

Arp ISD Disciplinary Alternative Education Program 2024-2025

Purpose

To serve the Arp ISD Disciplinary Alternative Education Program (DAEP) as required by Chapter 37 of the Texas Education Code.

Goal

Students who have displayed unwillingness and/or an inability to function in the regular school environment will accept, with the guidance and assistance of school personnel, responsibility for modifying behavior and reaching their academic potential.

Location

The Arp ISD DAEP is located at 515 E. Longview in Arp.

Personnel Contacts

Arp ISD administration liaison - Stephanie Schminkey, Arp ISD Assistant Superintendent

Stephanie Schminkey

Arp ISD DAEP lead instructor/coordinator - Christel Holland

Christel Holland

Grade Levels

Students in grades 6-12 are eligible for placement.

Special Populations

Students who have documented special needs (Special Education, 504, ESL, bilingual) shall be provided instruction and assistance according to the law and the student's Individual Education Plan and related documents.

Counseling

Arp ISD shall arrange for age appropriate counseling that emphasizes effective decision making, self-responsibility, and character development.

School Day

DAEP follows the Arp ISD school calendar and will observe school closings or late/early release days. In case of inclement weather, DAEP students will observe local radio/TV announcements. Class begins promptly at 7:55 am and ends promptly at 3:10 pm. Pickup can begin at 3:00pm. Any student leaving before 3:00pm will lose 5 points on their cumulative point total for the day.

Students must not be on campus prior to 7:45 am. Students must report directly to their assigned classroom and have no contact with the non-DAEP student population.

Students arriving after 7:55 am will be marked tardy and points will be deducted. After the second tardy, the number of points deducted will be doubled. Any student not present at the time of the attendance accountability period will be counted absent for that day, unless proper documentation is provided (as explained in the attendance section of this document).

A student wishing to walk from DAEP, following the instructional day, must have written permission from the parent/guardian on file and must leave all school premises immediately upon dismissal.

To receive credit for a day served, a student must accrue 115 of the possible 125 points. The point process can be explained by the DAEP instructor.

Transportation

Arp ISD is not responsible for transportation of any student to DAEP. Students attending CTE classes will use school transportation.

Extracurricular Activities

Senate Bill 1 prohibits students in a DAEP setting from participating in, or attending, all school sponsored activities even when accompanied by a parent or guardian. DAEP students caught on campus or at school events will be cited for trespassing.

Duration of Placement

The student is initially assigned to the program for a specific number of successful school days. This is determined by the home campus administration. The required number of successful days must be completed before the student can be reinstated on the originating campus.

No student will be assigned more than 120 school days without a review/hearing by the home campus administration.

The home campus in which the student is enrolled shall hold a conference including the student and guardian/parent prior to the student being admitted to DAEP. The meeting shall include an orientation to the rules and regulations of the DAEP, both verbally and in writing.

Admission to DAEP

A student must be referred by their campus behavior coordinator (principal). Each student, accompanied by parent/guardian will be required to meet with the DAEP administrator/teacher prior to admission. All DAEP required forms must be on file before a student will be allowed to attend.

The home campus in which the student is enrolled will notify DAEP staff one full school day prior to the student's arrival in the DAEP.

The student's campus will provide the DAEP staff with all the documentation and paperwork (i.e. IEP's, BMP's, and class schedule) relevant to a student's special needs. The student's campus will remain primarily responsible for the provisions of all services related to the student's special needs.

Each student will be assigned a study cubicle and will be reassigned as necessary by the DAEP staff to maintain an orderly environment.

No personal items such as purses, backpacks, or tote bags of any kind will be permitted in DAEP. No cell phones or PDAs are permitted to DAEP.

Students will not make phone calls. The DAEP staff will make calls on behalf of the students for emergency purposes only. When necessary, parents/guardians may call the DAEP classroom at (903) 859-2782 during normal DAEP class time. The DAEP administrator/teacher in charge will take all calls and relay messages at his/her discretion.

Video Monitoring

Students may be subject to monitoring by video camera for purposes of documented behavior.

Behavior

Students are expected to act in a manner that demonstrates a genuine desire to return to a regular classroom environment.

Prior to speaking, students will secure the permission of a DAEP staff member by raising a hand and waiting for acknowledgement and permission. No communication or interaction of any type with other students is permitted without prior staff approval.

Students must complete assignments in a timely and cooperative manner. Emphasis will be placed on completing assignments correctly and to the best of the student's ability. Assignments not completed within the appropriate time allotted will be returned to the student's campus marked with a zero.

Students will be monitored on a regular basis for academic progress, attitude, courtesy, body language, respect for others, and adherence to the rules.

Students may not leave the assigned classroom unsupervised.

Destruction of school property will result in students, parents, and/or guardians being required to make restitution to the DAEP and may result in police investigation and charges filed.

Tobacco products will not be allowed on campus.

The administrator of the DAEP will have the authority to suspend a student in accordance with state law. The DAEP administrator will immediately inform the appropriate campus administrator of each suspension of a student in DAEP.

Misbehavior

A student who misbehaves will be subject to removal from the presence of the other students to an appropriate area. If the misbehavior continues, the student is subject to further disciplinary action.

The DAEP administrator will have the authority to suspend a student in accordance with state law.

Parents/guardians will be notified when a student has been suspended. A record of the suspension(s) will be kept on file by the administrator of DAEP. A copy will be provided to the appropriate campus within five (5) school days.

Arp ISD must refer all expelled students to the Smith County Juvenile Justice Alternative Education Program (JJAEP) located in Tyler as is congruent with the Memorandum of Understanding signed by all participating districts and JJAEP.

Confrontational Behavior

Zero tolerance for fighting will be enforced. The police will be notified in the event of any confrontational behavior. Charges will be filed as deemed appropriate by the DAEP administrator.

Zero tolerance for inappropriate verbal comments will be enforced. Refusal to respond positively to a request by a DAEP personnel constitutes a serious offense and will warrant immediate and strong disciplinary consequences.

Any illegal substances or items in a student's possession while in DAEP will result in appropriate sanctions which may include suspension or expulsion.

Instruction

An educational plan in the core subjects of English, Math, Science, and Social Studies will be taught. Individual tutoring with emphasis on acceleration of reading, writing and math skills will be stressed. All students will be assigned core classes in Schools PLP (Personalized Learning Plan). The student's home campus may provide additional assignments.

Schools PLP computer assisted instruction will be utilized as the primary instructional program for grades 6-12. Assessment will be conducted by DAEP personnel and calculated using the student's scoring results from the Schools PLP course utilized. Grades will be transferred to the campus of the student's enrollment.

In the event of temporary interruption of Schools PLP services, the DAEP administrator may choose to secure assignments from the student's campus or temporarily utilize supplemental materials.

The administrator in charge will notify the technology support staff of Arp ISD prior to the end of the next school day if technology/computer difficulties occur which prevent or diminish curriculum services to students in DAEP.

Grades and Credit

Arp DAEP will supply the student's home campus with all completed and checked work by way of Schools PLP reports for students in grades 5-12. All assignments supplied by the student's campus will be returned for grading when completed. The sending campus will assign all grades.

State mandated tests will be the responsibility of the student's campus. No state mandated tests will be administered at the DAEP campus.

Attendance

All students will use the Arp ISD school calendar and are expected to be in class on the days assigned.

Students must meet the Texas Compulsory Attendance requirements. Students who are chronically absent will be reported to their respective attendance officer. DAEP will ask that truancy charges be filed against the student and parent/guardian. However, such filings are the responsibility of the sending campus.

In the event of illness, the parent/guardian must notify the DAEP administrator no later than 3:00pm on the day of the absence. Documentation from a medical professional may be required by the DAEP administrator.

Absence due to medical illness will not be counted toward the completion of assigned time in DAEP.

The only time a student will receive credit for attendance when not present is when he/she is with his/her probation officer or court clerk. Documentation of this must be given to the administrator of DAEP.

Break/Lunch

Students may purchase breakfast/lunch from the school cafeteria. Students may bring breakfast and/or sack lunch from home. Call-in breakfast and/or lunch are prohibited. Students will eat in the DAEP room at a time set by the DAEP director or personnel. Candy and soda are prohibited. The student's home campus will provide free/reduced breakfast/lunch documentation for students.

Break

A restroom and/or water break will be held at the discretion of the teacher. Students will be escorted to the restroom and walked directly back to the classroom. Restrooms will be monitored by the DAEP personnel with no socializing permitted.

Personal Items

All personal items will be secured by the DAEP teacher for safety and security reasons. Personal items will be returned to students at the time of their departure. No backpacks, purses, phones or items of that nature are allowed. **If the student brings a phone, it must be checked in each morning with the DAEP teacher.** It will be returned when the student leaves for the day.

Students are subject to searches throughout the time assigned to DAEP when reasonable suspicion exists that they may be in possession of contraband. Students may be required to submit to a search prior to being admitted to DAEP each day.

Students may be required to empty their pockets upon entry each day and/or be scanned by a hand held metal detector or wand. Any inappropriate item brought to DAEP will be confiscated with appropriate disciplinary action taken, up to including criminal charges (when appropriate) being filed.

Dress Code

The dress code for DAEP is blue jeans with a belt and a plain t-shirt or polo-style shirt. All clothing must be clean and students are required to practice proper hygiene habits.

All students assigned to DAEP will be required to wear the following:

- A plain t-shirt or polo style shirt (must not contain writing, logos, or pictures)
- Blue jeans (must not be baggy, saggy, cargo, or low-rise)
- Belt of appropriate length to keep jeans above the hips
- Closed-toe shoes

Jackets worn to DAEP in cooler weather must be hung up in designated areas prior to entering the classroom area. Jackets will be subject to regular and random searches.

No hoodies, pajama pants, blankets, or pillows will be allowed.

Prohibited Wear

Hats, caps, head wear of any nature, jewelry of any type (males and females), bandanas, and any items perceived to be gang related and other inappropriate items are not allowed. Tattoos or body marking must be covered at all times.

Students who report to DAEP in violation of this policy may not be admitted and/or points will be deducted.

Arp ISD DAEP staff will search students routinely, regularly, and randomly. This is for the safety of all students. A metal detecting wand will be used. If contraband is found prior to entry, the student will be denied entry for that day and parents will be notified.

Discipline Management Plan

When a student attends Arp ISD DAEP, they will be subject to the rules established by the staff of DAEP and the superintendent of the district. For educational success or safety of the students, a staff member's directive will supersede written policy. A student will enter a level system of discipline management whereby the correct and expected behaviors of the student will allow the student to progress through the levels of placement. The student is required to comply with school rules and documentation is kept of their progress.

Students are given choices to make by responding to positive reinforcement. Clear warnings will be issued and documented for breaches of expected conduct. Arp ISD DAEP will follow an incident response system for non-compliant behaviors. Serious behaviors will be dealt with immediately. Consistent display of non-compliant behavior may be cause to add to a student's length of assignment in DAEP through further due-process and additional assignment.

- **1st Incident: Student will be redirected from the behavior. Student will be verbally counseled about the behavior including possible consequences for continuing the behavior.**
- **2nd Incident: Student will be removed from the classroom and the parent/guardian will take responsibility for the student at that time. Official referral with appropriate consequences will be written and a copy mailed home to the student's parent/guardian. A copy will also be sent to the student's home campus principal.**
- **3rd Incident: Student will be removed from the classroom *for an extended period* and the parent/guardian will take responsibility for the student at that time. Official referral with appropriate consequences will be written and a copy mailed home to the student's parent/guardian. A copy will also be sent to the student's home campus principal.**

Consistent display of positive behaviors will allow a student to enter a level system of discipline management whereby correct and appropriate behaviors will be rewarded by allowing a student to progress through increasing levels of placement.

- **Level I: During the first 5 days of their DAEP assignment, students will be in Level I. Students will remain in their assigned area all day unless directed otherwise by DAEP staff. Students will be briefed on all the rules and**

expectations while they are in DAEP. If the student shows compliance with these rules and expectations, they will be moved to Level II no earlier than after spending 5 days in Level I.

- Level II: Students may be afforded greater freedom during restroom breaks and may be allowed additional time at lunchtime. Students may be allowed to eat lunch outside of their designated study area as well as complete their academic work away from their assigned study area. A student is required to demonstrate exemplary behavior for a period of 5 consecutive days in order to move to Level III. If any warning has to be issued to a student within these 5 days, they will move back to Level I.
- Level III: Students in Level III may be allowed an outside break during the afternoon. While in Level III a student must complete all academic assignments, receive no warnings, and have no attendance issues. The student still must demonstrate exemplary behavior. The student will remain at this level unless they fail to complete assignments or start to exhibit negative behaviors. The DAEP Director may make a recommendation to the student's home campus principal for early release for students who show consistency in positive behavior and completing academic work on schedule.

Graduation and End of Year School Sponsored or Related Events

Students who are assigned to DAEP through the last day of instruction of the school year may not participate in, nor be allowed to attend graduation ceremonies or any school sponsored or related activities including field trips, lock-ins and proms. Sending districts shall have the final authority in such matters.