



Student/Parent Handbook

2021-2022

MISSION STATEMENT

Rising Aviation High School's **Mission** is to educate students who have career aspirations in aviation, wish to expand their aviation industry skill set, or simply want a challenging **STEAM** (Science, Technology, Engineering, Aviation, Math) educational experience that will provide a solid foundation for virtually any future academic or career pursuit. Individuals who require an accelerated educational schedule, flexibility to maintain attendance, help with credit recovery, or simply desire an immersive learning experience, will all receive a personalized educational "flight" plan that is designed for their success with a future in aviation.

ACADEMIC PLANNING

GUIDANCE

The school will provide a program that focuses on what all students should know to be College and Career ready. Students will receive lessons that will help them make decisions based on these three domain areas: academic, career, and personal/social. The emphasis is on academic success for all students, so that they can achieve success in school and develop into contributing members of society.

EDUCATION AND CAREER ACTION PLAN (ECAP)

Education and Career Action Plan for Students in Grades 9-12

The school will complete for every student in grades 9-12, Rising Aviation High School Education and Career Action Plan prior to graduation. The school will develop an Education and Career Action Plan in consultation with the student, the student's parent or guardian and the School Guidance Counselor or Administrator. School Guidance Counselors or Administrators shall monitor, review, and update each Education and Career Action Plan individually with the student annually.

GRADUATION REQUIREMENTS

Rising Aviation High School Graduation Requirements Credit Requirements align to Texas State Minimum

English	4 credits
Math	3 credits
Science	3 credits
Social Studies	3 credits
Fine Arts	1 credit
Speech	1 credit
Physical Education	1 credit
Foreign Language	1 credit
Electives	5 credits
Total	22 credits

Grading Scale

A	90%-100%
B	89%-80%
C	79%=70%
D	69%-60%
F	59%-0%
P	Pass

Advisory-Mentorship

Students will be assigned an advisor/mentor upon enrollment. The advisory will meet with the student once a week to discuss academics, attendance, and social skill.

ATTENDANCE POLICY

NINETY PERCENT (90%) ATTENDANCE REQUIREMENT

In order to receive credit, 90% attendance is required. Administrators are authorized to excuse additional absences for extended illness, injury, or extenuating circumstances upon satisfactory verification. In such cases, to receive credit, students are expected to make up missed work in a timely manner.

VERIFIED ABSENCES

Absences that the parents/guardians excuse by phone or note (authorized school activities are not absences) within one day of the student's return to school. Physician's documentation of illness may be required.

UNVERIFIED ABSENCES

Absences not authorized by parents within 24 hours of the student's return to school OR absences that an administrator has confirmed as unauthorized OR absences that are for other than illness or family emergency. If an appeal conference is requested, student, parent, teacher, and administration shall confer to determine future action.

STATE TRUANCY LAW

School attendance is not only a good habit; state law requires it. Texas Law requires students age 6-19 to attend school each day that instruction is provided. Tex. Educ. Code (25.085-.086).

STUDENT RESPONSIBILITIES

Students are obligated to attend classes for which they are scheduled. Students are to:

- Be prompt to all classes.
- Check out with the attendance office prior to leaving campus. Students must have prior permission to leave campus. Absences from students leaving without permission from attendance, the nurse, or administration will remain unverified.
- Report to class first and obtain permission from the teacher to leave class for any reason.
- Report directly and immediately to the attendance office upon arriving late to school. Students are not to loiter in cars or around campus.
- Have all absences excused by parent/guardian no later than one day upon returning to school.
- Ninety percent (90%) attendance does not imply that a class will be automatically passed. Students must attain a passing grade to receive credit.

PARENT/GUARDIAN RESPONSIBILITIES

It is the parents'/guardians' responsibility to ensure that students attend school regularly and inform the school of any absence. By law, students under the age of 16 are required to attend school.

Parents/guardians shall be responsible for:

- Assuring that students under the age of 16 enroll in school and attend regularly.
- Excusing student absences by:
 - o Contacting the attendance office prior to an absence
 - o Calling on the day of the absence before 4:00 p.m.
 - o Sending a note.
- Absences not excused within 24 hours will remain unverified

SCHOOL RESPONSIBILITIES

It is the school's responsibility to:

- Maintain accurate attendance records
- Make a reasonable effort to inform students and parents/guardians of the attendance policy and procedures (electronic phone calls/text, summer mailer, handbook, student meetings)
- Make a reasonable effort to communicate with parents regarding excessive absences, (electronic phone calls/text, direct calls, mail and report card, e-mail)
- Meet with parents upon request
- Communicate with parents after each student's absence
- Notify student and parent of loss of credit
- Provide attendance summaries to parents upon request
- Explain the attendance policy and procedures at the beginning of school

TEACHER RESPONSIBILITIES

- Take attendance daily and keep accurate records
- Contact parent when absences interfere with academic performance
- Consult with student regarding possible loss of credit, and provide make-up work for students with verified absences
- Teachers will determine whether students will receive credit based upon academic performance and attendance

CAMPUS PROCEDURES & EXPECTATIONS

Rising Aviation High School maintains a closed campus during school hours. Students may leave when required assignments are completed, or parent, legal guardian or authorized emergency contact person sign them out of school in the attendance office. All students are to remain only in designated areas during school hours.

PERSONAL ITEMS

The school is not responsible for money or personal items which are lost or stolen.

DRIVING AND PARKING REGULATIONS

In order to ensure safe and orderly use of the school parking lot, the following procedures will be observed:

- Students who drive are strongly encouraged to carpool as the parking lot has a limited number of spaces
- Pedestrians have the right of way at all times on campus
- Students are to park only in the areas designated for student parking
- Students are not to park in the designated visitor areas
- Loitering in the parking lot during the school day is not permitted
- The parking lot is a facility provided by the school. Students use it at their own risk. The school is not responsible for theft or damage. Students are encouraged to lock their cars at all times
- Driving in a manner that is deemed unsafe or hazardous by the staff is grounds for immediate revocation of all campus driving/parking privileges

ROLLERBLADES, ROLLER SHOES, SKATEBOARDS, SCOOTERS AND BICYCLES

Bicycles, rollerblades, roller shoes, skateboards, and scooters may be used in getting to school; however, they must be checked at the front office upon arrival. Bicycles must be parked in the designated area. Rising Aviation High School is not responsible for stolen items.

VISITORS & GUEST PASSES

No student may have a guest on campus DURING THE SCHOOL DAY. A parental visitor's pass must be obtained from the administration before the parent visits classrooms. Parents are requested to notify the school prior to classroom visitation.

STUDENT RELATIONSHIPS

Companionship and friendship in good taste are encouraged. Behavior which lacks appropriate restraint may necessitate a parent-school conference or other more serious form of discipline.

USE & POSSESSION OF TOBACCO/VAPOR PRODUCTS ON SCHOOL CAMPUSES TOBACCO POSSESSION PROHIBITION

Possession of tobacco products of any kind on K-12 public, charter or private school grounds, building, parking lots, playing fields and vehicles and at off-campus school sponsored events is prohibited. 'Tobacco products' includes smoking tobacco (e.g. cigarettes of any kind, cigars), smokeless tobacco, (e.g. snuff, twist) and cigarette papers. All electronic smoking devices and/or accessories are prohibited.

NON-DISCRIMINATION STATEMENT

Rising Aviation High School does not practice discrimination on the basis of race, color, national origin, sex, handicap, or age. This policy is in compliance with Title VI of the Civil Rights Act of 1964 (pertaining to race, color, and national origin), Title IX of the Education Amendments of 1972 (pertaining to sex-equity), Section 504 of the Rehabilitation Act of 1973 and the ADA-Americans with Disabilities Act (pertaining to handicap), Age Discrimination Act of 1975 (pertaining to age), and covers admission and access to, and treatment and employment in, the district's programs and activities, including vocational education. Students, parents or guardians, employees, or members of the community who have any concerns about these regulations or who wish to file individual grievances should contact school administration.

CAMPUS DRESS CODE/UNIFORM POLICY

Rising Aviation High School's campus dress code/uniform policy is designed to provide a positive, safe environment conducive to learning. Appropriate dress attire is critical to this effort. Student's attire should be clean, neat, and modest. Students are expected to adhere to the campus dress code/uniform policy throughout the entire school day and are to be properly groomed at all times.

Regular dress code checks will be conducted daily. The Administrator has the final discretion in terms of student compliance to the campus dress code/uniform policy.

Students will be able to purchase school-approved uniforms/attire through the RAHS website www.risingaviation.com.

- T-Shirts/Shirts/Polos – Only **navy** RAHS approved logo permitted.
- Pants/Shorts – Uniform pants must be worn at or above the waistline at all times.
- Skirts/Skorts – Solid **navy** skirt/skort must be an appropriate length.
- Outerwear– Only **navy** RAHS approved logo permitted.
- Hats/hoodies/beanies/visors/sunglasses – These items may not be worn in school building at any time.
- Jewelry – Spiked jewelry, wallet chains, chain belts or extremely long belts are not allowed.
- Hair – Hair should be neat and clean.
- Shoes/socks – Any type of conventional **black** footwear must be worn.
- Tattoos – Tattoos, both temporary and permanent are discouraged. Should a student have a tattoo, that tattoo must be covered by clothing and not be visible on campus or at any RAHS event.

The administration and staff will enforce this dress code consistently and fairly. Any student

in violation of the dress code/uniform policy will need to make the necessary corrections to comply or disciplinary actions will be taken as a result.

STUDENT RECORDS

Access to educational records is governed by federal law (Family Educational Rights and Privacy Act). Parents and students 18 years of age or older, have the following rights in connection with educational records:

- To inspect and review the student's educational records
- To request amendment of the student's educational records to ensure that the records are not inaccurate, misleading or in violation of student rights, including the right to a hearing, if necessary
- To consent to disclosure of personally identifiable information contained in the student's educational record, except that information deemed "directory information" may be disclosed without consent unless the parent/eligible student directs in writing that this information not be made public without prior consent. Disclosure may also be made without consent in certain circumstances allowed by FERPA
- To file complaints with the U.S. Department of Education
- Non-custodial and divorced parents have equal right relating to student records unless the school has been provided a court order to the contrary

STUDENT CONDUCT

STUDENT GUIDELINES FOR APPROPRIATE USE OF TECHNOLOGY RESOURCES ACCEPTABLE USE OF – ELECTRONIC INFORMATION

Acceptable use of the electronic information services requires that the use of these resources be in accordance with the following guidelines and support the educational goals of Rising Aviation High School.

Summary

Students will be held responsible for your actions. Students' actions may be monitored and tracked while using school computing devices or the District network. Do not download inappropriate or copyrighted material. Do not disclose personal information about you or your family. Notify your teacher immediately if you receive a communication or access a website that you feel is inappropriate.

The student must:

- Use the electronic information system for educational or district business purposes only.
- Agree not to submit, publish, display, or retrieve/download any inappropriate material, including material that is defamatory, abusive, obscene, profane, sexually oriented, threatening, racially offensive, illegal, or deliberately inaccurate material; nor shall students provide direct links to such materials or encourage the use of controlled substances.
- Agree not to download, archive, distribute or share any software or digital file(s) (such as movies, music, or text) that would constitute a violation of copyright laws, including any trademark and/or license restrictions.
- Agree not to attempt to harm, modify system files or data belonging to other users.
- Agree not to attempt to gain unauthorized access to district systems or data, destroy software, or interfere with system operation or security.
- Keep password private.
- Notify a teacher if a password is lost or stolen, or if there is reason to believe that someone has obtained unauthorized access to the system.
- Agree not to use the network in a way that would disrupt the use of the network by others.
- Understand that any use of the District Network, including e-mail, may be monitored,

and tracked.

- Agree not to reveal anyone else's personal information without the proper permission or authority.
- Agree not to use the system to make any unauthorized purchases or to conduct any non-approved business.
- Follow all District Policies and Student Handbooks as written.

Student use of information systems is acknowledged to be a privilege, not a right. Students must adhere to strict district guidelines. Administrator(s) will deem what is appropriate and inappropriate use of information systems. Any action by a student determined to constitute an inappropriate use subjects the student to disciplinary action. Depending on the seriousness of the user's offense, consequences will be administered as stipulated in the Student Handbook and/or District Policy. Students will also be subject to all applicable state and federal laws.

Students and parents/guardians of students must understand that their student may have access to the Internet. Through the use of filtering software and supervision, Rising Aviation High School limits access to inappropriate materials on the Internet. When accessing and/or viewing the Internet at school on personal devices, students must only use the provided Wifi so they are unable to access sites that are otherwise blocked to students at school. Students and parents should be aware that no filtering system is completely effective in preventing access to all inappropriate materials, and it is the student's responsibility to follow the above regulations and the directions of staff.

The parental/guardian responsibility will be to address with their children any additional boundaries of what is considered acceptable use by members of their family.

Each user will be required to sign an ACCEPTABLE USE AGREEMENT. A user who violates the provisions of the agreement may be denied access to the Electronic Information Services and may be subject to disciplinary action. A canceled account will not retain its mail or files. The district does not assume liability for any information lost, damaged, or unavailable due to technical and/or other difficulties; nor does the district assume liability for a user's inappropriate use of the district Electronic Information Services.

Details of the user agreement shall have been discussed with each potential user of school computers and the network system. When the signed agreement is returned to the school, the user may be permitted use of computers and electronic resources through the District Information Services and equipment.

ACADEMIC INTEGRITY

It is the practice of Rising Aviation High School to facilitate honesty and integrity among the student body. Students must work to be successful in the classroom with each student's success based upon his/her own merit. To this end, academic misconduct of any kind is unacceptable. Examples which violate academic integrity are:

- Cheating – giving, using, or attempting to see unauthorized materials, information, notes, study aids, or other devices in any academic exercise including unauthorized communication of information.
- Fabrication and Falsification – unauthorized alteration or invention of any information or citation in an academic exercise.
- Plagiarism – presenting the work of another as one's own (i.e., without proper acknowledgement of the source). This includes the use of internet sources. The sole exception to the requirement of acknowledging sources is when the ideas or information is common knowledge.
- Facilitating Academic Misconduct – giving or attempting to help another commit an act of academic misconduct.
- Tampering with Materials, Grades, or Records – interfering with, altering, or attempting to alter school records, grades or other documents without authorization from an appropriate school official for the purpose of changing, falsifying, or removing the original information found in such records.
- Copyright Laws – all applicable copyright laws will be in effect as related to

both computer software and printed books and materials.

ABUSE OF STAFF

In order to maintain a safe, orderly school environment, the authority of school staff members acting in their official capacity must be respected. For this reason, any form of verbal or physical abuse of staff will be treated as a serious offense warranting suspension or expulsion. If concern about a staff member's exercise of authority cannot be satisfied in direct, appropriate discussion with the individual, that concern should be brought to the attention of the administration.

TEACHER/STAFF AUTHORITY

Teachers and staff have the responsibility and authority to correct the behavior of any student, especially if it is of such nature as to bring discredit to the individual, the school or the student body. Disrespect directed at staff will not be tolerated.

STUDENT DISCIPLINE RULES

Rules for students are established by Rising Aviation High School and by the Student Discipline Code set forth on the following pages. Within the Code, a chart showing minimum and maximum consequences is provided as a communications tool for all who share in the educational process. At times, consequences not set forth in the Code may be developed if the proposed alternatives are viewed by the school official and parent as useful and appropriate. Several problem areas represented on the chart are discussed in greater detail because they have unusual importance in maintaining a positive school climate.

DUE PROCESS RIGHTS

Students referred for discipline are guaranteed the following due process rights: (1) the right to be informed of accusations against them, (2) the opportunity to admit or deny accusations, (3) the right to hear evidence on which accusations are based, (4) an opportunity to present an alternative factual position, and (5) the right to appeal a disciplinary decision in accordance with district policy.

SEARCH AND SEIZURE

Rising Aviation High School's number one concern is maintaining a safe, positive learning environment for our students and staff. There are occasions when the student receives information that this may be jeopardized in some fashion and a search must be conducted. School officials need only reasonable suspicion to initiate a search. Reasonable Suspicion is based on information received from students or teachers that is considered reliable. It may also be prompted by the behavior or effect of the student. Consequently, certified school officials may search if reasonable suspicion is established as the primary basis for the search. Searches may include, and are not limited to the student's person, desks, locker, backpacks, automobiles, purses, cell phones, wallets, etc.

TEXAS DRUG & ALCOHOL LAW

Alcohol or drug violations on or within 1,000 feet of school property, at school events, or at any time the student is subject to the district's "good neighbor" policy will result in disciplinary action by school officials, notification of parents, and possible involvement of police.

STUDENT VIOLENCE/HARASSMENT/INTIMIDATION/BULLYING

Rising Aviation High School believes it is the right of every student to be educated in a positive, safe, caring, and respectful learning environment. Rising Aviation High School believes a school environment inclusive of these traits maximizes student achievement, fosters student personal growth, and helps students build a sense of community that promotes positive participation as members of society.

FIGHTING VS. ROUGH OR INAPPROPRIATE PLAY

Fighting, defined as physical contact with another person intended to cause harm, is never appropriate on a school campus. This is distinguished from the type of play - especially that of younger students - in which participants may exceed the bounds of good judgment without intending to injure one another. Response to inappropriate play must be measured by the age of students and type of endangerment that results.

GANG ASSOCIATION OR ACTIVITY

For disciplinary purposes, a gang is defined as a group of three or more who (1) have a name, (2) claim a territory, (3) have rivals/enemies, (4) interact together to the exclusion of others, and/or (5) exhibit antisocial behavior - often associated with crime or a threat to the community. Gang behavior that initiates, advocates, or promotes activities that threaten the safety or well-being of persons or property on school grounds, or which disrupts the educational environment is strictly forbidden. Any student wearing, carrying, or displaying gang clothing, symbols, or paraphernalia; exhibiting behavior or gestures which symbolize gang membership; causing and/or participating in activities which intimidate or adversely affect the educational pursuits of another student or the orderly operation of the school shall be subject to discipline.

STUDENT CONDUCT WITHIN THE SCHOOL COMMUNITY

School rules and other reasonable expectations for student behavior are extended to include student conduct while going to and from school and while off campus during the normal school day. This includes the responsibility to observe traffic and pedestrian laws and the responsibility to act as a good neighbor, respecting the safety, welfare, and property of others during lunch hour and release periods. Failure to act as a good neighbor within the school community may result in disciplinary action.

SEXUAL HARASSMENT

Sexual harassment consists of unwelcome sexual advances, requests for sexual favors, sexually motivated physical conduct or other verbal or physical conduct or communication of a sexual nature when that conduct, or communication has the purpose or effect of substantially or unreasonably interfering with an individual's education, or creating an intimidating, hostile or offensive employment or educational environment. Sexual harassment or sexual abuse will result in disciplinary action and possible police notification.

POSSESSION OF WEAPONS, KNIVES, LOADED/UNLOADED FIREARMS, EXPLOSIVE DEVICES, OR OTHER DANGEROUS INSTRUMENTS

Rising Aviation High School prohibits any person from possessing, storing, or using weapons, knives, firearms, explosive devices, and/or other dangerous instruments on school premises, including any school building, grounds, recreational area, athletic field, vehicle or any other property that the Rising Aviation High School owns, uses, or operates.



**Rising Aviation High School
Student Handbook Awareness Statement
2021-22**

Enrollment at Rising Aviation High School requires that each student becomes familiar with ALL information contained in the student handbook.

Rising Aviation High School has provided each student and his/her parent a link to the Student Handbook and school personnel/officials have discussed school policy and procedures.

**THIS FORM MUST BE TURNED IN WITH REGISTRATION MATERIALS.*

My signature acknowledges that I have reviewed and will abide by the contents of the Handbook.

Print Student Name: _____

Student Signature: _____

Print Parent/Guardian Name: _____

Parent Signature: _____

Date: _____

Campus: _____

Parent/Guardian:

On occasion, representatives from and/or employees of Rising Aviation High School wish to photograph, videotape, and/or interview individuals in connection with school programs, projects, or events. In order to release photographs, video footage, and/or comments, and/or post on district websites/publications, we need written permission. To give consent, please complete below.

_____ I give permission

_____ I do not give permission

Parent/Guardian
Signature: _____ Date: _____