# OPEN-ENROLLMENT CHARTER CONTRACT RENEWAL APPLICATION

# Section I. Current Information in Charter School Tracking System

Charter Holder Name:

STUDENT ALTERNATIVES PROGRAM, INC.

Charter School Name:

GATEWAY ACADEMY CHARTER DISTRICT

Charter School County/District #:

240-801

Generation:

03

Maximum Approved Enrollment:

700

Grades Approved:

9,10,11,12,GED

Campuses:

240801001

GATEWAY ACADEMY-TOWNLAKE CHARTER HIGH SCHOOL

104 Del Court, Suite 100

Laredo, TX 78041

Grade Levels Currently Served:

09,10,11,12,AE

240801002

GATWAY ACADEMY-SIERRA VISTA CHARTER HIGH SCHOOL

4620 S Lucy

Laredo, TX 78043

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:

LAREDO ISD UNITED ISD WEBB CISD

# Update to Data Provided by TEA **OPEN-ENROLLMENT CHARTER** CONTRACT RENEWAL APPLICATION

# Section I. Current Information in Charter School Tracking System

Charter Holder Name:

STUDENT ALTERNATIVES PROGRAM, INC.

Charter School Name:

GATEWAY ACADEMY CHARTER DISTRICT

Charter School County/District #:

240-801

Generation:

03

Maximum Approved Enrollment:

700

Grades Approved:

9,10,11,12,GED

Campuses:

240801001

240801002

per Mr. Chatman's directives.

GATEWAY ACADEMY-TOWNLAKE CHARTER HIGH SCHOOL

104 Del Court, Suite 100

Laredo, TX 78041

GATWAY ACADEMY-SIERRA VISTA CHARTER HIGH SCHOOL

On July 22, 2005 correspondence from the Superintendent was submitted to

Mr. Charlie Chatman at the then TEA Guidance & Counseling Division/High School Equivalency Program requesting the cancellation of the GED/HSEP for

the Gateway Academy Charter. GED cancellation procedures were followed as

4620 S Lucy

Grade Levels Currently Served:

Laredo, TX 78043

Grade Levels Currently Served: 09,10,11,12

09,10,11,12,AE

### Geographical Boundary:

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

LAREDO ISD UNITED ISD WEBB CISD

# 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:

Frances Berrones-Johnson

Telephone Number:

210-227-0295

Fax Number:

210-227-7879

E-mail Address:

Frances.Johnson@sapicsc.org

# **Charter Holder Board Chair Contact Information:**

Charter Holder Board

Chair's Name:

San Juanita "Janie" Villa

Telephone Number:

956-472-0620

Fax Number:

210-227-7978

E-mail Address:

jvillasapi@gmail.com

# **Application Preparer's Contact Information:**

Contact Name:

Frances Berrones-Johnson

Telephone Number:

210-227-0295

Fax Number:

210-227-7879

E-mail Address:

Frances.Johnson@sapicsc.org

# **Charter School Website:**

Web address:

http://sapiacademies.org/

# 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://sapiacademies.org/

# 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,

# **POLICIES PERTAINING TO OUR STUDENTS**

# ADMISSION AND ENROLLMENT CRITERIA

REVISED DURING CONTINGENCY PROCESS.
SEE INSERT.

# **Admission Criteria**

# Student Anti-Discriminatory Policy

All persons shall recognize and respect the rights of students as established by federal and State law and Charter School policy, including but not limited to adherence to Title IX prohibitions against gender discrimination in education programs which receive federal financial assistance, as do those of the school. The educational program of the Charter School shall be nonsectarian and shall not discriminate against any student on the basis of race, ethnicity, sex, national origin, religion, disability or need for special education services, academic, artistic, or athletic ability; or the district the child would otherwise attend under state law.

Such prohibitions include such activities as engaging in sexually-oriented conversations for the purpose of personal sexual gratification, telephoning students at home or elsewhere or using electronic or other media to solicit inappropriate social relationships, physical contact that reasonably would be construed as sexual in nature and enticing or threatening students to engage in sexual behavior in exchange for grades or other Charter School-related benefit.

Such conduct or other sexual harassment of students by employees of the Charter Schools can be discrimination on the basis of sex and may be actionable under federal and State law as well as subject to strict discipline, including termination of employment under School policy.

All Title IX and/or other complaints of unlawful or inappropriate conduct by an employee with a student shall be brought to the immediate attention of the Title IX Coordinator or the Charter School Director.

# Admission Application Deadline

The Charter School's admission application period is from May 1<sup>st</sup> through June 30<sup>th</sup>. If the Charter School receives more applications than it has spaces available, then the charter school must conduct a random lottery.

# Non-resident Transfer Students

Students who reside outside any Charter School's approved, geographic boundaries may be admitted once all eligible, resident students who submitted a timely application are enrolled.

Date Adopted: November 4, 2000 Date Amended: February 23, 2013

# POLICIES PERTAINING TO OUR STUDENTS

# ADMISSION AND ENROLLMENT CRITERIA

# \_\_APPROVED DURING CONTINGENCY PROCESS

# Student Anti-Discriminatory Policy

Admission Criteria

All persons shall recognize and respect the rights of students as established by federal and State law and Charter School policy, including but not limited to adherence to Title IX prohibitions against gender discrimination in education programs which receive federal financial assistance, as do those of the school. The educational program of the Charter School shall be nonsectarian and shall not discriminate against any student on the basis of race, ethnicity, sex, national origin, religion, disability or need for special education services, academic, artistic, or athletic ability; or the district the child would otherwise attend under state law.

Such prohibitions include such activities as engaging in sexually-oriented conversations for the purpose of personal sexual gratification, telephoning students at home or elsewhere or using electronic or other media to solicit inappropriate social relationships, physical contact that reasonably would be construed as sexual in nature and enticing or threatening students to engage in sexual behavior in exchange for grades or other Charter School-related benefit.

Such conduct or other sexual harassment of students by employees of the Charter Schools can be discrimination on the basis of sex and may be actionable under federal and State law as well as subject to strict discipline, including termination of employment under School policy.

All Title IX and/or other complaints of unlawful or inappropriate conduct by an employee with a student shall be brought to the immediate attention of the Title IX Coordinator or the Charter School Director.

## Admission Application Deadline

The Charter School's admission application period is from May 1<sup>st</sup> through June 30<sup>th</sup>. If the Charter School receives more applications than it has spaces available, then the charter school must conduct a random lottery.

Date Adopted: November 4, 2000 Date Amended: February 23, 2013

# Public Education Grant

The Charter Schools are open-enrollment charter schools as provided by Texas Education Code, Chapter 12, Subchapter D, § 12.1011. It is the express policy of the Charter Schools to admit students eligible for a public education grant.

# **Exclusion from Admission**

The Charter Schools reserve the right to exclude from admission a student who has a documented history of a criminal offense, juvenile court adjudication, or discipline problems under the Education Code, Chapter 37, Sub Chapter A.

# Enrollment Criteria

# Eligibility

The Superintendent, or Designee, shall ensure that appropriate measures are taken to verify, on enrollment, that a student is entitled to enroll in the Charter Schools.

Areas to be verified include, but are not limited to, a student's residency and grade level. To verify residency, parents are requested to provide copies of one or more of the following documents: voter registration, tax records, utility bill, and lease on house, condominium or apartment.

# **Enrollment Documentation**

Upon a student's enrollment, the Superintendent, or Designee, shall ensure that a bona fide effort is made to secure all records and require documentation pertaining to the student.

# **Establishing Identification**

To verify the identity and age of the student, parents are requested to furnish the student's birthicertificate or one or more of the following: a passport; driver's license if applicable; military ID: hospital birth record: adoption records: church baptismal record; the child's record from the school most recently attended: school ID card, records, or report card: immunization records; or any other legal document that establishes identity.

Identification is required within 30 days of a child's enrollment; however, children shall not be denied enrollment or be removed solely because they fail to meet this requirement.

If a child is enrolled under a name other than the child's name as it appears in the identifying documents or records, the charter school must notify the Missing Children and Missing Persons Information Clearinghouse. If a student's records have not been received within 30 days of a request, making this comparison impossible, the charter school must notify the municipal police or sheriff department for a determinate/ion of whether the child has been reported missing.

Date Adopted: November 4, 2000 Date Amended: February 23, 2013

# \_\_\_\_\_ Charter District Student Alternatives Program, Inc. ≉

# **Procedures for Determining Admission**

# Eligibility

Students wanting to enroll in the charter school must fill out an Application for Admission. Applications for admission will be reviewed for eligibility. Students will be eligible if they meet residency requirements (live within the geographical area), are no more than 20 years of age as of September 1<sup>st</sup>, and meet grade placement requirements (9<sup>th</sup> through 12<sup>th</sup> grades). The school will not discriminate in admission based on gender, national origin, ethnicity, religion, disability, academic, artistic, or athletic ability, or the district the student would otherwise attend. The Charter District may deny admission to applicants who have a documented history of criminal offense, juvenile court adjudication, or discipline problems.

# Admissions

Currently enrolled students receive a Notice of Intent to Return form on May I<sup>st</sup> of the current school year. This form asks students to state whether they intend to return the following school year. The form must be returned by May 25<sup>th</sup>. Currently enrolled students expressing a desire to return are automatically enrolled for the following school year upon timely receipt of the Notice of Intent to Return form. Vacancies in each class are then determined, and the siblings of returning students and the children of the charter school's founder (if applicable) are given priority in admission.

Applications from new students are accepted from May 1<sup>st</sup> through June 30<sup>th</sup>, and reviewed for eligibility. Students who are not eligible or whose application has been denied will be notified as soon as possible. If the number of eligible applicants does not exceed the number of vacancies, then all applicants who timely applied are offered admission. If there are more eligible applicants than available spaces, then a lottery will be conducted on July 1<sup>st</sup>. A name is drawn for each vacancy that exists, and each applicant whose name is drawn is offered admission. The remaining names are then drawn and placed on a waiting list in the order they were drawn. If an application is received after the application period has passed, the applicant's name is added to the waiting list behind the names of the applicants who timely applied. If a vacancy arises before the commencement of the school year or during the school year, the individual on the waiting list with the lowest number assignment will be offered admission and then removed from the waiting list. If there is no waiting list, the student will fill out an admission application, which will be reviewed for eligibility and disciplinary history. The applicant will be advised if the application was either approved or denied for admission as soon as possible.

### Enrollment

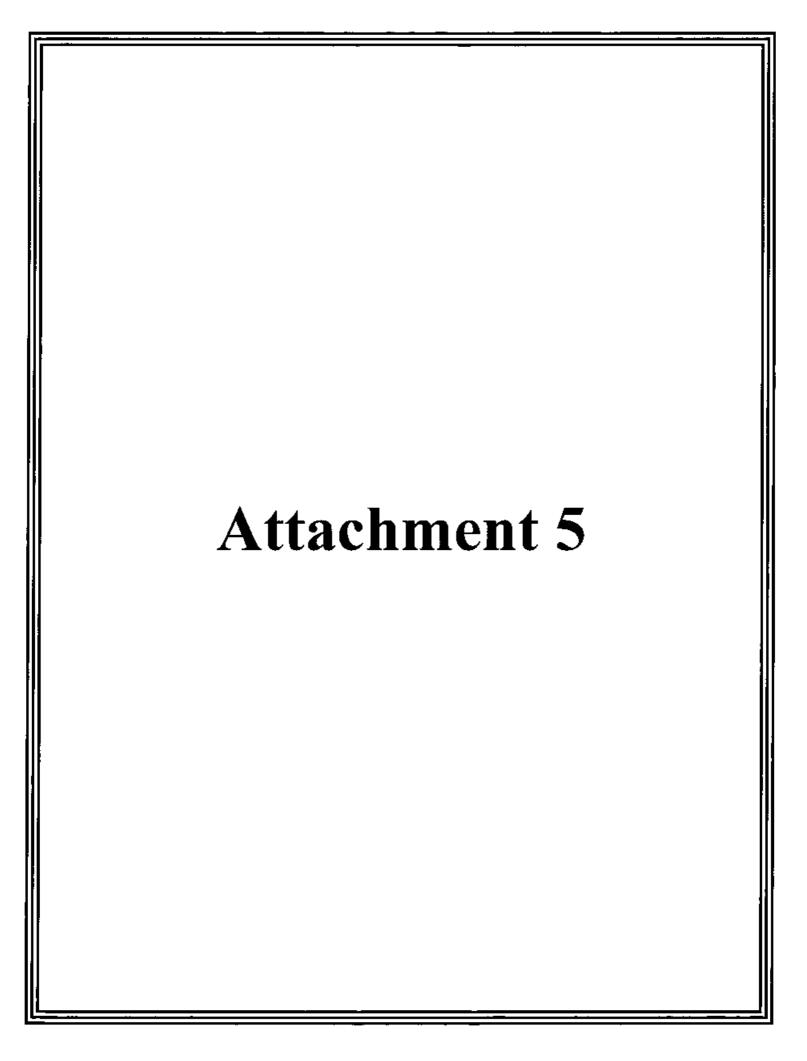
Only after a student has been offered admission may be be asked to fill out an enrollment form and provide information needed to complete the registration process. Applicants are not required to provide copies of transcripts or other academic records prior to enrollment. In addition, a student will not be precluded from enrolling due to the Charter School's failure to receive the information required for enrollment from the student's parent and or previous school.

# Attachment 4

# \_\_\_\_\_ Academy Charter District Application for Admission

20\_\_\_--20\_\_\_

Students wanting to enroll at
Date of Application:
Name of Applicant:Date of Birth:
Address: Tel. #:
Address: Tel. #:
Parent's/Guardian's Name: Tel. #:
Parent's Address (If Different):
(Street) (City) (ZIP Code)
Last School Attended: Grade Level:
Do you have a documented history of any of the following:
* a criminal offense?    Yes    No (Check one)
* juvenile court adjudication?
* juvenile court adjudication?



\_\_\_\_\_Academy Charter District Student Alternatives Program, Inc.\$\frac{\delta}{2}

# Confidentiality Sheet/Student File Check-Out Log

\_\_\_Student Name:

Print Name	Signature	Purpose	Date
	<u>-</u>		
<del></del>			
		<del></del>	
		· <del> </del>	
ļ			
·		··	
	· · ·	<del> </del>	•
· · · · · · · · · · · · · · ·			
		·	
	· <del></del> <b>.</b> -		
		<del></del>	
		; ;	
		i	
<del></del>		+	
·· ·· <del></del>			
		<del>                                     </del>	
		<del> </del> -	
		•	
ļ	•		
			·
			- <del></del>
			<del></del>
		İ	j ·
			i

# Academy Charter District Student Alternatives Program, Inc.

# **Student Enrollment File Document Checklist**

To assure the student's good standing in our Academy, all documents lis	ted below must be on file:
☐ "Confidentiality Sheet"/Student File Review Log	
☐ Student Enrollment File Document Checklist	
Application for Admission	
☐ Enrollment Information Form	
Confidentiality:	
Records Release Form	
Note: Form requires Parent/Legal Guardian or Adult Student signature.	
☐ Notice for Release of Personal Student Information (FERPA)	
Note: Form requires Parent/Legal Guardian or Adult Student signature.	
Request for Transfer of Records Form  Note: If student information is obtained via TREX, current charter school offici  TREX submission is required. For former students, current charter school offici  student information is requested utilizing this form, the PREVIOUS school offici	al signature and notation is required. If
Student Medical Information:	•
Student Health Information Form	
Student Medical Insurance Acknowledgement Form	
Copy of Student's Updated Immunization Record Including Hearing,	Vision, and Spinal Screening
Results (Optional: Varicella Affidavit, TB Exposure Affidavit)	
Student Expectations:	
☐ Acceptable Use Policy Student/Parent Agreement	
☐ Student Science Laboratory Safety Contract	
☐ Student/Parent or Guardian Attendance Contract	
Student Expectations Acknowledgement Form (i.e. Addendum to St	udent Code of Conduct
Handbook)	
Acknowledgement Form for Receipt of Student Code of Conduct Ha	indbook
Student Activities:	
Extra Curricular Activity Student Interest Survey	
Other Student Information:	
☐ PEIMS Information Form	
☐ At Risk Student Profile Form	
TX PS Student/Staff Ethnicity and Race Data Questionnaire	
☐ Copy of Student's Birth Certificate	
☐ Copy of Student's Social Security Card	
Proof of Residency (i.e. utility bill-water, gas, light-with student hon	ne address or rental agreement
With student home address)     Note: If student home address differs from that of parent, a letter signed by the student's current residence.	e parent must be attached to confirm the
☐ Copy of Student TX ID, Driver's License, ID with Student's Picture or	Student Picture
☐ Copy of Parent's TX ID, Driver's License, or ID with Parent's Picture	
This Checklist must be signed and verified for completeness by a charter s	school official.
Signature	Date

# Academy Charter District Application for Admission

20\_\_\_-- 20\_\_\_\_

submit this Application for Admission form, be eligible if they live within the years of age (as of September 1st), and meet 9 will not discriminate on the basis of gender, in academic or athletic ability, or the district to District may deny admission to applicants with juvenile court adjudication, or discipline problem Applications for the next school year of by that date, the number of eligible applicants applicants who timely applied are offered adavailable spaces, then a lottery will be conduct that exists and each applicant whose name is will then be drawn and placed on a waiting arises, the individual on the waiting list with admission and then removed from the waiting received after the application deadline is acapplicants who timely applied.	which will be red Scho  Scho  Scho  Ithrough 12 <sup>th</sup> grational origin, ether the student would the student would he have a docum lems, will be accepted to does not exceed the student would the force of the student of the student of the student the student of the student of the student the student of the stude	of District(s), are no more than 20 ade placement criteria. The school hnicity, religion, disability, artistically otherwise attend. The Charter tented history of criminal offense, from May 1 <sup>st</sup> through June 30 <sup>th</sup> . If I the number of vacancies, then all are more eligible applicants than A name is drawn for each vacancy admission. The remaining names they were drawn. As a vacancy imber assignment will be offered icant's name whose application is
Date of Application:		
Name of Applicant:Da	ate of Birth:	
Address: (Street) (City) (ZIP Code)	Te	el. #:
Parent's/Guardian's Name:	Tel. #:	
Parent's/Guardian's Name:  Parent's Address (If Different):  (Street)		
	(City)	(ZIP Code)
Parent's Address (If Different):(Street)	(City) Grade Level: _	(ZIP Code)
Parent's Address (If Different):(Street)  Last School Attended:	(City) Grade Level: _ he following:	(ZIP Code)
Parent's Address (If Different):  (Street)  Last School Attended:  Do you have a documented history of any of the street of the	(City)  Grade Level: _ he following:  Check one)	(ZJP Code)
Parent's Address (If Different):  (Street)  Last School Attended:  Do you have a documented history of any of the street and t	(City) Grade Level: _ he following: Check one) No (Check o	(ZJP Code)
Parent's Address (If Different):  (Street)  Last School Attended:  Do you have a documented history of any of the state of	(City) Grade Level: _ he following: Check one) No (Check one) ter A. Chapter 37	ne) 7? Yes No (Check one)



# Charter District Student Enrollment Information

Student Alternatives Program, Inc.

~ .	- 1	12000		
Stu	171	on	17	ш ъ.

		Registered by:	
(Middle)	(First)		
City		State: TX	ZIP
	Special Program	ms:	
Grade	SSN		DOB _
	Ethnicity		_
BirthState	BirthCountry		
☐ if not: Name of G	uardian?		
☐ If yes number of	children	Ages of children	
☐ If yes, expected di	ie date		
		Spouse Phone	
while you are in school	?		
	Pho	ne	
		2.11273	
	elationship:	HomePho	ne:
City _		State TX	ZIP:
		Work Place:	
Ethnic	ity:	Speaks English?	
R	elationship	HomePho	ne:
City _		State TX	ZIP:
	Work Place:		
Ethnic	ity:	Speaks English?	
rovide employer name:		Phone #	
17. (7.)			M or PM
formed formed formed			
a:		Date:	
	City  Grade  BirthState  if not: Name of G  If yes number of  If yes, expected di  while you are in school  Ethnic  City  Ethnic  Tovide employer name:  Wed Thu Fri Work	City Special Program SSN SSN Ethnicity BirthState BirthCountry if not: Name of Guardian? If yes number of children If yes, expected due date Photogram are in school? Photogram Ethnicity: Relationship City Work Place: Ethnicity: Tovide employer name: Wed Thu Fri Work Schedule Hours	Registered by:   (Middle)   (First)   State: TX     Special Programs:

Name:				
1 tume.	Pho	one:	Relation:	_
Name:	Pho	one:	Relation:	
What do you want to a	ccomplish while en	rolled in the Academy?		
-				
				Check if Yes
Parent/Guardian:_ Have you done migrant v	work, on a temporary	or seasonal basis, in a job rela	ated to agriculture, forestry or fishing?	
•		you when you went to wor		
Students are at time in	volved in activities t	hat are videotaped or photo	ographed. Sometimes the videotape or	
photography is used b	y the media or show	vn to parent organization.	I give the Charter District permission	to
videotape or photogra	ph my child in class	room activities.		
Acknowlegments:				
			ne individuals listed on the Charter D	
			r District is committed to being a DR	UG-FREE,
student handbook expl	laining the code of s	tudent and consequences t	child will receive a Charter District o students who violate school policy. ibly to criminal prosecution if he/she i	
have violated the Char	rter District's Code o	of Student Conduct, which	prohibits the use of, possession, sale	•
		possession of weapons, a	nd involvement in any violent act on	
Failure to sign this for regulations of the state	ool activity. m does not exempt y	your child from compliance	nd involvement in any violent act on e with the laws, policies, rules, and required to complete the student recon	school
Failure to sign this for regulations of the state accurately and sign.	ool activity. m does not exempt y and school. All the	your child from compliance	e with the laws, policies, rules, and required to complete the student recon	i school ! rd. Please fil
Failure to sign this for regulations of the state accurately and sign. Signature of Pare	ool activity. m does not exempt y and school. All the nt/Guardian_	your child from compliance information we ask for is	e with the laws, policies, rules, and required to complete the student recon	school
Failure to sign this for regulations of the state accurately and sign. Signature of Pares Signature of Student	ool activity. m does not exempt y and school. All the nt/Guardian	your child from compliance information we ask for is	e with the laws, policies, rules, and required to complete the student record and the complete	school  d. Please fil
Failure to sign this for regulations of the state accurately and sign. Signature of Pares Signature of Student	ool activity. m does not exempt y and school. All the nt/Guardian ate:	your child from compliance information we ask for is	e with the laws, policies, rules, and required to complete the student record and the complete	school  d. Please fil
Failure to sign this for regulations of the state accurately and sign. Signature of Pare Signature of Student Student Registration D	ool activity. m does not exempt y and school. All the nt/Guardian ate:	your child from compliance e information we ask for is Date Ente	e with the laws, policies, rules, and required to complete the student record and the complete	school  d. Please fil
Failure to sign this for regulations of the state accurately and sign. Signature of Pare Signature of Student Student Registration D	ool activity. m does not exempt y and school. All the nt/Guardian ate:	your child from compliance e information we ask for is Date Ente	e with the laws, policies, rules, and required to complete the student record and the student record student studen	school  d. Please fil
Failure to sign this for regulations of the state accurately and sign.	ool activity.  m does not exempt y and school. All the nt/Guardian ate:FOR C	your child from compliance e information we ask for is Date Enter	e with the laws, policies, rules, and required to complete the student record and the student record student studen	school  d. Please fil
Failure to sign this for regulations of the state accurately and sign. Signature of Pares Signature of Student Student Registration D ate:	ool activity.  m does not exempt y and school. All the nt/Guardian ate:FOR C	vour child from compliance information we ask for is  Date Enter  DEFICE USE ONLY:  Referral:	e with the laws, policies, rules, and required to complete the student record and the student record student studen	rd. Please fil

# Academy Charter District Student Alternatives Program, Inc.

# **RECORDS RELEASE FORM**

Student Name:				
oludone (vanio	Last	First	Middle	
Date of Birth:		Last Time in Sch	nool:	
Last School Atter	nded:			
		Name of School		
		School Street Address		
	(	City, State, and ZIP Code		
то:				
	F	Previous School Registrar		
FROM:				
	CHARTER H	IIGH SCHOOL: SCHOOL	OFFICIAL	
Parent/Legal Gua	ardian Signature:		Da	te:
Student Signature	e if 18 or Older:		Da	te: _

	Academy Charter District
Release of Studen	ıt Information

Dear Parents, Guardian or Student

Each year we are required by law to give parents an opportunity to indicate if they want Student Directory information about their child released to the public. We may, from time to time, receive requests from the general public for information on your child.

The family Educational Rights to Privacy Act (FERPA) defines student directory information as the student's name, address, photograph, telephone number, date and place of birth, awards received in school, and participation in activities or sports (including the participant's height and weight). This type of information may still appear internally in the school's newsletter, yearbook and PTA directory. The Children's Internet Protection Act (CIPA) requires the express permission of a parent to place a student's personal information on the internet.

Please be AWARE that to be in compliance with the No Child Left Behind Act of 2001. The School District will release to military recruiters and institutions of higher education upon requests the name, address and telephone listing of your child, unless you direct the District not to release this information without the prior written consent, as indicated below. This objection must be filed with the principal within ten school days of your child's first day of instruction for this school year.

Please fill out the following and tell us if you want any of this information released.

# Notice for Release of Personal Student Information

I,	Give	do not give my permission for the
above-mentioned information about my child to displayed. This includes classroom-directed web ac		ed to the public or electronically
(PLEASE PRINT YOUR FULL NA	ME AND	CHECK ONE OF THE BOXES)
Signature of student's parent/guardian		
Home Phone Number	Dat	e::
Student's Name		
Student ID #		
Student's grade/classification		

# Please complete and return upon enrollment of your child

(Campus office personnel must confirm all above information)

# \_\_\_\_\_\_ Academy Charter District Student Alternatives Program, Inc.

# Request for Transfer of Records

First	nt's Name:		Last	
tudent ID SSN		Grad	le	Date of Birth:
equested by:		Title:	:	Administrative Assistant
ease provide copies of the following docu	ıments	:		
A complete transcript of grade	s and c	redits ea	arne	d.
			l or	copy of current year's report card
TAAS/TAKS/EOC results if not o		scripts		
Health and Immunizations Rec			e. 1 1	
Discipline Referral Form (Must				
Withdrawal Form (Must have on Limited English Proficient (LEP)				074 BURINER
Home Language Survey	Toluei	IIIIOIIII	ition	ž.
LAS Test (if applicable)				
Parental approval/Denial Form	ns			
LPAC Review Forms (if applica	ble)			
Please provide the following program info	ormatio	on: (Che	ck)	
Regular Program:	Yes	□ No		
Section 504:	Yes	□ No		Cond: Mod:
Special Education:	Yes	□ No		Instructional Setting:
Speech Therapy:	Yes	□ No		The state of the s
Title I:	Yes	□ No		
Pregnancy Related Services:	Yes	□ No		
Limited English Proficient (LEF	P) Yes	□ No	П	(Please provide copy of the complete LEP file.)
ESL:	(5.0)	□ No		ESL Level
Career and Technology:		□ No		-
Migrant		□ No		MSRTS ID #
Gifted and Talented:		□ No		<del></del>
Other economic disadvantage				
				and D. Bulliania D.
Lunch Eligibility	Free	R	eauc	ced 🗆 Full pay 🗆



# **Student Health Information Form**

Student ID	Last Name	Middle Fi	rst
Birth Date:		Sex:	
Doctor's Name:		Doctor's Office Phone:	
Do you have any allergies?			
To foods?	List:		
To drugs?	☐ List:		
To bee stings or other insec	ts 🗌 List:		
Explain symptoms, severity	of reaction, treatment:		
Do you have Asthma?		Treatment:	
Do you take any daily medi	cation at home?	Name, dose, frequency:	
Do you need any daily medi		Name, dose, frequency:	
Have you ever had any of th			
Anorexia/bulimia	Gastrointestinal con	dition Dental problems	Over/underweight
Arthritis	Hearing difficulty	■ Bone/nerve/ muscle condition	severe headaches
Cancer Seizures	Blood problems	<ul> <li>Spinal curvature</li> </ul>	Emotional problems
Severe Injury	☐ ADD/ADHD		Other:
☐ Diabetes	─ Vision correction	Kidney problems Heart condition	
	Surgeries		
If "yes" to any of the above		nedical instructions or treatment plans from yo	our physician )
Do you have any medical or	5 0 0 0 0 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		ar priysician.,
		L	
If yes, please explain. A doct	or's prescription is needed	for restrictions.	
Please check with your doc Varicella (chickenpox) and vaccine, a statement by a have chickenpox and on wh September 2, 1992. In case of emergency, I give t sign any papers necessary for	tor or health clinic for all Hepatitis B (series of 3) parent is required showing at date. Hepatitis A (series the Charter District personn for emergency medical tre	ration record must be in the front office at II requirements this year. Some students need to be completed by age 12. To oming proof that their child (ren), born on or eas of 2) is required in selected counties for chancel permission to obtain medical assistance a catment for my child, if I cannot be reached. cal fees or expenses incurred.	will need Tetanus boosters it the need for a chickenpo after September 9, 1998, did ildren born on or after nd
Parent / Guardian Signatu	re:	Date:	



# STUDENT MEDICAL INSURANCE ACKNOWLEDGEMENT FORM

Student ID	
If a student is uninsured, the parent, guardian, or student may wish affordable insurance company that specializes in health and accide during the school year.	
One such company provides online enrollment in an accident insur Mutual of Omaha Ins. is the underwriter for Health Special Risk, Insurance Plans. Website: www.k12studentinsurance.com	사용하다 하는 것이 없는 것이 없는 것이 하는 것이 없는 것이다.
Participation in the medical insurance coverage plan offered through optional. However, it is the policy of the Student Alternatives Proguardians who decline medical insurance coverage for their children	ogram, Inc. that those eligible parents or
I hereby waive the medical coverage offered by the Health Special Freason(s):	Risk Inc. Company for the following
<ul> <li>A. This type of medical insurance is not needed at this time.</li> </ul>	
☐ B. We already have coverage under another medical plan.	
☐ C. Other Reason (s)	
UNDERSTANDINGS	
1. I certify that I, on behalf of myself and /or my eligible dependent medical coverage under the Health Special Risk, Inc. (HSR).	ent, was informed of the availability of
2. I understand that if I desire to apply for coverage at a later date	te for the individual(s), whose coverage is
being waived, there may be a delay in the effective date of coverage	e.
3. I have not been induced or pressured by any agent or person t	to decline coverage. I have elected of my
own accord to waive coverage at this time.	
Student's Name:	
First Middle	Last
Parent/Guardian Signature:	Date:
SAPI Witness/Representative	Date:



# Student Agreement Form - Acceptable Use Policy

Electronic Communications System and Network

Please read the following information carefully.

Pa	arent and Student must sign this form.
STUDENT ID#:	
STUDENT:	
on the system. I have read and und	twork is not private and that the school may monitor my activity derstand the rules for appropriate use. I understand that violation asion of the right to use the system or other disciplinary action at
Student Signature:	Date
Print Student Name:	
PARENT OR GUARDIAN:	
be taken for inappropriate use. In system and in consideration for ha claims and damages of any nature	te use of the system and network and the potential actions that may consideration for the privilege of my child using the aving access to public networks, I hereby release from any and all arising from my child's use of the system, including and without with school enforcement of this policy.
Parent/Guardian's Signature:	Date
Print name:	
Address:	
Home Phone:	Date
Work Phone:	Email:

		Acad	lemy	Char	ter	District
Student	Alterna	tives	Pros	gram,	In	e.Ø

# **Student Science Laboratory Safety Contract**

Student ID #:			
Name:			
	First	Middle	Last
•Follow all in •Perform onl •Protect my equipment p •Carry out go •Know the lo •Notify my te •NEVER wo •NEVER eat •Handle livin respect. •NEVER ent	eyes, face, hands, and bo provided by my school. bood housekeeping practices ocation of safety and first aid eacher immediately of an emrk alone in the laboratory. The or drink in the laboratory uring organisms or preserved second to the control of the control	writing, by my teacher. and approved by my teacher. and approved by my teacher. as as instructed by my teacher. a equipment in the laboratory. all energency.  Inless instructed to do so by my teacher. and energency.  Inless instructed to do so by my teacher. Inless instructed to do so and supplements only when authorized by  Inless instructed to do so and supplements instructed to do so and supplements.	acher. y my teacher, and then with
[Return this plants of the content o	portion to your teacher.]  afety Contract and understand any additional written or	_ have read each of the statement and these safety rules. I agree to verbal instructions provided by the deverbal instructions given in class	nts in the Student Science abide by the safety e charter or my teacher. I
Student Sign	nature:		Date:
I acknowled	ge that my child/ward has si	gned this contract in good faith.	
Parent/Guer	dian Signature:		D-1

# \_ \_ Academy Charter District Student Alternatives Program. Inc. 🛠

# Student/Parent or Guardian Attendance Contract Agreement

Student ID		
I have been provided an orientation, and a copy of the stude. The purpose of the program, the services it offers, the rules me as long as I am enrolled, have been explained to me.		
I, agree to follow the student code of conduct and the terms of follow the school's policies and rules in order for me to retain Charter High School.		vare that I must
Attendance:		
<ol> <li>My school schedule will be Monday through Friday (excany day other designated as non-school day by the school).</li> <li>I agree to attend 4 hours each day from 7:55 a.m. to 12: to 5:05 p.m if attending afternoon classes.</li> <li>I understand that I must keep a 90% attendance recordits earned. I understand that 3 tardies will constitute an 4. I must complete at least 4 credits per semester in order</li> </ol>	05 p.m. in the morning or from 12 ord in order to keep my enrollmen absence.	::55 p m.
Education Plan:		
<ol> <li>I agree to follow the educational plan outlined for me by</li> <li>I agree to stay on track and complete my educational plastage.</li> </ol>		mpletion of each
Acknowledge: I understand that I must adhere to and comply with the enrollment privileges and credit earned in the school an with any terms will result in my dismissal from and loss	d that a failure on my part to fo	
Student's Signature	Date	
Parent/Guardian's Signature	Date	
School Official Signature	Date	



To: All Charter School Parents and Students

From: Charter School Academy Director

# RE: Student Expectations

Charter District expectations of students in our schools are as follows:

- We expect you will attend school on a daily basis.
- We expect you will arrive on time on a daily basis.

(Students are expected to arrive to school on time (7:55 for a.m. track or 12:55 for p.m. track). School doors will be locked five minutes after the bell rings. If the student arrives more than 5 minutes late to school, they will be asked to call home. Student will have a recorded absence after 3 accumulated tardies.

- We expect you will represent our school in an outstanding manner.
- (e.g. wearing appropriate attire)
- We expect you will work to the best of your ability.
- (e.g. complete all assignments)
- We expect you will treat others with dignity, worth and respect.
- (e.g. using appropriate language)
- We expect you will keep our campus beautiful and clean.
- (e.g. no vandalism)
- We expect you will follow all the rules and regulations set forth by your teachers and the school.
- We expect you will work to keep a positive relationship with parents, teachers and friends. (e.g. inviting parents to attend report card night)
- We expect you to reach beyond your grasp and learn new things. (e.g. attending all Saturday tutorials)
- We expect "No" outside food or beverages will be allowed on campus. Students, if you bring in a beverage or food item, you will be told to discard it (this includes candies, gum etc...)
- We expect you will make all of us very proud.

Student Name:				
Student Signature:			 	Date:
Parent Signature:	_	_	 	Date:



# Academy Charter District Student Alternatives Program, Inc.

To: All Charter School Parents and Students

From: Charter School Academy Director

RE: Addendum to Student Code of Conduct

### Parent/Student Reminders:

- \*All pending forms and documents must be submitted within 30 days of registration.
- \*Immunization must be complete and updated, if necessary within 30 days of registration, otherwise student will be subject to withdrawal.

# Addendum to Student Code of Conduct

- \* See attached memo on Student Expectations.
- \* Foul language will not be tolerated especially towards faculty and staff. A parent conference will be called and parental support is expected. Three referrals will merit a citation. No exceptions.
- \* Fighting with peers either verbally or physically will not be tolerated. Offense will result in an automatic parent conference in which other enrollment options will be considered. No exceptions.
- \* Leaving campus without administrative permission will result in an automatic parent conference in which other enrollment options will be considered. No exceptions.
- \* Students identified as needing TAKS/EOC remediation will be required to attend all designated After School and/or Saturday tutorials. (Mandatory) No exceptions
- \* Tardies and absences will be logged and will count against credit obtainment. (3 tardies = 1 absence, 3 absences = warning, 5 absences = truancy court, 8 absences = loss of credit). No exceptions.
- \* Cell phone use is not permitted on campus. Cell phones must be off at all times. If student is caught using cell phone, it will be confiscated and turned in to the office. Cell phone will be returned only to parent/guardian and only after a fine is paid. No exceptions. If an emergency call is necessary, student must use school phone at administrative offices only.

Student Name: ————————————————————————————————————	
Student Signature:	Date:
Parent Signature:	Date:



# Student Handbook Acknowledgement Form

Student ID

Please read the following information carefully. Parents and students must sign this form.

Lunderstand and consent to the responsibilities outlined in The Charter District 2012-2013 Student Code of Conduct Handbook. Lunderstand and agree that my child will be held accountable for his or her behavior and consequences as outlined in this document. They will be held accountable at school, school-sponsored and school related activities, including school-sponsored travel. Lunderstand that any student who violates the code of conduct is subject to disciplinary action as outlined in this Student Handbook and which may include referral for criminal prosecution. I further understand and consent to my parental responsibilities as outlined in this handbook.

Failure to sign this form does not remove my child's responsibility to abide by the stated policies.

Name of Parent Guardian :	
Parent or Guardian Signature	 Date:
Student Name:	
Student Signature:	 Date:

	Academy	Charter	District
Student Alternativ		78.37	

# **Extra-Curricular Activity Student Interest Survey**

Student ID			
Dear Student:			
We would like to take this opportunit our Charter High School where learn	- Committee of the second seco		
This pro	mises to be the be	st year yet!	
Please complete the following if you ar extra-curricular activity.	e interested in pa	articipating in a school	
Name:	Middle	Last	
Address:		TX	
Street	City	State	ZIP
Phone Number	_		
Check areas you are willing to participat	te in:		
Yearbook			
<b>Student Council</b>			
<b>Historical Society</b>			
21st Century Grant Activities			
Other Activities:			

Academy C	harter	District
-----------	--------	----------

# Registration / PEIMS Form

School Year			Campus:				
County Number	<b>District Number</b>	Campus Number	s	Session			
Student ID:	SSN:	State ID:					
Name: First	Middle	Last					
Grade:		Sex:	_ DOB:				
Ethnicity	Race						
Hispanic/Latino	American Indian o Alaska Native	Black or African American		White			
Not Hispanic/Latino	Asian	Native Hawaiian or Other Pacific Islande	er 🗆				
Birth City:	Birth State:	TX Birth Co	untry:				
Entry Date:	Entry Code:	Eligibilit	y Code:				
Address:		Phone N	lumber:				
City:	State:	ZIP:					
Parent/Guardian Name:		Pho	ne Number:				
Address:		ity: State		ZID.			
At Risk   Eligibility Code		Sp. Ed.  Free Lunch	J	ZIF			
Migrant		p. Lu 1700 Lunon					
	Exit Date						
CEHI Entry Date	Exit Date						
GEH Entry Date	Exit Date						
	Exit Code:	Parent Permission	on Code				
П	1st Yr. of monitoring LEP	2nd Yr. of monitoring	LEP				
Home Language Survey:		_					
Graduation Type: Minimum	Recommende	ed: Disting	uished:				
Date of original Entry 9th Grad	de	Freshm	an Year:				
*Required paperwork							
Administrator Signature:		Date					

Campus Name: Student ID		A1-1	AT-RISK STUDENT PROFILE							
CLASSIII. III.		L	Last Name		First Name		MI			
	Date o	f Birth		Grade	School Y	/ear	Car	mpus		
				STUDEN	NT PERFORM	ANCE	CRITERIA			
Cor	nments	ELA Reading Writing Math Science Soc. Studi	Date Date Date	Score   Scor	ELA Da Math Da	Previo	ject Grades us semester Grade Grade Grade Grade	ELA Date Math Date	ubject Grades ent semester Grade Grade Grade	
	Plac			CRITERIA or each At-Risk crit	eria met.	appl	ck all that appl	DOCUMENT y. Documentation st be kept in the st	n for each	
1 Is in Pre-K, K5, Grade 1, 2, or 3 and did not perform satisfactorily on a readiness test or assessment instrument administered during the current school year.					Score on readiness test (PK-3)					
2	2 Is in grade 7, 8, 9, 10, 11, or 12 and has failed two or more courses in any semester.					Record of Grades.				
3 Has not advanced from one grade level to the next for one or more school years.					Grades(s) retained Record of retention.					
4	4 Has failed one or more sections of the most recent TAAS/TAKS.					Copy of TA	KS confidential stu	dent report.		
5	5 Is pregnant or is a parent.					Copy of doctor's report confirming pregnancy or record of parenthood.				
6	6 Has been placed in an alternative education program during the					Copy of records indicating placement in AEP.				
	preceding or current school year. TEC § 37.006					(Ka)				
7	7 Has been expelled during the preceding or current school year. TEC § 37.007					Copy of expulsion record.				
8	8 Is currently on parole, probation, deferred prosecution, or other conditional release.					Copy of legal document confirming parole, probation, deferred prosecution, or other confidential release.				
9	9 Previously reported through PEIMS to have dropped out of school.					Copy of PEIMS report classifying student as a dropout.				
	10 Is a student of limited English proficiency (LEP). TEC §29.052					Copy of LPAC profile indicating LEP status (located in LPAC folder).				
11	11 Is in custody or care of the Department of Protective and Regulatory Services or has, during the current school year, been referred to the department by a school official, officer of the juvenile court, or law enforcement official.				Copy of DPRS documentation confirming custody or referral - Oral report if foster parent.					
12			s, as defined by 42 U.S.C. section 11302, and its tamendments.				Copy of record indicating homeless status.			
13	13 Has resided in the preceding school year or resides in the current school year in a residential placement facility in the district, including a detention facility, substance abuse treatment facility, emergency shelter, psychiatric hospital, halfway house, or foster group home.				Copy of documentation indicating residential placement in detention or substance abuse treatment facility, emergency shelter, psychiatric hospital, halfway house, or foster group home.					

Administrator's Signature

Date

# **Texas Education Agency**

# Texas Public School Student/Staff Ethnicity and Race Data Questionnaire

Student Alternatives Program, Inc.

The United States Department of Education (USDE) requires all state and local education institutions to collect data on ethnicity and race for students and staff. This information is used for state and federal accountability reporting as well as for reporting to the Office of Civil Rights (OCR) and the Equal Employment Opportunity Commission (EEOC).

School district staff and parents or guardians of students enrolling in school are requested to provide this information. If you decline to provide this information, please be aware that the USDE requires school districts to use observer identification as a last resort for collecting the data for federal reporting.

Please answer both parts of the following questions on the student's or staff member's ethnicity and race. *United States Federal Register (71 FR 44866)* 

hoose only one)
to Rican, South or Central American, or
hoose one or more)
g origins in any of the original peoples  a), and who maintains a tribal affiliation or
eoples of the Far East, Southeast , Cambodia, China, India, Japan, Korea, Vietnam.
s in any of black racial groups of
son having origins in any of the original s.
eoples of Europe, the Middle East, or
Parent/Guardian)/(Staff) Signature
Date



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**

April 2, 2014

Mrs. San Juanita Villa, Board Chair Student Alternatives Program, Inc. 5578 Mile 9 North Mercedes, Texas 78570

Re: Charter Renewal Contract for Gateway Academy Charter District (CDN 240801)

Dear Mrs. Villa:

I am pleased to inform you that the charter renewal is approved for Gateway Academy Charter District with a contract ending date of <u>July 31, 2023</u>. 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 the authority and responsibility granted 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.

Mrs. San Juanita Villa, Board Chair Student Alternatives Program, Inc. Charter Contract Renewal 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, and to finalize the contract renewal, 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 this 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

bjukal William

MW/mg

cc: Mrs. Frances Berrones-Johnson, Superintendent

I, the undersigned, hereby certify that the governing body of the charter holder has accepted and agreed to the charter renewal agreement for Gateway Academy Charter District as outlined in the foregoing letter and has authorized me to sign below.

Agreed and Accepted:

Mrs. San Juanita Villa

Board Chair, Student Alternatives Program, Inc.

Date

RECEIVED APR 2 4 2014