will be provided to enable the student to increase self-esteem, increase self-control, develop a positive attitude toward school, and make necessary behavioral changes required for return to the home campus. Secondly, we will address student achievement and progression in academic endeavors. Our programs are designed to allow for students' self-paced development and progression with class studies. All classes required for student graduation will be made available to students at the DAEP.

D.A.E.P. STAFF

ADMINISTRATIVE STAFF:

Chris Skinner	cskinner@teagueisd.org	Superintendent 245-739-1300
Ginger Self	vself@teagueisd.org	Principal 254-739-1440
Beverly Strange	bstrange@teagueisd.org	Dean of Students 254-739-1444
Michelle Burns		Teacher 254-739-1444
Dennis Cox	dc Cox@teagueisd.org	paraprofessional 254-739-1444

Teague ISD Discipline Alternative Education Program

DAEP General Rules and Regulations

Length of Placement: Placement at DAEP is for a specified number of school days based on the seriousness of the offense, the student's age, grade level, the frequency of the misbehavior, the student's attitude, and statutory requirements. Return to the regular campus depends on the completion of days at DAEP. Additional days may be assigned to the student depending on the student's behavior while at the DAEP. Students must be in attendance at school for the assigned number of days. The days the student is absent do not count towards the placement days in DAEP.

Student Calendar: All students with placement in DAEP will attend school based on the Teague ISD school calendar.

Transition Plan: Prior to leaving DAEP, students returning to home campus will participate in a “Campus Transition Planning Meeting.” This meeting will help to ensure his or her successful return.

Students with Disabilities: The DAEP staff and campus special education teachers will ensure that all provisions of the student’s IEP and BIP or IAP for students receiving 504 services are implemented. Resources and inclusion support are provided for students well.

Student Check-In: Students are to arrive at the DAEP at 7:40 a.m. Once a student enters campus grounds, that student is not permitted to leave again.

DAEP Teague ISD may provide transportation. This privilege can be lost under certain circumstances. Students are not permitted to drive their own vehicles while placed in the DAEP.

In the event of an illness, the parent/guardian must contact the principal’s office before 7:40 a.m. The phone number is 254-739-1444. Unexcused absences with no call constitute truancy.

Appointments with medical professionals or court offices during school hours are strongly discouraged. In the event, these appointments cannot be avoided absences must be pre-arranged with the principal’s office.

DAEP GENERAL CLASSROOM RULES

1. Sit in the assigned cubicle facing the front of the cubicle at all times. Leaning against the cubicle is not allowed. Cubicles are built to minimize distractions.
2. Sit quietly in the cubicle with a posture that facilitates learning. Keep all four legs of the chair on the ground at all times.
3. Use your writing instruments for working on assignments only. The cubicles and furniture are not there for your writing pleasure.
4. All restroom breaks are given at the discretion of the staff.
5. To get the attention of your teaching staff, raise your hand. Verbally requesting attention is not appropriate.
6. Stay quiet during the day. Visiting with your classmates is not allowed while placed in the DAEP.

7. Only a sack lunch or a school lunch is allowed. The sack lunch cannot be food from a restaurant delivered to you and may not include soda or Gatorade or anything similar.
8. Your cubicle is your space. Keep it neat and orderly.
9. Keep snacks and gum at home. It will be taken up in DAEP.
10. Students will be monitored while moving to and from their cubicles.
11. Decisions on how courses will be provided will be decided at the student intake meeting. Coursework in grades 9-12 will be provided through either Edgenuity, google classroom, or sent from their home campus teacher to the DAEP staff. Students under the 9th grade will receive their work through google classroom or it will be sent over from their home campus to the DAEP staff. THERE WILL BE NO WASTED TIME IN DAEP. ALL TIME WILL BE FILLED WITH ACADEMIC WORK.
12. Get plenty of sleep at home. Sleeping is not permitted.
13. Students will be monitored at all times. The correction will be given for sleeping, not working, talking or any other infraction of the rules.
14. Removal from class by the principal will result in no points for the day. For the day to count, students must receive at least 90 out of 100 points each day. If the student receives fewer than 90 points, the student must repeat the day. If a student does not earn credit for a day, a DAEP staff member will be in touch with the parent that day.
15. Students will be issued one pair of earphones upon entering the DAEP. If these are lost, stolen, or broken, the student may purchase a replacement pair for \$2.50.
16. Students must adhere to all the rules while at the DAEP. (See above note about points)
17. Any student demonstrating obvious disrespect and inappropriate behavior will be removed by the principal and will be suspended as per the administration's decision.
18. Breakfast ends at 7:40. You may not eat food you bring in with you or school food if you come in after that time. (If you come in at 8:00 carrying donuts, they will be thrown away.)
19. **No backpacks are needed.** Bring what you need to the DAEP on the first day and leave it here. **Keep your backpack at home.**
20. **No purses may be kept in the DAEP.** *Students are not permitted to keep personal items with them in the DAEP at all.*
21. **You will not return to your home campus until all orange shirts have been returned to the DAEP!**

DAEP Dress Code

All students assigned to the DAEP must adhere to this dress code.

1. Shirts-Students must wear school-issued orange shirts. Shirts must be worn properly throughout the school day. Students will not return to their home campus until the shirts have been returned to the DAEP. If the shirts are lost or damaged, the student is financially responsible for replacing them. (\$5.00 per shirt.)
2. If students are cold, they may check out a school-issued orange jacket. This jacket will be checked out to the student for the student's entire placement. The parent and student are financially responsible for the jacket. The jacket will be left in DAEP. No personal jackets or hoodies will be worn while in DAEP. If for some reason the jacket issued to a student is lost or damaged, the student is financially responsible for replacing the jacket. (\$15.00 per jacket.)
3. Pants-Students must wear blue jeans, khaki, or black pants. **These pants may not have logos, holes, patches, or be in need of repair.** Pants may not be excessively loose (no sagging will be allowed). Students may not wear shorts, overalls, or coveralls.
4. Shoes-Students must wear close-toed shoes with soft soles with a pair of socks. Shoes must have laces or straps. House shoes, boots, flip flops, sandals, bath shoes, etc. will not be allowed.
5. Students may not wear any of the following: hats, caps, headwear of any type, **jewelry of any type**, bandannas, gang-related items, or anything else regarded as inappropriate by the staff.
6. Body Art- Students must cover any visible tattoos or other marks on their bodies. Haircuts with etching are not allowed. Unnatural colored hair is not permitted. If these problems are not corrected in a reasonable amount of time, it is the discretion of the principal as to whether the student is allowed in the DAEP or suspended until the matter is resolved.
7. Students are to practice good hygiene and wear clean clothes.
8. Sagging is not allowed.
9. **Violations of the dress code will result in loss of the day.**
10. If your child is cold-natured, he/she may wear a long-sleeved shirt under the orange polo; however, the sleeves may have nothing on them, just plain, undecorated sleeves.

Before entering the building students must be in uniform. Students will remain in uniform until they are off school premises.

Prohibited items are not to be brought to school. Prohibited items brought into the building will be confiscated and held until the parent/guardian picks them up. All personal items (wallets, cell phones, keys, etc.) will be deposited with the DAEP staff for safety reasons. These items will be kept in a locked box and will be returned to the student at the end of the day. It is strongly recommended that large sums of money not be brought to the DAEP.

***Students are subject to random searches throughout the day.**

All students will be subject to a metal detector wand upon entering the DAEP each morning.

DAEP IS NOT RESPONSIBLE FOR ANY ITEMS LOST AT SCHOOL!

While at the DAEP, students are not permitted to attend any TISD extracurricular or UIL-sanctioned events within TISD district or elsewhere.

While at the DAEP, students are not permitted to communicate or interact with other students in any manner for any reason. The only exception to this rule would be if the teacher supervised the communication or interaction. These activities must be principal-approved. Communication means letters, talking, hand signs, or gestures.

Students are not permitted to use the phone unless they have permission from the staff.

Students are not allowed in areas outside the classroom without supervision.

Students may bring a sack lunch or have the school provide one from the cafeteria. Students will not be permitted to have lunch delivered from outside sources, including parents. Drinks must be in cans or plastic containers, unopened. Lunches should not require a microwave.

Students are not permitted to attend or visit their home campus for any reason while attending DAEP. ***Students are not permitted to attend any activities that their sending campus (or any campus) participates in either at home or away from Teague.***

A student's placement may be shortened or terminated if the student makes acceptable progress and/or behavior modifications.

A student is required to be in attendance 90% of the time. If a student is not meeting this requirement, truancy will be filed.

No chewing gum or candy is allowed at the DAEP.

All electronic devices will be confiscated and returned to students or parent/guardians at the end of the student's placement.

Students will follow TISD Student Code of Conduct in addition to the DAEP guidelines.

All electronic devices will be confiscated and returned to students or parent/guardians at the end of the student's placement.

Signature Page:

I have read and understand the Teague ISD Disciplinary Alternative Education Placement Student/Parent Handbook. I understand that if I have any questions, I can call the D.A.E.P. principal.

Parent Signature

Date

Student Signature

Date