

OPEN-ENROLLMENT CHARTER CONTRACT RENEWAL APPLICATION

Section I. Current Information in Charter School Tracking System

Charter Holder Name: FOUNDATION FOR RECOVERING YOUTH (THE)
Charter School Name: HOUSTON HEIGHTS HIGH SCHOOL
Charter School County/District #: 101-821
Generation: 03
Maximum Approved Enrollment: 450
Grades Approved: 7,8,9,10,11,12

Campuses:

101821001
HEIGHTS CHARTER SCHOOL
1125 Lawrence
Houston, TX 77008
Grade Levels Currently Served:
09,10,11,12

Geographical Boundary:

The original charter application and amendment history reflects that the following district(s) comprise the charter school's geographic boundary:

- ALDINE ISD
- ALIEF ISD
- ALVIN ISD
- CLEAR CREEK ISD
- CYPRESS-FAIRBANKS ISD
- DEER PARK ISD
- FORT BEND ISD
- FRIENDSWOOD ISD
- GALENA PARK ISD
- HOUSTON ISD
- KATY ISD
- KLEIN ISD
- NORTH FOREST ISD
- PASADENA ISD
- PEARLAND ISD
- SPRING BRANCH ISD
- SPRING ISD
- WYLIE ISD

TEXAS EDUCATION AGENCY
CHARTER DETAIL INFORMATION

HOUSTON HEIGHTS HIGH SCHOOL
101821

CHARTER INFORMATION

Generation 03	Date Approved By SBOE 09/11/1998	Type of Charter Open enrollment charter	Approved Grade Levels Grade 7 Grade 8 Grade 9 Grade 10 Grade 11 Grade 12	Superintendent Name MR. RICHARD L MIK
ESC Region 04	Effective Date 10/01/1998	Type of School Start-up		
Number of Approved Sites 1	Projected Start Date 01/01/1999	Maximum Enrollment 450		
	Contract End Date 07/31/2013			



Section II. Contact Information

The persons listed below will be contacted by agency staff if there are issues to be resolved in any of the sections.

Superintendent Contact Information:

Superintendent's Name:	Richard L. Mik
Telephone Number:	713-868-9797
Fax Number:	713-868-9750
E-mail Address:	rmik@heightshs.org

Charter Holder Board Chair Contact Information:

Charter Holder Board Chair's Name:	The Foundation for Recovering Youth
Telephone Number:	713-868-9797
Fax Number:	713-868-9750
E-mail Address:	rmik@heightshs.org

Application Preparer's Contact Information:

Contact Name:	Richard L. Mik
Telephone Number:	713-868-9797
Fax Number:	713-868-9750
E-mail Address:	rmik@heightshs.org

Charter School Website:

Web address:	www.heightshs.org
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Section III. Posting of Adopted Budget

Chapter 12 of the Texas Education Code (TEC), specifically §12.104(b)(2)(L), makes explicit that open-enrollment charters are required to comply with TEC Chapter 39, Subchapter D, Financial Accountability. TEC §39.084, titled *Posting of Adopted Budget*, states the following:

- (a) On final approval of the budget by the board of trustees, the school district shall post on the district's Internet website a copy of the budget adopted by the board of trustees. The district's Internet website must prominently display the electronic link to the adopted budget.
- (b) The district shall maintain the adopted budget on the district's Internet website until the third anniversary of the date the budget was adopted.

Provide the web address of the adopted budgets:

<http://www.heightshs.org/schoolbudget.html>

Section IV. Organizational Charts

Submit, as **Attachment 1**, the organizational chart for the charter school that specifies the administrative positions including the title and name of the individual currently in each position.

Submit, as **Attachment 2**, a chart that identifies all other entities under the direction of the charter holder. This would include entities and/or programs that the charter holder governs/manages in addition to the charter school.

Section V. Admission Policy

- A. Specify the period during which applications for admission are accepted. *TEC, §12.117, requires that a charter school establish a reasonable application deadline for the submission of applications for admission.*

Beginning of Period
(Month/Day)

End of Period
(Month/Day)

April 1	June 5
---------	--------

- B. If the school admits students by lottery when the number of admissions applications received exceeds the number of available spaces, describe the procedures followed in conducting the lottery.

Type Below:

When admission applications exceed the number of available spaces a lottery is held. The lottery is held on the 15th day of June. The application number assigned to each student is placed in a bowl. Numbers are drawn. Students are offered placement in the order that the numbers were drawn until all vacancies are filled. Students do not have to be present for the drawing. They are informed by phone or if a phone is not available by mail.

- C. If the school utilizes a lottery when oversubscribed, are any categories of applicants exempted from the lottery?

Check One:

- Yes
 No
 Not applicable (because lotteries are not utilized)

If "Yes" was indicated in C above, state the categories of applicants that are exempted.

Type Below:

- D. If the school utilizes a lottery when oversubscribed, specify the approximate date on which a lottery will be conducted.

Approximate Date of Lottery
(Month/Day)

June 15

- E. If the school does not utilize a lottery when oversubscribed, but rather fills the available positions in the order in which applications were received before the expiration of the application deadline (i.e., a "first-come, first-served" admission process), describe the manner in which the school notifies the community of the opportunity to apply for admission. *TEC, §12.117, requires a charter school that uses a first-come, first-served admission process when oversubscribed to publish a notice in a newspaper of general circulation not later than the seventh day before the application deadline.*

Type Below:

REVISED DURING CONTINGENCY PROCESS.
SEE INSERT.

Section V. Admission Policy

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Beginning of Period
(Month/Day)

End of Period
(Month/Day)

April 1st

June 5th

- B. If the school admits students by lottery when the number of admissions applications received exceeds the number of available spaces, describe the procedures followed in conducting the lottery.

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- C. If the school utilizes a lottery when oversubscribed, are any categories of applicants exempted from the lottery?

Check One:

Yes

No

Not applicable (because lotteries are not utilized)

If "Yes" was indicated in C above, state the categories of applicants that are exempted.

Type Below:

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Type Below:

APPROVED DURING CONTINGENCY PROCESS.

F. If the school has a separate process for re-enrollment, state the process and the timeline to be used.

Type Below:

[Empty box with a hand-drawn circle]

G. State the procedures for processing applications received once the application deadline has passed.

Type Below:

Re-enrollment applications received after the June 5th deadline are subject to the same lottery procedures as any other applicant. All applications for admission have a "for office use only" field that contains the "date application received" and "application number". Paper numbers that correspond to the "application number" are placed in a bowl and drawn. Applicants are contacted in the order that their numbers were drawn until all spaces are filled. Winning applicants are called on the day of the lottery and the day after the lottery. Applicants that do not respond within three working days are considered withdrawn and the space is given to the next number drawn. If an applicant does not have a telephone number, written notification is mailed. The application is considered withdrawn if we do not hear from the applicant.

H. Describe the information that an applicant must provide in order to be considered for admission. *Applicants may not be required to provide copies of transcripts or other academic records until after they are offered admission and are enrolling. Furthermore, a student may not be precluded from enrolling due to the charter school's failure to receive information required for enrollment from the student's parent or guardian or previous school. See TEC, §25.002.*

Type Below:

[Empty box with a diagonal stamp: REVISED DURING CONTINGENCY PROCESS. SEE INSERT.]

I. The charter holder certifies that the non-discrimination statement required by TEC, §12.111(a)(6) is printed in the school's admission policy. *TEC, §12.111(6) requires that a charter school's admission policy include a statement that the school will not discriminate in admissions based on gender, national origin, ethnicity, religion, disability, academic, artistic, or athletic ability, or the district the child would otherwise attend.*

Check One: Yes
 No

J. Does the admission policy either require or permit the school to exclude from admission all students with documented histories of a criminal offense, a juvenile court adjudication, or discipline problems under TEC Chapter 37, Subchapter A as authorized by TEC, § 12.111(a)(6)?

Check One: Yes (The school excludes such students or reserves the right to exclude such students from admissions.)
 No (The school does not deny admission to such students based on their documented histories of misconduct.)

Submit

- as **Attachment 3**, a current copy of the admission policy that incorporates the information provided in the above answers to questions A through H and any other relevant information;
- as **Attachment 4**, a blank copy of the current admission application (i.e., the information requested when the student first seeks admission); and
- as **Attachment 5**, a blank copy of the current enrollment form(s) (i.e., the information required once an applicant has been offered admission and is registering for enrollment)

F. If the school has a separate process for re-enrollment, state the process and the timeline to be used.

Type Below:

Current students are given priority for re-enrollment. Current students may submit an application on April 1st. Any application received before the June 5th deadline for application are guaranteed admission. Applications received after the June 5th deadline are subject to the same lottery procedures as any other application.

G. State the procedures for processing applications received once the application deadline has passed.

Type Below:

Re-enrollment applications received after the June 5th deadline are subject to the same lottery procedures as any other applicant. All applications for admission have a "for office use only" field that contains the "date application received" and "application number". Paper numbers that correspond to the "application number" are placed in a bowl and drawn. Applicants are contacted in the order that their numbers were drawn until all spaces are filled. Winning applicants are called on the day of the lottery and the day after the lottery. Applicants that do not respond within three working days are considered withdrawn and the space is given to the next number drawn. If an applicant

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Check One: Yes
 No

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Section VI. Special Education Assurances

The charter holder certifies that it has policies and procedures in place that ensure implementation of all federal laws and regulations, Texas laws, State Board of Education (SBOE) and commissioner of education rules related to students with disabilities and further certifies that any future amendments to the laws, regulations, and rules will be incorporated and implemented.

Charles Goodrich

Signature of Charter Holder Board Chair
(Must sign in blue ink)

3-15-2013

Date

Charles Goodrich

Printed Name of Charter Holder Board Chair



Section VII. Assurances Regarding Charter Schools Serving Students at Residential Facilities

If the charter school is not currently approved to serve students at residential facilities, please indicate N/A on the signature line.

If operating a charter school campus on the site of a residential facility (RF) or serving students residing in or receiving services from an RF, the charter holder certifies the following:

Compliance with Special Education Requirements: The charter holder assures that it will comply with all of the requirements for the provision of educational services to students with disabilities as mandated by the Individuals with Disabilities Education Act, as amended, the Texas Education Code, and federal and state special education regulations. The charter holder acknowledges that state and federal special education requirements require, among other things, that it provide a free and appropriate public education (FAPE) in the least restrictive environment (LRE) to students with disabilities residing in RFs. The charter holder further assures that it will provide, or seek the provision of, a FAPE to students with disabilities, which may require it to contract with outside service providers or another local educational agency to provide necessary services and supports to students with disabilities.

Geographic Boundaries: The charter holder assures that it will accept students who reside in the school district(s) that are within each new campus's geographic boundaries regardless of the presence or absence of a disability or admission to or participation in an RF program.

Admissions Criteria: The charter holder assures that its admissions criteria will not be based on the presence or the absence of a disability or on gender, national origin, ethnicity, religion, academic, artistic or athletic ability, or the district the child would otherwise attend.

School Choice: The charter holder assures that parents-legal guardians (or adult students) will be advised that they may choose to enroll their child in either the charter school or the local public school district and that the elected choice will be documented in writing and filed for purposes of review or audit by the Texas Education Agency (TEA), external auditor, or other entity.

Residential Facilities Monitoring (RFM) System: The charter holder assures that it understands that, pursuant to 19 Texas Administrative Code (TAC) §97.1072, there is a specific system for monitoring school districts and charter schools that serve students with disabilities who reside in RFs. The charter holder further assures that it understands that it will be required to report data related to students with disabilities residing in RFs in TEA's data collection system known as *RF Tracker* and that it may be subject to RFM intervention activities and on-site visits based upon a review of the data it reports or on random or other means of selection.

Training: The charter holder assures that all personnel involved with serving students with disabilities residing in an RF and personnel involved with reporting data in *RF Tracker* will receive training on the RFM system.

**Section VII. (Continued) Assurances Regarding Charter Schools Serving
Students at Residential Facilities**

The charter holder assures that this assurance document has been shared with, and understood by, the RF board and that the RF board has acknowledged its understanding of all federal laws and regulations, Texas laws, State Board of Education (SBOE) and commissioner of education rules related to charter schools serving students at residential facilities and further certifies that any future amendments to the laws, regulations, and rules will be incorporated and implemented.

Charles Goodrich

Signature of Charter Holder Board Chair
(Must sign in blue ink)

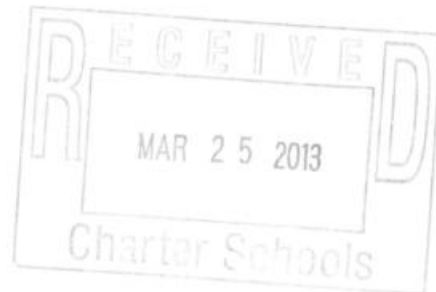
3-15-2013

Date

CHARLES GOODRICH

Printed Name of Charter Holder Board Chair

Please write N/A in the signature line if the charter does not serve students at residential facilities.



Section VIII. Bilingual/ESL, Section 504, and Dyslexia Assurances

TEC, Chapter 29, Subchapter B, TEC §12.104(b)(2)(G), and 19 TAC §§89.1201-.1265 require charter schools to identify limited English proficient students based on state criteria and to provide an appropriate bilingual education or English as a second language program conducted by teachers certified for such courses.

- A. The charter holder certifies that it has policies and procedures in place that ensure that it complies with the legal and regulatory requirements concerning identifying and providing appropriate educational services to limited English proficient students.

Check One:

Yes

No

Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. §794, prohibits discrimination on the basis of disability in any program receiving federal financial assistance. A recipient that operates a public education program or activity shall provide a free, appropriate public education to qualified individuals.

- B. The charter holder certifies that it has policies and procedures in place that ensure that it complies with the legal and regulatory requirements concerning identifying and providing appropriate educational services to students protected by Section 504.

Check One:

Yes

No

TEC §38.003, TEC §12.104(b)(2)(K), 19 TAC §74.28 and Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. §794, require charter schools to identify students with dyslexia or related disorders and to provide appropriate educational services.

- C. The charter holder certifies that it has policies and procedures in place that ensure that it complies with the legal and regulatory requirements concerning identifying and providing appropriate educational services to students with dyslexia or related disorders.

Check One:

Yes

No

I further certify that any future amendments to the laws, regulations, and rules will be incorporated and implemented.



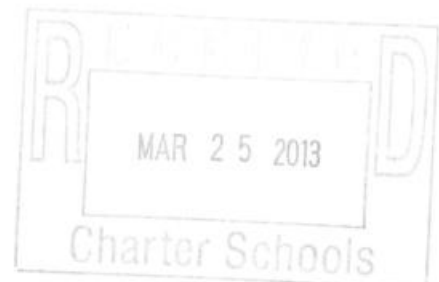
Signature of Charter Holder Board Chair
(Must sign in blue ink)



Date

Charles Goodrich

Printed Name of Charter Holder Board Chair



Section IX. Fingerprinting and Criminal Record Check Assurance

The charter holder certifies that it is in compliance with TEC §12.120, and confirms that no individual is serving in any capacity if he or she has been convicted of a misdemeanor involving moral turpitude; a felony; an offense listed in TEC §37.007(a); or an offense listed in Article 62.001(5) Code of Criminal Procedures.

Additionally, the charter holder confirms that all current fingerprinting and criminal record checks are available for all employees, including contract employees; volunteers who indicated in writing their intention to serve; board members; and officers of the charter holder who are not on the board, in compliance with TEC §§12.1059, 22.0832-22.0835.

Charles Goodrich

Signature of Charter Holder Board Chair
(Must sign in blue ink)

3-15-2013

Date

Charles Goodrich

Printed Name of Charter Holder Board Chair



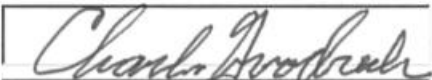

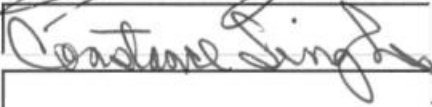
Section X. Certificate of Acknowledgement

This section requires at least a majority of the governing body of the charter holder to certify that it has had an opportunity to review the completed renewal application and has authorized, during an open meeting, submission of the application to the commissioner of education for consideration of renewal of the charter.

CERTIFICATE OF ACKNOWLEDGEMENT

The undersigned members of the governing body of the charter holder hereby acknowledge that they have had an opportunity to review the completed renewal application and have authorized its submission, during an open meeting, to the commissioner of education for consideration of the renewal of the charter:

**Members are to sign the acknowledgement during an open meeting; therefore, the date next to each signature must be the same.*

Typed Name (Type name next to corresponding signature)	Signature (Must sign in blue ink)	Date*
Charles Goodrich		3-15-13
Clifton McDerby		3.15.13
Constance Singleton		3.15.13



Michael L. Williams
Commissioner of Education

Michael Berry
Deputy Commissioner, Policy and Programs

Sally Partridge
Associate Commissioner, Accreditation and School Improvement

Heather Mauzé
Director, Charter School Administration Unit

For further information contact the Charter School Administration Unit at:

Texas Education Agency
1701 North Congress Avenue
Austin, Texas 78701

(512) 463-9575
(512) 463-9732 fax

Email - CharterSchools@tea.state.tx.us

Or visit the website:
<http://www.tea.state.tx.us/charter>

Attachment 1

Board of Directors
Charles Goodrich
Constance Singleton
Clifton McDerby

Superintendent
Richard Mik

Principal
Erica McCready

Special Education Services

Business Manager,
Registrar, Records Retention,
Instructional Supervision
Aaron Jacks

Office Manager
Rose Anne Garza

Aide
Lisa Jarmoloski

Houston Heights HS
Organizational Chart
2012-2013

Teacher
Kassy Anderson

Teacher
Lindsey Lacombe

Teacher
Alicia Aquino

Teacher
Nickolas Miller

Teacher
Carrie Carpenter

Teacher
Gilma Peterson

Teacher
David Ericson

Teacher
Linda Simpson

Teacher
Y. Golabbakhsh

Teacher
Roy Smallwood

Teacher
Stacey Gordon

Teacher
Jana Williams

Teacher
Ms. Green

Teacher, Title IX
Jose Zapata

Teacher
Sammy Johnson

Teacher
Yesenia Zavala

Special Education
Teacher
Ms. Darrin

Special Education
Teacher Aide
Mary McCready

Special Education
Teacher Aide
Sadia Farid

Special Education
Teacher Aide
Anna Goodner

Special Education
Teacher Aide
Mayra Zamarripa

Attachment 2

The Foundation for Recovering Youth governs only the Houston Heights High School open enrollment charter school. No other entities or programs are under the direction of the Foundation for Recovering Youth.

Attachment 3

Welcome to Houston Heights HS

Dear Prospective Parent and Student,

Thank you for considering Houston Heights HS as your school. Choosing the high school that best meets your needs is very important. We are here to provide you all the necessary information to help you make an informed choice. If you have any questions, please ask. We encourage open communication between families and Houston Heights HS.

How to Apply

- 1 Complete an application form. Applications are available on line or at the office.
- 2 The enrollment period for each year begins April 1st and ends June 5th

Selecting Students for Admission

- 3 When admission applications exceed the number of available spaces a lottery is held. The lottery is held on the 15th day of June. The application number assigned to each student is placed in a bowl. Numbers are drawn. Students are offered placement in the order that the names were drawn until all vacancies are filled. Students do not have to be present for the drawing. They are informed by phone or if a phone is not available by mail. Current students are given priority for re-enrollment. Current students may submit an application on April 1st. Any application received before the June 5th deadline is guaranteed admission. Applications received after the June 5th deadline is subject to the same lottery procedures as any other applicant. Re-enrollment applications received after the June 5th deadline are subject to the same lottery procedures as any other applicant.
- 4 This is how the lottery works. All applications for admission have a "for office use only" field that contains the "date application received" and "application number". Paper numbers that correspond to the "application number" are placed in a bowl and drawn. Applicants are contacted in the order that their names were drawn until all spaces are filled. Winning applicants are called on the day of the lottery and the day after the lottery. Applicants that do not respond within three working days are considered withdrawn and the space is given to the next number drawn. If an applicant does not have a telephone number, written notification is mailed. The application is considered withdrawn if we do not hear from the applicant within 7 working days.
- 5 Mark your calendar on June 15th. If you don't hear from us, call to be sure that you didn't miss our call.
- 6 When June 15th falls on a weekend. The lottery is held on the Friday before the weekend.

After You are Accepted

- 7 Complete the enrollment forms. They are on the Houston Heights HS web site or can be picked up at the school.
- 8 Contact your previous school. Make sure you withdraw and ask them to send us a copy of your transcript.
- 9 If you are a first time student call and schedule an appointment to review your transcript and plan your schedule.
- 10 Pick up a copy of the Student Code of Conduct. It has important information that you will need.

Attachment 4

Houston Heights High School

1125 Lawrence Street, Houston, TX 77008
713.868.9797 (tel) 713.868.9750 (fax)
www.heightshs.org info@heightshs.org



Application for Admission 2013-2014

Name (last, first, middle) apellido / last nombre / first segundo nombre/ middle

Date of Birth mm/ dd/ yyyy Social Security # seguro social del estudiante

Mother's Name nombre de madre Father's Name nombre de padre

Mother's Day Phone () - Father's Day Phone () -

Mother's Home Phone () - Father's Home Phone () -

Home Address Street, Apt/Suite calle / street apt/suite

City, State, Zip ciudad / city estado / state código postal / zip

Zoned Home School escuela zonificada Last School Attended ultima escuela que asistió

Grade currently enrolled (circle)

8th 9th 10th 11th 12th

How did you hear about Houston Heights High School?

Houston Heights High School does not discriminate on the basis of gender, national origin, ethnicity, race, religion, disability, academic, artistic, or athletic ability, or the district the child would otherwise attend. Houston Heights High School may exclude a student who has a documented history of a criminal offence, juvenile court adjudication, or discipline problems under TEC Chapter 37, Subchapter A.

Does the applicant have any documented history of criminal offences, juvenile court adjudication, or discipline problems? Yes No If yes, please explain below.

I, the undersigned, hereby certify that to the best of my knowledge and belief, the answers to the foregoing questions and statements made by me in this application are complete and accurate. I understand that any false information, omissions, or misrepresentations of facts may result in rejection of this application or future dismissal of the applicant.

Parent's Name _____ Parent's Signature _____ Date _____

FOR OFFICE USE ONLY
Date Application Received _____
Application Number _____

Attachment 5

Houston Heights High School

Student Enrollment Information

2013-2014

Name (last, first, middle)

Home Address

City, State, Zip

(If the mailing address is the same as the home address, the next two lines may be left blank.)

Mailing Address

City, State, Zip

Home Telephone Date of Birth

Student's Email

Federal Ethnicity and Race Information

Student's Cell Phone

Is the student Hispanic / Latino? Yes No

Father's Name

What is the student's race? (select one or more)

Father's Day Phone

- American Indian or Alaskan Native Asian
- Native Hawaiian / Other Pacific Islander
- Black or African American White

Father's Home Phone

Student's Social Security #

Father's Email

Gender Male Female

Mother's Name

Guardian Information - Does the student live with

Mother's Day Phone

Both Parents Mother Father

Mother's Home Phone

Other (if other, fill in guardian contact info)

Mother's Email

Guardian's Name

Guardian's Phone

Guardian's Email

Guardian Relationship

Emergency Contact

Emergency Phone

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Student Contract for Computer Systems Use & Individual Access to the World Wide Web at Houston Heights High School

Student Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone Number: (____) _____ - _____ Grade: _____

E-Mail Address _____

I understand and will abide by the responsibilities, behaviors and consequences defined in the Acceptable Use Policy (AUP) for Houston Heights High School (HHCS) Computer Systems, HHHS Network and Internet access provided by HHHS. I further understand that any violation of the regulations (HHHS AUP, federal and state law) is a breach of this contract, unethical and may constitute a criminal offense. Should I commit any violation, my access privileges may be revoked; school disciplinary action and/or appropriate legal action(s) may also be taken. Furthermore, any violations which result in damage to HHHS systems may result in financial liabilities for the student (and to the parent/guardian if the student defaults on their legal obligation).

Student Signature: _____ Date: _____

The student's parent/guardian must also read the Acceptable Use Policy and sign this agreement.

As the parent or guardian of this student, I signify that I have read the Acceptable Use Policy (AUP) for HHHS Computer Systems, HHHS Network and Internet access provided by HHHS. I understand that this access is designed for educational purposes and HHHS has taken appropriate precautions to eliminate controversial material. However, I also recognize it is impossible to restrict access to all controversial materials and I will not hold HHHS responsible for materials acquired on the network. I am also aware of, and agree to the legal obligations which are enumerated in the AUP – including the liabilities associated with inappropriate action or physical damage which may be caused by my child. I hereby give permission to allow individual access to the HHHS Computer Systems, HHHS Network and the Internet for my child and certify that the information contained on this form is correct.

Parent/Guardian's Name (please print): _____

Parent's E-Mail Address: _____

Parent Signature: _____ Date: _____

Houston Heights HS

HOME LANGUAGE SURVEY

The Texas Education Code requires schools to report the language(s) spoken at home for each student. This information is essential in order for schools to provide meaningful instruction to all students. Please answer the following questions:

Student's Name: _____

Date of Birth: _____ Grade: _____

Place of Birth: _____
City Country

What language is spoken in your home most of the time? _____

Qual idioma se habla en su hogar casi siempre? _____

What language does your child (do you) speak most of the time? _____

Cual idioma habla(s) su hijo/a (tu) casi siempre? _____

Date of initial entry into U.S. schools: _____

Fecha inicial de matricula en escuelas Estado Unidoses? _____

Has your family ever worked either in the Agriculture or Fishing industries? _____

Ha trabajado su familia en la industria pesquera o en la agricultura? _____

Signature of parent or guardian
Firma

Date
Fecha

For office use only - If language is other than English: For non-LEP classification

PASSED TAAS _____ ABOVE 40th PERCENTILE ON STAN 9 _____ WOODCOCK JOHNSON _____

If not PASSED L.A.S.-O. _____ NON-LEP _____ LEP _____

Houston Heights High School

MEDICAL RELEASE

As the parent or legal guardian of _____, I hereby give consent for emergency medical care prescribed by a duly licensed doctor of medicine or doctor of dentistry. This care may be given under whatever conditions are necessary to preserve life, limb, or well being of my dependent named above. _____ *(Initial)*

In, for, and on behalf of myself, my minor child, my heirs, executors, administrators and assigns, I hereby do further agree to indemnify, defend, and hold harmless the Foundation for Recovering Youth, dba, Houston Heights HS including its elected and appointed officials, employees, volunteers and all affiliated persons and entities, from and against any and all claims including claims of subrogation, losses, damages, causes of action suits and liability of every kind (including all expenses for litigation, costs and attorney's fees) for bodily injury, including death at any time resulting there from, sustained by any person or on account of damage to property, including loss of use thereof, arising out of or in consequence of the above named student participating in school activities, whether such injuries are due to or claimed to be due to the sole or concurrent negligence of the Foundation for Recovering Youth, dba, Houston Heights HS, its elected and appointed officials, employees, volunteers and all affiliated persons and entities. _____ *(Initial)*

Signature of Parent or Guardian: _____

Phone: (Home) _____ (Cell) _____ (Work) _____

Name of Doctor: _____ Phone: _____

FIELD TRIP PERMISSION

Throughout the school year, Houston Heights HS students will have several opportunities to leave campus for field trips, i.e. museums, libraries, universities, fine arts events, sporting events, governmental offices, etc. Please complete the following information giving permission for your child to participate in a field trip.

My child, _____, has permission to attend field trips sponsored by Houston Heights HS. I understand that transportation may be provided by a contracted bus service, volunteer parents, or by licensed students. My signature below indicates that I am giving permission for my child to go on school-sponsored field trips.

PHOTO / VIDEO RELEASE PERMISSION

I give Houston Heights High School permission to publish photos and/or videos of my child _____ I understand that photos and/or videos may be published in materials such as the school year book, the school Website, local newspapers, or materials promoting school programs.

Signature of Parent or Guardian

Date

**HOUSTON HEIGHTS HIGH SCHOOL ANNUAL PARENT NOTICE
RIGHT TO REQUEST TEACHER QUALIFICATIONS**

Dear Parent or Guardian:

Our school receives federal funds for Title I programs that are part of the *No Child Left Behind Act of 2001*. Throughout the school year, we will continue to provide you with important information about this law and your child's education.

You have the right to request information regarding professional qualifications of your child's classroom teacher(s). If you request this information, Houston Heights HS will provide you with the following as soon as possible.

- a. if the teacher has met state licensing requirements for the grade level and subjects in which the teacher is providing instruction;
- b. if the teacher is teaching under an emergency status for which state licensing requirements have been waived;
- c. the type of college degree major of the teacher and the field of discipline for any graduate degree or certificate; and
- d. if your child is receiving Title I services from paraprofessionals, his/her qualifications.

If you would like to request this information, please contact Houston Heights HS.

Thank you for your interest and involvement in your child's education.

Sincerely,

Richard Mik

Richard Mik, Superintendent

Parent/Guardian Signature

Student Signature

Telephone Number

Email Address

HOUSTON HEIGHTS HIGH SCHOOL
FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)
Annual Notice for Disclosure of School Directory Information
High School

Dear Parent/Guardian:

The Family Educational Rights and Privacy Act (FERPA) is a federal law that requires the school district, with certain exceptions, to obtain your written consent prior to the disclosure of personally identifiable information from your child's educational records. However, the school may disclose some student information without written consent when the information is designated "Directory Information" unless you have advised the district to the contrary in accordance with district procedures.

The primary use for Directory Information by the district is to include this type of information in certain school publications. It is generally not considered harmful or an invasion of privacy if released. Examples of school publications are:

- A playbill or program, showing your child's role in a drama or music production.
- The annual yearbook
- Honor roll or other recognition lists published at school or in newspapers
- Graduation programs
- Sports statistics listed in programs, such as football which may include height and weight of team members.
- School or district website

Directory Information can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to:

- Other schools the student is seeking to attend (transcripts, etc.)
- Class ring manufacturers
- State or federal authorities auditing, evaluating programs or enforcing state or federal laws
- A court by order of a subpoena

The school district has designated the following as directory information:

Student Name	Degrees, honors and awards received	Major field of study	Grade Level
Address	Most recent educational agency or institution attended	Dates of Attendance	
Telephone number	Participation in school-sponsored activities and sports	Photograph	
Email Address	Weight and height of members of athletic teams	Date and place of birth	

Two federal laws require school districts that receive assistance under the No Child Left Behind Act of 2001 to provide military recruiters, upon request, with three Directory Information categories- names, addresses, and telephone listings- unless parents have notified the district that they do not want their child's information disclosed without their prior written consent.

If you do not want the district to disclose Directory Information about your child without your prior written consent, you must notify the district in writing by _____ . Please complete the lower portion of this form and return the entire form to your child's school if you do not want your child's directory information disclosed.

Sincerely,

Richard Mik
 Superintendent
 (713) 866-9737
 rmik@heightshs.org

Parent: ONLY complete and return this entire form IF you DO NOT give your consent for release of School Directory Information. Use a separate form for each child and return it to their school.

I do not want my child's Directory Information disclosed and request one of the following:

- Do not release my secondary student's directory information at any time.
- Do not release my secondary student's directory information without my prior written consent.

Name of Student: _____ School: _____ Date: _____

Name of Parent/Guardian: _____ Signature of Parent/Guardian: _____

Address: _____ City: _____ State: _____ Zip: _____

Telephone Number: _____ Email Address: _____

Houston Heights High School
Access to Student Information
by
Military or College Recruiters

Dear Parent/Guardian and Secondary Students:

Houston Heights HS receives funds from the federal government under the *No Child Left Behind Act of 2001*. These funds are used in a variety of ways to provide additional help to students in greatest academic need. The law also requires that Houston Heights HS must, upon request, provide to military recruiters, colleges and universities, access to the names, addresses and telephone listings of secondary students.

It is important for you to know that a secondary school student or his/her parent or guardian may request that the student's name, address, and telephone number **NOT** be released by the district *without prior written parental consent*. If you would like to make such a request, please complete the following and return it to your child's school.

Parent or Guardian: Please complete this section and return the entire form to your child's school. Use a separate form for each child.

I am aware the district must provide access to military recruiters and colleges or universities of student names, addresses and telephone listings. I am aware the district will provide this information upon request, unless I require that such information not be given to the following groups *without prior written parental consent*:

Military Recruiters (please check one):

- Do not release my secondary student's information to military recruiters at any time.
- Do not release my secondary student's information to military recruiters until you have first obtained *my prior written parental consent* before doing so.

Colleges, Universities, or Institutions of Higher Learning (please check one):

- Do not release my secondary student's information to colleges, universities or other institutions of higher learning at any time.
- Do not release my secondary student's information to colleges, universities or institutions of higher learning until you have first obtained *my prior written parental consent* before doing so.

Name of Student: _____ Name of Parent/Guardian: _____

Parent Signature: _____ Date: _____

Adult Student Signature: _____ Date: _____

Houston Heights High School 2013-2014 Parent & Student Contract

I am the parent/guardian of a Houston Heights High School student. I agree to require and support my child's attendance and participation in any tutoring program the school deems necessary. Tutoring programs may require attendance after school, on Saturdays, and on holidays such as spring break. I agree to withdraw my child from school if their attendance at tutoring sessions falls below 95%. If I do not withdraw my child, I give Houston Heights High School staff permission to withdraw my child and inform me of the withdrawal by certified mail. As a student at Houston Heights High School, I agree to attend any tutoring program the school deems necessary as described above.

Student _____ Date _____

Parent _____ Date _____

Parent **Circle and complete the best way to contact you:**

Email Address _____

Cell Phone Number _____

Home Phone Number _____

Mail Address _____

**HOUSTON HEIGHTS HIGH SCHOOL
CODE OF STUDENT CONDUCT**

The purpose of the Code of Student Conduct is to inform all students, parents and teachers of the Houston Heights High School's expectations regarding behavior and conduct. Please sign and date in the space provided verifying that you either received a copy of the Code of Student Conduct or agreed to read Code of Student Conduct on line at www.heightshs.org.

This form is kept in your child's school record folder. Your signature indicates that you will follow the Code of Student Conduct.

**Student's
Name:**

**Student's
Signature:**

Date: _____

**Parent's
Signature:**

Date: _____

Houston Heights High School Student Interest Survey

Name: _____

Date: _____

1. What do you plan to do after you graduate from high school?

2. What type of careers or jobs interest you?

3. What are some things you like to do when not in school?

4. What are your favorite subjects or favorite things about school?

5. What are your least favorite subjects or least favorite things about school?

6. Who do you live with most of the time? _____
7. If employed, name of your employer? _____
8. If employed, how many hours do you usually work per week? _____
9. Do you have computer/internet access at home? _____
10. How will you get to school? _____
11. How will you get home from school? _____
12. Child care responsibilities? _____ If yes please explain _____
13. Name of Health Insurance? _____
14. What language/s do you speak at home? _____
15. Have you repeated any grade/s? _____ If yes what grade/s? _____

**Letter to Households to Qualify Houston Heights High School
for Compensatory Education Funding for School Year 2013–2014**

Dear Parent or Guardian:

The Houston Heights High School may qualify for additional funding from the state if any of our students meet certain guidelines. The additional funding, known as the Compensatory Education Allotment, is used to provide supplemental services to students who are at-risk or not performing at an appropriate level. Please help us collect the necessary information so that we may receive additional state dollars for the benefit of our students.

The district is automatically eligible for this funding if you receive food stamps or Temporary Assistance for Needy Families (TANF). Otherwise, the district may qualify for this funding depending upon your income and family size. Please complete the attached *Form for Compensatory Education Funding Qualification* and return it to:

Rose Ann Garza, 1125 Lawrence St., Houston, TX 77008

Please complete a separate form for each child. Attached are more detailed instructions to help you fill out the form.

- Households receiving food stamps or Temporary Assistance for Needy Families (TANF): Complete the child's name and case number and have an adult household member sign the form. If you have more than one child attending school, complete a separate form for each child.
- Households with one or more foster child: List the child's name and the amount of "personal use" income the child received last month and have an adult household member sign the form. If you have more than one foster child attending school, complete a separate form for each one.
- Households that do not receive food stamps or TANF: If you do not have a case number, you should list the names of all household members, the amount of income each person received last month, and where the income came from. An adult household member must sign the form and include his or her social security number or indicate that he or she has no social security number. If you have more than one child attending school, you should complete a separate form for each one, but you only have to complete this section once.

Frequently Asked Questions:

Will the form be verified? Yes. State officials require us to verify the information that qualifies the district for the extra funding, therefore, the information that you send us may be checked at any time during the school year. School officials may ask you to send written documentation to verify that your income meets the eligibility guidelines.

Should I report any changes? Yes. If your income meets eligibility guidelines, please tell us if your income increases by more than \$50 per month or \$600 per year, or if the size of your household decreases. If your household receives food stamps or TANF, you should tell us when you no longer receive these benefits.

Will this information be kept confidential? Yes. We will use the information on your form only to see if your child or children meet the eligibility guidelines that will enable the district to receive the extra funding. The information will not be used for any other purpose.

Will my child receive extra services if I complete this form? Not necessarily. Funding for this program is based on the number of students with certain qualifying levels of family income, but the allocated funds must be spent for students that meet different eligibility criteria. If your child has performed poorly on TAKS or other required tests, or meets other criteria for being at-risk of dropping out of school, then your child will likely receive additional services. If your child does not directly benefit-- other children in the district may benefit from this additional funding.

If my family income does not qualify the district for extra funding now, can I apply later if my circumstances change? Yes. You may submit the required forms at any time. If your income does not meet eligibility guidelines now but circumstances change (like household income decreases, household size increases, a wage earner become unemployed, the household receives food stamps or TANF), complete the form again. If you need new forms or any other help or information, call Rose Ann Garza at (713)868-9797.

Why does the consent in paragraph 6 refer to free or reduced price meals or free milk when my school does not participate in that program?

State compensatory education funds are partially allotted on the basis of the number of students in a school district or charter school who are eligible for the national free or reduced-price lunch program in which some schools participate. Therefore, in order for your school to receive the amount of state compensatory education funds to which it is entitled, you are being asked to provide the same information that would be provided in an application to participate in that program. The consent paragraph is included on the form because federal law does not allow the disclosure of information about children eligible for free or reduced price meals or free milk without consent and further requires that the consent include a statement that the failure to sign does not make the child ineligible for the meal/milk program.

Confidential
Information

Houston Heights High School
Form for Compensatory Education Funding Qualification
School Year 2013-2014

Confidential
Information

Please fill out one form for each child attending school, sign each form, and return it to Rose Ann Garza. Instructions for filling out the form are attached. If you need help, please call Rose Ann Garza at (713) 868-9797.

1. Child's name: _____
(Last Name) (First Name) (Middle Initial)
Child's grade: _____ School: _____ SSN or student ID: _____
(Optional)

2. Is the child a foster child? If this is a foster child, check here [] and list the child's monthly personal use income: \$ _____. SKIP sections #3 and #4 and GO TO section #5.

3. Are you receiving food stamps or TANF benefits for your child? If you are receiving food stamps or TANF benefits for this child, check here [], list the case number, and then SKIP section #4 and GO TO section #5.
Food stamp case number: _____ TANF case number: _____

4. All other households. Complete this section if the child is not a foster child and you are not receiving food stamps or TANF benefits for the child (you did not complete sections #2 or #3). (If you have more than one child attending school and you are completing a separate form for each, you may complete this section only once.)

List all household members including the child listed above. Show all income. Then GO TO section #5.

NAMES	CURRENT MONTHLY INCOME					
	Name of household members (include the child listed above)	Check if \$0 income	Monthly earnings (before deductions) Job #1	Monthly welfare, child support, alimony	Monthly payments from pensions, retirement, social security	Monthly earnings from job #2 or any other monthly income
1.			\$	\$	\$	\$
2.			\$	\$	\$	\$
3.			\$	\$	\$	\$
4.			\$	\$	\$	\$
5.			\$	\$	\$	\$
6.			\$	\$	\$	\$
7.			\$	\$	\$	\$
8.			\$	\$	\$	\$
9.			\$	\$	\$	\$
10			\$	\$	\$	\$

5. Signature and social security number. I certify that all of the above information is true and correct and that the food stamp or TANF case number is current and correct or that all income is reported. I understand that this information is being given in order for the school to receive additional state funding and that school officials may verify the information.

Signature of adult _____ Social security number _____ - _____ - _____

Printed name _____ Home phone _____ Work phone _____

Mailing address _____ City _____ State _____ TX Zip _____ Date _____

6. Consent for release of information to Texas Education Agency for program audit purposes. I consent to the release of the above information by the _____ school district/charter school to the Texas Education Agency for the purposes of auditing compensatory education funding reports. I understand that the Texas Education Agency will not share the information with any other entity or program. I also understand that the failure to sign this consent does not affect my child's eligibility for free or reduced price meals or free milk.

Signature of adult _____ Date _____

FOR OFFICIAL USE ONLY: Food Stamp or TANF Eligible []

Total Monthly Income \$_____ Household Size _____ Income Eligible []

Determining Official _____ Signature _____ Date _____

Retain in District -- Do Not Send to TEA

Instructions for Completing the Compensatory Education Funding Qualification Form

Please complete the **Compensatory Education Funding Qualification Form** using the instructions below. Sign, date and return the form to Rose Ann Garza. If you need assistance, call Rose Ann Garza at (713) 868-9797. Complete a separate form for each child in your household that attends public school.

1. Child information. Print your child's name, grade, and the name of the school.

2. Foster child. Complete this section if this is a foster child. List the foster child's monthly "personal use" income. Put "0" if the foster child does not receive "personal use" income. A foster parent or other official representing the child must sign the form in section #5. You are not required to list a social security number.

3. Food stamps or Temporary Assistance for Needy Families (TANF) benefits. If you are receiving food stamps or TANF benefits for the child, complete this section of the form. List the current food stamp or TANF case number for the child. An adult household member must sign the form in section #5. You are not required to list a social security number.

4. All other households. Complete this section of the form if the child is not a foster child and you are not receiving food stamps or TANF benefits for the child. (If you have more than one child attending public school and you are filling out a separate form for each one, you only need to complete this section once.)

List the name of everyone in your household even if they do not have an income. Include yourself, your spouse, the child, and all other household members.

List the amount of income each person received last month before taxes or any other payroll deductions. List the income source, such as earnings, welfare, pensions, and other income. (See examples below for types of income to report.) Each income amount should be entered in the appropriate column on the form. If any amount last month was more or less than usual, write that person's usual monthly income.

If anyone is self-employed, write the amount of income the person earns from self-employment. For example, self-employment income could be from operating a farm or a business such as a day care center.

Sign the form in section #5 and list your social security number. If you do not have a social security number, write "none."

5. Signature and social security number. The form must have the signature of an adult household member. Unless you have a food stamp or TANF case number or the child is a foster child, the social security number of the adult who signs the form must be included. If the person who signs the form does not have a social security number, put "none."

6. Consent. The adult household member whose signature appears in 5 should sign and date the consent.

Examples of Income to Report

Earnings from work

Wages/salaries/tips
Strike benefits
Unemployment compensation
Worker's compensation
Net income from self-owned
business such as day care
center, farm or other

Pensions Retirement Social Security

Pensions
Supplemental security income
Retirement income
Veteran's payments
Social security

Other Monthly Income Self-Employment

Disability benefits
Cash withdrawn from savings
Interest/dividends
Income from estates/trusts/investments
Regular contributions from persons not
living in the household
Net royalties annuities-net rental income
Military allowance for off-base housing
Any other income

Welfare Child Support Alimony

Public assistance payments
Welfare payments
Alimony/child support payments



TEXAS EDUCATION AGENCY

1701 North Congress Ave. • Austin, Texas 78701-1494 • 512 463-9734 • 512 463-9838 FAX • www.tea.state.tx.us

Michael L. Williams
Commissioner

Charter Renewal Contract

October 7, 2013

Mr. Charles K. Goodrich, Board Chair
The Foundation for Recovering Youth
11630 Snowmass Drive
Houston, Texas 77070



Re: Charter Renewal Contract for Houston Heights High School (CDN 101-821)

Dear Mr. Goodrich:

I am pleased to inform you that the charter renewal is approved for Houston Heights High School with a contract ending date of July 31, 2023. After renewal, the charter contract shall consist of the following:

- the representations and assurances made by the charter holder in the original request for application under the standard application system, including all revisions made during the contingency process;
- the original contract for charter, as signed by the charter holder and the State Board of Education;
- any condition, amendment, modification, revision, or other change to the charter approved by the State Board of Education or the commissioner of education, including any prior renewal documents with revisions based on contingency responses;
- the final renewal application received in spring 2013, on file with the Division of Charter School Administration, including any revisions required by the agency and any amendments to the charter made through the renewal application; and
- all statements, assurances, commitments, and representations made by the charter holder in its application for charter renewal and its attachments or related documents, to the extent that these documents are consistent with those listed above.

By accepting these renewal terms, the charter holder represents that it understands that the charter holder, including any and all governance, at whatever level whether appointed or elected, employees, agents, and volunteers, shall fully cooperate with every Texas Education Agency investigation and/or sanction deemed necessary by the commissioner based on authority and responsibility given to the commissioner in state or federal law. This means that Texas Education Agency staff may conduct confidential interviews of charter school personnel and contractors outside the presence of representatives of the charter school's administration and board and that failure to timely reply with reasonable requests for access to site, personnel, documents, or other materials and/or items is a material violation of the contract for charter.

Mr. Charles K. Goodrich, Board Chair
The Foundation for Recovering Youth
Page 2 of 2

By accepting these renewal terms, the charter holder represents that it is understood by all parties that, if the charter holder loses its 501(c)(3) tax exempt status for any period of time, through action of the Internal Revenue Service or any other action which renders the charter holder no longer an "eligible entity" within the meaning of TEC §12.101(a), the charter contract shall be rendered void, and it shall automatically return to the commissioner of education (COE) without any further action.

Note that this contract is contingent upon legislative authorization and that the contract and the funding under state and federal law may be modified or even terminated by future legislative acts. Furthermore, state and federal laws and rules may periodically be adopted, amended, or repealed, and all such changes applicable to the charter holder or its charter school(s) may modify this contract, as of the effective date provided in the law or rule. Nothing in the charter contract shall be construed to entitle the charter holder to any privilege or benefit, including any funding, but in accordance with state and federal laws in effect and as they may in the future be amended. A contract term that conflicts with any state or federal law or rule is superseded by the law or rule to the extent that the law or rule conflicts with the contract term.

To acknowledge acceptance of this renewed contract, the chair of the charter holder board must sign below and return the entire original document to:

**Texas Education Agency
Division of Charter School Administration
William B. Travis Building, Room 5-107
1701 North Congress Avenue
Austin, Texas 78701-1494**

The charter holder should keep a copy of the document for its files. Please contact the Division of Charter School Administration at (512) 463-9575 with any questions.

Sincerely,



Michael Williams
Commissioner of Education

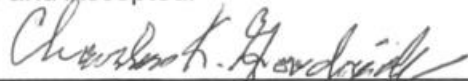
MW/kj



cc: Mr. Richard L. Mik, Superintendent

I the undersigned hereby certify that the governing body of the charter holder has accepted and agreed to the charter renewal agreement for Houston Heights High School as outlined in the foregoing letter and has authorized me to sign below.

Agreed and Accepted:



Mr. Charles K. Goodrich,
Board Chair, The Foundation for Recovering Youth

10/16/13
Date