

2024 - 2025



DICKINSON ALTERNATIVE LEARNING CENTER
STUDENT HANDBOOK

2024–2025 Academic Calendar

First Semester

August 15 – December 20, 2024

Second Semester

January 7 – May 22, 2025

Student/Teacher Holidays

September 2, 2024

October 14, 2024

(October 14 is a Teacher Exchange Day and a Student Holiday)

November 25-29, 2024

(Nov. 25-26 are Teacher Exchange Days/Student Holidays)

December 23, 2024 - January 3, 2025

January 20, 2025

March 17-21, 2025

April 18, 2025

May 26, 2025

Transition Day

August 14, 2024

* Transition Day will include Pre-Kindergarten, Kindergarten, 4th, 6th, and 9th grade students. These students will start school a day earlier than other grades for special activities to prepare for moving into a new school level.

New Teacher In-Service

August 2 and August 5-6, 2024

Teacher In-Service/Student Holiday

August 7-14, 2024

September 23, 2024

November 1, 2024

January 6, 2025

February 17, 2025

March 24, 2025

May 26, 2025

Early Release All Campuses

(2 hours early)

December 20, 2024 May 22, 2025

Dickinson High School Graduation

May 22, 2025 - Sam Vitanza Stadium

Nine Weeks Grading Cycle

1st 9-weeks 40 days 18,000 minutes
(08/15-10/11)

2nd 9-weeks 43 days 19,230 minutes
(10/15-12/20)

First Semester 83 days 37,230 minutes

3rd 9-weeks 47 days 21,150 minutes
(1/7-3/14)

4th 9-weeks 42 days 18,780 minutes
(3/25-5/22)

Second Semester 89 days 39,930 minutes

Total Instructional 172 days 77,160 minutes
SD Waiver Days 0 minutes

Grand Total 172 days 77,160 minutes



Dickinson Independent School District

August 2024

S	M	T	W	T	F	S
				1	NT	3
4	NT	NT	SD	SD	SD	10
11	SD	SD		15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September 2024

S	M	T	W	T	F	S
1	H	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	IP	24	25	26	27	28
29	30					

October 2024

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	E	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November 2024

S	M	T	W	T	F	S
					IP	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	E	E	H	H	H	30

December 2024

S	M	T	W	T	F	S
1	2	*3	4	5	6	7
8	9	10	11	12	13	*14
15	16	17	18	19	20	21
22	H	H	H	H	H	28
29	H	H				

January 2025

S	M	T	W	T	F	S
			H	H	H	4
5	IP	7	8	9	10	11
12	13	14	15	16	17	18
19	H	21	22	23	24	25
26	27	28	29	30	31	

February 2025

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	IP ^M	18	19	20	21	22
23	24	25	26	27	28	

March 2025

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	H	H	H	H	H	22
23	IP ^M	25	26	27	28	29
30	31					

April 2025

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	*8	9	10	11	12
13	14	15	16	17	H	19
20	21	22	23	24	25	26
27	28	29	30			

May 2025

S	M	T	W	T	F	S
				1	2	*3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	SD
24	25	H	27	28	29	30
						31

June 2025

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	*17	18	19	20	21
22	23	24	25	26	27	*28
29	30					

July 2025

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

- [Grading Period Begins
-] Grading Period Ends
- ★ ★ Begin/End STAAR Testing Window
- ^ Early Release
- H Student/Teacher Holiday
- Transition Day
(school day for grades Pre-K, K, 4, 6, & 9)
- NT New Teacher Training
- SD Staff Development (no school for students)
- IP Instructional Planning (no school for students)
- E Student Holiday/Teacher Exchange Day
- Graduation Dickinson High School Graduation
- M Possible Bad Weather Make Up Days

School Hours for the 2024-2025 school year

Elementary

(grades PK-3)

8:30 a.m. - 4:00 p.m.

Middle School & Junior High

(grades 4-8)

7:45 a.m. - 3:15 p.m.

High School

(grades 9-12)

7:05 a.m. - 2:35 p.m.

BOARD APPROVED
FEBRUARY 6, 2024

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Section I: Introduction

Mission Statement

Dickinson ISD will equip and empower all learners with skills and experiences to achieve academic excellence and make meaningful contributions to our world.

Vision Statement

Inclusive of all, Dickinson ISD will cultivate excellence, producing confident, collaborative, goal-driven learners who become empowered citizens in a global society

Overview

All students of any race, color, gender, national or ethnic origin will be accorded all the rights, privileges, programs and appropriate activities available at Dickinson Alternative Learning Center. DALC does not discriminate on the basis of race, gender, and color, national or ethnic origin in administration of its programs.

Enrollment at DALC signifies that both the parent/guardian and the student agree that the student will comply with all regulations that are now in effect, or which may become effective, during the student's enrollment.

Policies and Procedures

This handbook clarifies daily activities, routines and procedures at DALC. Since DALC accepts students from all DISD campuses, the student's home campus handbook should be consulted for general information as well. The DISD Board Policies, Student Code of Conduct, the Texas Education Code, and other juvenile and criminal codes are additional documents setting parameters for DALC.

SECTION II: Administration and Staff

Dickinson Alternative Learning Center

2805 Oak Park St., Dickinson, Texas 77539

Phone (281)229-6300 Fax (281)229-6351

Principal	Rashad See	281-229-6300	rsee@dickinsonisd.org
Assistant Principal	Lisa Herrera	281-229-6300	lherrera@dickinsonisd.org
Secretary	Alondra Garza	281-229-6317	agarza1@dickinsonisd.org
ARD Facilitator	Gary Willingham		gwillingham@dickinsonisd.org
Teachers	Kimberly Hagler-Freeman		khagler@dickinsonisd.org
	Emily Faulk		efaulk@dickinsonisd.org
	Pamela Presley		ppresley@dickinsonisd.org
	Rae Saxton		rsaxton@dickinsonisd.org
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	Luke Schneider		lschneider@dickinsonisd.org
	Celeste Bonner		cbonner@dickinsonisd.org
	MichaelAnn Shumate		mshumate@dickinsonisd.org
	Rolisha Goins		rgoins@dickinsonisd.org

QUICK REFERENCE GUIDE FOR ASKING QUESTIONS

Type of question/communication	Who to contact
To report an absence	Main line (281)229-6300
Specific misbehavior, write-up	Teacher issuing disciplinary report
Bus questions	Transportation office (281)229-7300
School records	Ms. Garza
Set up a conference	Main line (281)229-6300

SECTION III. Expectations and Standards for Success

What's at DALC and what should I expect?

All Texas public school districts are required to have a DAEP—disciplinary alternative education program (Texas Education Code 37.006). DALC --Dickinson Alternative Learning Center-- is the DISD DAEP. When misbehavior warrants more than suspension (in-school or out-of-school) but is not severe enough to result in expulsion, the student receives a DALC placement. The DISD Student Code of Conduct lists the types of misbehaviors that may or will place a student at DALC.

DALC is like a regular school with very small classes (18 at most per class). The difference is that DALC puts a strong emphasis on high expectations for acceptable behavior — every day, all day. The goal is to keep the student attending class and school daily, practicing good social and problem-solving skills.

Each student is expected to:

- demonstrate courtesy for others
- behave in a responsible manner
- keep materials organized
- be well groomed
- obey all bus, campus, and classroom rules
- respect the right of other students, staff, and visitors
- respect DALC property and facilities
- cooperate with and assist the staff with maintaining safety, order, and discipline

Program standards

- Be courteous.
- Use appropriate language.
- Stay in your seat and/or in the assigned building area.
- Talk only with permission at designated times.
- Pass all classes

Individual teachers have specific classroom rules and procedures that the student must follow
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SECTION IV: Discipline Management

EXTENDING THE LENGTH OF PLACEMENT

During the time of DALC placement, if the student engages in additional conduct for which a DAEP placement is required or permitted, the Principal of DALC may enter an additional disciplinary order to extend the original DALC placement order. These days would be added to the original number and must be successfully completed before the return to the home campus.

EXPULSION

The DISD Code of Conduct lists categories of expellable offenses. The district guarantees the student due process; however, the parent may waive the right to an expulsion hearing. If the waiver is not signed by the end of the 3-day suspension, an expulsion hearing shall be conducted. The Coastal Alternative Program (CAP) is the site for serving discretionary expulsions. More serious expulsions that are mandated by state law are served in the Galveston County Juvenile Justice Alternative Education Program at the Esmond Juvenile Justice Center. To be readmitted to the Dickinson Public Schools, the student must complete the CAP/JJAEP assignment. During the expulsion period, the student may not enter any district campus or attend school-related function on or off campus.

PLACEMENT IN COASTAL ALTERNATIVE PROGRAM

In the event that a DALC student continues to persistently misbehave or commits a serious offense on campus for which placement in a DAEP or expulsion is permitted, additional proceedings may be conducted, and the appropriate administrator may enter a new disciplinary order to place the student in the Coastal Alternative Program (CAP), a more restricted DAEP setting. (TEC 37.009j)

STAFF AUTHORITY

Students must courteously and respectfully comply with reasonable requests of any bus driver, bus aide, teacher, staff member, or administrator in or out of the classroom. Failure to comply with the directions of school personnel acting in the performance of their duties shall be considered insubordination and subject to disciplinary action.

Discipline Management System

When a student is assigned a DALC placement from their home school, the student will be entered into our online Discipline Management System. Students will receive a DALC placement in a total number of days which will be calculated to a total point amount that the student has to accumulate prior to being released from DALC. High School students will only be released on Mondays and Junior High/Middle School students are released on Fridays only.

COMPLETION OF DALC PLACEMENT

Only a “successful completion day” can count toward early completion of placement. This includes a daily review of how the student is adhering to the dress code, consistent exhibition of positive social skills, continuously earning successful days, and academic effort.

A student who completes the placement close to the end of a grading cycle (9 weeks) must complete the grading cycle at DALC. DALC will determine who can return during state testing windows.

DAILY ROUTINES

Bathroom Breaks

- Leave writing tools in the classroom.
- Walk quietly without talking or noise.
- Proceed directly to the bathroom, without stops.
- When you are finished, return directly to your classroom
- Quietly tell the teacher if the bathroom needs inspection.

Class change

- Leave writing tools in the classroom.
- Follow the teacher’s procedures for leaving or entering the classroom
- Keep hands, feet, and objects to yourself.
- Walk quietly without talking or noise.
- Stay in line against assigned side of hall with sufficient distance between students
- Do not make unauthorized stops in between classes

Computer Use

- Log in and begin work immediately
- Move to the assigned computer without talking.
- Make sure you know what lessons you should work on.
- Use the computer menu before asking the teacher.
- Work quietly without comments or conversation.
- Remember that the teacher may be teaching a lesson when you are doing computer work.
- Do not change any computer setting or access any program without the teacher’s consent.
- Log out correctly and leave the computer ready for the next user.

Going to the Office

- Leave writing tools in the classroom.
- Walk quietly without talking or noise.
- Go directly to the office with no stops along the way.
- Take care of business quietly and politely.
- Return to the classroom with no stops along the way

STUDENT EXPECTATIONS FOR CLASSROOM CONDUCT

- Students must sit facing forward with their feet in front of them and under the desk, with the desk legs on the floor.
- Students will not leave their seats without permission.
- Students may not speak without permission.
- Students may not communicate with each other, in any way, unless participating in a classroom assignment, or with permission.
- Students will not deface or destroy school property.
- Students will not sleep or put their head down at any time.
- Students will not display disrespectful or disruptive behavior.
- Students will actively participate and complete classroom assignments/activities.
- Students will remain in dress code throughout the day.
- Students are responsible for cleaning up after themselves in class and in the restroom.
- Students will keep their hands and feet to themselves at all times.

SERIOUS MISBEHAVIORS

LEAVING CAMPUS WITHOUT PERMISSION

- a student may not leave the building without staff permission
- days may be added, or other discipline consequence as determined by the principal.

BULLYING, HARASSMENT, HAZING, GANGS, SECRET SOCIETIES

- are not permitted
- any type of bullying, harassment, hand signs, gang-style clothing, and associated demeanor
- writing and/or drawing that could be interpreted as gang-related, offensive, or threatening are not permitted and may be reported to authorities.
- repeated offenses will result in additional consequences.

SEXUAL HARASSMENT

- are not permitted
- offensive and unwelcome conduct of a sexual nature directed toward another person, or offensive and unwelcome conduct aimed at another person solely because of gender.
- after investigation to confirm, student is warned, and other disciplinary consequences as determined by the principal
- continued occurrences will result in additional consequences

TRESPASSING OF OTHER SCHOOLS DURING PLACEMENT/EXPULSION ASSIGNMENT

- A student who attends DALC, CAP or JJAEP may not visit other schools, participate in extracurricular activities or attend any school or Booster Club activities.
- may result in trespassing charges (Texas Education Code Sec. 37.107) and/or additional consequences.

VANDALISM AND DAMAGE- GRAFFITI

- are not permitted
- defacing, damaging, vandalizing, or destroying school property
- student is held accountable for repair or replacement costs and might be expelled
- depending on the amount of damage, can be a state jail felony punishable by up to two years

ANY DISCIPLINARY ACTION WILL FOLLOW POLICY AS OUTLINED IN THE DISTRICT STUDENT CODE OF CONDUCT.

IMMINENT DANGER

The DALC principal will contact the parent/guardian of any student who exhibits behavior that poses a serious threat to life or property and request that the parent/guardian remove the student from campus. If the parent/guardian does not comply with the request within a reasonable amount of time, local law enforcement officials may take the student into custody.

QUESTIONING OF STUDENT BY LAW ENFORCEMENT

When law enforcement officers or other lawful authorities wish to question or interview a student at school, THE PRINCIPAL/DESIGNEE WILL:

- verify and record the identity of the officer or other authority and ask for an explanation of the need to question or interview the student.
- make reasonable efforts to notify parents unless the interviewer raises what the principal considers to be a valid objection.
- ordinarily will be present unless the interviewer raises what the principal considers to be a valid objection.
- will cooperate fully regarding the conditions of the interview if the event is part of a child abuse investigation.

STUDENT TAKEN IN CUSTODY

When State law requires the District to permit a student to be taken into legal custody

- To comply with an order of the juvenile court.
- To comply with the laws of arrest.
- To comply with a properly issued directive to take a student into custody.

Individuals who may do this include

- law enforcement officer if there is probable cause to believe the student has engaged in delinquent conduct or conduct in need of supervision.
- probation officer if there is probable cause to believe the student has violated a condition of probation imposed by the juvenile court.
- authorized representative of Child Protective Services, Texas Department of Protective and Regulatory Services, a law enforcement officer, or a juvenile probation officer, without a court order, under the conditions set out in the Family Code relating to the student's physical health or safety.

Before a student leaves the principal will

- verify the person's identity
- verify to the best of his ability, the person's authority to take custody of the student.
- attempt to notify the parent unless the authorized person has a valid objection.

Since the principal does not have the authority to prevent or delay a custody action, notification will occur after the student's removal. In many cases, the removing official has already notified or by law must contact the parent.

SECTION V: Transportation

No student will receive transportation to DALC unless the student is currently receiving assistance through the ARD committee. Transportation is the responsibility of the parent/guardian.

Arrival to Campus

Due to the need for supervision, students may not arrive on campus prior to 6:30 AM daily. If a student is dropped off prior to 6:30 AM on campus, the student is required to wait outside, and adult supervision WILL NOT be available.

Dismissal from Campus

Students are required to leave campus after school by 4:30 PM. If a student is remaining on campus after 4:30PM, parents and all emergency contacts MAY be contacted to determine when the student will be picked up. The student WILL NOT have access to the building and adult supervision WILL NOT be available.

- Students will be allowed in the building at 7:35 and any student arriving after 7:50 will be counted tardy.
- Students may not leave campus once they arrive/or dropped off in the morning.
- **Junior High** students must be dropped off/picked up at the **FRONT** doors (**JH students enter at 7:30**)
- **High School** students must be dropped off/picked up at the **EAST** doors next to the transportation department (**DHS enter at 7:40**)
- Once released students must leave campus immediately or face possible trespassing charges.
- A \$10.00 non-refundable parking pass must be purchased for student drivers with a valid license and insurance.
- DALC student drivers must park in the East parking lot nearest to the transportation building.
- **No parking in transportation parking lot and parking pass must be visible, towing will be in effect.**
- Driver safety rules are in effect and failure to comply may result in a ticket being issued.

DALC and District Transportation Guidelines

- Bus drivers and aides have staff authority over students.
- Failure to follow these policies will result in disciplinary action through Transportation guidelines. See **Student Safety Manual**, online.
- All DALC/DISD rules apply while the student is waiting for the bus.
- Follow the DALC dress and appearance code in order to board the bus.
- No smoking, regardless of age.
- No public display of affection.
- No leaving the bus stop area after arrival.
- Any student who purposely delays the bus from leaving is subject to disciplinary action.

SECTION VI: Dress and Appearance Code

General Standards

Dress code violations will result in loss of points and could result in potential loss of credit.

Outerwear

- Jackets/Sweaters/Coats must be taken off at the DALC entrance
- Should **not** be worn in the building at any time without specific **approval**
- Will be returned at the time the student is dismissed for the day
- All outerwear is searched after it is turned in each morning

ALL STUDENTS, BOTH MALE AND FEMALE MUST BE DRESSED AS FOLLOWS:

Pants/Trousers/Slacks

Black or Navy blue pants

worn above hips properly sized

No Jeans

Top

Solid **BLACK** pull-over t-shirt or collar shirt (logo no larger than half-dollar) short or long sleeve Properly sized

Must stay tucked in at all times

Shoes

Tennis/athletic styles

No sandals, open toe/heel, or crocs

No house shoes, boots

All shoes must be neutral colors (ex. black, white, gray, or brown)

DALC will make the final decisions on shoes

Belt (Required)

brown and black only

standard buckle, no symbols, or markings

Hair/ Hair Accessories

Elastic ponytail holders or “scrunchies” must be worn in hair, not on wrist

No hair clips allowed

Female Appearance

undergarments must **not** be visible through polo shirt

no dresses or skirts

nails no longer than 1/2" past fingertip

Male Appearance

Beards are prohibited

Mustaches and goatees are acceptable

nails clipped short

ITEMS PROHIBITED LISTED BELOW

*gang styles or appearance

*notched eyebrows

*piercings including tongue or belly rings

*hair carvings or designs

*tattoos (temporary/permanent)

*fleece, spandex, stretch pants

*jeans, shorts, vinyl pants

*cargo, overalls, sweatpants

*no jewelry of any type

*sunglasses

*plastic or metal barrettes, clips, hairpins plastic or metal, picks/combs

*headbands, scarves, bandanas, hairnets, hat/caps,

*inappropriate decorations, logos, advertising on T-shirts/jackets

*extra clothing under the DALC uniform (shorts)

*pants with tears, cuts, or tips

*skinny type or tight around the leg

*ankle or cuffed pants

*no distracting/extreme styles or coloring

DALC is not responsible for any prohibited items brought

THE DRESS CODE IS BASED ON THE **MINIMUM REQUIREMENTS** FOR STUDENTS AT DALC.

ADMINISTRATION RESERVES THE RIGHT TO IMPOSE STRICTER REQUIREMENTS AT ANY TIME DEEMED NECESSARY.

***Items prohibited in the DISD Dress Code are also prohibited at DALC**

SECTION VII: Daily Intake and Rules

The following Guidelines will be followed consistently each day:

- Students will place any items they have in a quart size bag then place in assigned container.
- **If student has a Cell Phone**, place in assigned cell phone pocket chart.
- Hangs jacket/coat/approved sweatshirt or sweater on coat rack
- If the student has brought a lunch and a bottled water from home; they hand it over to the staff. Remove belt, all pockets are out, and moves to the walk-through metal detector station.
- Any item turned in voluntarily, except gum, candy, or prohibited item (*see Section IV: Prohibited*), will be searched and returned to the student at the end of the day. Allowed items to be placed in quart size bag:
 - Money – **Excessive amount (more than \$20) will result in Parent contact.**
 - Car/house keys
 - Wallet
- Student leaves intake area and goes to assigned homeroom.
 - Takes off shoes and socks
 - Un-tucks shirt
- Teacher checks the following
 - Ankles
 - Waist/belt
 - Pants hemline
 - Shoes
 - Undershirt
 - Neck area
 - Wrists
 - Mouth and ears for piercings
 - Pockets

Student puts on socks, shoes, belt, and tucks shirt in and waits for instructions from Teacher.

SEARCHES

IF THERE IS REASONABLE CAUSE, A STUDENT IS SUBJECT TO SEARCH
IN AN APPROPRIATE MANNER BY APPROPRIATE PERSONNEL.

BACKPACKS, BAGS, PURSES

- Backpacks, book bags, purses, or items of this nature are **NOT** allowed on the bus or DALC the campus.

CELL PHONES and other ELECTRONIC DEVICES

- **Cell phone cases must be clear** or no cell phone case
Phones will be taken up by DALC staff and returned to the students at the end of the day
- No access to cell phones during the school day
- Phone calls that the staff considers essential will be made on the DALC phone
- If a student has concealed a cell phone, the parent/guardian will be contacted. The cell phone policy that is used by the student's home campus will be followed. A \$15 fee will be assessed for the return of the phone.
- DISD Department of Transportation rules on cell phones and electronic devices will be strictly enforced.

GUM, CANDY

- No chewing gum
- No eating candy on the bus or during/between classes
- Disciplinary action can occur if the student violates this rule

SCHOOL SUPPLIES

- 4 Single subject spiral notebooks
- 1 box of tissue

SMOKING/TOBACCO/E-CIGARETTES/VAPES

- Tobacco products, THC vapes, and e-cigarettes, in a student's possession is prohibited at the bus stop or at DALC. "Bus stop" is defined as the location at which a student boards the bus.
- Smoking at the bus stop may result in suspension for a minimum of one day regardless of age.
- Tobacco products, THC vapes, and e-cigarettes, in a student's possession will be confiscated during intake and a discipline consequence issued.
- Parents of minors will be notified.

CONSEQUENCES FOR NOT ADHERING TO THE CODE OF CONDUCT/DALC HANDBOOK

- Parents will be contacted and expected to provide acceptable clothing for their students within the hour that meets the DALC dress code
- Parents may be required to accompany student back to DALC for an additional intake meeting in order to further explain the rules and consequences to both student and parent.
- Student will be referred to Communities in School representative if it is determined that a student has a clothing long term need

The DAEP administrator has complete authority and discretion in the implementation of all DAEP rules.

MEDICATIONS

A student in possession of any sort of a drug on the bus or on school grounds who does not strictly abide by DALC, district and state laws is subject to being expelled.

- Students will not be allowed to carry medication. A doctor's note is required to be on file with the **home campus** clinic for a student who may need to carry medications, such as insulin, inhalers, or epi-pens.
- **PRESCRIPTION-** medication must be in the original container properly labeled with child's name, name of medicine, and directions for time and dosage.
- **NON-PRESCRIPTION MEDICATION-** shall be in an unopened original container clearly labeled as content. Student's name and directions for time/dosage shall be provided by the parent/guardian at the time the request to administer the medication is made.
- **TRANSPORTATION AND STORAGE OF MEDICATION-**All prescription medicine shall be brought to the office by the **home campus nurse** and will always be secured. Non-prescription medicine provided by the parent or guardian will **not** be allowed to be carried by the student while on campus.
- If the home campus school nurse, in the exercise of professional judgment, questions the administering of any medication as excessive or otherwise potentially harmful to the student, the home campus nurse shall so notify the parent, legal guardian, or other person having legal control in writing that no further administering of the medication shall be done by school employees without a written authorization from a person licensed to practice medicine.
- **DALC does not have a nurse or clinic aide.**

ILLNESS

- If a student becomes seriously ill, DALC will call the parent/guardian to discuss whether the student should go home.
- A student who has a fever should not remain at school.
- **No student will be released to anyone except parent/guardian or emergency contact listed.**
- Anyone authorized to pick up a student must be at least 18 years old and may be required to provide a picture ID.

RESTROOM

- Daily trips to the restroom are limited and supervised.
- Individual requests are handled at the teacher's discretion.
- Students will be allowed to enter the restroom one at a time and may be monitored by DALC personnel.
- If a student has a condition requiring special considerations, that circumstance should be established at orientation.

MEALS

Pricing for the 2024-2025 School Year

- **Breakfast will be free for all students**
- Lunch paid student prices are:
 - Elementary (PK-3) \$2.25
 - Middle School (4-5) \$2.50
 - Junior High School (6-8) \$2.75
 - High School (9-12) \$2.75Students receiving reduced price meal benefits will be provided lunch meals at no cost.
- Meals are prepared at a regular campus and delivered to DALC.
- There are no food or drink vending machines.
- The student may order breakfast after intake.

LUNCH

- **Students are only allowed to bring a sandwich, whole fruit, and a bottle of water for lunch.**
- Water must be in the original sealed container.
- Students may **not bring or have anyone drop off a fast-food of any kind.**
- Students may **not share, exchange, or give away food or bring extra food to distribute.**
- The student may bring a sack lunch from home. Use a **disposable bag, do not bring a lunch box**; lunch will be inspected.
- Left-over food will be discarded at the end of breakfast and lunch period. **Students may NOT save left over food.**
- **Open containers/refillable bottles** are **NOT** allowed and will be thrown away.

ABSENCES

Ages 6–18

When a student ages 6–18 incurs three or more unexcused absences within a four-week period, the law requires the school to send notice to the parent.

The notice will:

- Remind the parent of his or her duty to monitor the student's attendance and require the student to attend school.
- Request a conference between school administrators and the parent; and
- Inform the parent that the district will initiate truancy prevention measures, including a behavior improvement plan, school-based community service, referrals to counseling or other social services,
- or other appropriate measures.

Truancy prevention facilitators for the district:

Noemi Arredondo

Attendance Intervention Specialist

narredondo@dickinsonisd.org

(281)229-6041

Romenia Griffin

Attendance Interventionist Specialist

rgriffin@dickinsonisd.org

(281)229-6040

For any questions about student absences, parents should contact the facilitator or any other campus administrator.

A court of law may impose penalties against the parent if a school-aged student is deliberately not attending school. The district may file a complaint against the parent if the student incurs ten or more unexcused absences within a six-month period in the same school year.

If a student age 12–18 incurs ten or more unexcused absences within a six-month period in the same school year, the district, in most circumstances, will refer the student to truancy court.

[See policies FEA(LEGAL) and FED(LEGAL) for more information.]

DOCUMENTATION AFTER AN ABSENCE

- Please call DALC 281-229-6300, by **8:30** am for any absence.
- Following a student's absence, the student must bring a note signed by the parent that describes the reason for the absence within a week.
- If a student is absent for more than 5 consecutive days because of a personal illness, the student must bring a statement from a doctor or health clinic within 3 days of returning to school explaining the absence
- Unless the absence is for a statutorily allowed reason under the compulsory attendance laws, the district is not required to excuse any absence, even if the parent provides a note explaining the absence.
- A student must attend 90% of the classes.

SECTION VIII: Academics and Instructional Matters

COMPUTER AND INTERNET USE

- Students must abide by the District policies for using the computer and any online materials.
- Internet use is limited to those sites approved by the teacher and required for assignments.

RETURNING MATERIALS TO THE HOME CAMPUS

- If a student has failed to return textbooks, library books, and/or other school materials from the home campus, he/she may bring these items to DALC. DALC will return the items to the student's home campus.
- Fine payments for lost items will be sent to the home campus.

FOREIGN LANGUAGE CLASSES

- Students will complete Spanish 1 and 2 through the online **Egenuity** curriculum.

GRADUATING SENIORS

- For seniors assigned to DALC who are eligible to graduate, the last day of attendance in the program will be the last instructional day.
- Unless otherwise specified by the campus principal or DALC Principal, the student will be allowed to participate in the graduation ceremony and related activities.

CURRICULUM

- Students at DALC receive instruction by direct teach, Schoology platform, and/or online (**Egenuity**) courses.

NOTE: Please be advised that placement at DALC may result in students being removed from specific elective classes, as well as classes ranked as Pre AP/AP/Dual Credit. DALC will discuss academic placement with home campus as needed.

PROGRESS AND GRADE REPORTS

- Reports will be issued by home campus according to the district calendar.
- If a student or parent/guardian has questions regarding a grade or student progress in class, please call or email the teacher responsible for the grade. Parents also have access to all student grades via Parent Access on Skyward.

SUMMER SCHOOL

- DALC does offer summer school for High School students only.

SECTION IX: Notifications

NOTIFICATION TO PARENTS/GUARDIANS ABOUT TEACHER AND PARAPROFESSIONAL QUALIFICATIONS

As a parent/guardian of a student in the Dickinson Independent School District, you have the right to know the professional qualifications of the classroom teachers and paraprofessionals who instruct your child. The federal law requires that the school district provide this information to you in a timely manner if you request it. Specifically, you have the right to request the following information about each of your child's teachers and paraprofessionals:

- Whether the teacher meets the state qualifications and licensing criteria for the grades and subjects he or she teaches;
- Whether the teacher is teaching under emergency or professional status because of special circumstances;
- The teacher's college major, whether the teacher has any advanced degrees, and the field of discipline of the certification or degree; and
- Whether the paraprofessionals provide services to your child, and, if so, their qualifications.

If you would like to receive any information, please contact DALC at (281)229-6300.

PESTICIDES

This school periodically applies pesticides. Information concerning these applications may be obtained from Ryan Boone at Operations and Facilities, 3303 Owens Drive, Dickinson, Texas 77539.

Dickinson I.S.D. is working hard to maintain compliance with federal and state regulation concerning asbestos. Should you desire to review the management plan for your child's school, a copy of the plan is available at Operations and Facilities, 3303 Owens Drive, Dickinson Texas 77539. If you have any questions, about our plan or this federally mandated program, please contact Ryan Boone at (281)229-7250

If you have any questions regarding this notice, please contact Rashad See at (281)229-6300.