



White Oak
Secondary

INDIVIDUAL CAMPUS SUPPLEMENT

2024-2025

TABLE OF CONTENTS

OPENING LETTER FROM PRINCIPAL.....	2
CAMPUS CULTURE.....	3
Campus Core Values.....	3
Positive Incentives.....	4
Before School Expectations & Procedures.....	4
After School Expectations & Procedures.....	4
Cell Phones & Personal Devices.....	5
Food and Drink Expectations.....	6
Dress Code Expectations.....	6
Uniform Daily Expectations.....	8
CAMPUS ATHLETICS.....	9
CAMPUS OPERATIONS.....	9
Front Office Hours.....	9
Common Area Expectations.....	9
Lunch Time Expectations	9
Lunch Schedule	10
Traffic Procedures.....	10
Dropping off Items for Students.....	11
Personal Items on Campus.....	11
Student Drivers.....	12

OPENING LETTER FROM PRINCIPAL

White Oak Nation,

I am beyond excited to be joining YES Prep White Oak for the 2024-2025 school year!

A huge thank you to all the students and families that I've been able to meet already, for being so incredibly welcoming. I already feel at home! As we close out the 2023-2024, we have so much to be thankful for, chief among them is the incredible growth that our students have shown over the course of the school year. This year has been a great example that when we (school, student, and family) work together the sky is truly the limit. I'd also like to give a huge thank you to our teachers and staff who have worked tirelessly to provide a supportive and engaging learning environment, and we are so proud of the progress we've seen. Finally, I'd like to share my appreciation to the Class of 2024, who, in their 7 years on campus, have left a legacy of achievement at White Oak and most certainly have left

[Back to Top](#)

a place better than they've found it! As we head into summer break, we encourage you to take some time to relax and recharge. I look forward to welcoming families and students back to campus on August 14th! Mr. Little

CAMPUS ACADEMIC SUPPORT

At YES Prep White Oak Secondary, we achieve excellence and are committed to supporting all students in meeting their academic goals.

Non-fluent readers in 6th and 7th grade (reading below 5th grade) will be assigned a reading intervention class to focus specifically on increasing their reading fluency. Non-fluent readers in 8th –12th grade will receive strategic support either in class or during pull outs.

Beginner Emerging Bilingual (EB) students receive a strategic schedule and practice specific language acquisition skills during their reading intervention class/pull outs. All EB students will receive sheltered instruction within the general education classroom, focusing on speaking and writing skills.

Students who require dyslexia services receive pull-out/specialized instruction.

Teachers track classroom data on objective mastery and provide whole class/small group remediation as needed. Students who do not show mastery on assessments will be given the opportunity to relearn and reassess to increase their mastery. Additionally, students who show mastery on the summative assessment will have lower assignment grades replaced with that mastery score. Students will have the opportunity to complete corrections to increase assessment scores up to a 70.

We also will offer tutorials for STAAR tested/AP subjects throughout the school year and all information will be communicated with families prior to them starting.

CAMPUS CULTURE

Campus Core Values

YES Prep White Oak will be an A school.		White Oak exists to create a safe and engaging environment for high quality teaching and learning.
Team	Enthusiasm	Continuous Improvement

Positive Incentives

We believe that joy and fun are crucial to a love of learning. We also believe that incentives are just as powerful, if not more so, to reaffirm positive behaviors. Just as demerits are one strategy for classroom management, props are only one way to praise students.

At White Oak Secondary we will celebrate student achievement and behaviors tied to our core values of team, enthusiasm, and continuous improvement. For this reason, we have devised a positive incentive plan called Props. The system should be leveraged by teachers and staff to celebrate students for their positive impact on our campus community and learning outcomes.

Other Awards & Recognition

- Honor Roll
 - Principal's List: Students must have all A's (Award = 25 props + Certificate)
 - Dean's List: Students must have A's no more than 2 B's on Report Card (Award = 15 Props + Certificate)
- Perfect Attendance = Students marked present at ADA (Award = 25 Props + Certificate & Event)
- Most Growth for Attendance = Student with the most growth per quarter present at ADA (Award = 25 Props + Certificate & Event)
- Student of the Week = Weekly recognition at Family Gathering and on the grade level bulletin board
- Core Value Awards = Recognition at Family Gathering and on the grade level bulletin board

Before School Expectations & Procedures

Breakfast Procedures & Expectations

An effective breakfast structure allows students to make appropriate choices for their nutrition, enjoy social time with friends, and mentally prepare for the school day.

- All students will enter the building through the Gym Doors.
- Breakfast will be in the cafeteria or gym by grade level (6-8 in Gym; 9-12 in Cafeteria).
- Students will remain in those locations from 8:00 am until 8:25 when they transition directly to Homerooms.
- Only the green restroom on one restroom will be available for use between 8:00 am and 8:25 am daily.
- High school students may sit at the table they wish in the cafeteria.
- Middle School students will have a designated grade level space in the gym where they must remain until homeroom.
- Students will eat in the gym/cafeteria and dispose of all trash before 8:25 am.
- Middle school students must eat in the designated area in the gym.
- Food outside the cafeteria is not permitted without administration approval.
- Breakfast stations will close at 8:25 am; Students who arrive after 8:25 receive breakfast if it is still available.

Tardy Students

- Late bus riders will be provided with the opportunity to get breakfast.
- Late car riders, walkers, or drivers will not be able to get breakfast after 8:25 am. Some exceptions may be granted by a campus administrator.

After School Expectations & Procedures

At White Oak Secondary, we prioritize campus safety before, during, and after school. Students are to report to their assigned afterschool activities by 4:05 pm. Students not in a designated area by 4:05 pm will be asked to leave the building.

[Back to Top](#)

Once students have left the building, they will not be able to return to the building. Students will wait in designated areas until their parent or guardian has picked them up.

LATE PICK-UP Policy:

Please be mindful of the administration on duty time by picking up your student at the designated time.

1. Tutorial Days: Picked up within fifteen minutes from the ending time of 5:20 pm.
2. Game Days: Picked up within fifteen minutes of the game ending.

Offense Number	Action by Admin on Duty Supervisor
1 st Offense	Warning letter sent home
2 nd Offense	Phone call to parent explaining that the third offense will result in meeting.
3 rd Offense	Meeting between parent/guardian and Admin on Duty Supervisor.
4 th Offense	Phone call parents explaining that students cannot stay after school for the rest of the semester.

Disciplinary Procedures

The YES Prep White Oak demerit system is designed to teach our Owls how to improve behavior. When a student commits an infraction, s/he earns a demerit as a consequence. This serves as an opportunity to immediately improve the behavior and as a teachable moment before reaching an escalated consequence (i.e. Restorative Discipline Time).

When a student earns a demerit:

1. The teacher enters the demerit in HERO at the earliest possible time.
2. Demerits are reset in alignment with the Progress Report and Report Card dates to give students a clean slate roughly every 4 weeks.
3. HERO automatically alerts parents when a student has earned a consequence, such as Detention, if the parent is enrolled as a user on HERO.
4. Students are encouraged to track demerits on their individual tracker during Advisory time during the school day.

Cell Phones & Personal Devices

The YES Prep White Oak Student Cell Phone policy is intended to promote academic integrity as well as help students judge when phone use is appropriate. We actively discourage the use of cell phones throughout the school day so that students focus on their learning and building relationships with other students and staff.

School Cell Phone Use for all grades:

- All students will submit their cell phones to teachers in the cell phone holder as they enter the classroom.
- Cell phones/Headphones will not be visible or used during instructional time, unless approved by teacher for educational purposes.
- Students will receive their phone back at the end of the class period.
- If a cell phone is heard or seen outside of allowable times the following consequences will be given:

[Back to Top](#)

- 1st offense: Demerit (Did not use technology appropriately) + communication home
- 2nd offense: Demerit + communication home + phone taken away
- 3rd offense: Automatic detention + communication home + phone taken away and parent will be required to retrieve the phone.

Parents should refer to page 25 in the YES Prep Student Handbook for district guidelines regarding **Cell Phone Usage**.

As stated in the handbook, YES Prep assumes no responsibility for any loss to students' personal property or items such as (but not limited to) iPads, iPods, radios, cameras, cellular phones, smart watches, handheld game systems, toys, playing cards, etc. Students must put these items away when requested to do so by campus personnel or volunteers.

Food and Drink Expectations

White Oak believes in preserving the physical environment and learning environment, both in and out of the classroom, by eliminating distractions in classrooms that can be caused by food, drinks and gum.

Food:

Students are allowed to eat all foods in the cafeteria and only non-perishable snacks in classroom based on administrator approval. At any time during the instructional setting, the teacher is allowed to request that the student disposes or puts away the food, if it becomes a distraction. However, they may eat perishable food provided by teachers for pre-approved by the DOI class activities (ex. pizza party). **Only 12th-grade students can order food for delivery to the campus; 6th to 11th-grade students cannot do so, and any delivered food will be discarded.**

Senior Privileges:

Seniors may order Uber Eats and Door Dash on Monday, Wednesday, and Friday ONLY. Students may place their order before Homeroom begins at 8:30 am. Students should be done placing their food orders by 8:30 AM. Food must be delivered before the start of the 12th-grade lunch from 11:45-12:18 pm. Deliveries can be dropped off at the Front Office following the food drop-off policy. Senior teachers will be responsible for distributing senior food on Mondays, Wednesdays, and Fridays. This privilege is for seniors ONLY. Students who violate the expectations and/or order food for students who are not seniors will lose the Senior privilege for themselves and others.

Dress Code Expectations

See more about the YES Prep Dress Code Philosophy and Policy in the **YES Prep Student Handbook**. The following table breaks down how the campus expects students to follow the dress code policy. As a reminder, a student's most outer visible layer of top must be YES Prep branded.



YES Prep Shirts	<p>Students are required to wear a YES Prep Polo or YES Prep Spirit Shirt 5 days of the week to strengthen school pride, unify the community, and to promote a college-going culture.</p> <p>All YES Prep students should own at least 1 campus polo.</p> <p><i>Students are not required to tuck in shirts.</i></p>
YES Prep Outerwear	<p>Students are required to wear YES Prep-branded outerwear to continue to strengthen school pride, unify the community, and promote a college-going culture.</p> <p>Outerwear must be purchased from YES Prep or the campus Athletic Department.</p> <p>Students may choose from the following:</p> <ul style="list-style-type: none"> • YES Prep sweatshirt (purchased through YES Prep) • Campus athletics department outerwear (purchased through campus Athletics Department) • Campus-issued grade level or spirit sweatshirts etc. (purchased through campus as applicable)
Bottoms	<p>Students may choose between pants, skirts, or shorts of the following:</p> <ul style="list-style-type: none"> • Khakis (any color) • Navy • Jeans (any color) <p>Students should wear bottoms that allow them to comfortably participate in PE. Students may not wear pajama pants or bottoms with holes.</p> <p><i>Shorts and skirts should be no shorter than mid-thigh.</i></p> <p>Bottoms may not have holes/tears above the knee/without leggings underneath.</p> <p>Students are not required to wear belts.</p>
Shoes	<p>Tennis shoes are recommended so students can safely participate in activities at recess and in PE.</p> <p>For safety purposes, all shoes must meet the following criteria:</p> <ul style="list-style-type: none"> • Closed-toed • Must have backs (i.e. no slides) • Must have hard soles (i.e. no slippers) • Any color is permitted • No shoes with heels over .5 inches • Crocs are allowed in sport mode only (straps behind the ankle)
Accessories & Styling	<p>Students may have visible piercings and tattoos if messaging and images are school-appropriate.</p> <p>Accessory items that are spiked (bracelets, belts, collars) are not permitted due to safety reasons.</p> <p>Students may wear a variety of hairstyles and colors. Head shaving designs are permitted as long as images are school-appropriate.</p> <p>Hats and sunglasses are not permitted for safety purposes.</p> <p>Religious head coverings are permitted.</p>

Free Dress Tops	<p>Clothing should meet the following criteria:</p> <ul style="list-style-type: none"> • T-shirts are acceptable; however, all clothing and accessories must be school appropriate: YES Prep prohibits pictures, emblems, or writings on T-shirts that are lewd, offensive, vulgar, or obscene or that advertise or depict tobacco products, alcoholic beverages, drugs, or any other substance, show gang affiliation, or depict violence in any way. • No tank tops, halter tops, tube tops, net or sheer tops, shirts with spaghetti straps, or strapless tops for any student. • No bare midriffs (half shirts) allowed for any student. • No open-toed shoes.
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Uniform Daily Expectations

Students must follow the specific daily expectations for uniforms at their campus as outlined below. Please note that there may be some exceptions to these dress code expectations to accommodate cultural celebrations and traditions. Exceptions to uniform expectations will be communicated to students and families in advance.

Uniform Daily Expectations	
Monday	Standard White Oak attire
Tuesday	Standard White Oak attire
Wednesday	College wear or Standard White Oak attire
Thursday	Standard White Oak attire
Friday	College wear or standard White Oak attire

CAMPUS ATHLETICS

YES Prep White Oak offers a robust variety of athletic programming for our students. We know that part of being college ready is participating in extracurricular activities and team sports teach students discipline, self-motivation, and teamwork. Athletes must pass all classes to try out and continue passing all courses to remain eligible throughout their season. Athletes are also required to have a physical on file at the start of each year. Families can expect regular communication from coaches and our Athletic Director. At the start of each season, Practice and Game Schedules will be communicated to families. Updates can be found through our social media, campus website and bulletin boards.

Campus athletics falls under our After-School programming. All athletes and families must adhere to after-school behavior expectations, late pick up, and sportsmanlike conduct policies. Please refer to the policies outlined in the above sections.

Fall	Winter	Spring
HS - Cross Country	HS - Basketball – Boys	HS - Soccer – Boys
MS - Cross Country	HS - Basketball – Girls	HS - Soccer – Girls
HS - Volleyball – Girls	MS - Basketball – Boys	MS - Soccer – Boys
HS - Volleyball – Boys	MS - Basketball – Girls	MS - Soccer – Girls
MS- Volleyball- Girls		

CAMPUS OPERATIONS

Front Office Hours

The front office is open from 8:00 am to 3:45 pm on regular school days. Parents can pick up students early from school up until 3:15 PM

Common Area Expectations

At YES Prep White Oak, we have several common areas on campus, and it is the expectation that all students treat these spaces with respect and leave them better than they found them. Common areas include, but are not limited to, hallways, restrooms, the Cafeteria, the Gym, parking lot, field, and front office. Any intentional littering, defacing, damaging of space/property will be subject to our campus disciplinary process. Students should only be in common areas during designated times and/or under the supervision of a staff member. Should a student be in a common area during class time without a hall pass, the student will receive a consequence including, but not limited to, a demerit. Failure to adhere to campus expectations in common areas can result in a referral to the Dean of Students, Director of Student Support, and/or Principal.

Lunch Time Expectations

Students at YES Prep White Oak will eat lunch in the cafeteria or another location designated by an administrator. Students are expected to remain in the designated lunch location for the duration of lunch, and they should not loiter in the hallways, bathrooms, or empty classrooms.

A guardian, or an adult listed as an emergency contact, may eat lunch with their student if a valid photo ID is presented and they are listed on the student’s record. A guardian/guardian is the only individual who may provide food for their specific student. Food will not be accepted from non-guardian deliveries (e.g. Uber Eats, Dominos), and students/guardians are not allowed to order food for delivery as deliveries will be turned away. Additionally, students may not remove food from the cafeteria following lunch. If lunch is dropped off at the front office by a guardian, the student will be notified to retrieve the lunch at the start of their lunch time.

Lunch Schedule

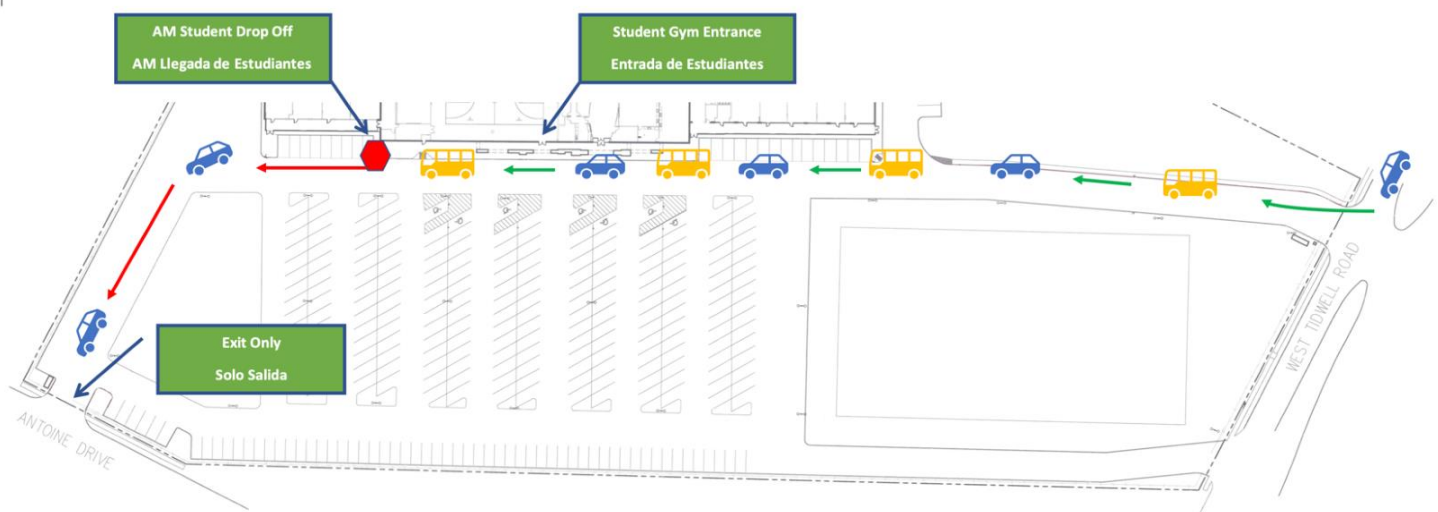
4 PM Dismissal Lunch Schedule

Grade(s)	Start	End	Duration
6 th / 7 th	10:47 AM	11:15 AM	28 minutes
8 th / 9 th	11:50 AM	12:18 PM	28 minutes
10 th / 11 th / 12 th	12:22 PM	12:50 PM	28 minutes

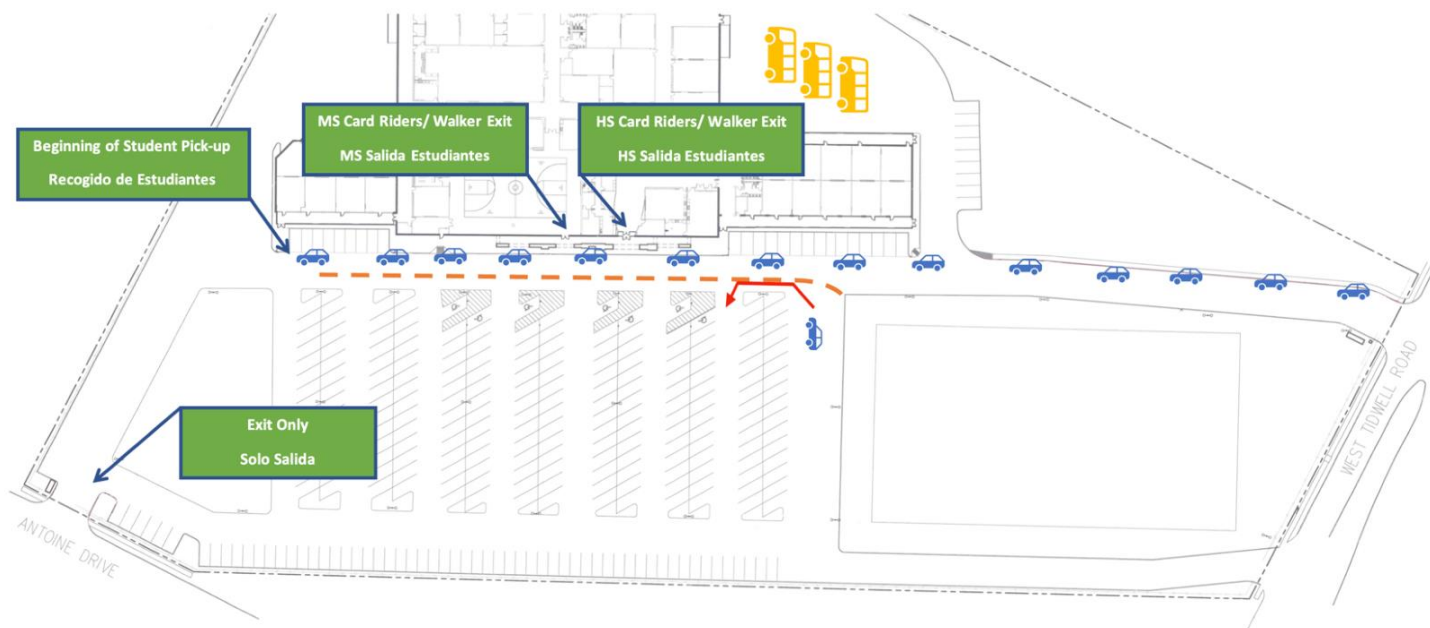
Traffic Procedures

Staff, buses, and families will enter White Oak through the gate on W Tidwell Rd between 7:30 AM and 7:00 PM, Monday thru Friday. Cars can leave the lot anytime through the W. Tidwell and Antoine gates. Families should always park in designated visitor spots to the right of the front doors during school hours.

During morning drop-off, families should enter from W Tidwell and pull forward to the end of the building before stopping to drop off students. Buses will drop off students in the front of the building in the morning.



During afternoon pick-up, families should enter from W Tidwell and pull forward to the end of the building before stopping to pick up students. The W Tidwell entrance will become an entrance only from 3:55 to 4:15 pm. Buses will pick up students in the back of the building and exit Antoine Drive gate in the afternoon.



Dropping off Items for Students

Families may choose to drop off food or other school-related items to their students. Food cannot be accepted from non-guardian deliveries (e.g. Uber Eats, Dominos), and students are not allowed to order food for delivery as deliveries will be turned away (exception: see Senior Privileges). Additionally, students may not remove food from the cafeteria following lunch. If lunch is dropped off at the front office by a guardian, the student will be notified to retrieve the lunch at the start of their lunch time. It is the guardian's responsibility to inform the student of a food delivery; the front office will not inform students of food deliveries due to capacity constraints. Food may only be eaten during the student's designated lunch time; Food delivered after this time can be picked up at the end of the day by the student.

Personal Items on Campus

To eliminate distraction from learning, we highly recommend that students limit the personal belongings brought to school with them to what is required for an academically successful day. Bringing personal items to school is "at your own risk," and YES Prep White Oak will not be held liable for loss, theft, or damage to a student's personal property, including confiscated items.

We highly recommend that any personal items brought to campus are locked securely in a locker that only your student knows the code to and locks after each usage. Distracting (e.g., stuffed animals, balloons) or inappropriate objects will be confiscated and may be returned at the end of the school day if deemed appropriate by a campus administrator.

Skateboards, rollerblades, and scooters should not be brought to campus nor used while on White Oak Secondary property. However, if a student needs them as a means of transportation to and from school, they should be kept in their locker during the school day.

Students' toys such as yo-yos, Rubik's cubes, fidget spinners, etc., may also be confiscated if deemed a distraction during class. Additionally, students are not allowed to have Sharpies or other permanent-marker style writing utensils. If a student is found in possession of a Sharpie, the Sharpie will be confiscated.

If personal belongings do not fit in a locker, students should not have them at school with them.

Student Drivers

Students who drive to school must register their car with the Front Office. A valid driver's license, active insurance (showing the student is insured), and a payment of \$5 is required upon registration. Students who cannot provide a proper license or insurance upon request are not permitted to park on campus and are subject to being towed at the vehicle owner's expense. Students who give this information to the Front Office and are approved to drive to school will be issued a parking tag.