

New Tech High School at B.F. Darrell

2025 - 2026

Parent-Student Handbook



“Futuristic Skills for Today’s Learners”

New Tech High School at B.F. Darrell

4730 S Lancaster Rd, Dallas, TX 75216

(214) 932-7600

Grade Levels: 9th - 12th

District 5

School Colors: Blue and Silver

Office Hours: 8:30 a.m. - 5:00 p.m.

Campus Staff & Faculty

Channel Hutchinson	Principal	chhutchinson@dallasisd.org
Dewanna Carter-Agbedoawu	Assistant Principal	dcarteragbedoawu@dallasisd.org
Pamela Mitchell	Office Manager	pammitchell@dallasisd.org
Demetria Jackson	Data Controller/Registrar	demjackson@dallasisd.org
Barbara Queen	Financial Clerk	bqueen@dallasisd.org
Cambrie Briggs	Counselor	cbriggs@dallasisd.org
Itzel Lopez	EIF Representative	evasquez@educationisfreedom.org
Ebony Whitfield	Campus & Testing Coordinator	ebjohnson@dallasisd.org
Cristina Guzman	Coordinator & Instructional Coach	criguezman@dallasisd.org
Jennifer Hatcher	AVID Teacher & Instructional Coach	jhatcher@dallasisd.org
Joseph Jenkins	PBL Coordinator & Robotics Teacher	josjenkins@dallasisd.org
Camellia Bowen-Murray	Reconnect	cbowen@dallasisd.org
Dylan Cassidy	Special Education Teacher	dcassidy@dallaisd.org
Ebony Raglin-Eaton	Special Education Teacher	eraglineaton@dallasisd.org
Stephanie Hawthorne	SPED Diagnostician	shawthorne@dallasisd.org
Catherine Mitchell	School Psychologist	cathmitchell@dallasisd.org
Rosalind Burks	Nurse	rosroberson@dallasisd.org
Shirley Hicks	Teacher Assistant	shicks@dallasisd.org
Lynette Cook	SPED Teacher Assistant	mgarciavega@dallasisd.org
Victor Ramirez	Parent Liaison	

Building Support Staff

Officer Darrien Ross	Campus Security Officer	Leslie Harrell	Lead Custodian
Reshonda Billops	Hall Monitor	Louis Coleman	Custodian
Tammye Brown	Cafeteria Manager	Ana Melendez	Custodian
Alma Moore	Food Service Asst.		

English Department

Kelley Moore {+ Debate Coach}
Eric Lopez
Diamond Flowers
Kaitlin Shelstead

Math Department

Amanda Yaden (Department Chair + Flex Coordinator)
Saber Maghsoudikhah
Carroll Hopkins
Ian Lim {Robotics}

Social Studies Department

Stacey Key (Department Chair)
Austin Terry

Science Department

Freddy Pablo (Department Chair)
Dr. Rahmatu Kassimu
Jorge Montes

Electives Department

Angelita Rodriguez (Studio Art + Department Chair)
(Health Science / PE)
Jacqueline Tovar-Yanez (Spanish)
Jovonnie Ford (AVID Teacher)
Frank Rivera (Music Teacher + ESports Coach)

CATE Department

Austin Deloach (Video Game Design + ESports Coach)
Trenton Starks (Audio/Visual Production & Film)
Vincent Beck (Principles of A/V Tech)
Adrian Zambrano (Animation)

New Tech High School Mission Statement

The mission of New Tech High School at B.F. Darrell is to be an outstanding school of "choice", where learners (students) are engaged in projects-based learning that develops 21st Century skills supported by technology that prepares them for a competitive global society.

New Tech High School Vision Statement

New Tech High School will create an unprecedented and trailblazing learning environment that nurtures learners' voice and choice while designing global thinkers that can apply real world solutions to future issues.

About New Tech Network

New Tech High is a part of the New Tech Network, a nationwide network dedicated to helping high school learners gain the knowledge and skills necessary for life, college and the 21st century workplace. Founded in Napa, California, the New Tech Network began as a partnership between the local high school and business leaders. The objective is to re-invent teaching and learning to ensure that all graduating students are truly prepared to meet the needs of the new, emerging economy. To date, the New Tech Network has successfully supported the transformation of 62 schools across the nation.

Learner Outcomes - 21st Century Skills

AGENCY: Work Ethic / Professionalism

Learners will be able to demonstrate effective work habits and personal responsibility skills including time management, teamwork and interpersonal communication skills to complete quality assignments according to the due date. Learners will also explore different perspectives on global, cultural and local issues and values, leading to action in his/her community.

COLLABORATION: Teamwork

Learners will actively participate in various learning environments and positively contribute to the group's overall learning goals.

ORAL COMMUNICATION:

Learners will be able to articulate their thoughts and ideas clearly and effectively using oral communication skills.

WRITTEN COMMUNICATION:

Learners will write across the curriculum in every subject area to develop effective written communication skills.

KNOWLEDGE AND THINKING: Content Literacy

Learners will demonstrate proficiency in each academic discipline through projects and assessments, all of which include Texas state standards. Learners will be able to demonstrate their ability to analyze, evaluate, apply content knowledge and use effective reasoning skills to make judgments, decisions and to solve problems.

The Pledge of Allegiance

I Pledge Allegiance to the flag of the United States of America
and to the Republic for which it stands,
one Nation under God,
indivisible, with liberty
and justice for all.

Pledge of Allegiance to the Texas Flag

Honor the Texas flag;
I pledge allegiance to thee,
Texas, one state under God, one and indivisible.

Daily Schedule

- **8:30 a.m.** Doors open for students to enter the building.
 - **Buses** drop off students in the **front** of the building. **Walkers** enter through the **front**.
 - **Parents** drop off students in the **back** of the building. (Do NOT use the bus lane)
 - **Student parking** is limited, but available in the **back** of the building. (*See Arrival for more information)
 - Breakfast is served from 8:30 - 9:00 a.m.
- **9:00 a.m.** School day begins.
 - Students arriving after 9:00 a.m. must enter the building through the **side** door and are counted tardy.
- **4:30 p.m.** School day ends.
 - **Buses** pick up students in the **front** of the building. **Walkers** exit through the **front**.
 - **Parents** pick up students in the **back** of the building. (Do NOT use the bus lane)
- **Early dismissal (pick up)** is conducted through the **side** entrance. The person picking up the student should be listed on the official Student Release form. Students will not be released to persons under the age of 18. The person picking up the student must be present. We will not allow students to wait in the office while the parent is on route to the school.
- **After-school** events / clubs will be announced via online school platform (echo), parent/student newsletter, email, and/or campus-wide speaker system.
 - Students remaining on-campus for after-school activities must have the permission of and be supervised by faculty/staff members.
 - Transportation must be arranged by the parent.

For the safety of all students and ease of traffic flow, students may NOT be dropped off anywhere on the main street in front of the school, or in the side parking lot of the school. Please adhere to all traffic rules and procedures.

Academic Integrity

Cheating and all forms of plagiarism may constitute serious offenses. Habitual plagiarism and cheating will not be tolerated. Students who are caught cheating or plagiarizing will receive a grade of a zero on the assignment and will not be allowed to make it up.

Address / Telephone Number Change

The campus must have a current address and phone number for parents. This information is especially important in case of an emergency. Please notify us of any changes and provide us with the phone numbers of relatives or close friends who would be available in case of an emergency.

Contact Ms. Demetria Jackson (demjackson@dallasisd.org) to update your information.

Arrival to Campus

Students should not arrive at school earlier than 8:30 a.m. All students must report to the cafeteria for breakfast, or auditorium for study hall. Students who arrive after 9:10 a.m. will be counted tardy. Students with excessive tardies will be subject to consequences. (*please see details on page 3 for drop off / pick up information).

Security / Bag Check

When students arrive, they will be subject to a bag search and have to pass through metal detectors. Students are required to have clear or mesh backpacks as per district mandate. A list of prohibited personal items can be found in the district's student code of conduct.

Student Identification Cards

Students will be REQUIRED to show and display their school-issued identification card from the time they enter the building until dismissal. If a student loses their ID card, they will have to pay \$5 for a replacement ID card (and/or \$1 each day for a temporary ID pass until replaced). The loss will be noted on record.

Student Parking

If a student chooses to park their personal vehicle in the school parking lot, then they are required to apply for, pay for, and use a parking pass. The application will include providing a valid driver's license (copy kept on file), providing up-to-date car insurance information (copy kept on file), and paying a fee of \$20 for the year.

If a student receives a ticket while on campus their parking pass may be revoked (without refund). Ticketed offenses include, but are not limited to, speeding, reckless driving, unauthorized parking, and excessive noise (loud music, engine-revving). If a student parks in the school lot *without* a pass, they will receive citations, fines, and/or be towed at the owner's expense.

Attendance

The Texas Education Agency defines the school year as 180 days. Daily student attendance begins at 9:00 a.m. Attendance is taken each class period. Students are expected to attend school every day of the school year. If a student is absent, a note must be submitted to the registrar within three days. The note should include the child's name, identification number, reason for absence, a daytime contact number and a parent signature.

If we do not receive the documentation in a timely manner, the absence will be UNEXCUSED (*see Truancy). Excuse notes should be turned in to the main office ONLY. It is at the discretion of the principal of which handwritten notes are excused. If your child has an illness that requires him or her to miss school often, please provide a note from your child's doctor stating the illness and the possible length of time the child is likely to miss school.

It is the PARENT's duty to monitor their student's school attendance and require the student to attend school. Parents may call the school at any time to inquire about his/her child's attendance record. Additionally, a parent may monitor attendance by reviewing the attendance portion of your child's report card.

Students who are absent and excused will be given one day for each excused absence to make up missed work. Makeup work must be requested no later than the first day of return from the absence. Tests will be made up before or after school.

Students who have attended school every day will be considered for perfect attendance.

Students who are on campus, but are found skipping classes will receive a disciplinary referral and may not be eligible for make-up work / exams.

Attendance for Credit

Students may not miss more than 90% of scheduled days in any course. Any absences (excused and unexcused) that exceed this criteria will count towards violation of compulsory school attendance and the student will be denied credit for the course.

To regain credit for a course, the student will be required to make up the seat-time after-school or on designated Saturdays. Petitions based on extenuating circumstances (ex. extended illness, family bereavement, etc.) may be submitted and will be reviewed by the school's attendance committee. Students will be notified of attendance violations and next steps via communication features in ECHO, parent phone calls, and /or administrative conferences.

Early Release / Late Arrival Program

To be eligible for and maintain the privilege of participating in the Early Release / Late Arrival program, students must meet all of the following qualifications:

- Classified as a Senior (12th grade),
- Completed 6 or more of their Electives credits,
- Not be currently enrolled in any Reconnect course(s),
- Have no major or excessive violations of the Student Code of Conduct,
- Maintain a 95% attendance rate and have no excessive tardiness,
- Maintain a quarterly GPA of 2.00 or higher and/or demonstrate improvement from previous semester,
- Have a signed early release / late arrival form on file in Student Services,
- Have no outstanding student fees.

Final Determination of eligibility remains with the Principal, as other relevant factors may need to be considered on a case-by-case basis. This privilege can be revoked at any time due to violation of requirements.

For further information, please contact our counselor Ms. Cambrie Briggs (cbriggs@dallasisd.org).

Truancy

The Texas State Compulsory Attendance Law requires students aged 6 through 19 to attend school. Violation of the law occurs when students have 10 or more **unexcused** absences within a six-month period.

Bell Schedule

New Tech High School operates based on a block, A/B day, schedule. Each day will consist of one Project Zero Hour (advisory), four (90-minute) classes, and a designated lunch. "A-days" will cover 1st - 4th Period, and "B-days" will cover 5th - 8th Period.

Flex Days

Certain Wednesdays will be designated "flex days" during which the students will follow a modified bell schedule, participating in campus-wide and/or individualized activities. (For more information, see "Extracurricular").

Testing Days

District and/or state exams may result in a modified bell schedule but will not affect start/end times.

Parents/guardians will be informed of any changes to start/end times via social media, district website, and/or mailed notifications.

Birthday Celebrations

Birthdays are acknowledged daily during the morning announcements. Birthday celebrations will NOT be held at school. Please do not send invitations, party favors, cupcakes or balloons for distribution at school.

Cell Phone Policy

In order to maximize student academic achievement, engagement and enrich the learning experience at New Tech, the following cell phone policy has been adopted for the 2023-2024 school year:

1. Cell phone use is NOT permitted in class without teacher approval*
2. Cell phones will be permitted before school, after school, at lunch, and during passing periods.
3. When entering any classroom, learners will turn off and keep their cell phones in their backpacks at all times.
4. Some teachers have a lock-box where cell phones may be placed during class and picked up at the end of class.
5. If a student refuses to follow the expectations of the campus they will be subject to disciplinary action that aligns with the District Student Code of Conduct.
6. In case of an emergency parents are asked to call the schools office at: 214-932-7600. If necessary during emergencies students will be able to retrieve their cell phones from their backpacks or storage to contact parents with teacher permission.

Cell Phone Use *Teacher Approval

A teacher may, at his/her discretion, allow a student to use their cell phone for instructional purposes, but not within not within the first 15 minutes of class time. This period of time shall remain cell phone-free for the purposes of checking agendas and setting the learning objective for the day.

If a student becomes distracted or disengaged from the learning environment due to the use of a cell phone, that student will be required to return their cell phone to their backpack. If a student shows a pattern of off-task or disengaged behavior stemming from a cell phone privilege, that student may lose their cell phone privilege entirely, at the discretion of an Administrator.

Emergency Contact and Cell Phone Security

In the event of an emergency, parents may contact the school's main office directly. Students may also receive parent communication via cell phone before school, after school, and/or during lunches and passing periods.

During the event of a school-wide emergency or evacuation, classroom teachers will carry their secure charging station container to the appropriate location and students may receive their cell phones once evacuation procedures have been completed.

At all times, teachers will maintain the security of secure cell phone charging containers. Teachers will ensure all cell phones are accurately redistributed to learners before classroom dismissal.

Chaperones and Parent Volunteers

Parent chaperones and volunteers are sometimes needed to accompany students on field trips and to assist students with schoolwork. Please contact our school counselors if you are willing to volunteer. All chaperones / volunteers are required to apply: <https://www.dallasisd.org/volunteer>

Communication / Correspondence

School administration and teachers will send out reminders, notes, and letters frequently to inform you of important dates and events. It is each child's responsibility to bring the information to you. Newsletters are emailed via a parent SMORE every Sunday. Please ensure you have your correct email on file with our Main Office.

Students may receive communication / announcements via school email and/or the communication feature in the online school platform: ECHO. Some teachers use the 'Remind' app, and will inform parents of its utilization.

Conferences

Dallas ISD will hold teacher/parent conferences twice a year, October 20th and January 26th. Parents may request a conference anytime during the school year by contacting the teacher via email or calling the Main Office.

Parents/Guardians are NOT permitted to visit classrooms during instructional days.

Counseling Services

All students will receive a join-code for a Counseling Services Course Page in the school-wide platform, ECHO. Provided in the course will be information on various services, notifications, and a link to make an appointment to meet in person with the counselor (<https://calendly.com/cbriggs-new-tech>).

Students may meet with the counselor to discuss academic planning, conduct individual and/or group counseling, and receive guidance resources on college/career readiness, anti-bullying, and positive and healthy decision-making. Students can contact the counselor using the self-referral appointment link, be referred by teacher, staff, parent, or administrator, and peer identification or referral.

Parents may call and/or meet with the counselor to discuss consultations between parents and teachers, workshops and training, and references/links to school and community resources (school-wide and/or outside agencies). Please contact the counselor if you have any concerns about your child, including and not limited to classroom performance or behavior, sudden changes in your child's behavior (depressed, sad, angry), family changes (moving, death, divorce or separation), academic advising and graduation planning, and interpreting test results.

Discipline

One of the characteristics of an effective school is providing an environment that is safe, orderly and wholesome. With this in mind, New Tech High School maintains high expectations for student behavior. All students are expected to comply with school rules, to cooperate with their teachers and other staff members. Likewise, staff members are required to treat students with respect and consideration.

Students who come to school knowing this will have very few problems with discipline. Every student will be presented with the school's rules and will be specifically informed of each teacher's classroom rules. Students will be held accountable for these rules. We expect proper conduct from all students. Every child has the right to feel safe at school and to be in a productive learning environment. If your child has any problems, have him/her contact the classroom teacher, the principal or any adult school employee.

It is very important that each parent and child have a clear understanding of the rules for appropriate behavior and of the consequences that will follow if a child chooses to break the rules. Facilitators will be in consistent communication if a student is not abiding to the campus or classroom expectation. If a student continually chooses to break school rules, or is involved in major disruptions such as fighting or defiance of school personnel, he or she will be disciplined according to the Dallas ISD Student Code of Conduct.

Parents will be notified of specific classroom rules and expectations through the teacher's syllabus.

Please contact our Principal or Assistant Principal with any questions regarding discipline.

Dress Code

Although New Tech does not wear uniforms, all students at New Tech HS are expected to wear neat and clean clothing. The provisions for the dress and grooming code shall be enforced equally for all students. If a student is not in compliance with the standardized dress code, he or she will be asked to make appropriate corrections. If necessary, a parent/guardian may be called and required to bring appropriate clothing to campus for the student. Repeated offenses may result in disciplinary action. "Spirit Days" (where students may dress up) will be announced via social media and the parent SMORE.

Certain items are **NOT** allowed:

- Pajamas tops and bottoms (*exception on designated "Spirit Days")
- Blankets
- Tube tops, crop tops, spaghetti straps, plunging necklines or revealing clothing (NO see through clothing)
- Jeans with extra large rips in the pants, bottoms or upper thigh area
- Ill-fitting pants (all pants must be worn at waist; may not be form-fitting - no leggings except under skirts)
- Mini skirts (skirts should be fingertip length all the way around)
- Apparel with inappropriate writing, inappropriate drawings, or inappropriate advertisements, to include but not limited to drugs, alcohol, tobacco, violence, gang activities, sexual innuendos, cultural divisiveness and racial intolerance, or profanity may not be worn.

Headwear

- Do-rags, bonnets, bandanas, caps, hats, and hoods will not be allowed to be worn inside of the building.
- Sunglasses or shades are not to be worn inside of the building

Jackets, Coats In cold weather, jackets or coats may be worn to school.

Jewelry Students should not wear valuable jewelry to school. Expensive rings, bracelets, necklaces, etc. are generally not appropriate for wear at school. Under no circumstances will teachers or school employees be responsible for lost or damaged jewelry items. Remember, except for a sturdy watch, jewelry is not appropriate for school wear.

ECHO

The New Tech Network utilizes the online learning platform: ECHO. To log in, each student is provided with a unique username and will create a password. It can be accessed here: <https://amaceosmith.echo-ntn.org/>.

ECHO is a necessary resource and tool that will be utilized all year in every course. In each course tab on ECHO, students will have access to the agenda for the day, notes and lessons provided by the teacher, assignments, and other class resources. Students will use ECHO to submit assignments and receive feedback. Grades for assignments and student progress are also available and visible to students. ECHO is often used by teachers and administrators as a communication tool. Class-specific and school-wide announcements are posted regularly and should be checked by students daily.

If assistance is needed with the student's ECHO account, please contact Ms. Guzman (crmuzman@dallasisd.org).

Extracurricular Clubs / Organizations / Activities

New Tech High school offers several clubs and organizations outside of regularly scheduled courses. Competing organizations include, but are not limited to: Chess, Destination Imagination, E-Sports, and Robotics. Some clubs require try-outs and once a member, students are required to participate in after-school practice and events. All scheduled activities will be communicated by the club's coach(es). Students must be in good academic and disciplinary standing to participate in school clubs and activities. If a student fails to meet these requirements, they will be removed from the club and future involvement upon improvement will be at the discretion of administration.

Flex Wednesdays

Certain Wednesdays are designated as "Flex" days. All students will create, attend, and participate in their own schedule of extra-curricular sessions every quarter that is based on the Dallas ISD Activities. Session categories include academics, athletics, service and leadership, visual and performing arts, and avocation. A detailed list of session activities will be provided within the first few weeks of school. There are opportunities for students to lead / facilitate flex sessions under the guidance of the session faculty member.

Food

All food purchased in the cafeteria must be consumed in the cafeteria. No food may be removed from the cafeteria. Vending machines are made available at the discretion of the administration and are not allowed during lunches. Gum and seeds of any kind are NEVER allowed on campus. Students are not allowed to bring candy or other items to distribute to others unless they have the permission of their teacher. External food delivery is NOT permitted unless authorized by school administration.

Grades

Student grades will be based on class participation, individual practice and tests, group work, and projects.

Progress and Quarterly Report Cards

Official grades and attendance are available to view through PowerSchool. Paper copies of progress reports are printed and distributed to students every three-weeks. Report cards are printed and distributed to students every nine-weeks. Student course progress can be viewed through the online school platform: ECHO at any time.

If you have any questions about your child's attendance and/or grades, please contact the course instructor or the registrar. (Registrar: Demetria Jackson demjackson@dallasisd.org)

Weights for New Tech High School Students

New Tech Network grading system is based on the following learning outcomes:

- Knowledge & Thinking 55%
- Written Communication 20%
- Oral Communication 15%
- Agency 5%
- Collaboration 5%

Inclement Weather

In the event of inclement weather, the decision to open or close schools will be made by the Superintendent of Dallas ISD no later than 6 a.m. on the day in question and communicated as soon as possible to parents/guardians and staff in several ways:

- The information will be posted on the district's Web site at www.dallasisd.org
- A recorded message is placed on the district's information line at (972) 925-3700.

Once schools are open for the day, classes are held for the entire school day so as to not inconvenience working parents or disrupt the learning environment. Students who do not attend school will be marked absent.

The district provides two designated "Inclement Weather Days" in the 2nd Semester. These days are non-school days that may become school days if the district needs to re-claim time lost to inclement weather.

Medication

Any student required to take prescription medication at school that is prescribed by a physician must have the following on file: A written statement from the physician detailing the type of medication, method, amount and time schedules by which the medication is to be taken.

The school asks that medication be given prior to school or after school whenever possible. The school office will **not** dispense aspirin, cough drops or other over the counter medications to students. We will **not** administer expired medications. It is the responsibility of the parents to notify the school of any changes to the original prescription, and a new pharmacy label and container must be submitted with any change. Students should not be in possession of any medications. All medications should be stored in the clinic.

Vaccinations

A student may be excluded from school if all vaccinations/immunizations are not up to date and on file in the school's clinic.

Personal Items

Students are responsible for any personal items they bring to campus; including, but not limited to cell phones, wallets, keys, school materials, headphones, hand-held gaming devices, computers, books, etc. Under no circumstances will teachers or school employees be responsible for lost or damaged items. Students are not permitted to access personal electronic devices during class unless given permission by the teacher. If a student refuses to put away any device, disciplinary action will be taken and administration will notify parents/guardians.

Lost and Found

Articles found at school will be kept in a secure area (side office) until properly identified by the owner. Unclaimed articles will be either discarded or donated to charity after a waiting period of one semester. To help minimize lost articles, write your child's name on all belongings.

PowerSchool

Dallas ISD uses the online program: PowerSchool to record student attendance, grades, contact information, and personal information. Attendance is uploaded every day. Grades are uploaded every 3 weeks. Please ensure that all contact information is correct and up-to-date. (Registrar: Demetria Jackson demjackson@dallasisd.org)

Projects

New Tech Network schools use project-based learning (PBL). Students collaborate on meaningful projects that require critical thinking, creativity, and communication in order for them to answer challenging questions or solve complex problems. By making learning relevant to them in this way, students see a purpose for mastering state-required skills and content concepts.

Students are assessed on their understanding of academic content, as well as their ability to successfully apply the content when solving authentic problems. Through this process, project-based learning gives students the opportunity to develop the real life skills required for success in today's world.

All students at New Tech High School are expected to actively participate in course-specific, cross-curricular, and campus-wide projects. There will be several opportunities throughout the school year for students to showcase their projects and for families to visit campus to view and participate in culminating events.

School Property

It is the responsibility of each student to care for school property. Students who damage or deface school property will be required to pay for all damage and/or needed repairs. Vandalism may result in school suspension.

Books

Students and their parents are responsible for all textbooks and library books assigned. Each student is responsible for the care and protection of books and will be required to reimburse the school for damage beyond normal wear and usage of the book, and for any lost or damaged books assigned to them.

Collaborative Spaces

To provide a more collaborative work environment for our students, New Tech High School provides spaces throughout campus that have chairs, couches, tables, counters, and dry-erase boards. These are work spaces. Any student who uses these spaces should be actively working on school related assignments and/or projects. Use of these spaces is permitted at the discretion of the teacher and administrative staff.

Students must have their Student ID Card visibly around their neck while using the space. It is the responsibility of the students to throw away any trash, clean up any mess, and care for the furniture in these spaces. Failure to do so will result in loss of use.

Unauthorized and/or inappropriate use of collaborative spaces (including skipping) will result in disciplinary action; that could include written referral, parent/guardian contact, and/or loss of privileges.

District Laptops

A district laptop and charger will be distributed at the beginning of the year to each student. The student is responsible for keeping track of and caring for their laptop. Any damaged or lost laptop must be reported as soon as possible to the campus Controlled Asset Manager. The parent/guardian must sign a student device policy agreement and may be held responsible for financial recompensation before the laptop is replaced by the district. If a laptop is stolen, the parent/guardian must include a police report in their claim.

Make sure to read through, sign, and return the “Acknowledgement of Receipt of 2025-2026 Student Device” form that is attached to the back of this handbook.

Special Education Services

Parents who suspect their child may have a disability should begin by submitting a written request for an evaluation to their child's school. This request can be directed to the school principal, counselor, or special education coordinator. Upon receipt, the school must provide parents with a copy of the Procedural Safeguards, outlining their rights under the Individuals with Disabilities Education Act (IDEA). The school will then conduct a Full and Individual Evaluation (FIE) to determine the child's eligibility for special education services. If the child qualifies, an Admission, Review, and Dismissal (ARD) committee meeting will be scheduled to develop an Individualized Education Program (IEP) tailored to the child's needs. Parents are essential members of the ARD committee and should actively participate in all stages of the process to ensure their child's educational needs are met.

For parents of students already receiving special education services, regularly scheduled meetings, such as Annual Review and Dismissal (ARD) meetings, provide a formal opportunity to discuss your child's progress. Additional meetings can be requested if concerns arise. Utilize email or written correspondence to document key discussions and agreements. For language barriers or other communication challenges, translation services will be provided. Parents have the right to be fully informed and involved in all decisions regarding special education services.

For concerns, questions or comments on special education services please contact Dylan Cassidy (dcassidy@dallasisd.org) or Ebony Raglin-Eaton (eraglineaton@dallasisd.org) at (214) 932-7600.

Supplies

Students are required to have adequate school supplies for learning everyday; including the district-issued laptop and charger. Course-specific supply lists will be provided by the teacher at the start of the year. Most commonly included are writing utensils and paper. Use of teacher-provided classroom supplies is subject to approval by the teacher. Inappropriate use of supplies may result in confiscation and/or disciplinary action.

Testing

Unit / concept level assessments will be given in all courses at the discretion of the teacher and be graded using the New Tech Network grading system. Often, projects are used in lieu of tests to assess student progress and mastery.

State of Texas Assessments of Academic Readiness (STAAR) are cumulative, state-level tests given after the completion of each of the following courses: Algebra I, Biology, U.S. History, English I, and English II. Students are required to take and pass all STAAR in order to graduate. For more information, please visit the TEA website: <https://tea.texas.gov/student-assessment/testing/staar/staar-resources>

Assessments of Course Performance (ACPs) are district-level tests given at the end of each semester in certain courses and count for 15% of the course grade that semester. For more information on which courses are assessed and what is included in the assessments, please visit: <https://assessment.dallasisd.org/assess>

Advanced Placement Exams are scheduled nationally at the beginning of May. Certain exams must be given on specific dates, at specific times. If a student misses their scheduled exam, they will not be allowed to make it up (with few exceptions). Early release / late arrival is nullified if a student is taking an AP exam. These exams determine student eligibility for college credit at many post-secondary institutions.

The Texas English Language Proficiency Assessment System (TELPAS) is an English language proficiency assessment aligned to the Texas English Language Proficiency Standards (ELPS). This assessment is designed to assess the progress that emergent bilingual (EB) students make in learning the English language. TELPAS fulfills ESSA requirements for assessing EB students in kindergarten through grade 12 in four language domains: listening, speaking, reading, and writing. All EB students in kindergarten through grade 12 enrolled in Texas public schools or open-enrollment charter schools are required to participate in TELPAS. EB students are required to be assessed annually with an English language proficiency assessment until they meet EB reclassification criteria.

Visitor Policy

The school's security plan requires all visitors to the campus, including parents, to immediately proceed to the office and receive a visitor's pass to visit the school facility or communicate with any student or teacher.

The school's security plan has been established to protect the students and teachers from the danger of an unauthorized person on the campus. For the safety of all students and teachers, please comply. Students are to refrain from communicating with, and are required to report, any person who attempts to communicate with them if they do not have a visitor's badge. All school volunteers are required to obtain a visitor's badge from the office. This includes: weekly classroom helpers, and parents attending field trips, class presentations, or special assemblies.

The campus will be open to families for designated events such as Parent / Teacher Conferences, Open House, Project Share Nights, Fall Festival, and more. Families are encouraged to attend and expected to adhere to campus rules and procedures while present.

Helpful Websites

Item	Purpose	Website Address
PowerSchool Parent Portal	Secure online access to your child(ren)'s grades, assignments, and attendance. Email alerts of absences and grade average changes. A two-way communication tool for parents and teachers.	Create a PowerSchool Parent Portal account: <ul style="list-style-type: none">● https://dallasisd.powerschool.com/public/create_multi_student_account.html● Call (972) 794-3400 to obtain Student's Access ID code and Password Sign in to PowerSchool Account: <ul style="list-style-type: none">● https://dallasisd.powerschool.com/public
Volunteer	Procedure to become a school volunteer / chaperone.	https://www.dallasisd.org/volunteer
New Tech High School Website	Information about campus activities, parent / student links, district policy, and other helpful links. Up-to-date announcements.	https://www.dallasisd.org/newtech X account (formally known as twitter): @NewTechDISD Instagram: newtechdallas
New Tech Network	Information about the New Tech model used by the campus.	https://newtechnetwork.org/

Index

Absence (see “attendance”)		Food9
Academic Integrity4	Grades9
ACPs (see “testing”)		Headwear (see “dress code”)	
Address / Telephone number change4	Identification Cards (see “arrival”)	
Advanced Placement Exams (see “testing”)		Inclement Weather9
After-school (see “extracurricular”)		Jewelry (see “dress code”)	
Arrival (i.e. student arrival procedures)4	Laptops (see “school property”)	
Assignments (see “echo”)		Late Arrival (program: see “attendance”)	
Attendance4-5	Learner Outcomes2
Attendance for Credit (see “attendance”)		Loss of Course Credit (see “attendance”)	
Bags (see “arrival”)		Lost and Found (see “personal items”)	
Bell Schedule5	Medication9
Birthday Celebrations6	Mission Statement2
Books (see “school property”)		New Tech Network2
Cell Phone Policy6	Online Platform (see “echo”)	
Chaperones6	Open House (see “visitors”)	
Clubs (see “extracurricular”)		Parking (see “arrival”)	
Collaborative Spaces (see “school property”)		Personal Items10
Communication6	PowerSchool10
Conferences7	Projects10
Counseling7	School Property10-11
Daily Schedule3	Skipping (see “attendance”)	
Discipline7	Special Education11
Directory1	STAAR (see “testing”)	
Dress Code7-8	Supplies11
Drop-off / Pickup (see “daily schedule”)		SWLOs (see “learner outcomes”)	
Early Dismissal (see “daily schedule”)		Testing11-12
Early Release (program: see “attendance”)		Vaccinations (see “medication”)	
Echo8	Vision Statement2
Emergency (see “cell phone policy”)		Visitors12
Excuse Note (see “attendance”)		Volunteer (see “chaperones”)	
Extracurricular8	Weather (see “inclement weather”)	
Flex (see “extracurricular”)		Websites13



Acknowledgement of Receipt of 2025—2026 Student Device

The New Tech High School student device policy was developed to ensure proper use and maintenance of school and district provided laptops and equipment. All students issued a New Tech/Dallas ISD Device will follow the guidelines outlined in the Dallas Independent School District Student/[Parent Equipment Use Agreement](#), Student Code of Conduct and New Tech High School Policy. (a copy of which is available for review on the District's website). In addition to the aforementioned expectations, students and parents will adhere to the following:

New Tech Device Usage Expectations

- To ensure students are issued a device in a timely manner, both students and parents must sign the student/parent equipment use agreement and New Tech Acknowledgment form.
- Students are responsible for taking care of their devices and maintaining their chargers. Devices shall not be defaced, altered, broken or disfigured in any way. This includes broken or cracked screens, the removal of keys and/or installing programs.
- Teachers will complete device checks to account for the devices, chargers and their condition.
- Lost, stolen or damaged devices **MUST** be reported to the coordinator, teacher or principal immediately.
- Students who misplace their device will use a loaner device which shall remain on campus.
- Failure to return the loaners each day will result in a level 1 disciplinary infraction.
- Students who misplace their device once and find it will be issued a warning. If the student misplaces their device a second time, they will not be allowed to take their devices home. These students will use a loaner device which will remain on campus.
- Students who intentionally damage their device will be assessed a fee to be determined based on the severity of damage and will incur a disciplinary infraction.

I acknowledge that I have received the New Tech High 2025 - 2026 Student Device Policy. I understand that it is my responsibility as the student to ensure that I take care of my device and show trust, respect and responsibility by following the guidelines and expectations included in this document and the Dallas ISD student/parent use equipment use agreement.

Student Printed Name/Date

Parent Printed Name/Date

Student Signature/Date

Parent Signature/Date