

# BRIGHT IDEAS CHARTER SCHOOL

2507 Central Freeway E.  
Wichita Falls, TX 76302  
940.767.1561

## POLICY

Updated August 2008

**Student Eligibility.** Under its charter, Bright Ideas Charter School is authorized to serve 200 students. Bright Ideas Charter School does not discriminate in admission based on gender, national origin, ethnicity, religion, disability, academic, artistic, or athletic ability, or the district the child would otherwise attend. Bright Ideas Charter School admits students of any race, color, national or ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school and does not discriminate on the basis of race, color, national or ethnic origin in the administration of its educational or admission policies, scholarship and loan programs, and athletic or other school-sponsored programs. **Bright Ideas School does not admit students who have a documented history of criminal offense, juvenile court adjudication, or discipline problems under TEC, Chapter 37, Subchapter A.** Bright Ideas accepts students who reside in Archer City, Burkburnett, Byers, City View, Henrietta, Holliday, Iowa Park, Midway, Petrolia, Wichita Falls, and Windthorst. However, students who reside outside of the geographic boundary may be admitted once all eligible applicants who reside in the boundary and who submitted a timely application have been enrolled. Students must be at least 5 years old before September 1 of the year enrolled to be eligible for enrollment in the charter school. If younger than 5 years old, students may enroll in Bright Ideas' private preschool.

**Re-enrollment process.** Currently enrolled students receive a Re-Enrollment Form on March 1. This form asks students to state whether they intend to return the following school year and to identify any of their siblings who wish to attend the school the following school year. The form must be returned by March 31. Currently enrolled students expressing a desire to return are enrolled for the following school year upon timely receipt of the Re-enrollment Form. Vacancies in each class are then determined, and the siblings of returning students as well as the children of the school's founders are given priority in admission.

**New Applicants/Lottery/Waiting List.** Applications from new students are accepted from April 1 through April 30. The deadline for new applications is published in the Wichita Falls Times and Record News not later than seven days before the expiration of the deadline. If the number of eligible applicants does not exceed the number of vacancies, then all applicants who timely applied are offered admission at the end of the application period. If there are more eligible applicants than available spaces in a class, then a lottery will be conducted on May 1. 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 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 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.

**Student Records.** Applicants are not required to provide copies of transcripts or academic records prior to enrollment. However, applicants may be required to provide a release for their discipline records if there is evidence that they have a documented history of discipline problems under TEC, Chapter 37, Subchapter A. Parents will be required to sign a release on the enrollment form authorizing Bright Ideas Charter School to request the student's records from the previous school. A student will not be precluded from enrolling due to Bright Ideas Charter School's failure to receive records from the student's previous school or from the parent or guardian. However, by law, not later than the 30<sup>th</sup> day after the date a parent or legal guardian enrolls the child in a public school, the parent, legal guardian, or school in which the child most recently attended school shall furnish to Bright Ideas: a birth certificate or other document suitable as proof of the child's identity, shot records or proof that the child is not required to be immunized, and copies of the child's records from the school the child most recently attended.

**School Information.** Before completing an application, parents are encouraged to read the school's informational literature. The informational literature may be received by mail or viewed online at [www.brightideasschool.com](http://www.brightideasschool.com)

**Class Times.** Bright Ideas has limited parking space. Therefore, arrival and pickup times have been staggered to ease traffic flow. It's helpful if you use the front door to drop off PreK-5<sup>th</sup> grade students. We also have another parking lot by the Ramsey Building. If your child's class is in the Ramsey Building, or you would like to stay a while, you will need to enter on the back of the property on Quincy road and park in the back parking lot. To reach Quincy Road, turn right off the 287 service road onto McKinney and then left on Quincy. Class times for PreK-K are from 7:45 – 3:15 Monday through Thursday and 7:45-11:45 on Friday. For 1<sup>st</sup>-3<sup>rd</sup>, class times are from 8:00-3:30 Monday through Thursday and 8:00-12:00 on Friday. For the 4<sup>th</sup>- 12<sup>th</sup> grade, class times are from 8:15-3:45 Monday through Thursday and 8:15-12:15 on Friday. Concurrent students will arrive and leave school according to their MSU/Vernon College schedule. They must be on campus 2 hrs per day for half time attendance and 4 hours per day for full time attendance.

**After School Care.** Daycare is available for before and after school at \$1.75 per hour. There is no charge for the 10-minute period before and after your child's class periods. In addition, if your family has children in classes with different

periods, then you may bring all your children for the earliest class and pick up your children after the latest class, at no charge. If a child is not picked up within 10 minutes, he is automatically sent to daycare. Students left after 6:00 PM are charged \$1 per minute.

**Calendar.** A calendar is available upon request. The school has 2 calendar tracks. Students who start at the beginning of Bright Ideas' school year are on the first track. Students who enroll on October 1 or later are on the 2<sup>nd</sup> calendar track and end on July 7. This allows students who start Bright Ideas later in the year enough time to gear up to our standards.

**Class Size.** Class size is limited to 22 in grades PreK-5<sup>th</sup> and 25 in grades 6<sup>th</sup>-12<sup>th</sup>.

**Staff.** Teachers at Bright Ideas Charter must have a bachelor's degree. Most have a master's degree or higher. Teachers will meet all applicable federal and state requirements. Special education and related services and all bilingual education are provided by personnel appropriately certified or licensed in the area of assignment. A complete list of all teachers' qualifications is mailed to parents in September and may be obtained any time upon request.

**Curriculum.** Our curriculum incorporates the educational concepts of Barbara Clark (Integrative Education Model), Howard Gardner (Multiple Intelligence Theory), Sylvia Rimm (Underachievement Syndrome), Mihaly Csikszentmihalyi (Flow Theory), Joseph Renzulli (Enrichment Triad Model, Joyce Van-Tassal Baska, E. Paul Torrance, D. Treffinger, B. Bloom (Taxonomy of educational objectives), James Gallagher, Joanne Rand Whitmore, John Feldhusen, Maria Montessori, and others.

**Assessment/Student Progress.** Student portfolios are maintained containing samples of the students' work to show progress. Evaluation procedures include observation, performance evaluation, formal testing, and achievement testing. Students may not be exempted from the TAKS tests. Students may not pass to the next grade until they have passed the TAKS tests and passed their courses. Students may retest to pass the TAKS. Students may take credit by exams to pass failed courses and to test out of courses. Progress reports are given after 4 weeks and grade reports after each 9 weeks. Parent-teacher conferences are available upon request. Students must pass the THEA, a college entrance exam, in order to graduate from Bright Ideas. All high school students are strongly encouraged to take college courses before graduation. Bright Ideas pays half of the college tuition and fees and for college books.

**Students With Disabilities.** Students with disabilities are served by the school. Graduation plans and passing criteria are individually determined by each student's ARD committee. The ARD committee determines, on an individual basis, the appropriate statewide assessment.

**Discipline.** BICS Accountability Code, the school's discipline code, is attached.

**Student Safety.** Fire and tornado drills are practiced. The school has above ground tornado shelters on campus. Seat belts are required for the driver and each student on field trips. Only concurrent students and staff are allowed to have cell phones on campus.

**Parental Involvement.** Parents are considered necessary participants in their child's learning. This is addressed in the Accountability Code.

**Dress Code.** The Dress Code is casual and conservative. Students must be clean. Hair must be neat, not cut in a distracting manner (for example; mohawks), and if dyed, must be a human color. Generally, students must dress in a manner that is not distracting or shocking. This means dresses, skirts, and shorts must be fingertip length. No gang attire, cult clothing, or sexy clothing as determined by Lynda Plummer, may be worn. No midriffs may show. Girls must be 13 to wear makeup. Only ears may be pierced. No tattoos may be worn where visible. No clothing with vulgar or demeaning messages, or messages promoting illegal activity on them may be worn. Pants may not have holes and must be worn on the hips and may not touch the floor. No underwear may show: no bra straps, no boxers, etc. Hats may not be worn inside the buildings. No gauge piercings in the ears. No cleavage may be seen. The Dress Code may be expanded as deemed necessary by the school board. Students who repeatedly break the Dress Code have to wear a trashbag over the offending garments.

**Respect.** Foul language is not tolerated at Bright Ideas. Students who use foul language run twice their age in laps and serve D-Hall from 12:30-4:30 on Fridays. This includes vulgar gestures, and spelling or writing the words. Anyone may report this offense. A list of foul words is available for viewing.

**Tutoring.** Tutoring is mandatory for students who are failing a class or failing a TAKS benchmark. Students who skip assigned tutoring receive Friday D-Hall.

**Volunteers.** Bright Ideas enthusiastically welcomes any parent or member of the community who wishes to volunteer their time at the school. However, a parent has the right to attend only the classes in which his child is enrolled. The principal and superintendent have the right to discipline and remove, in the judgment of the principal or superintendent, any person who poses a threat to the safety or orderly conduct of the teaching/educational processes. If denied presence at the school, the parent has the right to due process procedures outlined below. The school retains the right to bar anyone from the premises, with assistance from law enforcement if necessary.

**Appeals.** Decisions made by the administration or school policies may be appealed to the Parent Advisory Team, before then being appealed to the School Board. Parents may also go directly to the Board.

**Due Process.** Before a student may be expelled, the Board or its designee shall provide the student a hearing at which the student is afforded due process, which shall include the following:

1. Prior written notice of the charges and the proposed sanctions so as to afford a reasonable opportunity for preparation, including a written invitation to the student's parent or guardian to attend the expulsion hearing;
2. Right to a full and fair hearing before the Board or its designee;
3. Opportunity to testify and to present evidence and witnesses in his or her defense; and
4. Opportunity to examine the evidence presented by the school administration and to question the administration's witnesses.

Representative:

At the hearing, the student is entitled to an adult representative or legal counsel, who can provide guidance to the student and who is not an employee of the District. If the District makes a good-faith effort to inform the student and the student's parent or guardian of the time and place of the hearing, the District may hold the hearing regardless of whether the student, the student's parent or guardian, or another adult representing the student attends.

Hearing Procedure:

The notice should include the date and time of the hearing, the names of witnesses against the student, and the nature of the evidence. In an expulsion hearing, the District may rely on the hearsay evidence of school administrators who investigate disciplinary infractions. The decision shall be based exclusively on the evidence presented at the hearing and shall be communicated promptly to the student and parent.

*Education Code 37.009(f); Brewer v. Austin ISD, 779 F.2d 260 (5th Cir. 1985); Keough v. Tate County Bd. of Educ., 748 F.2d 1077 (5th Cir. 1984); Tasby v. Estes, 643 F.2d 1103 (5th Cir. 1981); Boykins v. Fairfield, 492 F.2d 697 (5th Cir. 1974), cert. den. 95 S.Ct. 1350 (1975)*

Appeal concerning expulsion:

A decision by the Board's designee to expel a student may be appealed to the Board. A student with a disability shall not be excluded from his or her current placement pending appeal to the Board for more than ten days without admission, review, and dismissal (ARD) committee action to determine appropriate services in the interim. Pending appeal to a special education hearing officer, unless the District and parents agree otherwise, a student with a disability shall remain in the present education setting. *Education Code 37.009(f); 34 CFR 300.513, 300.533*

Referral:

The District shall refer an expelled student to juvenile court in the county in which the student resides. *Family Code 52.041(a)*

**Confidentiality of Records Policy.** A copy of the full policy is available upon request. These policies are specified by the Family Educational Rights and Privacy Act (FERPA) of 1974. These policies outline parent and student rights regarding the access, release, and change in educational records and the right to file complaint relating to the confidentiality of such records. Copies or explanations of this policy may be obtained by contacting:

Lynda Plummer, Administrator

Bright Ideas Charter School, 2507 Central Freeway E., Wichita Falls, TX 76302

Phone: 940-767-1561