

# BOERNE ACADEMY

Boerne Independent School District



## Student Handbook

2020-2021

235 Johns Road (use Lohmann Street Entrance)

Boerne, TX 78006

830-357-3902

Welcome! We are so glad you are here and very much look forward to helping you achieve success! We provide individualized support to help to improve academic skills necessary for school and post high school success. Boerne Academy is committed to providing the best in alternative education programs and services designed to meet the changing and varied needs of our students.

Admission to the Boerne Academy is based upon the student's academic needs and past performance. Prospective students must be enrolled in a Boerne ISD high school. The following information will help ensure your success here at The Boerne Academy.

#### Boerne Academy Staff

Cory Bell — Director of Alternative Education: [cory.bell@boerneisd.net](mailto:cory.bell@boerneisd.net) ext. 3905

Kami Zigmond – Assistant Principal: [kami.zigmond@boerneisd.net](mailto:kami.zigmond@boerneisd.net) ext. 3904

Danna Geist – Counselor: [danna.geist@boerneisd.net](mailto:danna.geist@boerneisd.net) ext. 3907

Natalia Snyder — Campus Secretary: [natalia.snyder@boerneisd.net](mailto:natalia.snyder@boerneisd.net) ext, 3902

Ricardo Alamillo — Social Studies: [ricardo.alamillo@boerneisd.net](mailto:ricardo.alamillo@boerneisd.net) ext. 3927

Gabriel Correa — Math: [gabriel.correa@boerneisd.net](mailto:gabriel.correa@boerneisd.net) ext. 3925

Mike Livingston — English: [mike.livingston@boerneisd.net](mailto:mike.livingston@boerneisd.net) ext. 3924

Harvey Sanders – Science: [harvey.sanders@boerneisd.net](mailto:harvey.sanders@boerneisd.net) ext. 3926

Vickie Trumbull — Special Education: [Vickie.trumbull@boerneisd.net](mailto:Vickie.trumbull@boerneisd.net) ext. 3923

## **BOERNE INDEPENDENT SCHOOL DISTRICT**

### **Vision Statement**

Our community will engage students and adults in a challenging educational environment that inspires creativity and enriches lives for today's realities and tomorrow's possibilities.

Engage. Inspire. Enrich.

### **Mission Statement**

The Boerne Independent School District engages, inspires, and enriches our community through innovative learning experiences.

### **Core Values**

excellence integrity accountability compassion perseverance respect service

### **BISD Board of Trustees**

Mrs. Maritza Gonzalez – Cooper	Board President
Mrs. Donna Sharp	Vice-President
Mr. Rich Sena	Secretary
Mr. Carlin Friar	Trustee
Mr. Alan Rich	Trustee
Mr. David Spencer	Trustee
Mr. Joe Tidwell	Trustee

### **BISD Leadership**

Dr. Thomas Price	Superintendent of Schools
Dr. Ashley Stewart	Chief Administrative Officer
Dr. Elaine Howard	Chief Human Resource Officer
Ms. Larissa S. Flores	Chief Instructional Officer
Ms. Tish Grill	Chief Financial Officer
Ms. Patti Holub	Chief Technology Officer
Mr. Henry Acosta	Chief Operations Officer
Mr. Bryan Benway	Director of Communications

## Schedule

- Students classified as seniors (19 credits and above) are the only students who are allowed to leave for a lunch period, and these students may remain until 4:00 p.m. in order to complete more quickly. Any extra attendance time will be credited. All other students attend 8:35 a.m. to 4:00 p.m., with lunch from 1:30- 2:00 p.m.

## Academic Coursework and Productivity

Boerne Academy coursework is a combination of assigned self-paced work, one-on-one instruction, and some group instruction. Students are always encouraged to advance more quickly than the minimum established timelines. A student's daily assignments originate from the coursework assigned by teacher. Students are given a course syllabus and all materials necessary to complete the course at the start date. Students are strongly encouraged to complete additional work on course assignments outside of the program to ensure that timelines are met. Students will be monitored for academic progress. No exemptions from EOC tests are granted in the Boerne Academy.

EOC-complete seniors who are good on attendance and credit timelines may leave at 1:30 p.m. All other students eat lunch on campus from 1:30 to 2:00 pm.

All graduation requirements will have a timeline for completion and the timeline is determined by the number of credits a student must earn. Periodic reviews and assessments of student progress will be conducted. Failure to meet required credit timelines may result in a student's withdrawal from the Boerne Academy and return to his/her home campus. All students will be required to re-apply for the Boerne Academy each semester. Attendance, credits earned, and discipline will all be considered for continued admittance to the program.

Upon completion of all graduation requirements, Boerne Academy students are invited to attend commencement at their home campus. The student's transcript is issued from Boerne High School or Boerne-Champion High School and reflects courses completed and the grades earned in the proficiency-based system.

## Advisory & Counseling

All students enrolled in the Boerne Academy will have an advisory meeting frequently. Students will meet periodically with an administrator or the counselor to review attendance, productivity, goals, graduation plan, and behavior. Counseling and guidance services are available to all Academy students.

## Attendance and Procedures for Absences

Good attendance at Boerne Academy is required and the attendance policy is as follows:

Students must maintain 90% attendance at all times.

Students who are unwilling to adhere to these requirements will face disciplinary action which may lead to a discretionary DAEP placement and/or removal from the Boerne Academy program. Students with excessive absences are still subject to the compulsory attendance laws. Students are subject to losing credits obtained at the Boerne Academy due to excessive absences.

- Absences must be reported by phone to either (830) 357-3902 no later than 8:30 a.m. Absence and attendance guidelines are the same at the Boerne Academy as for all students at any district campus. All absences require a dated and signed note from a parent/guardian or health care professional noting the specific reason(s) for the absence the first day the student returns to class. Students have a maximum of five school days upon returning to school to submit a signed parent note or verification from a health care professional.
- Students must not owe any time due to an absence or tardy. As soon as a student has any negative attendance time due to excessive absences or tardies, the student must attend make-up sessions until the negative balance is cleared.
- Make-up sessions are scheduled from 7:30 am – 8:45 am and again from 4:00 pm-4:30 pm in the Alternative Center Office. A student who leaves at 2:00 p.m. is permitted to remain in the afternoon and apply accrued hours toward the negative balance.

Parents are called in the event a student does not report to school at the assigned time.

## In the event of a future school closure

- Students will be required to check in with their teachers via video/Google Meet/Phone daily
- Students will be required to check in with administration weekly via video/Google Meet/Phone
- Attendance will be taken daily
- A minimum of 240 instructional minutes per day will be logged into Odysseyware
- Email needs to be checked daily
- Assignments will be due daily

## Parent/Guardian Agreements

- Provide a current address and phone number for your enrolled student. Notify the Academy of any changes.
- Call the Academy if your student is to be absent and send a note upon return.
- Call the Academy with any questions regarding your child's academic progress or attendance.
- Notify the school of any personal or family issues that may interfere with the student's learning.

## Behaviorial Guidelines

The goal of the Boerne Academy is to provide individualized instruction to each student in completing all graduation requirements, course work/credits and state assessments, in a non-traditional setting. The Boerne Academy is a program of choice whereby a student completes an application and is selected for admission by the Boerne Academy staff. The Boerne Academy is designed to serve those students who are self-motivated, self-disciplined, and willing to follow program guidelines with minimal redirection.

### Boerne Academy Program Guidelines:

- Students must successfully progress through all required course content in a timely manner and prepare themselves to pass all exit level tests.
  - Students must attend any and all EOC tutorial sessions until they pass the exit level exams.
- Students must be willing to follow program guidelines which include proper dress, attitude and behavior.
- Students must meet attendance requirements which include notifying staff when absent, and making up hours missed in a timely manner.
- Students must arrive on time and bring all materials needed to meet class expectations.
- Students may request a final transcript upon completion of graduation requirements from their home campus and are eligible to participate in a graduation ceremony.

All District and high school campus rules, regulations and the district code of conduct, including dress code, are applicable while attending the Boerne Academy. Steps may be taken by Boerne Academy staff to assist a student who is having difficulty progressing or meeting program guidelines. Examples include but are not limited to the following strategies: redirection/warnings, referral to the administrator, scheduling teacher/student conferences, scheduling teacher/student/parent conferences, individualizing student goals/plans, and offering counseling sessions. In cases where a student is inconsistent or unwilling to meet program guidelines, a course of disciplinary actions will be taken which could ultimately result in the student being withdrawn from the Boerne Academy.

If a Boerne Academy student exhibits persistent inappropriate behavior, as outlined in the Code of Code and/or Boerne Academy guidelines, the student may be placed in the District's Disciplinary Academic Education Program (DAEP) as a discretionary placement. The length of DAEP placement will align to the number of days typically assigned by the home campus for similar offenses. Mandatory DAEP placements will be in accordance with the Code of Conduct.

A "three strike" discipline management system will be used to document a student's inability or unwillingness to meet program guidelines. Students can receive a "strike" as a result of a one-time serious behavior incident, by consistent occurrences of daily misbehavior, or an unwillingness to meet program guidelines over a period of time. Upon each successive "strike" the following action will be taken:

- 1<sup>st</sup> strike - A staff/student conference will be held and parent notification of the incident will occur.
- 2<sup>nd</sup> strike - A parent/student/staff conference will occur. All parties will be explained the consequences of the third strike.
- 3<sup>rd</sup> strike - The director of program, Boerne Academy staff, student, and parent will meet to determine one of three outcomes of the final strike and resulting disciplinary action.
  - 1) Student will be placed in the Boerne ISD DAEP for a specified period of time. The Boerne Academy staff will provide course work. The student will be allowed to continue in the Boerne Academy on a probationary status and staff will meet at the end of the semester to determine if student will be allowed to remain enrolled in the Boerne Academy.
  - 2) Student will be placed in the Boerne DAEP for a specified period of time. The Boerne Academy staff will provide course work. The student will remain in the Boerne Academy, but the student will return to his/her home campus at the end of current semester. The student must attend one semester at his/her home campus before he/she may reapply to Boerne Academy.
  - 3) Student will be placed in the Boerne ISD DAEP for a specified period of time. The Boerne Academy staff will provide course work, and the student will return to his/her home campus upon completion of the DAEP assignment. The student must attend one semester at his/her home campus before he/she may reapply to Boerne Academy.

If a student's behavior reaches the level that is disruptive to other students or impacts the student's ability to complete his/her course work, the following steps will be taken.

1<sup>st</sup> Step: Student will be informed of the behavior problem and given a verbal warning.

2<sup>nd</sup> Step: Student will be conferenced individually, issued a second verbal warning, and the incident will be documented and placed in the student's file.

3<sup>rd</sup> Step: Student will be given a verbal directive regarding his/her behavior, incident will be documented, and the student will be referred to the Boerne Alternative Center Director or Assistant Principal. In the event that neither individual is available, staff will determine if the student's behavior warrants suspension for the remainder of the day. The staff may issue one more verbal warning before suspending the student for the remainder of the day. The student must make up any lost instructional time when suspended. Furthermore, the student and parent must attend a conference upon return from the suspension during which the student will be issued one "strike" toward the "three strike" rule.

## Breakfast and Lunch

Breakfast and lunch are available for students in our cafeteria. Students may also bring their own breakfast and lunch if they prefer. Students who qualify for free or reduced lunch will continue to access those meal plans.

## Computer Usage

The Boerne Academy is a supervised, individualized program. We use the OdysseyWare system for students to complete the majority of their coursework. Students are expected to be self-starters and be able to work independently. Certified Math, Science, English, and Social Studies teachers are available to assist each student daily. OdysseyWare covers the TEKS required by the state of Texas. Students must demonstrate mastery of the TEKS in each course before credit is granted. When credits are earned, they are posted on the student's transcript.

Students are assigned a computer to use each day. The computers are to remain inside the school at all times and are not to be taken home. Our software is accessible from home in the event a student would like to complete additional schoolwork at home. The computers are to be used for OdysseyWare only. The internet access is used for accessing the OdysseyWare platform only and conducting school related research. All other use is prohibited.

## Dress Code

All Boerne Academy student must follow the Boerne ISD Dress Code. If a student is in violation of the school's dress code, the student will be given an opportunity to correct the problem at school. Repeated offenses will result in disciplinary action.

## Electronic Devices

Students are not permitted to have in their possession cell phones or other telecommunications

devices with text messaging from the beginning to the end of the instructional day.

- Any disciplinary action will be in accordance with the Student Code of Conduct.

Personal Electronic devices must be turned off when handed to administration each morning. Parents can contact the office if a message needs to be sent to their child.

1<sup>st</sup>-offense: Warning, parent notification, the device is confiscated and parent collects the electronic item/cell phone.

2<sup>nd</sup>-offense: Parent notification, item/cell phone is confiscated and held for 10 calendar days by campus administrator, and the 1st disciplinary "strike" is issued.

3<sup>rd</sup>-offense: Parent notification, item/cell phone is confiscated and held for 30 calendar days by campus administrator, and the 2nd disciplinary "strike" is issued.

Subsequent offense: Parent notification, item/cell phone is confiscated and held until the end of the school year, and the 3<sup>rd</sup> disciplinary "strike" is issued, which initiates a discretionary DAEP placement. \*The school is not responsible for the loss or theft of personal items.



## Leaving Campus

Once a student arrives at school, he/she is not permitted to leave the campus without administrative permission. Leaving without permission will result in discipline action, an absence, and loss of hours for the day. Written permission from parent/guardian must be submitted to administration for approval prior to leaving campus.

## Medication

All medication will be kept in the office and administered by an authorized district employee only. Medications require written directions from a physician regarding administration of the medication.

## Music

Students are allowed the privilege of listening to music from the computer only. If this becomes a distraction, this privilege will be taken away.

## Tardies

- Excused tardies include those in which the student rides a bus or has a documented health care or court appointment. All other reasons for arriving late are considered unexcused.
- A student will be assigned an additional 30-minute lunch detention after each accumulation of three (3) unexcused tardies.

The additional lunch detention minutes are concurrent with the amount of time the student was tardy.

- In addition to the above consequence, seniors will also lose their senior status for five (5) days after each accumulation of three (3) unexcused tardies. Loss of senior status results in the student remaining on campus until 4:00 p.m., including the lunch period.
- A student will receive a disciplinary "strike" if he/she fails to clear any negative attendance balances in a timely manner.

## Tobacco and E-Cigarettes

Students are prohibited from possessing or using any type of tobacco product, electronic (e-cigarettes), or any other electronic vaporizing device while on school property at any time or while attending an off-campus school related activity.

## Transportation

Students that have the ability to drive and park on their home campus will have that privilege extended to them here at the Boerne Academy. Vehicles must be registered again upon acceptance to the Academy. BHS or CHS parking decal/tag must be displayed at all times. Parking privileges can be revoked at any time. (See parking form) Bus transportation is available.

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BOERNE ACADEMY  
Boerne ISD Academic Alternative Education Program

# Odysseyware®

Student Name \_\_\_\_\_

User Name \_\_\_\_\_

Password \_\_\_\_\_

**Odysseyware can be accessed at the following: [boerneacademy.owschools.com](http://boerneacademy.owschools.com)**

- Odysseyware is an online platform for learning.
- Odysseyware covers the Texas Essential Knowledge and Skills, Texas College and Career Readiness Standards and includes the State of Texas Assessments of Academic Readiness Resources.
- This platform can be used to recover credits and/or learn new material.
- Courses loaded for students are self-paced, with goals in place for completion.
- Students can access their assigned courses from any computer, at any time. They are provided access to a chromebook while school is in session.

Odysseyware provides the following features:

- Assignment Alerts
- Gradebook
- Activity Reports
- Course Completion Breakdown
- Course Percentage Complete
- Course Progress Monitoring
- Detailed Student Grading
- Login/Logout Times
- Pre/Post Test Scores
- Student Activity Daily Breakdown
- Student Unit Grades

Teaching Staff:

Ricardo Alamillo, Social Studies, 830-357-3927 [ricardo.alamillo@boerneisd.net](mailto:ricardo.alamillo@boerneisd.net)

Gabriel Correa, Math, 830-357-3925 [gabriel.correa@boerneisd.net](mailto:gabriel.correa@boerneisd.net)

Mike Livingston, English, 830-357-3924 [mike.livingston@boerneisd.net](mailto:mike.livingston@boerneisd.net)

Harvey Sanders, Science, 830-357-3922 [harvey.sanders@boerneisd.net](mailto:harvey.sanders@boerneisd.net)

Vickie Trumbull, Special Education, 830-357-3902 [vickie.trumbull@boerneisd.net](mailto:vickie.trumbull@boerneisd.net)

Administration:

Cory Bell, Director, 830-357-3905 [cory.bell@boerneisd.net](mailto:cory.bell@boerneisd.net)

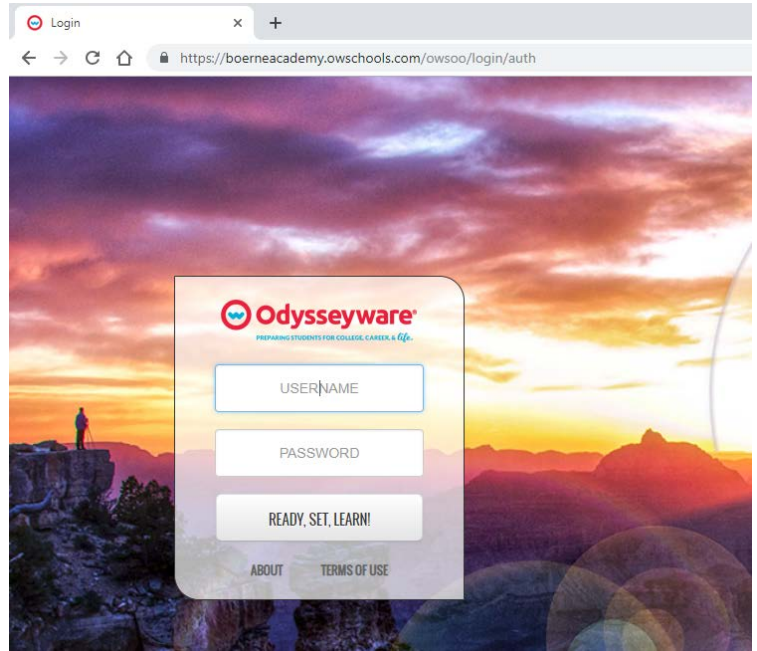
Kami Zigmond, Assistant Principal, 830-357-3904 [kami.zigmond@boerneisd.net](mailto:kami.zigmond@boerneisd.net)

Danna Geist, Counselor, 830-357-3907 [danna.geist@boerneisd.net](mailto:danna.geist@boerneisd.net)



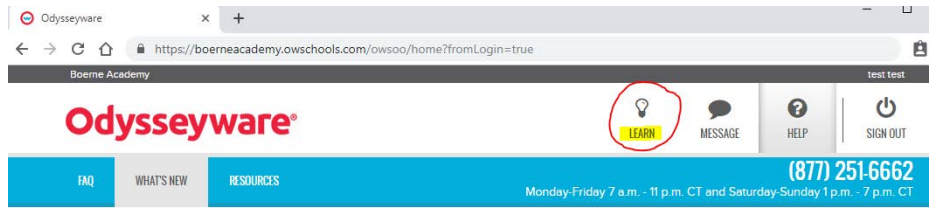
**LOGIN Page:**

Go to <https://boerneacademy.owschools.com> and enter your username and password, then click “Ready, Set, Learn”



**Welcome Page:**

Click on the lightbulb icon “LEARN” at the top right to continue to your courses.



**Assignments Page:**

Under the Assignments Tab, click on an available lesson to begin working.

Due	Type	Title	Score	Status
10/24/2018 Overdue	L	Properties of Sets	--	Assigned →





## Graduation Goal Plan

ID: \_\_\_\_\_ Grade: \_\_\_\_\_ Student Name: \_\_\_\_\_

Cohort Year: \_\_\_\_\_ Graduation Goal Year: \_\_\_\_\_ Home Campus: \_\_\_\_\_

## EOC Testing

P (Passed), F (Prior Failure), FT (First-time Tester), EX (Exempt)

<input type="checkbox"/>	Algebra I	<input type="checkbox"/>	English I	<input type="checkbox"/>	US History
<input type="checkbox"/>	Biology	<input type="checkbox"/>	English II		

## Coursework Needed for Graduation


<input type="checkbox"/> Current Credit Total	<input type="checkbox"/> Credits Needed
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### Graduation Plan

<input type="checkbox"/>	Foundation (22 Credits)			
<input type="checkbox"/>	Foundation with Endorsement (26 Credits + Applicable Endorsements)			
<input type="checkbox"/>	Foundation with Endorsement, Distinguished Achievement (26 Credits + Applicable Endorsements)			
Business & Industry	Arts & Humanities	STEM	Public Service	Multidisciplinary

Projected Completion Date: \_\_\_\_\_

### Signatures

Parent/Guardian Printed Name	Boerne Academy Administrator Signature
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**Boerne Academy Off-Campus Lunch Application**

Student Name: \_\_\_\_\_ Date: \_\_\_\_\_ Credit Total: \_\_\_\_\_

**SENIOR OFF-CAMPUS LUNCH POLICY**

Seniors (19 credits and above) of the Boerne Academy wanting to participate in off - campus lunch may be released with the following conditions:

- Seniors must have parent's permission on the application (regardless of age of student).
- Seniors can earn off campus lunch privileges one nine-week period at a time. Seniors may have no more than two (2) unexcused absences in a nine-week period.
- Seniors must be passing all classes and completed all state assessment tests.
- If a senior is denied the privilege to go off campus for lunch, he/she may apply at the beginning of the next nine-week period. All seniors must reapply each nine-week period.
- Seniors must stay on campus for occasional mandatory meetings or other events.
- Administration reserves the right to revoke off-campus privileges due to discipline issues or not completing Odysseyware coursework/assignments in a timely manner.
- Seniors must not have more than two (2) unexcused absences in a nine-week period. If a senior does not provide written notes explaining unexcused absences within ten (10) days of an absence, then they will not be cleared for off campus lunch. After nine (9) weeks, if all unexcused absences have been cleared, seniors may reapply for off-campus lunch.
- Seniors who lose their off-campus lunch privileges must have a parent come to sign them out if they need to leave for appointments.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Campus Admin Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

Denial Reason: \_\_Unexcused Absences \_\_ EOC exams needed \_\_ Hours Owed \_\_ Parent Denial \_\_ Discipline infractions at the Academy

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date of Goal Meeting







**Boerne Academy Early Release Application for Seniors**

Student Name: \_\_\_\_\_ Date: \_\_\_\_\_

Credit Total: \_\_\_\_\_

**SENIOR EARLY RELEASE POLICY**

Seniors (19 credits and above) of the Boerne Academy wanting off 4<sup>th</sup> and 8<sup>th</sup> periods may be released with the following conditions:

- Seniors must have parent's permission on the application (regardless of age of student).
- Seniors can earn early release one semester at a time. Seniors may have no more than four (4) unexcused absences in the semester or four (4) tardies.
- Seniors must be passing all classes and completed all state assessment tests.
- If a senior is denied the privilege to have off 4<sup>th</sup> and 8<sup>th</sup> periods, he/she may reapply at the beginning of the next semester.
- Seniors must stay on campus for occasional mandatory meetings or other events.
- Administration reserves the right to revoke the periods off due to discipline issues or not completing Odysseyware coursework/assignments in a timely manner.
- Seniors who lose their 4<sup>th</sup> and 8<sup>th</sup> period privileges must have a parent come to sign them out if they need to leave for appointments during those times.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Campus Admin Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

Denial Reason: \_\_Unexcused Absences \_\_ EOC exams needed \_\_ Hours Owed \_\_ Parent Denial \_\_  
Discipline infractions at the Academy





### ***Boerne Academy Parking Information Sheet***

Please note that parking at the Boerne Academy is a responsibility and a privilege. The safety of our students is paramount. This privilege can be revoked by administration at any time for failure to park in designated areas or driving irresponsibly on school property.

Student parking is in the lot located at the corner of Lohmann and School Streets closest to the street. Parking on the curb, in spaces nearest the building, or on the street is prohibited.

Students must display their tag from either BHS or CHS at all times, as well as be in good standing at their home campus with parking privileges. If the home campus denies the access to park, or if fines are owed, the student may not have parking access at the Academy.

Student Name: \_\_\_\_\_

Student ID #: \_\_\_\_\_

Home Campus: \_\_\_\_\_

Student Driver License # \_\_\_\_\_

License Plate # \_\_\_\_\_

Color of Vehicle \_\_\_\_\_

Make/Model of vehicle \_\_\_\_\_

If needed:

Vehicle # 2

License Plate # \_\_\_\_\_

Color of Vehicle \_\_\_\_\_

Make/Model of vehicle \_\_\_\_\_

Student

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_





### *Early Graduation Application*

After the sophomore year, a student may request to graduate in fewer than four years. The student must fulfill graduation requirements required for the Foundation with Endorsement plan (**26 credits**) and obtain consent from their parent or guardian. An exception to the graduation plan may only occur through ARD/504/or LPAC committees.

Boerne Academy encourages students to take a rigorous class schedule all four years of high school to prepare for post-secondary programs such as college, apprenticeships, and careers in the workforce. This includes a fourth year of Math and Science. Our goal is for students to take advantage of all opportunities and resources available to them while in high school in order to be best prepared for all post-secondary options and to limit the financial burden placed upon families by colleges and universities. All universities, including community college, require at least one Math course and by taking the 4 years of math in high school, students will be more equipped for post-secondary Math and other courses.

Students requesting the option of early graduation must understand and meet the following criteria: 1. All course requirements, must be met prior to their early graduation date. 2. Students interested in participating in college sports must have met NCAA requirements. 3. Juniors (3<sup>rd</sup> year students) graduating early do not qualify for senior early release or off campus lunch until the spring semester. (Students grade classification is based on the BISD promotion standards) In addition, students approved for early graduation who have completed all graduation requirements: ● cannot participate in any school sponsored sport, club or related activity after graduation ● cannot be on campus, except as a visitor (visitor procedures apply) ● may participate in senior pics, recognition events, graduation practice, and the graduation ceremony. The diploma will not be issued by the home campus until commencement ceremonies in the spring semester.

- To meet the criteria, students that intend to graduate early must meet minimum proficiency benchmarks for the five End of Course exams required for state accountability
- A student who wishes to graduate early must complete this application within the first 30 days of the academic year in which they want to graduate
- Early Graduation students require consistent monitoring and counseling to ensure they are on track to complete the early graduation requirement. Regular meetings between the student, family and counselor should be held in order to monitor and update student progress.
- This application is not binding; students may revert to regular student enrollment and return to school their fourth year



Student name	
Student ID#	
Date of Birth	
Parent/Guardian name	
Permanent Mailing Address	
City, State, Zip code	
Parent phone number	
Parent email address	

High School Name:	District:
Principal:	Mailing Address:

Please state the reason for application for early graduation:

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Please state your post-secondary plans:

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Date student entered high school (MM/DD/YEAR) \_\_\_\_\_

Date student intends to graduate (MM/DD/YEAR) \_\_\_\_\_





Disclosures: (parent/guardian and student initial each statement)

\_\_\_\_\_ I have read and understood the attached information regarding Early Graduation.

\_\_\_\_\_ I understand that this program is accelerated I intend to meet the academic criteria and timelines stated in this application

\_\_\_\_\_ I understand that I cannot graduate in less than 4 years with 22 credits. To graduate early, I must earn the Foundation with Endorsement Plan (26 credits).

Signatures: (print name and sign)

Approval of this application by the counselor and administrator does not constitute a recommendation.

Student \_\_\_\_\_ Date \_\_\_\_\_

Parent/Guardian \_\_\_\_\_ Date \_\_\_\_\_

Counselor \_\_\_\_\_ Date \_\_\_\_\_

Administrator \_\_\_\_\_ Date \_\_\_\_\_

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Early graduate will need to take and pass the following courses to be eligible to graduate:

- |    |    |
|----|----|
| 1. | 5. |
| 2. | 6. |
| 3. | 7. |
| 4. | 8. |

Timeline for completion:

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Testing requirements needed:

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***Boerne Academy Student Information Sheet***

***Each current and prospective student should complete this form each semester –***

Last Name \_\_\_\_\_

First Name \_\_\_\_\_

ID # \_\_\_\_\_

Campus \_\_\_\_\_

Student Phone # \_\_\_\_\_

Student Email \_\_\_\_\_

Parent/Guardian # 1 Phone \_\_\_\_\_

Parent/Guardian # 2 Phone \_\_\_\_\_

Parent/Guardian # 1 Email \_\_\_\_\_

Parent/Guardian # 2 Email \_\_\_\_\_

Address at where you currently reside

\_\_\_\_\_

Student Employer \_\_\_\_\_

Parent/Guardian # 1 Employer \_\_\_\_\_

Parent/Guardian #2 Employer \_\_\_\_\_

Do you currently have internet services where you live? Yes OR No

Do you currently have access to a computer/laptop where you live? Yes OR No



**Foundation High School Program  
Endorsement Opt-Out Agreement**

The [Texas Education Code, Section 28.025\(b\)](#), allows a student to graduate under the Foundation High School Program without earning an endorsement if, after the student’s sophomore year, the student and the student’s parent/guardian are notified of the benefits of graduating with an endorsement and the student’s parent/guardian gives written permission for the student to opt out of an endorsement. The benefits of graduating with an endorsement are available in the [Graduation Toolkit](#), produced in partnership by the Texas Education Agency, the Texas Higher Education Coordinating Board, and the Texas Workforce Commission.

**STUDENT INFORMATION**

Student Name: \_\_\_\_\_

Student Classification: \_\_\_\_\_ Campus: \_\_\_\_\_

District/Charter: \_\_\_\_\_

**PARENT OR GUARDIAN**

I have received written notice regarding the benefits to my child of graduating from high school with one or more endorsements and I grant permission for my child to graduate under the Foundation High School Program without earning an endorsement.

\_\_\_\_\_  
Signature of parent/guardian

\_\_\_\_\_  
Date

**SCHOOL ADMINISTRATOR**

I certify that \_\_\_\_\_ (student name) meets the criteria below to pursue the Foundation High School Program without an endorsement.

The student has completed his or her sophomore year of high school.

The student and his or her parent/guardian have been advised by a school counselor of the specific benefits of graduating from high school with one or more endorsement.

\_\_\_\_\_  
Signature of school administrator

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

