Krum Independent School District

2026-2027

Krum Alternative Learning Center Handbook



Disciplinary Alternative Education Program

Reviewed by Krum ISD School Board

August 2025

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General Information

All students are capable of learning and should have the opportunity to reach their maximum potential. In order for students to be successful, a safe, orderly, and supportive learning environment is essential. Krum ISD recognizes that there are certain occasions when students will be best served in an alternative learning environment in order to provide an orderly and structured setting that focuses on academics as well as social and emotional learning.

The KRUM Alternative Learning Center (KALC) is a ***Disciplinary Alternative Education Program*** (DAEP) which is an independent campus for students who are not benefiting from their current program on their home campuses due to repeated or severe disruptive behaviors and/or violations of the KISD Student Code of Conduct or reasons defined in Chapter 37 of the Texas Education Code. Students are removed from their home campuses and placed in DAEP for a designated period of time.

The goals of the Krum Alternative Learning Center (KALC) include the following:

- Provide a safe, secure environment for students that is conducive to learning.
- Promote academic success.
- Modify behavior to be successful in an academic environment.
- Provide goal setting, conflict resolution guidance, relationship building, support for better decision making, and academic planning.
- Promote a successful transition back to the student's home campus (Krum High School or Krum Middle School).

The purpose of this handbook is to provide an understanding of the general rules, procedures, and guidelines while students are attending the KALC.

The development of this handbook keeps all students' needs at the forefront regarding their academic success, personal safety, and social/emotional support. The content, reviewed by the Krum ISD Board of Trustees, is consistent with formally adopted board policies and procedures.

Please note, this handbook serves as a supplement to the Krum High School and Krum Middle School student handbooks. Significant differences in policies, procedures, and rules that apply to the student during his/her placement are detailed. **For issues/situations not covered in this DAEP Handbook, the originating campus principal will use the home campus handbook and board policy under the DAEP placement circumstances to best meet the needs of the student and the District.**

The DAEP Handbook is not a contract between the school and the parents or students. School district officials may amend it at any time. Should the district make changes to the handbook during a school year, the school district and campus administration will communicate the changes in ways designed to inform parents and students of the new or revised information.

Staff

POSITION	
Krum ISD Superintendent	Jason Cochran
Krum ISD Secondary Assistant Superintendent	Sheila McCollum
Krum ISD Elementary Assistant Superintendent	Nancy Shipley
Krum ISD Student Services Coordinator	Robert Butler
Krum High School Principal	Dr. Samuel Bonsu Jr.
Krum Middle School Principal	Lindsey Boone
Krum High School Assistant Principal	Bryan Gaines
Krum High School Assistant Principal	Nema House
Krum Middle School Assistant Principal	James Sterrett
Krum Middle School Assistant Principal	Tyler Wilson
DAEP Teacher	Stacey Lucas
DAEP Teacher	Rebecca Robbennolt

Program Purpose

The purpose of the Krum Alternative Learning Center (KALC) is to provide a safe, secure environment for students grades 6-12 placed in the Disciplinary Alternative Education Program (DAEP) that is conducive to learning.

Students who are not benefiting from their current program at their home campus due to repeated or severe disruptive behavior and/or violation of the home campus' Student Code of Conduct or the Texas Education Code are assigned DAEP in order to maintain their academics and meet their social and behavioral needs.

This institution does not discriminate on the basis of race, religion, color, national origin, gender, sex or disability in providing education services, activities and programs in accordance with Title VI of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972 and section 504 of the Rehabilitation Act of 1973.

Mission Statement

Our mission is to provide students with an intentional and appropriate program of academics and social skills so they can be successful and prepared to transition back to their home campuses with the confidence needed to take on daily challenges and responsibilities in an appropriate manner.

KALC Goals

- Provide a safe, secure environment for students that is conducive to learning.
- Promote academic success.
- Modify behavior to be successful in an academic environment.
- Provide goal setting, conflict resolution guidance, relationship building, support for better decision making, and academic planning.
- A successful, positive, and seamless transition back to the student's home campus (Krum High School or Krum Middle School).

KALC Objectives

- Place a student in an off-campus setting where appropriate assistance may be provided to correct/modify that student's inappropriate behavioral choices.
- Coordinate school district personnel and other youth-serving agencies' efforts in working with students and parents to identify and correct factors that adversely affect students' education.
- Offer awareness training that stresses the importance of accountability for all personal behavior and actions.
- Assist students in the development of an individualized plan designed to address behavioral concerns.
- Eliminate the environmental distractions that may influence the student toward harmful or inappropriate behavioral choices.
- Provide a continuous instructional program.

Home Campus Responsibilities

- Notify the parent/guardian and DAEP of the student's placement and inform them of DAEP intake/orientation meeting.
- Provide DAEP with anticipated start date, length of placement, review date, student schedule, student's IEP or 504 accommodations (including the Behavioral Intervention Plan), if applicable, and any special circumstances related to the placement with adequate notice.

- Conduct the parent/student intake meeting.
- If students are not taking a class using Edgenuity (due to the course not being offered on the Edgenuity platform), teachers will need to provide an adequate amount of work (enough for five full days weekly) and any other supporting materials (i.e., textbooks, etc.) to the DAEP teacher.
- Provide support to the DAEP Administrator when conducting individual student, group, teacher, and/or counselor meetings that take place on the Krum High School and Krum Middle School campuses.
- Communicate any concerns regarding student's academic and/or social and emotional progress as soon as possible to DAEP Administrator and KALC staff members.

KALC Administrator Responsibilities

- Train KALC staff in the implementation of behavioral management strategies and techniques.
- Provide coaching and support to DAEP teachers in the implementation of behavioral systems.
- Engage parents/guardians in the meaningful discourse regarding student behavior - both positive and negative.
- Notify parents of behavioral consequences administered within a reasonable amount of time. Investigate and document accusations of bullying or harassment taking place within the DAEP.
- Investigate and respond to student grievances.
- Document behavioral incidents using the disciplinary referral process.
- Initiate referrals to the home campus administrative team for students with ongoing behavioral and academic challenges.
- Implement with fidelity and monitor behavior support plans for students.
- Review DAEP discipline data for each grading period and create plans of action.
- Regularly evaluate a student's behavioral needs through data monitoring.
- Facilitate problem-solving meetings with the home campus administration and classroom teachers for students exhibiting inadequate academic progress and/or chronic misbehavior.
- Actively support a climate of respect toward all students, parents, and other stakeholders when addressing academic and behavioral issues.
- Uphold laws and best practices regarding student confidentiality.
- Provide transition support for students on their home campuses.
- Hold regular meetings with students at Krum Middle School and Krum High School in order to support their social and emotional growth as well as decision making skills.

KALC Teacher Responsibilities

- Develop and maintain a classroom management plan that includes clear and consistent classroom behavioral expectations.
- Provide students with repeated opportunities to practice expected behavior.
- Implement an ongoing system of positive reinforcement for expected behavior (Point and Incentive System).
- Firmly, fairly, and consistently administer consequences for inappropriate behavior.
- Discipline students in a manner that seeks to teach rather than punish.
- Uphold laws and best practices regarding student confidentiality.
- Actively support a climate of respect toward all students, parents, and other stakeholders when addressing behavioral and academic issues.

Parents/Guardians Responsibilities

- Encourage consistent and punctual attendance.
- Advise the DAEP staff of any absence no later than 7:45 am of the morning of the absence.
- Provide any necessary documentation to verify the reason for the absence.
- Engage DAEP staff in the meaningful discourse regarding student behavior - both positive and negative.
- Actively support a climate of respect toward students, parents and DAEP staff members.
- Be knowledgeable of the state, district, and DAEP disciplinary policies and requirements.
- Communicate with the DAEP staff in regards to student behavior, academic progress, concerns, etc.

Student Responsibilities

- Maintain consistent and punctual attendance.
- Complete assigned work in a conscientious and timely manner.
- Comply with established district policies and student code of conduct.
- Comply with established DAEP policies, rules, and regulations.
- Accept the consequences of inappropriate behavior.
- Work cooperatively with DAEP staff.
- Interact appropriately with peers by using a polite tone of voice and appropriate word choices and comments when communicating.
- Use appropriate problem-solving strategies (using techniques you will learn while in DAEP) to resolve conflicts.
- Be open-minded to change and a variety of learning strategies utilized by DAEP staff such as daily journaling, book studies, character education, etc.

Orientation/Intake Meeting

DAEP Intakes will be scheduled and conducted by campus administration. Before the first day of attendance at the DAEP, there will be an orientation meeting. Attendees minimally should be the student, the student's parents or guardians, and the DAEP administrator or his/her designee.

The agenda for the orientation meeting shall include:

- Purpose of the meeting
- Purpose/philosophy of the program
- DAEP operations
- Classroom management
- Responsibility of the staff
- Responsibility of the student
- Responsibility of the parent/guardian
- Exit requirements
- Timelines
- Questions
- Adjournment

Behavior Modification

The program's primary objective is to foster a positive change in student behavior, allowing them to return to their home campus to continue their education. With DAEP staff providing the student with an intense, highly structured environment away from the originating campus, complemented with behavior specific knowledge (i.e., anger management, problem-solving, etc.), the student will be able to:

1. Understand the misbehavior/consequences relationship.
2. Analyze the behavior which resulted in the placement to the DAEP, and enable the student to accept responsibility for his/her actions.
3. Apply problem-solving skills when faced with difficult situations.
4. Modify behavior to prevent a return to the DAEP.
5. Transition successfully back to student's home campus

Process

The home campus administrative team shall make the initial DAEP placement.

When a student is removed from class for a DAEP offense, the student's home campus administrator shall schedule a conference within three school days with the student's parent or guardian and the student.

At the conference, the home campus administrator shall inform the student and parent/guardian orally and in writing the reasons for the removal and give the student an explanation of the basis for the removal and an opportunity to respond to the removal (provide Due Process). At that time, the home campus administrator shall inform the parent of the KISD Appeal Process.

Following reasonable attempts to require parent/guardian attendance, the district may hold the conference and make a placement decision regardless of whether the student or the student's parents or guardians attended the conference.

Consideration of Mitigating Factors

In deciding whether to place a student in the DAEP, regardless of whether the action is mandatory or discretionary, the home campus administrator shall take into consideration:

1. Self-defense
2. Intent or lack of purpose at the time the student engaged in the conduct
3. The student's disciplinary history

Placement Order

After the conference, if the student is placed in DAEP, the home campus administrator shall write a placement order. A copy of the DAEP placement order shall be sent to the student, the student's parents or guardians, and the DAEP administrator, or their designee.

If applicable, no later than the second business day after the conference, the home campus administrator shall deliver to the Denton County Juvenile Court a copy of the placement order and all information required by Section 52.04 of the Texas Family Code.

The parent or guardian of a student placed in the DAEP shall be given notice of the student's opportunity to complete a foundation curriculum course in which the student was enrolled at the time of removal and which is required for graduation, at no cost to the student.

Length of Placement

Students are placed in the DAEP from a specific start date to a particular end date. The placement duration is determined by the home campus administrator.

The duration of a student's placement shall be determined on a case-by-case basis. DAEP placement shall be correlated to the offense's seriousness, the student's age and grade level, disciplinary history, intent, and statutory requirements.

Each student placed in DAEP shall receive a review to discuss progress. Students with exemplary behavior (based on Point System) may be released before the specified end date that was assigned by their home campus administrator. The DAEP team will make recommendations for shortened placements based on behavior, academic growth, as well as the initial reason for placement.

Absences and suspensions will lengthen the DAEP placement and may lead to further disciplinary action.

Students may have disciplinary problems while in DAEP, and additional placements based on disciplinary incidents may occur. In this case, parents would be required to attend further intake proceedings for each disciplinary incident pursued.

KISD officials shall administer the required pre-and post-assessments for students placed in the DAEP for 90 days or longer per established district administrative procedures for administering other diagnostic or benchmark assessments.

The maximum period of DAEP placement shall be one calendar year except as provided below.

Placements Exceeding One Year

Placements in the DAEP may exceed one year when a review by the district determines that:

1. The student is a threat to the safety of other students or district employees, or
2. Extended placement is in the best interest of the student.

The statutory limitations on the length of a DAEP placement do not apply to an order resulting from the school board's decision to place a student who engaged in another student's sexual assault so that the students are not assigned to the same campus.

Placements Exceeding School Year

Students who commit offenses requiring placement in DAEP at the end of one school year may be necessary to continue the placement at the start of the next school year to complete the assigned term of placement.

For placement in DAEP to extend beyond the end of the school year, the home campus principal, or the school board's designee, must determine that:

1. The student's presence in the regular classroom presents a danger of physical harm to the student or others, or
2. The student has engaged in serious or persistent misbehavior that violates the home campus Student Code of Conduct.
3. Students whose DAEP placement continues past the end of the school year and into the next school year cannot participate in school-related activities during summer months, including team camps, clinics, practices, and workouts.

Extended DAEP Placements

If a DAEP placement (60 days or less) is extended, a student's parent or guardian shall be given notice and the opportunity to participate in a meeting with the administrator who initiated the placement order.

Student Transfers

Students placed in DAEP in another Texas district, a Texas open-enrollment charter school, or an out-of-state school district at the time of enrollment will be placed in Krum ISD DAEP to complete the term of their DAEP placement. Suppose the out-of-state DAEP placement period exceeds one year. In that case, the district will reduce the period of placement so that the total placement does not exceed one year unless the district determines the student is a threat to the safety of others or extended placement is in the best interest of the student.

Criminal Proceedings

The review and appeal process described below is limited to retaliation or off-campus misconduct. It does not apply if the student was placed in the DAEP as required by law for conduct occurring on or within 300 feet of school property, at a school-sponsored or school-related activity, or for a false alarm or report or terroristic threat involving a public school.

If no formal proceedings, deferred adjudication, or deferred prosecution is initiated, or a court or jury found the student not guilty or that the student did not engage in delinquent conduct or conduct indicating a need for supervision and dismissed the student's case with prejudice, the district will review the student's DAEP placement and will schedule a review with the student's parent/guardian no later than the third day after receiving notice. The student will not be returned to the regular classroom before the review. After reviewing the notice and receiving information from the student's parent/guardian, the home campus administrative representative may only continue the student's DAEP placement if there is reason to believe the student's presence in the regular classroom threatens the safety of others.

Appeals

Home Campus Administrators will address questions from parents regarding the appeal process during the initial discipline meeting. Students will attend his/her placement until the appeal process has concluded.

Parents/Guardians may appeal an administrator's decision to the School Board. In the event of an appeal, at the next scheduled meeting, the School Board will: (1) review the notice, (2) hear statements from the student, the student's parent or guardian, and the Administrator, and (3) confirm or reverse the decision of the Administrator.

If the School Board confirms the decision of the Administrator, the student and the student's parent or guardian have the right to appeal to the Commissioner of Education. The student may not be returned to the regular classroom while the appeal is pending.

Attendance and Absences

Students shall arrive at DAEP by 8:00 am each day of their placement. The building doors will open at 7:45 am, and class will begin promptly at 8:00 am. If the student believes that he or she will arrive after that time, then DAEP staff should be notified at (940) 435-7619. Accumulation of three (3) tardies will result in a consequence of one (1) unsuccessful day of attendance (which may result in additional time being added to the DAEP placement).

It is the parent/guardian's responsibility to notify DAEP staff at (940) 435-7619 by 7:45 am if their child will be absent from school. Upon return, the student must have a note that is signed by the parent. If the absence was due to a medical appointment, the student must present an original note signed by the attending physician. A physician's note is required no later than two days after the student returns to school.

Excused absences are defined by the student's home campus. Excused absences do not excuse a student from missed assignments or adequate academic progress. Attendance is required each day of the school year unless the student is otherwise legally exempt or excused. School employees must investigate and report violations of the compulsory attendance law. A student who is absent without permission from the school or from any class will be considered truant and subject to the district's truancy policy action, as well as additional action by the DAEP (details provided in the Recycling section).

Whether excused by a parent or guardian or for a medical appointment, absences do not negate the absence from the required days of placement. Students will be required to make up the day of DAEP placement.

A student who must leave during the day shall be signed out by a parent or guardian at the student's home campus (front office). The student's home campus will then notify the DAEP staff of the student's dismissal.

Campus Procedures

The student is placed in the program for a specific number of school days. The home campus administration team determines the length of placement. The student cannot return to the home campus until he/she has successfully completed that number of days.

An unsuccessful day could result in:

1. A disciplinary referral
2. Possible extension of the placement.

Two disciplinary referrals may result in up to three days of suspension and require the student to begin their DAEP placement over from day one and have one to five days added to their DAEP placement order.

A third disciplinary referral may result in a recommendation for expulsion.

Truancy or any of the rule violations specified under the "**Suspension/Expulsion"** section could result in recycling.

Some rule violations are not severe enough to warrant recycling in the program but may merit an increase in DAEP placement days. See the subsequent section on Rules and Regulations for details.

Suspensions and Expulsions

Disciplinary management techniques shall be administered when necessary to protect students, school employees, property and maintain essential order and discipline. Students will be treated fairly and with respect. Discipline shall be based on a careful assessment of the circumstances. The following are some of the discipline options:

1. Verbal or written warnings.
2. Removal from school to home (suspension).
3. Expulsion (3 major discipline referrals during a DAEP placement may be cause for expulsion by the school district).
4. Citation by police.

If a student receives a disciplinary referral at any time, the student will be subject to disciplinary action to include suspension and possibly expulsion. The DAEP Administrator or his/her designee, reserves the right to involve law enforcement when necessary. The following are grounds for disciplinary action:

1. **Skipping/Leaving Campus Without Permission**
    a. Absence for any portion of the school day without permission of the school or the parent/guardian
    b. Leaving the building or campus without the permission of a DAEP staff member.

2. **Major Rule Violations**
    a. **Serious Offenses-** Any offense identified by the student's home campus Student Code of Conduct is serious, including but not limited to:
        i. Acts of disrespect
        ii. Threats or assaults on staff or other students
        iii. Stealing
        iv. Abuse of KISD/DAEP property
        v. Possession or use of any tobacco product, including electronic vaping, on KISD property
        vi. Possession of a dangerous weapon
        vii. Possession, use of, or being under the influence of, any alcoholic beverages, controlled substances, or possession or use of any drug paraphernalia on KISD property
        viii. Promotion of Continued engagement in severe or persistent misbehavior that violates the student's home campus Student Code of Conduct
        ix. Promoting or participating in enticing disorderly conduct

b. **Tobacco/Vaping-** KISD is a tobacco-free district. Students may not possess, smoke, or use any tobacco product, including electronic vaping, on school property or at a school related or school sanctioned activity, on or off of school property. Section 48.01 of the Texas Penal Code prohibits smoking within a public primary or secondary school facility. Such an offense is a Class C misdemeanor and is punishable by a fine.

c. **Drugs/Alcohol-** If drug/alcohol use is suspected, the DAEP Administrator , or his or her designee, will contact the KISD School Resource Officer for police determination. A student will be removed from the DAEP and referred for expulsion if they are indeed under the influence while in the DAEP. A student creates the perception of drug/alcohol use when he or she exhibits any combination of behaviors including, but not limited to:
    i. Marijuana odor
    ii. Bloodshot/Dilated/Dazed eyes
    iii. Slurred speech
    iv. Unsteady gait or stance
    v. Excessive sleepiness
    vi. Repetitive drug talk or mannerisms
    vii. Significant disproportionate mood swings or fits of temper not otherwise explained by a documented mental or physical condition

Medications

Prescription medication must be delivered to the home campus by a parent and turned over to the school nurse to administer the medication as per the physician's orders. Students may not transport medicine to and from school. Inhalers and Epi-Pens are the only exceptions to the medication policy. Prescription and over-the-counter medications may not be left in vehicles. No over-the-counter drugs are allowed at the KALC. KALC staff will be properly trained in the use of inhalers and epi-pens.

Curriculum

The high volume of work, coupled with a demand for timely and accurate completion, provides a stimulus that helps attain the desired behavior modification goal. A computerized curriculum, Edgenuity, will be used in lieu of home campus courses. Some classes are not offered using the Edgenuity system, therefore students will receive curriculum from the home campus teacher(s).

Edgenuity courses and classroom assignments (if applicable) are aligned with Texas Essential Knowledge and Skill (TEKS).

All work must be neat and legible. Students will complete all work before being released from their DAEP placement unless otherwise directed by the home campus administrative team. The DAEP team will submit an academic and behavioral report to the home campus administrative team upon request and when the student returns to home campus.

Electronic Communications

Internet communications have become an integral part of our society and become more a part of education tools each year. For the most part, students in the DAEP will access class assignments through Edgenuity, Google Classroom or Canvas. With this educational opportunity comes responsibility. It is important that both the parent and student read the district policy, administrative regulations, and agreement form and ask questions if additional help is needed in understanding the agreement. Inappropriate internet, or computer use, will result in the suspension of the privilege to use this educational tool. DAEP students will adhere to district policy at all times. While the district does provide filtering and monitoring to take reasonable steps to restrict access to areas of material that students and parents might find objectionable, it is not possible to absolutely prevent such access. It will be the responsibility of the student to follow the rules for appropriate use. Students are subject to having their use of their school-issued devices monitored by DAEP staff. Personal electronic devices (i.e. iPads, laptops, etc) will not be used by students in KALC.

Dress Code

Students will need to comply with the DAEP dress code beginning with their **first day** of class at the DAEP, as indicated below.

For 2026-2027 School Year, DAEP students are required to wear the following:

- Navy t-shirt free of logos, decoration, pictures or writing. Must be crew neck, not v-neck or low cut. T-shirt can be short or long sleeves.
- Navy sweatshirts may be worn IF they are solid color free of logos, decorations, pictures, or writing. They must be crew neck with NO hood or hoodies allowed. Sweatshirts can not be used as a pillow or left in a student's learning environment. If not used, they will be stored in a separate room.
- Students will wear plain blue jeans fitted at the waist without a belt (NO sagging or dragging).
- Underwear/undergarments (male or female) must not be visible through the clothing.
- Students will not wear see-through or form-fitting clothes.
- Only tennis shoes may be worn. (students will be participating in PE everyday) No other type of shoe will be worn.

Additional dress code guidelines include, but are not limited to:

- Shorts are not permitted under jeans.
- Oversized clothing. (Expressly, students are not permitted to wear sagging or baggy pants and pants must be worn at the natural waistline.)
- Clothing will be clean and in good repair. (Students may have rips, tears, holes in jeans as long as they follow the KISD dress code policy.)
- Tattoos (any visible tattoo(s) must be covered).
- Clothing that is revealing will not be permitted.
- Slippers or flip-flops are not permitted.
- Hair covering the eyes or hairstyles that create a classroom distraction or could possibly be interpreted as gang-related is not permitted.
- Mohawks, faux hawks, and extreme hair colors are not permitted.
- No jewelry, including piercings (male and female) are permitted: necklaces, rings, bracelets, earrings, spacers, gauges, plugs, facial studs, facial rings, or tongue bars, etc.
- Head coverings are not permitted.

Dress Code Infraction Consequences

Students will not be allowed in the DAEP building if they are not in dress code. Persistent refusal to adhere to the dress code may result in additional placement days being assigned for the student to serve after the completion of the original placement.

The DAEP Administrator or his or her designee, is authorized to publish and enforce additional dress code rules that are felt to be necessary to maintain a safe and orderly learning environment.

Bullying

Bullying is prohibited by the district and could include hazing, threats, taunting, teasing, confinement, assault, demands for money, destruction of property, theft of valued possessions, name-calling, rumor spreading, or ostracism. In some cases, bullying can occur through electronic methods, called “cyberbullying”. Bullying that occurs off-campus, including cyberbullying, is best addressed by parents. However, in statutorily limited circumstances, when the principal or designee determines that the conduct causes a substantial disruption to the school’s educational program, school disciplinary consequences may be applied. The student or parent needs to notify a teacher, school counselor, principal, or another district employee as soon as possible to obtain assistance and intervention if a student witnesses or experiences bullying. Staff is trained to respond to students’ needs quickly and anonymously. The administration will investigate any allegations of bullying or other related misconduct. If the investigation results indicate that bullying has occurred, the administration will take appropriate disciplinary action. Disciplinary or other action may be taken even if the conduct did not rise to the level of bullying. The district will also contact the parents of the victim and of the student who was found to have engaged in the bullying. Available counseling options will be provided to these individuals, as well as to any students who have been identified as witnesses to the bullying.

Law Enforcement Interaction

Law enforcement will make daily visits and be visible at the KALC. Police assistance will be requested when students engage in illegal behaviors on campus. Examples include:

- Theft of property;
- Threats and acts of aggression/violence;
- Leaving campus without permission;
- Property destruction; and, or
- Severe and ongoing program disruption (i.e. continuous yelling, or screaming to the point that instruction cannot continue, refusing to remain in assigned area, etc.).

Transportation

Transportation to and from the DAEP is the sole responsibility of the student's parent/guardian. Krum ISD will not provide transportation unless mandated by an Admission, Review, and Dismissal (ARD) committee.

Daily Routine

The normal day follows the routine outlined below.

1. Students will enter the building and proceed directly to the office for check-in and campus safety protocols.
2. Students will not bring personal items into the building, including phones and backpacks. The only item that students can bring into the building is their lunch and/or breakfast.
3. Students will use their KISD issued chromebook and charger during their placement, or one will be provided if necessary. All materials, including chromebooks, will be left at DAEP until the end of placement.
4. Restroom breaks will be limited to four times a day at the discretion of the DAEP staff. Only one student is allowed in the restroom at a time.
5. Students will participate in 45 minutes of physical education each day. To be excused from PE, a physician must write an excusal and provide it to DAEP staff.
6. Breakfast and Lunch periods will not exceed 30 minutes. Students will eat their breakfast and lunch at their desk. Students may not bring any candy, snacks, gum, or beverages other than water. All water brought into the KALC must be in the original unopened container. Students may bring an empty water bottle with a closed lid that can be refilled at the water fountain. If the student qualifies for free or reduced lunch on their home campus, then they will continue to receive this while in the DAEP. Breakfast and lunch may also be purchased from the school cafeteria.

Dismissal

Students are dismissed at 3:20 pm and should be picked up immediately. If the student is walking home from school, they will take the most direct route off-campus. Under no circumstances are students allowed to enter campus buildings or be on any school property after being released from DAEP.

Beyond the School Day

DAEP students are not allowed on campus property for any reason other than for DAEP attendance during the prescribed school day. Students may not attend any campus or district extracurricular activities, either on the home campus or at another venue. Violation of this policy may result in a citation for criminal trespassing. The student and parent/guardian must sign a criminal trespass notice during the orientation meeting.

APPENDIX A

Krum ISD Disciplinary Alternative Education Program Contract

I, _____ enter the following contract with KISD DAEP. I understand the following to be a binding agreement. I will do the best that I can to meet the following objectives and understand both the positive and negative consequences.

Objectives:

1. Attend DAEP daily.
2. Successfully progress through the Level System.
3. Complete all assignments with a 70% or better grade.
4. Display a respectful, cooperative attitude toward fellow students and staff.
5. Actively participate in character education and daily journaling.
6. Follow dress code rules.
7. If necessary, submit to a search of person and property.
8. Follow all expectations and rules outlined in the handbook.

Results:

1. Positive = Return to home campus on or before completing assigned days.
2. Negative = Recommendation for additional DAEP placement or recommendation for expulsion.

Parent/Guardian Participation:

I, _____ understand that the primary objective of the DAEP is to foster a positive change in student behavior, which allows the student to return to the home campus to continue his or her education. By providing the student with an intense, highly structured environment away from the home campus, it is felt that the student will be better able to:

1. Understand the misbehavior consequence relationship.
2. Analyze the behavior that resulted in the DAEP placement.
3. Accept responsibility for that behavior.
4. Develop an appreciation for the opportunities afforded at the home campus.
5. Modify behavior so as not to return to DAEP or face expulsion.

I/We further agree to the following:

- I/We will encourage my child to abide by all rules and procedures in effect at the DAEP. I will instruct my child to act respectfully toward the DAEP staff and other students.
- I/We will ensure that my child attends school every day that he/she is physically able. I/We will furnish a note explaining the reason for my child's absence on the day that he/she returns to school.

APPENDIX A

Krum ISD Disciplinary Alternative Education Program Contract

- I/We understand that all students must arrive at the DAEP on time and leave the building immediately at dismissal time unless otherwise approved by DAEP staff. The school day begins at 7:45 am and ends at 3:20 pm on Monday through Friday. Arrival after 8:00 am will constitute being tardy. Accumulation of three (3) tardies will result in one (1) day of unsuccessful participation.
- I/We understand the provisions of the Criminal Trespass Warning and the importance of not being on any KISD property or in attendance at any school-sponsored activity, whether on KISD property or another location.
- I/We will stress the importance of appropriate behavior at all times.
- I/We will encourage my child to work to the best of his/her ability in all academic areas.

_____ _____

Parent/Guardian Signature Date

_____ _____

Student Signature Date

_____ _____

Campus Administrator Signature Date

APPENDIX B

DAEP Student Probation Information

NOTE: ONLY COMPLETE IF ON PROBATION

Student Information:

Name:

Adjudicated Offense:

Length of Probation:

Probation Officer's Name:

APPENDIX C

KALC Student Expectations

BE READY - RESPONSIBLE - RESPECTFUL

BE READY - *get plenty of sleep at night, be at school on time ready to start your day.*

- Arrive at school on time and follow proper dress code (solid colored, navy crew neck shirt with no graphics, logos, or writing; blue jeans fitted at the waist with no belt; tennis shoes. No jewelry, piercings, rings, gauges, or facial piercings may be worn.
- Personal items are not allowed at the KALC. You may not enter the building with cell phones or personal devices, bags, or any property besides a lunch or breakfast. Students will be sent home if personal property is brought to the KALC.

BE RESPONSIBLE - *take ownership of your learning and your actions*

- Complete course work using Edgenuity and complete assignments in a timely manner (framework established by staff), AND ask for help when you need it.
- If you score below a 70% on your Assignments, Quizzes, or Tests:
  - Assignments- 1 additional attempt can be taken for a max score of 70%.
  - Quizzes and Tests- 1 additional attempt can be taken for a max score of 70%.
- School-issued Chromebooks will stay at the KALC for the duration of the placement.
- If all your work is finished you can read a book or write in your journal.
- Maintain focus on your responsibility – (your class work, your behavior, etc.)
  - Remain seated in YOUR learning space (desk, cubical area).
  - Face forward. Raise your hand if you need something.
  - We must be able to see your face and computer screen at all times. You may not cover your face or re-position your desk or chair to hide your face or computer screen.
  - Stay where you are supposed to be – (your seat, classroom, in line during PE)
  - Maintain appropriate distance when walking in PE.
  - Use technology appropriately. You may not communicate with others using technology unless permitted by the KALC staff.
  - Listening to music or videos while you work is not allowed. You may not access other Apps available on your computer including AI. Edgenuity is the only website you are allowed to work on unless permitted by the KALC staff.
  - Sleeping, closing your eyes, and/or laying your head down on your desk is not allowed.
  - Food is only eaten during designated breakfast and lunch times. Unopened and sealed water bottles may be brought into the classroom. Empty reusable water bottles can be brought in to be filled at the drinking fountain. Beverages other than water will only be permitted during lunch. They must be sealed and unopened.
  - Bathroom breaks are limited to 8am, 10am, 12pm, and 2pm.

BE RESPECTFUL - *common courtesy goes a long way*

- Respond to all requests in a positive manner (Do what you are asked to do).
- Maintain acceptable verbal interactions. Keep negative comments to yourself.
  - Do not talk or make noises across the room to other students and/or teachers.
- Use school appropriate language (no profanity and no inappropriate discussions about drugs, sex, guns, or violence)
- Respect personal boundaries by keeping your hands, feet and objects to yourself.
- Keep your area clean and organized.

APPENDIX C

KALC Guide for Student Success

*The descriptions of off-task behaviors are examples and not considered an exhaustive list of all possible violations.

Off-Task Behaviors	Description of Off-Task Behaviors (Loss of Points)
Not Following Instructions	Not doing what instructed to do during any point of the day by a staff member.
Not Accepting Consequences	Disrespectful verbal or nonverbal interactions with staff regarding loss of points due to violation of KALC rules and procedures.
Talking without Permission	Talking in the hall, class, group, line, etc. without permission
Not Following School / Class / Restroom Procedures	● Personal belongings, including cell phones and backpacks are not allowed on campus. ● Students not walking in a controlled manner ● Students not keeping an arm's length distance from other students at all times. ● Students putting their head down on the table/desk (unless directed to do so by staff
Not Completing Class Work	● Students that are not working on the assigned classwork ● Students that are not attempting to do class work correctly
Sleeping / Unresponsive	● Sleeping is not permitted (Students may only lay their head down during breakfast or lunch time when finished eating). ● Students not verbally responding to staff
Repeated Behavior(s)	Students will lose points for repeating one of the off-task behaviors within the same 30-minute time frame. Multiple repeated behaviors throughout the day can result in a loss of points
Inappropriate Communication	● Responding inappropriately to a directive given by a staff member. ● Arguing, rolling of the eyes, staring down another person, using profanity, inappropriate gestures, flashing gang signs, saying "shut-up", throwing trash or paper, making loud or excessive noises, passing or receiving notes. ● Students talking about why they are here or what they have done to others. ● Calling someone a name other than their legal name. ● Using technology to communicate with others unless permitted by KALC staff
Dress Code Violation	All students will undergo a dress code check each day during morning inspection. Solid colored navy shirt and blue jeans are required with tennis shoes. NO clothing with hoods, hats, shorts, skirts, pajamas, or leggings are allowed. No jewelry, piercings, rings,gauges, or facial piercings may be worn. The KALC dress code can be found in the KALC Handbook or KALC webpage (Krum ISD Website) under the campus information tab.
Lie / Cheat / Steal	Lie = to make an untrue statement with the intent to deceive. Cheat = act dishonestly in order to gain an advantage Steal = take another person's property without permission and without intending to return it.
Physical Contact	Fighting, shoving, tripping, or touching of another student or staff.
Destruction of school property	Damaging or destroying school property or graffiti

Successful Day = 70-100 Points Earned Per Day
Earn Privileges and on track to go back to home campus either at review or end of placement
Unsuccessful Day = Less than 70 Points Earned Per Day
An unsuccessful day could result in a parent phone call, out of school suspension, day(s) added to your placement, loss of privileges, SRO called to DAEP.

APPENDIX C

DAEP Positive Behavior Reinforcement Opportunities

Successful Day = 70-100 Points Earned Per Day

- Earn Privileges
- You are on track to go back to home campus either at review or end of placement

Unsuccessful Day = Less than 70 Points Earned Per Day

- Parent Phone Call
- Out of School Suspension
- Day(s) could be added to your placement
- Loss of privileges
- SRO called to DAEP

***** You must be on Target with your classwork and demonstrate appropriate behavior throughout the morning (no sleeping or disruptions) to receive your earned rewards. *****

FRIDAY FREE TIME
If you are on target and passing with a 70% or better in all of your classes, you can earn free time after lunch/PE on Friday.

APPENDIX D

Review Meeting and Transition Process

Students who were placed for disciplinary reasons may be allowed to return to their home school if they make adequate progress towards behavior and academic goals. Early return to campus will be determined by campus administration in consultation with DAEP administration.

Prior to exiting, the student and the DAEP Administrator will develop a Returning Contract and Student Goals in order to provide for a smooth transition back to his/her home campus.

Once the Returning Contract and Student Goals are developed, an exit interview will be scheduled with the student's guardian(s) and home campus administration and other staff members who need to be present in order for a successful transition.

Transition Plan BEFORE Returning to home campus:

- Students will meet with the home campus counselor at least one week before returning to his/her home campus to discuss ways to successfully return back to campus and strategies to use when confronted about the placement.
- Home campus counselors and/or administrators will notify teachers that the student is returning and ways to welcome the student back to the classroom/campus.
- DAEP staff will meet with the student to develop the Returning Contract and Student Goals and send it to campus counselor and administrator.
- Campus administration will schedule a meeting with guardian(s) to review the returning contract for the student, the transition plan, and encouragement for the guardian in future communication with the home school.

Transition Plan AFTER Returning to home campus:

- Student will check in at the administrator's office for the administrator to welcome him/her back to campus and answer any questions the student might have.
- Verify the current schedule with the campus counselor and at that time the counselor will schedule a follow-up conference in a week or two to discuss how the student is doing and monitor need for future support.
- Campus administration will continue to meet with students to discuss the home campus transition and provide encouragement and/or strategies for academic and social success.

APPENDIX E

Review and Transition Planning Meeting

Date of Meeting:	
Student Name:	
Student Grade:	

Transition Team Members:

Home Campus Administrator:	
Home Campus Counselor:	
Home Campus Teacher:	
DAEP Administrator:	
DAEP Teacher:	
Student:	
Student's Parent/Guardian(s):	

Meeting AGENDA

Academic progress while in DAEP: Edgenuity Grades (Final grades will be sent to teachers upon dismissal from DAEP placement)	
English:	
Math:	
Science:	
History:	
Elective:	
Elective:	
Elective:	
Elective:	

APPENDIX E

Review and Transition Planning Meeting

Review behavior while in DAEP: (Information in this section is to be filled out prior to meeting and reviewed during the meeting)	
What have you learned about yourself during your DAEP placement?	
What changes have you made to your behavior?	
What is the student most excited about upon returning to home campus?	
What is the student nervous or worried about upon returning to home campus?	
What is one goal you have for the remainder of this school year?	

Review Attendance information	
Number of school days for placement date:	
Number of days absent:	
Number of unsuccessful days:	

APPENDIX F

DAEP Returning Contract and Student Goals

Student Name	
DAEP Administrator	
Contract Date	
Exit Interview Date	

I, _____ agree to the following contract to be permitted to complete my education at my home campus.

I understand that if I violate any contractual requirements, I will be required to return to the Discipline Alternative Education Program, starting at Level 1, Day 1.

Contract Requirements

I agree to:

_____ _____

Student Signature Date

_____ _____

Parent/Guardian Signature Date

_____ _____

Campus Administrator Signature Date

APPENDIX G

Krum ISD DAEP - Handbook Acknowledgement Form

I, _____ have received a copy of the 2025-2026 Krum Alternative Learning Center Student/Parent Handbook.

Furthermore, I have read the handbook and understand all the rules and expectations.

I agree to be responsible for following all the rules and expectations of the school and understand the consequences for failing to follow the requirements.

I understand that this handbook may be amended during the year without notice.

I understand that the Krum Alternative Learning Center will follow the Krum ISD Code of Conduct.

The administration will notify all parents/guardians and students in writing, where possible, of any changes to the handbook as soon as it is practical.

_____ _____

Parent/Guardian Signature Date

_____ _____

Student Signature Date

_____ _____

Campus Administrator Signature Date

APPENDIX H

Criminal Trespass Warning

Date:

_____ is prohibited from attending and/or participating in school sponsored and/or school-related activities, and prohibited from being on school property or within 300 feet of school property at a school-related or school-sponsored activity **on or off** campus during the term of placement in DAEP. This restriction applies until the student fulfills the DAEP placement at this or another school district.

Criminal Trespass Sec.30.05. Texas Penal Code: A person commits an offense if (s)he enters or remains on property or in a building without effective consent and:

(1) Had a notice that the entry was forbidden; and
(2) Received notice to depart but failed to do so.

"Notice" means: an oral or written communication by the principal or someone with apparent authority to act for the principal.

"Property" means: public school campuses or grounds upon which the school is located, and any settings used by the school for assemblies or other school sponsored activities.

You have been duly warned to stay off all school property, including Krum Independent School District campuses. If you are reported on any campus and/or within 300 feet of school property, other than the Krum Alternative Learning Center, at any time within the placement period at DAEP, a citation for Criminal Trespass will be issued by the Krum ISD Police Department.

_____ _____
Parent/Guardian Signature Date

_____ _____
Student Signature Date

_____ _____
Campus Administrator Signature Date

APPENDIX I

DAEP Transportation Form

I understand that my son/daughter will be unable to ride on Krum ISD transportation vehicles during placement at the Krum Alternative Learning Center. I understand that alternative arrangements must be made for my student.

_____ _____

Parent/Guardian Signature Date

_____ _____

Student Signature Date

_____ _____

Campus Administrator Signature Date