



# Student & Parent Handbook

### **LCISD Mission Statement**

Lubbock-Cooper ISD's (LCISD) mission is to build the future one student at a time. To accomplish this vision for our children's future, the Lubbock-Cooper schools, parents, and community will join together in a partnership designed to produce a safe and orderly learning environment within which academic excellence may flourish.

### **Vision Statement**

The vision of Lubbock-Cooper ISD is to ensure that all students graduating from our school system will possess the academic, technological, and interpersonal skills to succeed in the challenging world they will enter. As a result, the district has set annual goals to focus efforts toward meeting this challenge.

### **New Hope Academy Mission Statement**

In partnership with families and our community, New Hope Academy tailors learning opportunities for students to achieve academic success and empower them through relationships that positively impact students to reach their fullest potential.

# New Hope Academy

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## **Introduction**

This handbook will outline specific policies and procedures related to New Hope Academy (NHA). NHA abides by the board-adopted Student Code of Conduct and Student Handbook on the district and campus website ([www.lcisd.net](http://www.lcisd.net)). Each student is responsible for reading, understanding, and abiding by the rules and regulations in this handbook, LCISD Student Code of Conduct, and LCISD Student Handbook.

## **Student Eligibility**

A student wishing to enroll in NHA must participate in an application process to determine appropriate placement. The following are guidelines for student enrollment:

- Classified as a Junior or Senior high school student that resides in the Lubbock-Cooper ISD District
- Identified as an At-Risk student
- Must have passed at least three end-of-course exams
- A student seeking a non-traditional school, learning environment with individualized self-paced instruction
- A student whose life situation necessitates a more flexible schedule

## **Application Process**

Students wishing to enroll in NHA must complete an online form located on the LCISD New Hope Academy website ([www.lcisd.net](http://www.lcisd.net)). Once the application is completed, the student's academic history, attendance, and discipline history will be reviewed. To qualify for review, a student must meet at least one State-identified At-Risk criteria, such as previously dropped out or retained, behind in credits, homeless, pregnant or a parent, and other criteria. The academic review committee will look at additional factors when deciding on acceptance at NHA. Other factors to be considered are the number of credits previously earned, appropriateness of the instructional program, attendance records, discipline records, and state assessment scores. As a school of choice, NHA reserves the right to approve or deny enrollment to the campus.

## **Curriculum**

Computer-assisted competency-based instruction is the main component of the curriculum, and all of the courses are technology based. We offer courses in language arts, math, science, social studies, all other classes required for graduation, and various electives. Courses are designed to be completed as the student masters the material. Teachers continually monitor student progress and are available to assist as needed. All coursework will be completed on campus unless otherwise specified by NHA

Administration. The student determines how quickly the course requirements are mastered through attendance and performance and receiving credit.

### **Counselor**

The guidance counselor will be available for any NHA student. The counselor can offer valuable information concerning college, technical, and trade school opportunities or workforce opportunities after graduation.

The counselor can also assist students with various personal concerns, including social, family, emotional, or mental health issues and/or substance abuse. A student who wishes to meet with the school counselor should contact any NHA staff. As a parent, if you are concerned about your student's mental or emotional health, please speak with the school counselor for a list of resources that may be of assistance.

### **Student Daily Expectations**

1. Upon arriving at school, students should immediately enter the school building. Loitering is not allowed.
2. Attendance starts when students begin their coursework in the classroom.
3. All students are expected to actively engage in learning at all times and make academic progress. Cell phones will be turned into the phone pockets at the start of each session and accessed only during the student break time.
4. Students are expected to help maintain the cleanliness of the learning environment. Food or drinks are not allowed near computers.
5. At departure, students must return all technology to their respective places while ensuring all devices are plugged in, charged, and ready for the next session.
6. Students must follow the LCISD Student Code of Conduct.
7. Students should communicate with their teachers or someone in the office about any changes that may impact their attendance or enrollment.

### **Daily Class Schedule**

All students are expected to attend school each day for a continuous four-hour school day session.

Session A	Session B
7:45 am - 11:45 am	11:45 am - 3:45 pm

Enrollment in each session is based on the student's needs. Still, students may be assigned a specific session during their initial orientation. NHA doors open at 7:30 am and close at 3:45 pm.

### **Absences**

Regular school attendance is essential for students to make the most of their education. NHA's shortened class days and accelerated instruction make regular attendance even more critical. Each NHA student will be allowed to miss no more than four unexcused absences. **If and when the fifth unexcused absence occurs, the student and parent must meet with NHA Administration to discuss progress and enrollment options.** Students withdrawn for excessive absences may have the opportunity to re-enroll later in the school year if space is available.

*Plan all appointments around the flexible school schedule and communicate any absences with the NHA administration when possible.*

### **Student Code of Conduct**

As required by law, the board has adopted a Student Code of Conduct that prohibits certain behaviors and defines standards of acceptable behavior, on and off campus and in district vehicles, and consequences for violating these standards. The district has disciplinary authority over a student in accordance with the Student Code of Conduct. Lubbock-Cooper New Hope Academy students are subject to the same Student Code of Conduct.

### **Dress and Grooming**

The district's dress code is established to promote grooming and hygiene, prevent disruption, and minimize safety hazards. Students and parents may determine a student's dress and grooming standards, provided they comply with district policy. While the primary responsibility for appearance rests with the students and parents, the administration and staff reserve the right to judge what is appropriate and what is not.

### **Breaks**

Students are allowed one 15-minute break per session. Students are not allowed to return to their vehicles or disrupt the learning of other students. NHA students are not allowed to associate with DAEP students in any capacity before, during, or after school.

**Closed Campus**

NHA is a closed campus. All NHA students must attend school for at least four hours without leaving the building.

**Visitors**

Due to the unique atmosphere of NHA, visitors to campus are permitted only with pre-approval from NHA Administration. Please contact NHA Administration to schedule visitation.

**Food Service**

NHA receives food daily from the Laura Bush Middle School cafeteria to serve NHA students. All NHA students will receive free meals starting with the 2023-2024 school year. Students are also welcome to bring their food from home. A microwave is provided for the student's use in the student lounge area. No sharing of food or drink is allowed unless previously approved by the NHA administration.

NHA Breakfast	7:30 am - 7:45 am
Session A & B NHA Lunch	11:30 am - 12:00 pm

**Transportation**

Please contact NHA administration if you require bus transportation.

**Parking Requirements**

Students must apply for a parking permit to drive to school. Proof of insurance and a valid driver's license are required to receive a parking permit. There is a \$15.00 charge for the permit. Students driving without a parking permit may receive a ticket from LCISD Police. NHA has an assigned student parking section, and all students must park in the student parking section when attending classes. Vehicles parked on school property are under the jurisdiction of the school districts. School officials may search vehicles when there is reasonable cause, with or without the student's presence.

**Financial Obligations**

For NHA students to participate in activities such as field trips, graduation ceremonies, and graduation dinners, the student must be in financially good standing with the campus and the school district.

### **Graduation Ceremonies**

NHA will have one graduation ceremony per semester. Students that successfully complete all of their graduation requirements and that are in good financial standing with the district will be allowed to participate in the graduation ceremony. NHA students are encouraged to participate in the ceremony. Caps and gowns can be rented through the NHA office. This rental allows for all students to participate for a nominal fee. The cost of renting the gowns goes towards cleaning and replacement (students keep the tassel as a keepsake). NHA holds its graduation ceremony separate from LCHS.

### **Lubbock-Cooper High School**

NHA students are encouraged to attend sporting events at LCHS. Still, they are not allowed to participate in pep rallies, sports teams, or other extracurricular activities provided by LCHS. Students are not permitted to enter another campus without prior permission from the individual school's administration. NHA students are not eligible to attend LCHS dances, prom, or other events held for LCHS students.

### **CTE Methods of Administration (MOA)**

Career and Technical Education Methods of Administration (MOA) Public Notification of Nondiscrimination in Career and Technical Education Programs Lubbock-Cooper ISD offers several career and technical education programs. Admission to these programs is based on student interest and course prerequisites as listed in the Lubbock-Cooper High School Course Guide. It is the policy of Lubbock-Cooper ISD not to discriminate based on race, color, national origin, sex, or handicap in its career and technical education 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; and Section 504 of the Rehabilitation Act of 1973, as amended. Lubbock-Cooper ISD will take steps to ensure that lack of English language skills will not be a barrier to admission and participation in all educational and career, and technical programs. For information about your rights or grievance procedures, contact the Title IX Coordinator, Angie Inklebarger (ainklebarger@lcisd.net), or the Section 504 Coordinator, Tracy Fogerson (tfogerson@lcisd.net) at 13807 Indiana Avenue, Lubbock, TX 79423. 806.863.7100

### **Métodos de Administración para CTE (MAO)**

Métodos de Administración para Carreras y Educación Técnica (MAO) (Notificación pública de No Discriminación en Programas de Educación Técnica y Vocacional) El distrito escolar de Lubbock-Cooper ISD ofrece varios programas de Educación Técnica y Vocacional. La admisión a estos programas esta basada en el interés que los alumnos muestren y los cursos prerequeridos que se encuentran listados en la Guía de Cursos de la Secundaria en Lubbock-Cooper ISD. Es política de Lubbock-Cooper ISD



es no discriminar de sus programas, servicios, educación técnica y vocacional por motivo de raza, color, país de origen, sexo o impedimentos físicos, tal como lo requieren el Título VI de la Ley de Derechos Civiles de 1964, según enmienda; Título IX de las Enmiendas en la Educación de 1972, y la Sección 504 de la ley de Rehabilitación de 1973, según enmienda. Lubbock-Cooper ISD tomará las medidas necesarias para asegurar que la falta de habilidad en el idioma Inglés no sea una barrera para la admisión y participación en todos los programas educativos y vocacionales. Para información sobre sus derechos o procedimiento de quejas, comuníquese con el coordinador del Título IX, Angie Inklebarger (ainklebarger@lcisd.net) y/o la coordinadora de la Sección 504, Tracy Fogerson (tfogerson@lcisd.net) en la siguiente dirección, 13807 Indiana Avenue, Lubbock, TX 79423. Teléfono (806) 863-7100.