



Liberty Hill Success Academy

Student & Parent Handbook

1

Liberty Hill Success Academy

Liberty Hill Success Academy is the LHISD's Academic Program of Choice. This alternative learning environment will serve students with many stories and situations who, for one reason or another, may not have found success in a more traditional high school setting. LHSA focuses on individualized learning through a self-paced online curriculum blended with student-centered instruction.

LH Success Academy is the ideal choice for students needing to recover credits or for those seeking a smaller academic learning community.

Contact Information

Liberty Hill Success Academy (Liberty Hill High School)
16500 W. HWY 29
Liberty Hill, Texas 78642
(512)690-7802

Director of Student Success

Mr. Jonathan Bever

Mission Statement

Our mission is to empower all students to embrace learning, achieve their personal best, and build their emotional, social, and physical well-being in a safe and respectful environment.

Vision

Liberty Hill Success Academy prepares all future graduates to become college and career-ready, independent thinkers and lifelong learners.



Liberty Hill Success Academy

Student & Parent Handbook

2

Reaching Our Goals

Students will meet with the Director of the Success Academy and their assigned counselor regularly to review the student's progress on their graduation plan developed during their orientation meeting. Students will also meet routinely to check attendance, productivity, and behavior. Students and staff are expected to communicate student progress to parents/guardians regularly.

Academic Probation

If a student is not progressing academically according to their Personal Graduation Plan, a meeting will be held with the student, parent/guardian, Counselor, and Success Director. The student will be placed on academic probation for a period determined by the Director and Counselor. Probation will include switching to a full 8-hour school day or a potential return to Liberty Hill High School.

Intervention

Depending on individual student needs, students will be afforded the opportunity to attend the provided intervention.

Attendance

Attendance is not only extremely important but also required by law! Students are expected to attend for the length of their designated assignment. Liberty Hill Success Academy has three academic blocks of time in which students can attend; additional blocks may be discussed.

- 8:00 am - 3:50 pm - Full Day
- 8:00 am - 12:00 pm - Half Day
- 11:50 am - 3:50 pm - Half Day
- NOTE: Students may be required to complete a grading cycle of six weeks and show academic progress before academic blocks are offered. Students may begin the program with a full day.



Liberty Hill Success Academy

Student & Parent Handbook

3

- The law requires a student between the ages of 6 and 18 to attend school and District-required tutorial sessions unless the student is otherwise legally exempted or excused.
- A student may not be given credit for a subject unless they have attended 90% of the classes for that year.
- If a student is absent without excuse for three or more days or parts of days within four weeks, the school will send home warning letters. Letters will be sent home when the student has missed 3, 6, or 9 days or parts of days. The letters will state that students and/ or parents may be filed in a court of law for a criminal truancy charge.
- If a student is absent without excuse for ten or more days or parts of days within six months, the school must file criminal truancy charges against the student and/or parents.

Procedures for Absences

- Parent(s)/guardian(s) should call the office at 512-260-5569 ext.1150 to report an absence.
- In the event a parent/guardian has not notified the Liberty Hill High School Attendance office within 3 business days of an absence, Liberty Hill ISD staff will contact a parent /guardian to determine the reason for the absence.
- Liberty Hill High School Attendance must receive written verification of the absence within 48 hours of a student's return to school, or the absence will be "unexcused."
- Written documentation (note) from the parent(s)/guardian(s) for absences must be presented within 48 hours of the day for it to be considered "excused."
- Official documentation/notes must include the following:
 - The date of the absence
 - The reason for the absence
 - Student's name and ID number
 - Parent/guardian's contact number
 - Must be signed by the parent/guardian



Liberty Hill Success Academy

Student & Parent Handbook

4

- Notes cannot be sent via email, although the note can be scanned (including the above information) and sent through email or faxed to the campus secretary.
- The attendance staff will contact the parent to verify the note's legitimacy if needed.
- A doctor's note is required if the child is absent for 4 or more consecutive days.
- Absences will be marked as "excused" on a case-by-case basis, provided all previously listed items are included, or for any one of the following reasons:
 - Observance of a religious holy day
 - Attendance at Court
 - A doctor's visit
 - Visit to a college campus (2 per year if Jr. or Sr.)
 - Attending a family member's funeral
 - Any absence pertaining to other exemptions of the Compulsory Attendance Law.

Visiting Liberty Hill High School

If a Liberty Hill Success Academy (LHSA) student needs to enter the main building at Liberty Hill High School, communication with LHSA staff must take place, and permission must be given. Students are not allowed to roam through the halls of Liberty Hill High School.

Leaving Campus

Once a student arrives at school, he/she is not permitted to leave the campus without administrative and parental permission. Leaving without permission will result in disciplinary action. If a student needs to leave during the day, a parent/guardian will be notified and must consent.



Liberty Hill Success Academy

Student & Parent Handbook

5

Tardies

Classes begin at 8:00 am and end at 3:50 pm. For the AM Cohort, students must be in the building from 8:00 am until 12:00 pm. For the PM Cohort, students are expected to be in the building from 11:50 am until 3:50 pm. Students are expected to be in the building and in class on time. Repeated instances of tardiness could result in disciplinary action, including a referral to Truancy Court.

Discipline

The Liberty Hill Success Academy will follow a specific discipline matrix designed specifically for the program.

Transportation

Transportation (bus) is available and will be provided by the district. Other arrangements for transportation must be indicated at the student's intake meeting, and arrangements may be made at that time. Students may have additional options for transportation based on need.

Breakfast & Lunch

Breakfast and lunch will be provided, and arrangements will be made. All students will have the opportunity to eat breakfast and/or lunch. A breakfast or lunch will be available if the student informs LHSA personnel that they plan to eat lunch or breakfast. Students may bring outside food or drinks, but deliveries via DoorDash, etc., will not be allowed.

Curriculum & Instruction

Liberty Hill Success Academy uses a Blended Learning approach to learning. We use Edgenuity, an online learning management system, as the backbone for instructional delivery. This platform is reinforced with individualized and differentiated instruction from certified classroom teachers.



Liberty Hill Success Academy

Student & Parent Handbook

6

In Edgenuity, students are assigned a predetermined amount of coursework at a time and are expected to be self-starters, whether working independently or with their peers. In addition, students are given a prescribed percentage that they're required to complete on a daily basis. Students are allowed to work on their courses at home asynchronously, with one exception: Pre-tests and Post-tests are required to be completed in the Testing Classroom. The use of the LHISD network and technology is for academic purposes only.

Testing

Testing through the online computer platform, Edgenuity, will take place in the Liberty Hill Success Academy Testing Center. TSI and EOCs will also take place in the Testing Center. Electronic devices will not be allowed in the Testing Center. Computers will be provided when the student sets an appointment to test.

Dress Code

Students at Liberty Hill Success Academy will follow the dress code standards outlined in the Liberty Hill ISD Student & Parent Handbook. If the LHSA Director determines a student's grooming or clothing violates the dress code as outlined within the LHISD Student & Parent Handbook, the student will be given an opportunity to correct the problem at school. If unable to do so or the student refuses to comply, the student will be sent home. Repeated offenses will result in more serious disciplinary action.

Electronic Devices

All cell phones will be turned in to the front office each day. Students will pick up their cell phones when they leave for the day. Cell phones will not be used in the Success building from 7:30 am to 3:45 pm. Electronic devices will be limited during the instructional day. If a student uses an electronic device without authorization during the school day, the device will be confiscated and kept in the front office for the remainder of the day. If a student refuses to give the device to their teacher, the student will then meet with the Director. Should an



Liberty Hill Success Academy

Student & Parent Handbook

7

electronic device become a persistent issue, further disciplinary actions may be taken. Home computers will not be allowed in the building. Chromebooks will be issued to all students by the district. There are additional computers that will be provided by the Success Academy if the student does not have a computer. If a parent and/or employer needs to get in contact with a student, they can contact the front office of the Liberty Hill Success Academy at 512-260-5569 ext.1150 and the office will reach out to the student.

Music

Students have the privilege of listening to music from their district-issued device. Students will be given five minutes at the start of the class period to select their music. If the student begins to exceed that time limit and if listening to music becomes a distraction, the privilege of listening to music will be taken away.

Parking Lot / Cars

Once inside the building, students are not permitted to return to their cars or exit the building for any reason without being escorted by a staff member.

Tobacco & E-Cigarettes

Students are prohibited from possessing or using any type of tobacco product, electronic cigarettes (e-cigarettes), or any other electronic vaporizing device on school property at any time or while attending an off-campus school-related activity.

Contracts & Agreements

In addition to this Handbook Agreement, all students and parents are required to sign an Attendance Agreement, an Electronic Device Agreement, and a Personal Graduation Plan Agreement. These contracts will be kept on file at Liberty Hill Success Academy.



Liberty Hill Success Academy

Student & Parent Handbook

8

Attendance Agreement:

States that students agree to follow the Compulsory Attendance Laws. Excessive absences will result in full-day enrollment and/or truancy charges. Further issues can result in the removal from Liberty Hill Success Academy and the potential of being sent back to Liberty Hill High School.

Personal Graduation Plan (PGP):

Students are expected to work at a more accelerated pace than a normal high school student. Therefore, Liberty Hill Success Academy students should work at a minimum pace of earning 12 credits in a year; this amounts to the completion of a course every week and a half. However, each student's Personal Graduation Plan (PGP) will be unique to the student and could possibly mandate that they complete more than the minimum. A student's failure to meet the minimum productivity requirement may result in a recommendation for removal from the Liberty Hill Success Academy program and return to Liberty Hill High School.

Levels System:

Upon entry to LHSA, students will be assigned "levels" that will determine their schedule and need for intervention with the teachers. Listed below are the level specifications and requirements for moving from one level to the next:

• Level 1: Regular 8-Hour Academic Day w/ Accelerated Instruction

- Students will attend a full, regular in-person school day
- Students will receive targeted intervention for core content
- Students will be required to meet a daily percentage completion in course progress
- Benchmarks to Advance:
 - Students must have 18 credits.
 - Must have completed at least 3 EOCs
 - 90% attendance or completion of make-up hours.
 - Cohort must not have graduated.



Liberty Hill Success Academy

Student & Parent Handbook

9

● **Level 2: Flexible Day 4 Hour Day w/ Accelerated Instruction**

- Students must attend in-person for 4 hours every day, with the rest of the school day being virtual. The Counselor, in collaboration with the Student, Parent, and Director, will set the schedule.
- Students will meet with their teacher every day.
- Students will be required to meet a daily percentage completion in course progress.
- Benchmarks to Advance:
 - Students must be within 4 credits of graduation with all Jr. core courses completed.
 - On-level with graduating cohort (no credit recovery)
 - At least 3 EOCs completed
 - TSI Taken
 - CPR & Police Officer Training complete
 - FAFSA complete
 - Apply Texas complete
 - 90% attendance or completion of make-up hours.

● **Level 3: Personalized Flexible Day**

- Students must attend at least 4 hours per day on a schedule designed by them and their counselor.
- Students will be required to meet a daily percentage completion in course progress or meet in person for certain classes (per counselor mandate).
- Students should graduate from this level.
- 90% attendance or completion of make-up hours.

Academic Progress & Tracking

Students will have the opportunity to enroll in Liberty Hill Success Academy throughout the year. Upon entry to Liberty Hill Success Academy, the student will meet with the counselor to construct their Personal Graduation Plan (PGP), which will outline the courses and timeline for graduation. This plan reflects credits received from their home campus and credits toward graduation, which



Liberty Hill Success Academy

Student & Parent Handbook

10

must be completed at Liberty Hill Success Academy. The goals for graduation and completion of credits will be decided on by the student, mentor teacher, and counselor. This information will be communicated to the parent(s)/guardian(s) following the meeting.

LHSA faculty will then monitor the student's progress and mentor them throughout their time at LHSA until graduation. In addition, students are expected to track their own progress within the PGP, while faculty will send parental communication regarding progress. An exit interview will be held once students have earned 26 credits. During this interview, future goals, credits remaining, and final paperwork for approval will be discussed. Each student will be enrolled in a predetermined number of courses based on academic progress, student input, and the discretion of the counselor, teacher, and/or director. Upon successful completion of a course, the mentor teacher will notify the LHSA counselor, who will work with LHISD registrars, to apply the credits to the student's transcript. The student will then begin working on another course. Students will remain in one classroom. Interventions for STAAR EOC and TSI are built into the schedule. Students will attend the intervention sessions according to need. Students are required to work on their assigned course in their assigned classroom unless given explicit permission from the teacher to work on a different course.

Graduation Requirements

- Complete credits as required for their specific Graduation Plan
- Pass all state-required EOC (STAAR) tests:
 - Algebra I
 - Biology
 - English I
 - English II
 - US History
- Obtain at least two CCMR Indicators (Usually through College Prep Math & College Prep English)
- Take the TSI



Liberty Hill Success Academy

Student & Parent Handbook

11

- Complete Apply Texas & FAFSA
- Complete CPR & Peace Office Training
- Make up any hours owed due to non-attendance
- Pay all fines/dues and return all library books, calculators, or other items checked out from Liberty Hill High School

Once their transcript and paperwork have been approved, students who complete all the above requirements will be considered “graduated.” This process normally takes 3-5 business days after completion of their coursework, so students are expected to continue attending class during that time. Once the paperwork is complete and approved by LHISD registrars, students will not have to return to class. These students will be able to participate in all senior activities, such as senior trips, prom, graduation activities, and the graduation ceremony. Students who have completed the required credits for graduation but have not passed all State-required STAAR tests will continue to report to LHSA for EOC tutoring. They will attend intervention classes for each EOC until the required test is taken and passed. Junior students who complete the required credits but have not passed all STAAR EOCs will remain classified as a “junior” until tests are passed. Only when all tests are passed will the student be moved to “senior” status and will then be able to participate in senior activities. They will attend intervention classes for each EOC until the required test is taken and passed.

Core Beliefs:

- Every student can SUCCEED!
- Academic success begins with relationships.
- Learning should be relevant to a student’s career pathway
- Choices determine outcomes
- All stakeholders create culture; learning is a combined effort
- Success Academy students will align their specific goals with the LHISD Learner Profile



Liberty Hill Success Academy

Student & Parent Handbook

12

Liberty Hill Success Academy is a Privilege

Attendance at Liberty Hill Success Academy is a privilege that can reward a student with the opportunity for graduation, an innovative learning environment, additional help from a small teacher-to-student ratio, and class times that can accommodate job opportunities and life circumstances. Please note that spaces at Liberty Hill Success Academy are limited. Students may lose their opportunity to attend by not meeting the academic performance or attendance standards and/or by behavior that suggests the student's placement in Liberty Hill Success Academy is not in the best interest of the student to the school. Students must take this opportunity seriously, or it will be revoked. Remember, choices always will determine outcomes. Make the Right Choice.

Frequently Asked Questions About LHSA:

- *Q: Where is the program located?*

A: Liberty Hill Success Academy will currently be housed at Liberty Hill High School.

- *Q: Scheduling?*

A: LHSA offers individualized learning, a low teacher-student ratio, and flexible scheduling options.

- *Q: How are classes different from a traditional high school?*

A: The program will allow students to move through the lessons faster than a traditionally taught class and, upon finishing a ½ credit, move directly into a new course without waiting for the semester to end. Being a part of our unique program allows students to complete classes faster and earn credits more quickly.

Q: Are all classes self-paced?

A: All classes are offered at a pace that meets the student's needs, although some classes are directly tied to the state STAAR test. These classes may have more traditionally taught elements to ensure that students are prepared for testing.

- *Q: What criteria do students need to meet in order to apply?*



Liberty Hill Success Academy

Student & Parent Handbook

13

A: In order to apply, students must meet the following criteria:

- Be in grades 11-12
- Have a strong sense of self-motivation and need to succeed.
- Be able to work independently and in groups with more limited direct instruction than in a traditional setting.

- *Q: The completed application and essay have been turned in; now what?*

A: We will review your application and essay. You will receive a call to schedule an interview to further discuss our program and if you would succeed in our blended learning environment. If you are accepted, we will discuss the steps you will need to take in order to enroll. If you are not accepted, we will contact you directly to let you know.

- *Q: When I graduate from LHSA, do I get a normal diploma?*

A: Yes. LHSA is a program that is part of Liberty Hill High School through Liberty Hill ISD. You will have the opportunity to graduate and walk with your class in May. You may also choose not to walk; it will be your choice.



Liberty Hill Success Academy

Student & Parent Handbook

14

Liberty Hill Success Academy

Student & Parent Handbook Agreement 2025-2026

I understand that the LHSA handbook contains information my child and I may need during the school year, and understand that it is my child's responsibility to abide by the standards and expectations outlined in the LHSA Student & Parent Handbook.

I also understand that all students will be held accountable for their behavior and will be subject to the disciplinary consequences outlined in the Liberty Hill ISD Student & Parent Handbook and the Liberty Hill ISD Student Code of Conduct.

I also understand as the parent/guardian, I play a vital role in the academic and behavioral success of my student and agree to cooperate with LHSA staff in developing the academic and behavioral growth of my student.

My student and I agree to comply with all stipulations presented in the Liberty Hill Success Academy Student & Parent Handbook. I understand that the information in this handbook represents stipulations only. LHSA reserves the right to modify this handbook, amend or terminate any policies or procedures not described in this handbook at any time.

Printed Student Name: _____

Signature of Student: _____ Date: _____

Printed Parent #1 Name: _____

Signature of Parent #1: _____ Date: _____

Printed Parent #2 Name: _____

Signature of Parent #2: _____ Date: _____



Liberty Hill Success Academy

Student & Parent Handbook

15

Liberty Hill Success Academy

Attendance Agreement 2025-2026

I understand that the Liberty Hill Success Academy handbook contains information my child and I may need during the school year, and understand that it is my child's responsibility to abide by the standards and expectations outlined in the LHSA Student & Parent Handbook. Attendance is extremely important and is required by law. Liberty Hill Success Academy has three academic blocks of time in which students are able to attend:

- 8:00 am - 3:50 pm - Full Day
 - 8:00 am - 12:00 pm - Half Day
 - 11:50 am - 3:50 pm - Half Day
-
- **NOTE:** Students may be required to complete a grading cycle of six weeks and show academic progress before academic blocks are offered. Students may begin the program with a full day.

This agreement states that students agree to follow the Compulsory Attendance Laws outlined in this handbook. Excessive absences will result in full-day enrollment and/or truancy charges. Further issues can result in the removal from Liberty Hill Success Academy and the potential of being sent back to Liberty Hill High School.

Printed Student Name: _____

Signature of Student: _____ Date: _____

Printed Parent #1 Name: _____

Signature of Parent #1: _____ Date: _____

Printed Parent #2 Name: _____

Signature of Parent #2: _____ Date: _____



Liberty Hill Success Academy

Student & Parent Handbook

16

Liberty Hill Success Academy

Personal Graduation Plan (PGP) Agreement 2025-2026

I understand that the Liberty Hill Success Academy handbook contains information my child and I may need during the school year, and I understand that it is my child's responsibility to abide by the standards and expectations outlined in the LHSA Student & Parent Handbook.

Students will develop their Personal Graduation Plan (PGP) while meeting with their counselor before being enrolled in LHSA.

Students are expected to work at a more accelerated pace than a normal high school student. Therefore, Liberty Hill Success Academy students should work at a minimum pace of earning 12 credits in a year; this amounts to the completion of a course every week and a half.

However, each student's Personal Graduation Plan (PGP) will be unique to the student and could possibly mandate that they complete more than the minimum. A student's failure to meet the minimum productivity requirement may result in a recommendation for removal from the Liberty Hill Success Academy program and return to Liberty Hill High School.

Printed Student Name: _____

Signature of Student: _____ **Date:** _____

Printed Parent #1 Name: _____

Signature of Parent #1: _____ **Date:** _____

Printed Parent #2 Name: _____

Signature of Parent #2: _____ **Date:** _____



Liberty Hill Success Academy

Student & Parent Handbook

17

Liberty Hill Success Academy

Student & Parent Electronic Device Agreement 2025-2026

All cell phones will be turned in to the front office each day. Students will pick up their cell phones when they leave for the day. Cell phones will not be used in the building from 7:30 am to 3:45 pm.

Electronic devices will be limited during the instructional day. If a student uses an electronic device without authorization during the school day, the device will be confiscated and kept in the front office for the remainder of the day. If a student refuses to give the device to their teacher, the student will then meet with the Director.

Home computers will not be allowed in the building. Chromebooks will be issued to all students by the district. There are additional computers that will be provided for the day by the Success Academy if the student does not have a computer.

Should an electronic device become a persistent issue, further disciplinary actions may be taken.

Printed Student Name: _____

Signature of Student: _____ **Date:** _____

Printed Parent #1 Name: _____

Signature of Parent #1: _____ **Date:** _____

Printed Parent #2 Name: _____

Signature of Parent #2: _____ **Date:** _____