

Everman I.S.D. 2016-2017

Johnson and Powell D.A.E.P.

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ADMINISTRATION

Dr. Sean Milligan
Principal

Assistant Principal
Ms. Tara Salley

Secretary
Ms. Angela Tynan

Counselor
Ms. Margaret Kelly

Teacher
Ms. Janna McCollough

Non-Discrimination Statement

The Everman Independent School District does not discriminate on the basis of race, color, age, gender, national origin, religion or disability in educational programs, admissions / enrollment decisions or activities which it operates, as required by Title VI, Title IX, Title II and Section 504.

Confidentiality Statement

The Everman Independent School District, in accordance with the Family Educational Rights and Privacy Act ("FERPA") restricts access to protected student records as required by law. Directory information on students will be released upon request without a parent's consent, unless the parent elects in writing to restrict directory information. The forms on which parents can indicate their election are sent home each year.

Johnson DAEP Mission Statement

To provide students with a rigorous and relevant program of academics and social skills so that they experience success and are prepared to return to the home campus with the confidence to meet daily challenges and future endeavors heading toward Freedom, Opportunity, and Self-Respect.

Johnson DAEP Philosophy

The faculty and administration at Johnson DAEP pride ourselves in helping students feel successful, but making them not want to come back to the discipline center. The firmness, consistency, and structure of this program are designed to meet this challenge.

We hope you will encourage your child to understand that "**All that any of us have control over is ourselves and how we respond.**" This is something your child will hear frequently as we prepare them to return successfully to their home campus at the end of their assignment.

Cooperation and support from the parent/guardian is a major factor in student success.

What is Johnson/Powell DAEP?

- We are a Disciplinary Alternative Education Placement, designed for students, according to Texas Education Code 37.008, who have violated the Everman ISD Student Code of Conduct or have obtained a felony off-campus.
- We are a safe, secure, and positive learning environment on the Johnson 6th Grade Campus in which students are isolated from other students so they can be successful, both behaviorally and academically, once they have made the choice to do so.
- DAEP assignment times are determined by the home campus administration.
- Students will receive instruction in their four core subject areas: Reading, Math, Science, and Social Studies. A Social Skills curriculum will be presented as part of the daily schedule as well.

Attendance & Transportation

- Attendance is extremely important.
- Parents/Guardians are responsible for transportation to and from the Johnson DAEP. The Everman ISD **DOES NOT provide transportation** to or from the Johnson DAEP.
- Students assigned to DAEP will not have access to a telephone and cell phones are prohibited.
- Parents/Guardians **MUST** notify the school for absences and transportation changes. Students **WILL NOT** be allowed to get into automobiles with students or other adults unless arrangements have been made with the DAEP teacher.

Arrival & Dismissal Procedures

- Arrival time is between 7:40 and 7:50. Students are counted tardy after 7:50am.
- The parent/guardian must stay in the vehicle with the students until that student is received by a Johnson DAP staff member. This is required so the teacher may communicate concerns and address dress code issues before the parent leaves the campus.
- DAEP students will be dismissed at 3:15pm.
- Cars should be parked to the far right side of the driveway so other traffic can continue moving. Car riders will be dismissed one at a time.
- Students who walk home will be dismissed after all car riders have cleared the school area.
- ALL remaining students will be dismissed to walk at 3:25pm.

Supplies and School Materials

- Students need to bring the following supplies:
 - 5-10 pencils
 - Erasers
 - Notebook Paper
 - Tissue
- Students have been issued workbooks for math and science. These workbooks **MUST** be brought to the DAEP classroom for daily use.
- Composition notebooks that are being used in the core classes will also be used in DAEP.

Lunch Information

- Students will eat lunch in the cafeteria at the scheduled time. All Level One students will be assigned a seat each day. **LEVEL ONE DAEP STUDENTS MAY NOT BUY SNACKS.**
- Level Two students may sit in a designated area and talk quietly to one or two other Level Two students. **LEVEL TWO DAEP STUDENTS MAY BUY SNACKS.**

SOCIAL SKILLS

Students will be taught and expected to follow 16 basic social skills. Feel free to follow the below social skills at home to help reinforce what is being taught in DAEP.

(1) GREETING

- a. Look at the person in the eyes.
- b. Say, "Hello" or "Good Morning" or introduce yourself.
- c. Use a firm handshake.
- d. Make a pleasant statement – "How are you today?" or "Have a great morning."

(2) FOLLOWING DIRECTIONS

- a. Look at the person in the eyes.
- b. Say, "Okay."
- c. Do it right away.

(3) BEING PREPARED/ON TASK

- a. Have books and materials.
- b. Focus attention. Ignore distractions.
- c. Do not stop working without permission.
- d. Complete & turn in all assignments on time.

(4) GETTING THE TEACHER'S ATTENTION/ASKING PERMISSION

- a. Look at the teacher or person.
- b. Raise your hand, be patient, and stay calm.
- c. Wait until the teacher acknowledges you.
- d. Ask your question, make your comment, and if asking permission say, "May I...".
- e. Accept the answer. If "No" – say "Okay."

(5) LISTENING

- a. Look at the person.
- b. Sit or stand quietly.
- c. Wait until the person is through before you speak.
- d. Show that you understand.

(6) ACCEPTING "NO" FOR AN ANSWER

- a. Look at the person.
- b. Think about why you were told "no".
- c. Say "Okay".
- d. Do not argue.
- e. If you disagree, find an appropriate time to talk about it with the person.

(7) ACCEPTING CONSEQUENCES/AUTHORITY

- a. Look at the person.
- b. Remain calm.
- c. Say, "Okay."
- d. Do not argue or complain.
- e. Follow any instructions.

(8) PATIENCE

- a. Sit or stand quietly.
- b. Wait until your turn or until you are called on.
- c. Avoid making loud complaints or becoming angry.
- d. Thank the person when you are acknowledged.
- e. Continue to remain calm.

(9) APPROPRIATE WORD CHOICE/APPROPRIATELY DISAGREEING

- a. Recognize the appropriate time to talk.
- b. Select words carefully.
- c. Use a calm and pleasant tone of voice.
- d. Do not criticize, tease, threaten or talk offensively.
- e. Say, "May I respond?"
- f. Give a reason.

(10) SHOWING RESPECT

- a. Do not damage public property.
- b. Allow others to have their privacy.
- c. Apologize for hurting feelings or causing harm.
- d. Accept others' feelings.
- e. Realize all people are different and deserve respect.

(11) ACCEPTING RESPONSIBILITY

- a. Respond honestly to questions with complete facts.
- b. Do not leave out any details.
- c. If you did something wrong, or right, say so appropriately.
- d. Accept consequences, positive or negative.

(12) ANGER CONTROL

- a. Know your triggers. Have a plan.
- b. Postpone: Use 15-second rule.
- c. Diffuse: breathe deeply, imagine a peaceful setting.
- d. Be aware: say to yourself, "Stay calm. Stay calm. Stay calm."
- e. Think about the consequences.
- f. Remember that it is common for people to disagree.

(13) DEALING WITH ACCUSATIONS/ACCEPTING CRITICISM

- a. Look at the person. Remain calm. Listen.
- b. Say, "May I respond?"
- c. If "Yes" – respond honestly.
If "No" – say "Okay", and delay your appropriate response.
- d. If the other person becomes aggressive or abusive, remove yourself from the situation.
- e. Report the incident to an adult.

(14) RESISTING PEER PRESSURE

- a. Say, "No thanks" and/or give a reason.
- b. Suggest something else to do.
- c. If necessary, repeat saying "No."
- d. Change the subject or leave the situation.

(15) MATURE THINKING

- a. STOP & THINK before you act or speak.
- b. Think about the possible consequences of your actions.
- c. Consider the impact of your actions on yourself and others.
- d. *Reward yourself* for making wise choices

(16) ACCEPTING COMPLIMENTS/APOLOGIES

- a. Look at the person.
- b. Listen to what the person is saying.
- c. Do not look away, mumble, or make sarcastic remarks.
- d. Remain calm and say, "Thank you."

JOHNSON DAEP LEVEL SYSTEM

Level One Information

Level Goals

1. Master the first eight basic social skills & a test.
2. Attend school daily.
3. Perform academically.
4. Will wear a gold vest at all times while on campus.
5. Complete all "Success Criteria".

Success Criteria (All must be completed to move up to next level)

1. Must have 900 points.
2. Be on Level One at least 10 days with the last 6 consecutive days of 95 or above.
3. Demonstrate academic progress.
4. Have no major infractions, no unexcused absences, & **no tardies** in the 10 days prior to moving to Level Two.
5. Complete the required Skills Packets and "All About Me" assignment.
6. Pass a Social Skills Quiz.
7. Gain faculty approval.

Level Two Information

Level Privileges

1. Vest not worn.
2. Student may be dropped off without being received by a staff member.
3. Visiting with 1 or 2 (according to how many other Level 2's are present) students at lunch.
4. "In-Class" Teacher Assistant.
5. Different color point sheet.
6. Two extra restroom breaks per week.
7. Line Leader.

Success Criteria (All must be completed to move up to next level)

1. Must have a total of 1500 points.
2. Complete a Faculty Approved Service Project.
3. Earn 100 points or more for 5 consecutive days prior to officially moving to Level Three.
4. Demonstrate academic progress (being on schedule and passing all classes).
5. Have no unexcused absences or tardies for the last 5 consecutive days before moving to Level Three.
6. Pass a Social Skills Quiz showing mastery of all Social Skills.
7. Gain faculty approval.
8. Complete self-assessment.

Consequences for Misbehavior on Level Two

Any Level Two student who earns below 95 points for any two days, within a 10 day period, will lose all Level Two privileges. He/she will be moved back to Level One until he/she earns a 95 or above for a minimum of 5 consecutive days before he/she is eligible to return to Level Two.

JOHNSON DAEP CONSEQUENCES

CONSEQUENCES

Johnson DAEP staff members may utilize, but are not limited to the following consequences:

1. Warning and/or Behavior Contract, if severity allows
2. Loss of Points on Point Sheet
3. Apology for inappropriate behavior
4. Loss of computer privileges
5. Out of School Suspension
6. Monetary repayment, for vandalism or property damage
7. Extended time at DAEP
8. Expulsion to J.J.A.E.P.

FIGHTING

Fighting is defined as mutual combat that results in physical contact, bodily injury, or where one student knowingly and intentionally assaults another student. The administration will notify the Fort Worth Police Department when there is a fight or assault. It will be at the discretion of the officer who responds as to whether an arrest should be made. The fine for the ticket issued can range up to \$500.00 for each student.

EXPULSION

Per the Texas Education Code, Subtitle G, Chapter 37.007, a student who has been placed in an alternative education program and continues to engage in serious or persistent misbehavior, can be expelled. Students expelled from the B.I.S.D. may be reassigned to the Juvenile Justice Alternative Education Program (J.J.A.E.P.) to continue their education. J.J.A.E.P. consists of a much longer school day with a *minimum* 90 “successful” days of placement at Tarrant County. The Juvenile Justice Probation Office in Fort Worth runs J.J.A.E.P.

CRIMINAL TRESPASS WARNING

(A signed copy of the Criminal Trespass Warning will be in each Johnson DAEP student file.)

Johnson DAEP students are NOT permitted to be on any other Everman Independent School District campus for the time of their assignment to DAEP. This includes their home campus as well as all other Elementary, Middle School, and High School campuses. The Criminal Trespass Warning includes all school-sponsored activities, even those held off E.I.S.D. campuses. *The Criminal Trespass Warning includes but is not limited to: athletic events, extracurricular competitions, awards assemblies, graduation ceremony, etc.*

Students found on other campuses after the trespass warning has been issued are subject to arrest for violation of criminal trespass under Section 30.05 of the Texas Penal Code or loitering on school property under Chapter 37 of the Texas Education Code. The Criminal Trespass Warning will be in effect for the duration of the student’s assignment to Johnson DAEP.

SAFE SCHOOLS

CAMPUS SECURITY

Johnson DAEP utilizes School Resource Officers who are on campus at varying times.

METAL DETECTORS

Students at Johnson DAEP must clear through a hand-held metal detector every morning. Students will be asked to hold their arms straight out to their sides and will be scanned with the metal detector. **Any items considered inappropriate or unnecessary for school will be confiscated at this time, including, but not limited to:**

- Cell phones
- Open containers of any sort
- Candy or gum
- Make-up
- Photos
- Combs, hair brushes, and hair picks
- Jewelry
- Any amount of money over \$10
- Etc...

The above listed items will be confiscated and only returned to a parent or guardian through a conference.

Female students should bring personal items in a brown paper bag, labeled with her name.

DRESS CODE

All students at Johnson DAEP will follow the EISD Dress Code standards along with additional restrictions in the Johnson DAEP Dress Code. Because some fashion trends compromise the safety and welfare of students, teachers, and others, and because they are disruptive to the educational process, *the Johnson DAEP Dress Code includes additional restrictions to dress*. Apparel that is disruptive may vary throughout the year. When additional restrictions to dress code are made, notice will be given through Social Skills classes.

While being received by a DAEP staff member in the morning, all dress code violations will be addressed. Any student who is in violation of the dress code will be sent home with parent until the violation is resolved.

SHIRTS & JACKETS

- Boys: Shirts will be **solid white**, collared shirts.
- Girls: Shirts will be **solid white or gray**, collared shirts.
- Undershirts will be solid white.
- **ALL shirts will be tucked in** so that the waist of the pants is revealed at all times.
- A light jacket may be worn in the building if it is white or gray and is open down the front so the waist of the pants is revealed at all times.
- **Coats may not be worn in the building.** Students are to hang up coats (and jackets that do not meet dress code standards) immediately after being checked in for the day.

PANTS

- All students will be required to wear uniform style khaki (tan) pants. No low-rise, form fitting, or cargo type pants will be allowed.

- **Will be worn at the waist (no more than 1 inch below the navel) and fit properly (NO sagging or dragging).**
- Will not have holes, rips, or tears.
- Bottom of pant legs must cover top portion of shoe.
- No shorts, skirts, skorts, dresses, capris, overalls, or suspenders may be worn.
- Plain, undecorated, black or brown belts may be worn, but are not required. No large or decorated buckles are allowed.

SHOES

- Shoes must cover the entire foot.
- Shoes and socks should be primarily solid black, white, brown, or gray.
- Shoelaces must be white, black, brown, or gray. Shoelaces **must** remain tied at all times. Any extra straps or laces are to be secured appropriately.

GENERAL

- Students may not wear make-up or perfume/cologne of any kind.

HAIR

- Hair must be kept neat and clean and out of students' eyes so as not to obstruct the view of students' eyes from DAEP staff.
- Female students may use a black, brown or white hair clip.
- Hair treatment that is considered inappropriate, distracting, or calls attention to individual students is not allowed. "Inappropriate" will be determined by the Johnson/DAEP administration.
- Unnatural hair colors will not be allowed.

ACCESSORIES

- **NO JEWELRY OR WATCHES WILL BE ALLOWED. If jewelry is brought to school, it will be confiscated and may only be picked up by a parent or guardian through a conference. If brought a second time, jewelry will remain in the possession of the school until that student has completed his/her assignment at DAEP.**
- Extra shirts or extra items of clothing that are not in Dress Code will be confiscated.
- Book bags and backpacks are ONLY allowed on the first day of DAEP.
- No purses or wallets allowed.

Students are required to stay in full dress code until they are off the DAEP campus.
Points will be deducted for any and all dress code violations.

Daily Procedures

(A bird's eye view of what will be happening all day, every day.)

CHECK-IN

1. A parent/guardian must stay with you until you are received by a DAEP staff member.
2. Greet the Johnson DAEP staff member appropriately, as described by the Social Skills.
3. Remove and hang jacket in assigned location.
4. Stand on the X to be scanned with the hand-held metal detector.
5. As a Level One student, you will put on your assigned gold vest and report to your desk.
6. Work on the assignment at your desk or read and AR book until further instructions.
7. Do not communicate with anyone except the teacher.

TRAVELING OUTSIDE THE CLASSROOM

1. Make sure doorways are clear before exiting or entering rooms.
2. ALWAYS walk in a single file line, with hands clasped behind your back.
3. Stay to the right when passing others.
4. No communication of any kind with anyone, without permission.

BEHAVIOR DURING CLASS

1. Upon arrival, sit down and begin working immediately.
2. Do not communicate with anyone, except the teacher.
3. Raise your hand and wait patiently to be acknowledged by the teacher before speaking.
4. Continue working for the whole class period.
5. Students will sit upright and be alert at all times in the classroom.

BEHAVIOR DURING LUNCH

1. Enter the designated lunch area and go immediately to the serving line.
2. No communication of any kind with anyone, without permission.
3. Return to your assigned lunch seat.
 4. Eat your lunch quietly, gather your trash, and wait for directions to place lunch tray in designated area.
5. Sit quietly or rest your head on the table until dismissed to stand in line for class.

BEHAVIOR DURING REST ROOM BREAKS

1. Work silently in class until instructed to go to restroom.
 - a. Enter restroom and take care of "personal business" immediately.
 - b. Flush toilet, wash and dry hands.
 - c. Open door and wait at door until restroom is checked.
 - i. If restroom is messed up or inappropriately used, the student will be responsible for cleaning up the mess.
 - d. Return to your seat when instructed.
2. No communication of any kind with anyone.

LEAVING SCHOOL

1. Work silently in class and wait for your name to be called.
2. Hang your vest on the back of your chair.
3. Exit the building, going directly to your ride or leaving the campus immediately.
4. Remain in full dress code until off school property.

"COMMUNICATION" includes the following:

- Verbal = talking, whispering, singing, whistling, laughing, etc.
- Non-Verbal = eye contact, waving, gesturing, etc.
- Physical Contact = (NO TOUCHING) "daps", note passing, hitting elbows, etc.

Johnson DAEP Daily Schedule 2015 – 2016

Orientation Day

- All students will attend and successfully complete Johnson DAEP Orientation Day upon entry to Johnson DAEP **AND** upon return from school holidays of more than 4 consecutive days.
- Orientation will consist of a written review of all Social Skills and a complete review of all procedures.
- Students are expected to finish Orientation in one day. Successful completion counts toward DAEP assignment days.

Check-In & Math	7:40 – 8:20
Breakfast	8:20 - 8:40
Math	8:40 – 9:45
Reading	9:45 – 10:15
Restroom Break	10:10 a.m.
Computers	10:15 – 11:00
LUNCH	11:00 – 11:30
DEAR Time	11:30 – 11:45
Reading (continued)	11:45 - 12:45
Restroom Break	12:30 p.m.
Social Studies	12:45 – 1:45
Science	1:45 – 2:45
Social Skills	2:45 – 3:15
Dismissal	3:10 – 3:20