

Travis Early College High School

High Standards

2023-2024

Last Name

First Name

Grade



San Antonio Independent School District

***Please consult the SAISD / SAC Student Code of Conduct for a more detailed set of policies and procedures. These High Standards do NOT contain all of the rules, policies, and procedures.*



Last Name

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**Travis Early College High School High
Standards Guidelines & Expectations 2023-2024**

Travis ECHS is an exceptional high school with a history of superior scholar academic achievement. Scholars who attend Travis are expected to represent the highest standard of self-discipline, motivation, and responsibility at all times. The information contained in this document is supplemental to the SAISD Student Parent Handbook and provides specific procedures and requirements for the Travis ECHS campus.

PROGRAM REQUIREMENTS

Graduation/Degree Attainment: It is the expectation that 100% of scholars will meet the State of Texas' graduation requirements. As an ECHS, it is also the expectation that scholars will complete the program requirements at SAC and attain the associate degree by the end of the fourth year of enrollment.

AVID: The AVID elective is a required course for ALL scholars for 4 years as it is a component of the Early College High School Model. Credits earned are applied to high school graduation requirements.

TSI Preparation: All Travis scholars must "college level" minimum standard on the Reading and Math TSI Exam by the end of the 10th grade to be considered on track for completing the associate degree upon finishing 12th grade. Scholars NOT meeting the minimum standard will be required to attend remediation and retest as soon as possible.

Intervention/Acceleration: Scholars are required, with limited exceptions, to perform satisfactorily on the English I, English II, Algebra I, Biology, and U.S. History EOC exams, in addition to the Texas Success Initiative (TSI), PSAT, SAT and ACT Exam. Scholars who fail to meet minimum standards on required assessments, will be required to re-test and are subject to receive accelerated interventions. This may require attending interventions before or after normal school hours or on Fridays/Saturdays.

Required Attendance on Scholar Earned Release Days: The Alamo Collegiate Instructional Calendar has identified several Fridays each school year for scholar intervention and enrichment. Scholars are required to attend when notified there is a designated intervention/enrichment activity for them specifically. Parents are expected to ensure their scholar is in attendance on the designated Fridays.

Math & Reading Courses: Scholars will enroll in Math & English courses through their senior year in order to best prepare them for academic success and transition to a four-year university.

Community Service: Scholars are required to complete one hundred (100) hours of community service by end of their 4th year at Travis ECHS. Updates will be sent home at mid and end of school year.

SCHOLAR EXPECTATIONS

ACADEMIC

General: Maintain a minimum of 75 GPA in all high school courses.

San Antonio College Courses: All scholars take classes at the SAC campus and are expected to adhere to the Alamo Community College Student Handbook. Scholars attending Travis ECHS have courses/books/dues paid for by the SAC & SAISD. Parents/guardians may be financially responsible for the cost of retaking a course due to poor academic performance. **Scholars will attend class daily, arrive on time, turn off cell phones during instructional times, and demonstrate appropriate behavior to ensure all scholars have high quality academic experiences.** Scholars must maintain a cumulative 2.0 GPA at San Antonio College. *All scholars must pass EDUC at the college before taking other college coursework.*

*Failure to obtain a C or better will negatively impact students attaining the Associates Degree by the end of their senior year. **(It is the responsibility of the scholar and parent to monitor grades at SAC via ACES account, as well as grades in Frontline)**.*

- Scholars are expected to complete all college coursework to meet the high school requirements for graduation simultaneously. Classwork must be turned in on time. Late work is NOT acceptable. Scholars must seek out help if they have questions and/or do not understand.
- It is not acceptable to procrastinate or plagiarize.
- Be reminded that college grades earned will become part of your permanent college record.
- Scholars will be expected to work at the college level and to fulfill course deadlines provided by college professors.
- Scholars are expected to review the course syllabus and requirements the first day of SAC classes.
- Scholars will sign up for Remind to maintain communication concerning high school and college events/announcements.

SAC Student Code of Conduct-Academic Integrity Issues available online:

<https://www.alamo.edu/sac/experience-sac/current-students/student-conduct--title-ix-office/sac-cares/academic-grievancesintegrity/>

Tutoring. Scholars in need of academic support may be assigned tutoring during the school year. Tutoring is available Monday – Thursday 3:50 – 4:30 PM. Scholars may receive support for high school classes, college classes, TSI or PSAT/SAT. Teachers/scholars will work to coordinate tutoring time with parents to ensure transportation is provided.

High School Grade Level Classification. Scholars must earn minimum course credits to be promoted to the next grade level:

- ✓ 9th grade classification: 0-5.5 credits
- ✓ 10th grade classification: 6.0-11.5 credits
- ✓ 11th grade classification: 12-17.5 credits
- ✓ 12th grade classification: 18 plus credits

All credits must be acquired before the first day of the following school year to establish grade level classification and UIL eligibility for semester one.

ATTENDANCE

School Day: Daily attendance is critical at Travis ECHS. Our scholars' instructional experiences begin at **7:50 a.m. daily and end at 3:50 p.m.** Scholars are expected to attend all their classes every school day. Late arrivals and early departures should be an exception for few Travis ECHS scholars. The cutoff for early checkout is 3:20 p.m.

Travis 95% Attendance: It is a campus expectation that all scholars meet the minimum standard of 95% attendance rate. Five (5) or more absences will require a scholar/parent conference. An attendance rate less than 90% per grading period per course will result in a loss of credit for that class. Three (3) absences from a College Course can lead to an automatic DROP from the college rosters.

Excessive tardiness: A pattern of tardiness to Travis or SAC will result in a scholar/parent conference, detention, in-school suspension, the removal of privileges and/or the loss of course credit. A scholar is tardy if they are not present in the classroom when the class begins.

College Days: ALL scholars are to utilize the Travis back hallway doors when leaving to or arriving from SAC campus during the day.

Non-College Days: Scholars are to remain on Travis campus once they arrive to school.

Absences: Scholars are expected to ensure a parent or legal guardian notifies the attendance office via call, email, remind or note informing the campus of a scholar's absence. Failure to notify the school will result in an unexcused absence. Scholars may receive a zero for all missed work due to an unexcused absence. Scholars have 48 hours to resolve all recorded absences.

College: Scholars are responsible for informing their San Antonio College professors if they will miss a class. Informing professors is courteous but, does NOT excuse the absence.

Make-up work due to absences: Scholars are required to speak with their teacher and/or college instructor about planned absences, including absences due to school business (i.e., games, tournaments, etc.). All absences affect instructional time, and as a result may negatively impact scholar achievement. Scholars will be permitted to make up tests and/or assignments missed due to an excused absence. However, a teacher may assign a late penalty to any long-term project in accordance with timelines approved by the principal and terms previously communicated to scholars/parents.

BEHAVIOR

We will maintain a school that is orderly, clean, and safe where ALL scholars are proud to attend.

Travis ECHS: Scholars will adhere to the SAISD Student Code of Conduct. All scholar violations of the code of conduct will be managed in accordance with the policies and procedures set forth in the SAISD Student Code of Conduct Handbook as well as the Alamo Community College Student Code of Conduct Handbook. Any level III violation of the student code of conduct may result in the referral to DAEP that can result in the removal from the high school & college program which will impact a student's ability to complete the Associates Degree. Any level IV violation of the SAISD code of conduct will result in immediate removal from Travis ECHS. Any behavior that leads to the removal/suspension from San Antonio College will result in immediate removal from Travis ECHS.

SAISD Student Code of Conduct available online: <https://www.saisd.net/page/parentstudent-home>

Dress Code: Travis ECHS scholars are expected to dress for success each day. The following dress and grooming guidelines will be followed daily.

9th Grade

Uniforms—All 9th grade scholars are required to wear a uniform for the fall semester.

- Black or khaki pants/jeans, shorts, skirts or skorts (length no more than 3 inches above the knee)
- Short or long-sleeved collared shirt in solid navy or solid white. Scholars may also wear a Travis ECHS t-shirt or any college shirt daily.
- Scholars may select shoes according to their comfort, however, flip-flops, house shoes, slippers, shower shoes, or slip-on slides are not permitted.
- Hair styles such as extreme mohawks or spiked hair causing distractions are not permitted.

College days—will follow dress guidelines listed below for 10th - 12th grade.

10th - 12th Grade

Bottoms: Baggy or sagging pants or bottoms that reveal undergarments are prohibited. Pants may have holes/tears/shreds no more than 3 inches above the knee. Shorts/dresses must be no more than 3 inches above the knee.

Tops: All shirts must have a minimum of 2 inches of fabric from front to back over a scholar's shoulders. Tops that are strapless, halter, spaghetti strap, or expose any part of the back or the midriff are not permitted – even with cover.

Hair: Hair styles such as extreme mohawks or spiked hair causing distractions are not permitted.

Shoes: The following are NEVER permitted: flip-flops, house shoes, slippers, shower shoes or slip-on boys/girls' sliders.

*See-through clothing is never acceptable.

School Transportation: Scholars have the privilege of using the SAISD school bus when they live inside the SAISD boundaries with designated pick-up and drop-off times. When riding a bus, scholars will

- Follow the bus driver's instructions at all times.
- Enter and exit the bus in an orderly manner.
- Keep all personal items out of the aisle.
- Refrain from smoking or use any other form of e-cigarettes or tobacco.
- Refrain from putting head, hands, arms, or legs out of the window, or throw items inside or outside the vehicle.
- NOT deface the bus.

Transportation privileges may be revoked when appropriate disciplinary management techniques fail to improve scholar behavior.

San Antonio College: Scholar expectations at the college far exceed those at the high school. Scholars must follow the college's discipline plan for good behavior. They must demonstrate the standard for responsibility, maturity, leadership, and being a role model. Scholars must not use cell phones while in college classes. Professors are to report incidents to the high school when students are not paying attention in college class.

SAC Student Code of Conduct available online: <https://www.alamo.edu/sac/experience-sac/current-students/student-conduct--title-ix-office/sac-cares/non-academic-misconduct/>

Safety: Students are to notify administration, staff, or an adult when someone's safety is being threatened and/or violated. If you see or hear about inappropriate or questionable behavior, report it to an administrator or the front office: 210-738-9830. Students are encouraged to report incidents:



Text "SAISD plus your message" to CRIMES (247637)
<https://www.p3campus.com/>
Phone (210) 227-8477
Smart Phone APP: P3 Campus

TRAVIS ECHS CAMPUS PROCEDURES

Arrival/Dismissal: The campus doors will open at 7:00 a.m. Scholars may enter the building and report to the cafeteria. Scholars will stay for tutoring when support is needed and only after arrangements with parents/guardians have been made. Scholars NOT staying after school for tutoring must exit the building to be picked up, board the school bus or wait in the courtyard for parent pick up. Scholars will NOT loiter inside the building.

Deliveries: We do not accept deliveries of food, flowers, gifts, or other items for scholars.

Electronics: Cell phones may not be used during the day with the exception of a lunch and with teacher permission for academic use. District cell phone policy will apply. Inappropriate cell phone messages toward scholars and/staff may be deemed as harassment or bullying whether they occur at school or are sent from home.

Flowers/Balloons: These items given to the scholars must be turned into the office for holding during the day. They may be picked up after school.

Illnesses: Any scholar that feels ill during the school day should seek permission from their teacher to visit the nurse. Our nurse will call home if the scholar should be picked up.

Medications: All scholar medications must be turned into the campus nurse with the appropriate documentation. With the exception of prescription asthma medicine or medicine for anaphylaxis, scholars are not permitted to self-carry or self-administer any prescription or over-the-counter medicines at school or at school-related activities.

Prom/School Functions: Travis reserves the right to deny non-TRAVIS scholars' participation in school functions. For those scholars who wish to invite non-Travis guests to PROM—a permission form will be required for approval PRIOR to the event.

Scholar Sign Out: Parents/guardians must come into the front office and show a valid ID in order to sign out a scholar. Early sign outs are discouraged and must occur a minimum of 30 minutes before the end of the school day. **The cutoff time for an early sign out is 3:20 p.m.** *Parents/guardians should never pick up a scholar without coming to the front office to sign them out.*

Skateboards: For the safety of all, skateboards are not allowed on campus.

Lunch: Scholars are provided **FREE** breakfast and lunch daily. Travis ECHS is a closed campus; therefore, students may NOT eat off campus, this includes nearby eateries. Scholars may NOT order food for delivery, NOR receive food via such services as “Door Dash” or “Grub Hub.” Scholars may bring a sack lunch from home, or parents may bring lunch for their own child, but may not provide food for other students.

Scholar Parking: Scholars wishing to park a vehicle on campus must complete the required paperwork and submit the proper documentation to the front office to receive a parking permit. All rules pertaining to scholar vehicles found in the SAISD Student Parent Handbook apply. Scholars must follow Travis ECHS expectations for parking on campus.

PARENT EXPECTATIONS

Travis ECHS faculty and staff value and respect parents' role as their scholar's first teachers. Scholars will have the best school experience when we work together. To support all scholars, parents are expected to:

- Ensure scholars arrive to school on time and remain at school for the entire instructional day and designated Fridays.
- Sign up for remind with the teachers and counseling office.
- Review progress reports, report cards and college progress via ACES every 2 weeks.
- Keep the school informed about circumstances/situations that may impact your scholar so we can develop supports when needed.
- Attend parent meetings/conferences, informational nights, open house, and other events at school.
- Allow time for tutoring after school and/or on Saturdays when academic needs arise.
- Maintain communication with the high school regarding college coursework. Parents may not communicate with the college professors directly.
- Ask questions, raise concerns, and seek clarification to support your scholar in the Travis ECHS accelerated program.

Travis Early College High School
High Standards Acknowledgment Form
2023-2024

Both parent/guardian and scholar are responsible for reading and understanding the Travis ECHS High Standards Expectations provided above. I understand that my child will be held accountable for their behavior when on campus at the high school, when at the college and when attending school sponsored field trips.

I have read and agree to the rules and regulations at both SAISD and the college. I am fully aware of the High Standards that Travis Early College High School has been established for scholars and understand that my child must also comply with the SAISD Student Code of Conduct Handbook, the San Antonio College Code of Conduct Handbook and the Travis ECHS campus rules and expectations.

Parent (Print): _____ **Scholar (Print):** _____

Parent Signature: _____ Scholar Signature: _____

SAISD ID# _____ Scholar Grade: _____ Date: _____ AVID Teacher: _____

This signed copy will be required to be kept on file in the main office. Please remove this page and return it to Travis and submit to the AVID teacher.

It is the policy of San Antonio ISD not to discriminate on the basis of race, color, religion, national origin, age, sex, gender identity, gender expression, sexual orientation or disability in its vocational programs, services or activities as required by Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Education Amendments of 1972; Section 504 of the Rehabilitation Act of 1973, as amended, and SAISD's board policies DIA, FFH, and FFI.

Es norma del distrito de San Antonio no discriminar por motivos de raza, color, religión, origen nacional, sexo, identidad de género, expresión de género, orientación sexual o discapacidad, en sus programas, servicios o actividades vocacionales, tal como lo requieren el Título VI de la Ley de Derechos Civiles de 1964, según enmienda; el Título IX de las Enmiendas en la Educación, de 1972, la Sección 504 de la Ley de Rehabilitación de 1973, según enmienda, y las pólizas DIA, FFH, y FFI de la mesa directiva de SAISD.