

# Aledo Learning Center

## Student Handbook Supplement

### 2024-2025



*Every Student Matters, Every Moment Counts!*

## **AISD Vision Statement**

Growing greatness through exceptional experiences that empower learners for life.

## **AISD Mission Statement**

Ensuring high levels of learning for all students

## **ALC Mission Statement**

The mission of the Aledo Learning Center is to provide at-risk students with an alternative academic opportunity to earn a high school diploma.

## **ALC Campus Motto**

Every Student Matters, Every Moment Counts!

## **Philosophy**

Some students are not successful in a traditional classroom setting. The curriculum, daily schedule, and classroom arrangement of the Aledo Learning Center are designed to develop the personal responsibility and self-discipline necessary to earn a high school diploma. Students who are prepared to work hard can accelerate progress toward that goal.

## **Expectations for Students**

The faculty and staff of the Aledo Learning Center expect each student to be **responsible** for the following:

1. **Personal behavior**
2. **Adequate progress in each subject**
3. **Regular school attendance**
4. **Respect for faculty and fellow students**

## **Application Procedures**

Any student desiring to attend the Aledo Learning Center must make application through the administration at Aledo High School. A campus administrator or counselor can assist the student in process. Applications are reviewed at the end of every nine week grading cycle.

After all application documents are received, the student will have an orientation meeting with the counselor of the Aledo Learning Center. A Parent/Guardian must attend the orientation with the student. This meeting can take place in person, over the phone, or via WebEx.

The applicant and the parents/guardian should realize the Aledo Learning Center is an academic alternative high school serving grades 9 through 12. It is important that all parties in the application process know that attending the Aledo Learning Center is a privilege. If the student chooses not to attend school and not be productive, they will be returned to Aledo High School so that other students may attend in their place. Students must be willing to commit themselves to regular school attendance and they must accept the responsibility for their own academic and behavioral progress.

## **Student Eligibility**

Students who are in grades 9 through 12 are eligible to attend the Aledo Learning Center. Ninth grade students who are parenting teens may make application as necessary. Other ninth grade students should be at least a second semester ninth grader and 15 years of age as of September 1, of the school year for which they are making application. It is the philosophy of the Aledo Learning Center that a student should experience high school before coming to the Aledo Learning Center.

The Aledo Learning Center is for students in grades 9-12 ages 15 to 21 years who:

- 1) are behind one or more grade levels
- 2) are not expected to graduate within four years of the date the student begins ninth grade
- 3) are pregnant or a parent

Each student attending the Aledo Learning Center should realize that he/she has made application to attend this school. The student has been chosen and is occupying a valuable spot that is available to only a limited number of students at a time. Each student should recognize that it is a unique opportunity and a privilege to be a student at the Aledo Learning Center. A student entering this school should come to school knowing that regardless of their previous school problems they will be accepted and given the opportunity to overcome whatever difficulties they may have experienced in the past. However, the student must be willing to let the staff assist them with their problems and they must be willing to change behaviors that have kept them from succeeding in previous school settings.

## **Attendance Policies**

A student's success at the Aledo Learning Center hinges on students being prompt and regular in their attendance. The entire process of education requires a regular continuity of instruction, classroom participation, learning experience, and study in order to reach the goal of maximum educational benefits for each student. The regular contact of the pupil with one another in the classroom and their participation in well-planned instructional activities under the direction of a competent teacher are vital to this purpose.

There is a direct relationship between poor attendance and academic failure. Students with good attendance records generally achieve higher grades, enjoy school more, and are more employable after leaving high school. Thus, all students are expected to attend school regularly and to be on time to classes in order to derive maximum benefit from the instructional program and to develop habits of punctuality, self-discipline and responsibility.

The Aledo Learning Center follows the Aledo I.S.D. school calendar for the beginning and ending of school, holidays, vacations, and staff professional learning days.

For more detailed information concerning attendance, please see the Aledo ISD Student Handbook on pages 29-37. Routines and procedures concerning attendance are explained on these pages.

## **Driver License Attendance Verification**

ALC students must meet all attendance guidelines to receive a Verification of Enrollment (VOE) for their driver license.

## **Absences & Attendance**

See the Aledo ISD Student Handbook pages 29-37.

## **Acceptable Use Procedures**

See the Aledo ISD Student Handbook pages 37-42. ALC students will use school issued devices only.

## **Awards & Honors**

See Graduation section, pages 83-90.

## **Backpacks & Book Bags**

Backpacks and book bags are not allowed at the ALC.

## **Behavior Management**

The Aledo I.S.D. Student Code of Conduct is the guide for behavior management. When misbehaviors occur the interventions and consequences found in the Student Code of Conduct will be used. Upon enrollment to the ALC, students and guardians will review and sign the Student Rights & Expectations document. Students will also adhere to all campus wide behavior expectations.

## **Celebrations**

Campus and classroom celebrations may occur periodically throughout the school year to celebrate student successes.

## **Cell Phones**

ALC students are allowed to have their personal cell phones on campus. However, student cell phones along with Bluetooth devices will be kept in a designated area during class time. Students may view their cell phones before/after school, in between classes and during lunch. Cell phones must be silenced and placed in designated location before the tardy bell rings. Students that cannot abide by this rule will have their cell phone locked up for the remainder of the school day. After the first offense, cell phones will be taken up and students must pay a \$15 fee before the phone is returned.

## **Class Ranking**

Courses earned while enrolled in the Aledo Learning Center will not be included in a class ranking. Students who attend Aledo Learning Center will receive a regular high school diploma and will not be considered for Honor Standing as a graduate.

## **Complaints by Students/Parents**

See the Aledo ISD Student Handbook page 63.

## **Conduct**

See the Aledo ISD Student Handbooks page 63-65.

## **Counseling**

A counselor is available to assist students with a wide range of personal concerns including such areas as social, family, emotional, and academic needs. The counselor may also make available information about community resources, which address personal concerns.

## **Credit By Examination**

See the Aledo ISD Student Handbook pages 67-68.

## **Distribution of Materials**

See the Aledo ISD Student Handbook pages 73-74.

## **District Police Department**

See the Aledo ISD Student Handbook pages 74-76.

## **Dress Code**

The Aledo ISD dress standards are established to prevent disruption and support the safety of all students, staff and campus visitors. All students are expected to dress in a respectful manner within the acceptable standards of the educational community and in such a manner as to contribute to the academic atmosphere. Specifically, the dress standards are intended to teach students a skill that is required for success in future employment.

Aledo ISD expects that all students will dress in a way that is appropriate for the school day and for any school-sponsored event.

### **Our student dress standards are designed to accomplish the following goals:**

- Maintain a safe learning environment in classes where protective or supportive clothing is needed, such as chemistry/biology, dance or PE.
- Prevent students from wearing clothing or accessories that denote, suggest, display or reference alcohol, drugs or related paraphernalia, or other illegal conduct or activities.
- Prevent students from wearing clothing or accessories that will interfere with the operation of the school, disrupt the educational process, invade the rights of others or create a reasonably foreseeable risk of such interference or invasion of rights.
- Prevent students from wearing clothing or accessories that reasonably can be construed as being or including content that is profane, racist, lewd, vulgar or obscene, or that reasonably can be construed as containing fighting words, speech that incites others to imminent lawless action, defamatory speech or threats to others.

Students shall come to school looking clean, neat and ready to learn. Furthermore, to support proper hygiene on campus and maintain an environment conducive to learning, blankets and pillows, whether “worn” or carried, are prohibited on campus unless otherwise directed by the school staff.

### **Students Must Wear:**

- Clothing that covers all private body parts at all times.
  - Undergarments and clothing including both a shirt with pants, dress, skirt, or the equivalent.
  - Shorts, including athletic shorts, must extend beyond the buttocks and pelvic region at all times.
- Shoes at all times.
- Clothing suitable for all scheduled classroom activities including physical education, science labs and CTE courses, and other activities where unique hazards exist.

### **Students May Wear:**

- Religious headwear
- Hooded sweatshirts
  - Hoods cannot be worn while in the building.
- Fitted pants (including leggings, joggers, and “skinny jeans”)
- Sweatpants, shorts, skirts, dresses, pants
- Ripped jeans if undergarments and buttocks are not exposed

- Tank tops, excluding those with spaghetti straps
- Athletic attire
- Clothing that does not violate the guidelines in the “May Not Wear” section below.

### **Students May Not Wear:**

- Strapless, backless, halter, bare-midriff, or spaghetti strap shirts/blouses/dresses.
- Clothing that reveals undergarments.
- Pajamas or house shoes/slippers.
- Hats, hoods, caps, visors or similar hat-like apparel (unless approved by administration).
- Costume apparel or accessories.
- Clothing displaying violent language or images.
- Clothing with images or language depicting or representing drugs, alcohol (or any illegal item or activity), hate speech, profanity or pornography.
- Clothing with images or language that creates a hostile or intimidating environment based on any protected class or consistently marginalized groups.
- Accessories that could be considered dangerous or could be used as a weapon.
- Any item that obscures the face (except as a religious observance or as required by the district to mitigate health risks associated with the spread of communicable disease).

For special events, defined by campus administration, specific dress requirements may be set. When there is a question on the dress or appearance of a student, the building administrator and school staff will use their discretion concerning the standards of dress.

### **Solutions to Address Aledo ISD dress standards:**

If a student is not following the dress standards, the administrator/staff member should address the student in private to come up with a solution using the following guidelines:

- Students are expected to be in compliance with the dress standards during the instructional day.
- Students will be given the option of removing articles and accessories that do not conform to the standards of dress.
- Students will be asked to put on their own alternative clothing, if already available at school, to be dressed more to the standards for the remainder of the day.
- Students will be provided with temporary school clothing to be dressed more to standards for the remainder of the day (when available).
- If necessary, students’ parents/guardians may be called during the school day to bring alternative clothing for the student to wear for the remainder of the school day.
- Students will not be allowed to leave campus for the purpose of changing clothes.

If a student refuses to accept the solutions provided above, he or she will be deemed as noncompliant and will be addressed in accordance with the Aledo ISD Student Code of Conduct.

The school administrators may make appropriate adjustments in the dress standards to fit the unique needs of a campus or student needs, and shall employ appropriate disciplinary procedures to carry out and enforce this policy.

### **Fees**

See Aledo ISD Student Handbook pages 81-82.

### **Grade Classification**

See Aledo ISD Student Handbook page 83.

## **Graduation**

Aledo Learning Center students will have the opportunity to participate in the graduation ceremony with AHS students that will occur at the end of the school year. More information will be shared in the spring. Students will be celebrated and recognized on the day they graduate from the ALC.

## **Graduation Plans & Requirements**

See Aledo ISD Student Handbook pages 88-89.

## **Homework**

Due to the nature of our campus and curriculum, very little homework is assigned. This is at the teachers discretion.

## **Human Sexuality Instruction**

Due to the academic structure of the ALC, this curriculum is not offered.

## **Immunization**

See Aledo ISD Student Handbook pages 96-97.

## **Library**

If needed, ALC teachers will accompany students to the library at Aledo High School. Students are only allowed to go to the Aledo High School library with an ALC staff member.

## **Makeup Work**

Due to the nature of our campus and curriculum, students typically do not have make up work. It is the students responsibility to work at an accelerated pace and stay current in all of their courses. If needed, teachers will work with students to develop a plan to get them back on track.

## **Medicine at School**

See Aledo ISD Student Handbook pages 99-100.

## **Nondiscrimination Statement**

See Aledo ISD Student Handbook page 100.

## **Parent and Family Engagement**

See Aledo ISD Student Handbook pages 103-107.

Parent membership and involvement is encouraged in the Aledo PTO. Please visit the PTO web site at <https://aledopto.membershiptoolkit.com/> to become a member.

## **Parking**

See AISD ISD Student Handbook page 106.

## **Pledges of Allegiance and a Minute of Silence**

See Aledo ISD Student Handbook pages 107-108.

## **Prayer**

See Aledo ISD Student Handbook page 108.

## **Release of Students from School**

See Aledo ISD Student Handbook page 97 (Leaving Campus).

## **Report Cards, Progress Reports, and Conferences**

Students do not receive report cards as they do in the traditional school setting. The Aledo Learning Center staff will assess the academic progress of each student. Progress reports will be emailed to parents weekly. The standard of mastery for The Aledo Learning Center courses is 80%. A grade of 80 must be obtained in order to receive credit for a class. If the student is not making satisfactory progress in completion of courses, a student conference will be requested to discuss strategies to improve progress. Parents will be invited to this conference.

## **Safety**

See Aledo ISD Student Handbook pages 112-115 (this includes Student Identification Badges).

## **Schedule Changes**

Student schedules are created through the ALC counseling office. As students complete credits, the campus counselor will create a new schedule for the student.

## **School Facilities**

ALC students may not visit Aledo High School before, during or after school. ALC students must report to the ALC cafeteria before school starts. For those students that ride the bus, you will be dropped off and picked up at the ALC.

See Aledo ISD Student Handbook page 115.

## **Searches**

See Aledo ISD Student Handbook pages 117-118.

## **Sexual Harassment**

See Aledo ISD Student Handbook page 69 (See Dating, Violence, Discrimination, Harassment, and Retaliation, Hazing on page 69).

## **Standardized Testing**

See Aledo ISD Student Handbook pages 119-120.

## **Student Identification Badges**

See Aledo ISD Student Handbook pages 114-115

## **Student Records**

See Aledo ISD Student Handbook pages 15-20.

## **Student Schedules**

The Aledo Learning Center will evaluate each student's transcript to determine a beginning class schedule. As the student progresses toward high school graduation requirements his/her schedule will be changed to meet their academic needs.

## **Tardies**

Aledo Learning Center Students must arrive to school on time. Students that are consistently tardy will work with the principal and parent to change this behavior. Discipline consequences will be administered for consistent repeat offenders.

## **Textbooks, Electronic Textbooks, Technological Equipment and Other Instructional Materials**

See Aledo ISD Student Handbook page 121.

## **Transportation**

See Aledo ISD Student Handbook pages 122-125.

## **Video Cameras**

See Aledo ISD Student Handbook page 126.

## **Visitors**

See Aledo ISD Student Handbook pages 126-127.

## **Volunteers**

See Aledo ISD Student Handbook pages 127-128.

## **Withdrawing from School**

See Aledo ISD Student Handbook pages 129.