SANGER ISD



SANGER INDEPENDENT SCHOOL DISTRICT DAEP HANDBOOK

Dear Parent/Guardian:

Your child has received a placement at Sanger Independent School District's Disciplinary Alternative Education Program (DAEP). While your student is placed in our program, I assure you that we will do our absolute best to help your student improve both behaviorally and academically while they are with us.

We serve students of all backgrounds and ethnicities and welcome all students to our school. We believe that each student deserves dignity and respect. We understand that students make mistakes, and our goal is to help them make better decisions. We firmly believe in a positive, proactive approach to helping students while holding them accountable for their actions.

All students will remain in the same courses in which they were enrolled at their home campus. All of our teachers are Highly Qualified in the core area in which they teach. Our teachers provide instruction aligned to what they receive at their home campus in the core courses of Math, English Language Arts, Social Studies and Science. Most student coursework is completed online either through our Edgenuity program or Canvas. For courses other than those previously listed, your child will receive work from his/her home campus that will be supplemented by the DAEP staff. Students are expected to work to the best of their ability in each course daily.

Our DAEP is fortunate to have Chief Mike Picha, employed by the Sanger ISD Police Department. Chief Picha helps us maintain a safe environment for all students and is an excellent resource for us. He avails himself to our students and is excellent at building relationships with them.

Our staff is here to help you and your child. We encourage communication while your student is with us and hope to make your student's time with us is productive and empowering. Please call or email us if you have any questions or concerns. We look forward to working with you and your child!

Sincerely,

Anthony Love
Linda Tutt High School Principal

Disciplinary Alternative Education Program (DAEP)
Academic and Discipline Management Plan

The purpose of the Sanger Independent School District Disciplinary Alternative Education Program (DAEP) is to provide a structured and supportive academic environment in which students address the specific behaviors that caused their removal from the home campus. Linda Tutt High School is the campus that will provide DAEP services for your student.

SISD DAEP Mission Statement:
Through collaborative and supportive partnerships with a student's home campus, the Linda Tutt High School staff will provide the following:

- High-quality academic instruction
- A safe and supportive learning environment
- A restorative discipline model to build relationships with students
- Opportunities for students to acquire and develop a greater sense of self-worth and value of lifelong learning
- Evidence-based therapeutic practices that promote positive behavioral change in order to strengthen social responsibility and academic success for the student while on the DAEP campus, and when they return to their home campus

Required Orientation: Orientations will be held on Tuesday and Thursday of each week at 8:30 a.m. at the DAEP campus (except for school holidays). A parent/guardian **MUST** attend with the student, even if the student has been assigned to LTHS DAEP at a previous time within the school year.

V.I.P Program: The V.I.P. Program at Linda Tutt High School is designed to reduce recidivism in a DAEP setting. The V.I.P. Program serves students who have previously attended an alternative setting and provides them with a higher level of support to ensure staff is meeting their instructional and social-emotional needs. Services include an assigned mentor (LTHS staff, home campus, or community member), individualized instruction if needed, and extensive counseling along with extended community services and presentations addressing social and emotional needs. Students will track their academic and behavioral successes and must advocate for themselves to come out of the special program and return to a regular DAEP classroom. This program lasts at least two weeks at the beginning of a student's assignment at LTHS.

These V.I.P. students will have extensive counseling on recognizing and capitalizing on their unique strengths through the program "Clifton Strengths for Students." The Clifton Strengths for Students program helps students see how their unique talents can bring clarity to their life as a student and help them thrive academically, socially, and in their future careers. Students will learn their top five themes with personalized reports, and student-specific insights, and

more. These top five theme reports will be shared with parents and guardians which allows the student to discuss their strengths with family members for purposeful and meaningful conversations at home about future academic plans and behavioral improvement.

According to the Clifton Strengths website, the benefits of Clifton Strengths for Students include:

- A better understanding of your innate talents and how you can succeed by connecting those themes to your life as a student
- Greater confidence and empowerment thanks to a deeper awareness of what you naturally do best as a student
- Improved student experience through practical application of your strengths in your day-to-day routines
- Success in spite of your weaknesses, with concepts and strategies that help you manage -- not fix -- what you don't do best so you can focus on getting the most from your strongest CliftonStrengths themes

SANGER INDEPENDENT SCHOOL DISTRICT
DAEP EXPECTATIONS AND GUIDELINES

ATTENDANCE:

DAEP Students are prohibited from being on ANY public school property while assigned to a DAEP campus.

During the time that a student is assigned to the DAEP campus, the student is prohibited from being on any SISD or other public school district property other than the Linda Tutt High School campus, day or night, 7 days a week, 24 hours a day. This includes any participation or attendance at extracurricular activities in town or out of town. (Texas Education Code 37.006(g), 37.010(e).) There are some exceptions to this order, which include short-term onsite visits, such as being with a parent to pick up other sibling students from another SISD campus.

Students will attend all school days in DAEP unless prevented by an excusable absence. Parents must call the LTHS to report every absence and send a signed note when their child returns to school. **Signed parental notes must be turned in within three school days (72 hours) of the absence.** Failure to do so will result in the student being considered truant. Students who are truant may be filed with the Justice of the Peace Court by their home campus. Students are expected to be at school on time and ready to actively engage in learning. Tardy arrivals will be documented and may be used to file truancy as well. State law considers students truant for missing any day or partial school day, including mandatory tutorials.

Tardies:

All students must arrive by 7:30 a.m. Students must arrive early to go through the daily search and be seated by 7:40 a.m.

- Students arriving at the DAEP building after 8:00 a.m. will be considered tardy.
- If a student arrives at school after 8:00 a.m., the parent/guardian is required to escort the student into the building at the main entrance and sign the student in, indicating the reason for being tardy. If the parent does not escort the student into the building after 8:00 a.m., the student will not be allowed into the building and will be counted absent for the day.
- Three (3) tardies will equal (1) unexcused absence.

Arriving and Leaving the Campus:

Arriving: When students arrive on campus, they may not leave campus without the permission of the parent/guardian until the end of the school day. Students arriving at 7:30 am may not walk to the store or any other location before Check-In at DAEP. Parents may not give a student permission to leave campus and return without picking the student up.

Students must be in line for Check-In by 7:30 am. School begins at 7:40 am and ends at 3:55 pm for elementary, middle and high school students. Students may not enter the building earlier than 7:30 am prior to the start of their academic day. All students are expected to be seated and ready for academic instruction upon arrival on the DAEP campus.

All students are expected to enter the building immediately upon arrival without loitering in the parking lot or any other area on or off the DAEP campus. If a student is seen loitering either in the parking lot, another student's car or seen leaving campus with other students, disciplinary action will be taken and parents will be called.

Leaving: Students who need to leave campus early for illness, doctor appointments, court appearances, or other approved appointments must be signed out by a parent or guardian in the front office of LTHS. A valid driver's license must be shown to staff prior to signing out a designated student. Students may not leave campus with an adult or other designated person without a submitted note indicating the time, date, and reason for the early release. The note must also include who will be picking up the student, a phone number where the parent/guardian can be reached, and the parent/guardian's signature.

At the discretion of the school principal, a student who must sign out for an appointment may have to make up time for leaving campus. As a general rule, when a doctor's note or other professional documentation is presented for a partial day absence, the student will not have to make up that day. Should a student leave habitually during their assigned time at DAEP, administrators from the student's home campus and administrators from LTHS could determine too much time has been missed, and a student's stay may be extended the amount of time equal to their absence from school.

SUPERVISION OF STUDENTS:

Students will be monitored at all times while they are at DAEP. When it becomes necessary for students to move around the building, staff members will be at their door to oversee the students to their destination. **In addition, students will be monitored by video cameras throughout the interior and exterior areas of the building with the exception of restrooms.**

Length of Placement: Placement at the DAEP is determined by the home campus administrator for 30, 45, 60 and up to 180 school days in attendance. Placement lengths are based on the seriousness of the offense, the student's age, the frequency of misbehavior, the student's attitude and statutory requirements and district recommendations.

It is our goal to return students to their home campus better academically and behaviorally.

Behavior: Students are expected to learn and display appropriate behavior at all times. DAEP staff members use a variety of discipline management strategies and intervention techniques to teach appropriate behavior and responsibility. Students are required to comply with the *SISD Student Code of Conduct* and the *DAEP Academic and Discipline Management Plan* at all times while assigned to the DAEP. Parents may be called for misbehavior that results in an office referral.

Student discipline that results in the disruption of the educational environment may result in school consequences (detention, dropping in level, parent conference, etc.), in addition to a filing with our local court system. Classroom disruptions and/or violent behavior will be dealt with swiftly and appropriately. Serious or persistent misbehaviors will result in a conference with the student, parent/guardian, home campus administrator, and other appropriate staff. In addition to the conference, other disciplinary action may be implemented, such as suspension from school and/or an additional DAEP Placement time.

Behavior Reports: The DAEP teachers will complete a daily "Point Sheet" to track behavior. These reports are based on teacher observation of student behavior throughout the day. Observable behaviors include but are not limited to, readiness for class, time on task, work completion, participation in social skills activities/counseling, response to teacher requests/correction, interaction with other students, etc. These point sheets are sent home for parent review and signature and must be returned to school the following day.

Special Education Students: The DAEP staff and campus special education teachers will ensure that all provisions of the student's IEP and BIP are implemented. Resource classes and inclusion support are provided on the DAEP campus.

504 Students: The DAEP staff and the counselor will ensure that all provisions of the student's Accommodation Plan are implemented.

Medication: SISD does not allow students to possess medication of any kind, including aspirin, Tylenol, herbal supplements, and vitamins. All medications are to be stored in the designated office, with the exception of prescribed inhalers for the treatment of asthma. Prescribed inhalers may be carried by students with asthma under the following provisions:

1. written authorization from the parent or guardian
2. written statement from the student's physician or licensed health care provider stating that the student has asthma and is capable of self-administering the prescribed medication at the prescribed dosage.

All inhalers must have the prescription label on the medication. Failure to store medication in the clinic or follow the above-mentioned inhaler procedure may result in serious disciplinary action.

All medications must be stored in the school clinic in the original container clearly labeled with the student's name. All prescription and nonprescription medications taken during the school day must be accompanied by the SISD Medication Form signed by the parent. Any prescription medication given over 10 days must have a doctor's signature.

Sexual Harassment: Sexual harassment is defined as ANY UNWANTED sexual behavior/exposure, whether visual, verbal, or physical, towards someone else, regardless of the gender of students. This includes but is not limited to Sexual gestures, "joking," inappropriate conversations, and inappropriate physical contact such as grabbing or poking. ALL allegations of sexual harassment will be investigated by the administration and may result in school discipline/criminal charges.

Social Skills Class: Along with Academic requirements, DAEP students must participate in training programs on behavior management and safety procedures that focus on positive and proactive behavior management strategies. This training must target prevention and intervention that includes both instruction in social skills and problem-solving skills that address diversity, dating violence, anger management, and conflict resolution to teach students how to interact with teachers, family, peers, authority figures, and the general public as well as annual training on established procedures for reporting abuse, neglect, or exploitation of students. TAC §103.1201 (i) SISD currently uses the Ripple Effects computer program to address these requirements.

Depending on the reason for a student's placement in DAEP, additional courses may be required as part of their discipline. Examples of online certified courses that may be required include drug or alcohol use and tobacco/e-cig offenses. These courses have certificates awarded at the end of the study, and they will need to be given back to a student's home campus.

Counseling: In addition to social skills class, students will participate in counseling sessions in either a group or an individual format. Students will be afforded the opportunity to meet with the school counselor before, during, or after school, schedule permitting. However, we ask that students request all meetings in advance when possible. Parents may communicate counseling concerns or requests to our campus counselor and schedule a meeting if necessary. Additionally, counselors from a student's home campus will visit the student in DAEP once

every two weeks. This will ensure that the student has a connection to their home campus during their stay in DAEP and will have a mentor back at their home campus for when they return to a normal school schedule.

DAEP STATEMENT REGARDING SUICIDE, NON SUICIDAL SELF-HARM, AND HARM TO OTHERS:

Suicide is the third leading cause of death among youth ages 10 -19 in the USA. The safety of our students is of utmost importance to us at DAEP. **For this reason, all reports or disclosures of a students injuring themselves (cutting, talking about suicide, etc.) or injuring another student (threats) will be taken seriously. A risk assessment of the situation will be conducted when such information is disclosed.** Depending on the results of the risk assessment, there are several possible outcomes:

1) individual counseling and parent notification
2) parent notification and release to parent with resources and agreement to monitor
3) in cases of imminent harm, transport to a local mental health facility
4) a report to the district police and local police

All campus staff are trained to identify and report self-harm and threatening behavior. All educators are also mandatory reporters to CPS if child abuse or neglect is suspected. Our primary goal is the safety of your child while they are with us. Thank you for your understanding in these matters.

Academics: Students are expected to complete all assignments given to them each school day. All assignments are assigned by the student's home campus and come in a variety of formats. Most lessons will be assigned through Edgenuity or Canvas's online learning platforms. Should a student need paper assignments, these lessons will be sent from their home campus and returned when a student has completed them while in DAEP. All of our teachers are able to work with students as they complete their lessons each day. **DAEP teachers will supplement this work with extension activities when all lessons are completed from their home campus. There is no opportunity for downtime in DAEP, and a student must be engaged in some type of learning activity.**

Cell Phones: While not prohibited by the SISD Student Code of Conduct, while attending DAEP, all student cell phones will be surrendered to staff at the time of morning check-in and must be turned off. In case of emergency, students will be given permission to use a school phone to contact parents. Parents may call the office (940-458-5701) to leave a message for their child. Phones will be returned to the student at the end of the school day.

Electronic Devices: Students are not allowed to bring iPads, MP3s, or other electronic devices to DAEP. These items will be taken up and returned to a parent/guardian the first time they are

brought. Any subsequent time items are brought without permission the items will be kept until the end of the student's placement and released only to the parent/guardian.

The protocol established by the SISD Student Code of Conduct will be followed in returning confiscated electronic devices and fines assessed.

If students have SISD issued MacBooks or iPads, the home campus will collect these devices at the time of the discipline hearing. Students are not allowed to have district issued devices at school or home while assigned to DAEP.

Jewelry: No jewelry may be worn or brought to DAEP. If brought, it will be taken up and returned to a parent/guardian the first time brought. Any subsequent time items are brought without permission the items will be kept until the end of the student's placement and released only to the parent/guardian. This includes earrings, necklaces, bracelets, and watches. *Students may not wear bandaids to cover up any piercings - this includes newly obtained piercings.*

Money: While attending DAEP, students are encouraged not to carry money other than what is needed for breakfast, lunch, or public transportation. Students should never bring more than $2.50 to DAEP. As a courtesy to parents, DAEP officials will inform parents if their child is in possession of excessive amounts of money, and the money will be taken up and returned at the end of the school day.

Check-in procedure: All students will be searched upon arrival on the school day. Students will be asked to:

- Remove shoes and socks
- Pull out pockets (if they don't pull out, the student will run hands over them to verify empty)
- Tuck in shirt, fasten belt
- All students will be checked with a hand-held metal detector
- Put cell phones/keys/wallets in a pocket folder

MORE EXTENSIVE SEARCHES MAY BE CONDUCTED AT ANY TIME BY A CAMPUS ADMINISTRATOR OR STAFF MEMBER BASED ON THEIR DISCRETION.

Lunches: While attending DAEP, students may purchase a hot lunch or bring a sack lunch. Students purchasing a hot lunch or milk may use their home campus lunch account or pay weekly on Monday to our LTHS Cafeteria staff. The DAEP program does participate in the federal free and reduced lunch program. Students bringing their lunch should follow these guidelines:

- Lunches will be searched during morning check-in.
- Use only disposable packaging and containers with a student's name on the outside.

- Milk or bottled water may be purchased or brought from home. Water bottles will be put up when breakfast or lunch has finished. **Drinks must be sealed and may not already be opened.**
- If a student is on Silver or Gold level point sheets, they can bring in drinks other than milk or water, such as sodas, sports drinks, or energy drinks. **Drinks must be sealed and may not already be opened.**
- Candy is not allowed at any time.
- Students may not have food delivered to DAEP.

School Supplies: While at DAEP, students need the following school supplies:

- 1 pack of #2 pencils (at least 10)
- 1 container of disinfecting wipes
- 1 spiral notebook
- 1 box of tissues

Non-Negotiable Rules:

- Keep your entire body and all objects in your possession to yourself.
- Follow ALL staff directives the first time they are given.
- Stay in your seat until a staff member gives you a directive to move.
- Silently raise your hand to get a staff member's attention.
- Place the Daily Point Sheet on the teacher's desk when you walk into the class in the morning.
- There is no talking in the classrooms, hallways, and cafeteria unless otherwise indicated by staff.
- All topics of conversation must remain school-appropriate at all times.
- You may not discuss why you are assigned to the DAEP campus with other students.
- ALL sexually inappropriate behavior will result in disciplinary action.
- Students should not inquire about accumulated points throughout the day. Teachers will let students know totals as needed throughout the day, or at the end of the day before dismissal.

Hallway Procedures:

- Walk quietly, in a single file line on the right side of the hallway. Students must remain 2 feet apart while walking in the hallways.
- Do not talk with anyone in another class.
- Do not gesture toward anyone in the hallway or in another classroom.
- Keep your eyes and head facing forward.
- Follow all teacher directives in the hallway when entering and leaving.

Hallway Procedures: Restroom Break:

- Walk quietly in the hallway. Students must remain 2 feet apart while walking in the hallways.
- Enter the restroom one at a time as directed by DAEP Staff.

- Exit the restroom within a reasonable amount of time.
- If, for any reason, you miss the offered restroom break, students will not be able to go to the restroom without points being deducted from their daily sheets.

End-of-Day Procedures:

- Students must remain in dress code until off campus.
- When their name is called for dismissal, students will collect their Daily Point Sheet and will then collect their cell phone/wallet/keys from the dismissing teacher.
- Dismissal from the last period is in behavior-level order –Gold, Silver, Green, Orange, and Red.
- Students may not leave until dismissed by the teacher.

Consequences: Consequences for inappropriate behavior may include one or more of the following:

- Drop in Student Privilege Level
- DAEP - ISS assignment
- Parent Conference
- Loss of review days
- Additional DAEP Placement
- Expulsion to JJAEP (Juvenile Justice Alternative Education Placement)

LTHS DAEP School Issued Materials

Students will be responsible for taking care of all materials issued by DAEP staff. If materials are lost, damaged, or destroyed, the student will be assessed a fee to cover the replacement cost.

LTHS Issued Laptops:

- Students may NOT go to any social or non-educational sites at DAEP.
- Students may NOT text anyone during the school day using online chat groups or Google forms.
- Disciplinary consequences such as detention, drop in level, loss of technology use at school and an additional placement may be given for taking photographs without permission, or visiting inappropriate or social media sites/apps, or other technology violations.
- Laptops may be searched for content at any time at the administrator's discretion.

TRANSPORTATION:

SISD DOES NOT PROVIDE BUS TRANSPORTATION SERVICE TO DAEP.

Student Vehicles: All student vehicles driven to and parked at DAEP must be registered with the front office (registration is free). The student must have a valid driver's license, registration, and proof of insurance prior to utilizing the parking lot. This should be done during the student orientation process. All DAEP students must park in the far north parking lot directly behind the DAEP building. ***Students must leave the LTHS campus immediately upon their dismissal, as loitering on campus will prohibit the rest of the students from being dismissed and could result in the next day's points being removed. DAEP students cannot ride in a vehicle together.***

DAEP Dress Code

Appropriate Student Dress: Due to student management considerations in the Disciplinary Alternative Education Program (DAEP), including but not limited to safety concerns and possible concealment of contraband, the following dress requirements apply to any student placed in DAEP. **NO** exceptions will be made to the dress code unless cleared by the Administrator.

- Navy collared shirt (oxford or polo), long or short-sleeved, with no markings. Crewneck sweatshirts are allowed during the cooler months. **NO HOODIES WILL BE ALLOWED**.
- Shirt to be completely tucked in at all times.
- A plain white, navy or black long-sleeved T-shirt can be worn underneath the collared shirt if you are a cold-natured person (no writing or pictures on T-shirts)
- Blue jeans must be worn by everyone.
- Pants must fit appropriately and not sag
- No "low-riders," hip-huggers or joggers
- No distressed fabric—no holes, tears, bleach spots, logos, etc.
- No "cargo" type pants or pants with large pockets
- If a belt is worn, the belt must be normal thickness, brown or black only
- No large or ornate belt buckles, studding on the belt, etc.
- No inappropriate logos on buckle or belt
- Shoes: lace-up tennis shoes **ONLY.**
- Socks: Must be school-appropriate
- All tattoos MUST be covered - no exceptions
- No facial hair
- Hair to meet Sanger I.S.D. grooming policy
- No "fashion" hair accessories (bows, colored extensions, etc.)
- Hair not to cover the eyes of the student
- No jewelry worn at any time - ***piercings cannot be covered with bandaids***
- No oversized clothing; SISD staff to determine if clothing is oversized
- No gang paraphernalia; SISD staff to determine the appropriateness of attire
- No bags, purses or backpacks in the DAEP classroom.

- No shorts are to be worn underneath pants or any other layering of clothing with the exception of a white, navy, or black undershirt.

LTHS DAEP Discipline Management Plan

All students are required to work from bell to bell in each class. This will eliminate many of the discipline issues that brought students to the DAEP. If a student completes the assignments for the day, each teacher will offer enrichment exercises and STAAR preparation designed specifically for the individual student.

Student Privilege Levels:

Student privilege levels are determined by their daily point sheets. Each day, points are earned by arriving on time, bringing the previous day's point sheet back signed by parent/guardian, being in dress code, work completion, remaining quiet in the classroom, hallways, and common areas, raising your hand if you have a question or need to get out of your seat for any reason, and following other communicated campus rules and expectations. Students have the ability to earn a maximum total of 30 points in a day, and to be considered to have a "successful" day, a student must earn a minimum of 20 points. If a student is dismissed from campus early with an excused absence, or students who have early dismissal built into their schedule will have an individually adjusted point system.

Students will move between the different privilege levels with their daily performance and successfully completing their days consecutively. Should a student have an unsuccessful day due to behavior, they will start over from the beginning of the point system.

Levels are as follows:

- **Green Level**- Entry Level: Must complete at least 5 consecutive successful days to get to Silver Level.
- **Silver Level** - Must complete at least 10 consecutive successful days to get to Gold Level.
- **Gold Level** - Highest Level
- **Orange Level** - Disciplinary level; If awarded, mandatory one day level and students must obtain enough points during the day to earn their way out to Green Level.
- **Red Level** - Disciplinary level; If awarded, mandatory two days level before earning your way out to Green Level.

Student Privilege Levels Descriptions - Successful Levels		
Green	Silver	Gold
1. Lunch- If brought from home, students can have: Sandwiches, Fruit, Water or Milk. 2. Two scheduled restroom breaks without points deducted 3. During PE time, Green Level students can only walk the track for their activity.	1. Lunch- If brought from home, students can bring what they want for lunch, including a soda. Items cannot be heated in a microwave. 2. Three scheduled restroom breaks without points deducted. 3. Participation in PE games and activities versus only walking the track. 4. Participation in Movie Fridays if they are passing all their classes and have zero unexcused absences.	1. Lunch- If brought from home, students can bring what they want for lunch; 2. Students can eat lunch in the cafeteria/talk/play games when done (pool table) with other Gold Level students 3. Four scheduled restroom breaks without points deducted. 4. Participation in PE games and activities versus only walking the track. 5. Participation in Movie Fridays if they are passing all their classes and have zero unexcused absences.
Entry Level At least 5 consecutive successful days to get to Silver	At least 10 consecutive successful days to get to Gold	Highest Level

Student Unsuccessful/Disciplinary Levels	
Orange	Red
Mandatory one-day placement	Mandatory two-day placement
Students are automatically placed on the Orange level for the following reasons: 1. Did not get at least 20 points on their daily point sheets 2. Leaving the classroom without permission 3. Inappropriate Language - DAEP has zero tolerance for inappropriate language used anywhere on campus. 4. Inappropriate Computer Use	Students are automatically placed on the Orange level for the following reasons: 1. Breaking Student Code of Conduct Rules - administrative discretion 2. Leaving the school without permission - before, during, or at dismissal 3. Threats made to staff or other students **all threats taken seriously (play or not)* 4. Fighting

5. Physical Horseplay - administrative discretion 6. Breaking Student Code of Conduct Rules - administrative discretion	
Consequences	
1. Students must rewrite LTHS DAEP Rules before completing any other school work for the day. 2. No Computer use; all school work is textbook or worksheet-based for the day. 3. PE - Students must complete a Health packet or only walk the track. 4. Phone call home to parent **Refusal to complete any of the above-assigned criteria results in additional days assigned to this level.* **Students who have more than 5 orange days during their assigned time in DAEP will be required to attend a MANDATORY parent meeting.* **10 or more Orange days could result in additional DAEP days (removal of review days if they have been assigned and).*	1. DAEP ISS 2. Students must rewrite the LTHS DAEP Rules before completing any other school work for the day. 3. No Computer use; all school work is textbook or worksheet-based for the day. 4. NO PE - Student must complete a Health packet instead. Health packet must be completed before the student can return to outside PE. 5. Phone call home to parents. 6. Possible SISD Police involvement. 7. Removal or any review days if assigned by the home district. 8. Additional DAEP assignment determination. **Refusal to complete any of the above-assigned criteria results in additional days assigned to this level.* **Students who have more than 5 red days during their assigned time in DAEP will be required to attend a MANDATORY parent meeting.*

RETURNING TO YOUR HOME CAMPUS AFTER SUCCESSFULLY COMPLETING YOUR DAEP ASSIGNMENT

In order for a student to prepare to exit the DAEP program at LTHS, a student will need to:

- Demonstrate good attendance. All absences must be excused, and a parent or doctor's note must be on file with LTHS. Any tardies will be reviewed with the home campus and district attendance guidelines.
- Maintain appropriate discipline behavior.
- Satisfactory completion of coursework.
- Students must complete a reflection project that will be shared with their home campus and parents.
- A list of students up for review or dismissal from DAEP will be sent to the home campus ten days prior to the student's return to campus. LTHS and the home campus will schedule a student's transition meeting with the parent before the student returns to home campus. This meeting will be on-line or over the phone and a parent must be in attendance.
- The minutes from the "Transition Meeting" will be provided to the student's home campus administrator along with the student's reflection assignment.
- Parents will be required to accompany their students upon their return to the home campus. Parents and students are to:
    - Go to the campus registrar/front office.
    - Provide the campus office personnel with the student's withdrawal form showing completion of the DAEP program.
    - Meet with the home campus administrator to sign off on your student's transition meeting minutes.