

Conroe Independent School District

**Academy for Careers in Engineering
and Science**



**Student Handbook Supplement/Program
Description Guide
2024-2025**

ACES is a member of The National Consortium of Secondary STEM Schools (NCSSSS).



The Conroe Independent School District (District) as an equal opportunity educational provider and employer does not discriminate on the basis of race, color, national origin, sex, religion, age, or disability in educational programs or activities that it operates or in employment matters. The District is required by Title VI and Title VII of the Civil Rights Act of 1964, as amended, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, as amended, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act, as well as Board policy not to discriminate in such a manner. For information about Title IX rights or Section 504/ADA rights, contact the Title IX Coordinator or the Section 504/ADA coordinator at 3205 W. Davis, Conroe, Texas 77304; (936) 709-7752.

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This ACES Student Handbook Supplement is designed to outline the Academy program requirements, student expectations and Academy course selections. This serves as an outline of policies, procedures, and operating practices of the Academy for Careers in Engineering and Science. This document is a supplement to the Conroe Independent School District (CISD) Secondary Student Handbook and the Oak Ridge High School Handbook Supplement.

All ACES students must abide by the policies and procedures outlined in these documents.

**The Academy for Careers in Engineering and Science
(ACES)**

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**Deborah Shepard
Headmaster**

VISION, MISSION AND GOALS

Vision:

Students graduating from ACES will be capable, confident lifelong learners who will be prepared for collegiate or advanced level STEM study. They will possess and reflect the desirable qualities of an Oak Ridge High School and CISD graduate.

Mission:

To maintain high school students in the STEM career pipeline and to prepare them for lifelong learning and achievement by focusing on student STEM career interests and pathways at both the occupational and professional levels.

Goals:

1. To provide students specialized courses in mathematics, science, allied health science, engineering and technology.
2. To transmit to students an understanding of the nature of science and the scientific enterprise and to serve as a portal of entry to advanced science study.
3. To maximize student achievement by providing a stimulating learning environment characterized by application, career exploration, academic rigor, support, and varied learning and assessment opportunities.
4. To support students through internships, competitive group and individual design and research efforts, and student-driven demonstrations and outreach initiatives.
5. To help students explore a wide range of opportunities available in STEM careers through interactions with individuals at institutions of higher learning, hospitals, businesses and industries.
6. To develop competent, confident, capable learners.
7. To develop a community of learners based on a continuous improvement model involving teachers, students, parents and community members.
8. To serve as a resource to other CISD schools.
9. To be a vital, integral, value-added component of Oak Ridge High School.

ACES PERSONNEL

Headmaster

Deborah Shepard

Administrative Assistant/Campus Secretary

Loriene Robinson

Geometry H Teacher

Barbara Baker

AP Biology & AP Environmental Science Teacher

Taylor Barnum

Biology H Teacher

Collin Fishburn

AP Physics I, AP Physics C, SRD Robotics Teacher

Tim Fox

Computer Science H, AP Computer Science Principles Teacher,
Engineering Design & Presentation II

Matthew Jenkins

Chemistry H & AP Chemistry Teacher

Dr. Michael McLeod

Algebra II H & AP Calculus AB Teacher

Melissa Minieri

Computer Science H, AP Computer Science Teacher

Roland Richard

GENERAL INFORMATION

Academy Class Schedule

The Academy students are on the same alternating block schedule as all Oak Ridge High School students.

Advanced Placement Courses and Testing

Advanced Placement (AP) Courses are among the most advanced academic courses offered by the district. This program gives students the opportunity to pursue college-level studies while still in secondary school and to receive advanced placement and/or credit upon entering college. Students should plan for homework in each class. ACES students are expected to take the College Board Advanced Placement Tests in May. Advanced Placement exams are available for purchase according to the timeline set by Oak Ridge HS in alignment with College Board.

Students must meet AP criteria to be placed in an AP class. Academic ability, motivation, and willingness to work are considered in placing students. Academy students planning to take more than four AP courses in a school year should consult with the Academy Headmaster and their ORHS counselor.

Attendance & Tardies

Attendance is one of the most important indicators in student success. For this reason, TEA requires students to be present 90% of the class time. If a student is absent, they will follow the attendance procedures set forth in the Oak Ridge HS handbook supplement.

ACES students are expected to be on time to class. Again, all Oak Ridge policies will be in effect for tardies. Attendance and tardies can impact a student's exam exemption status.

CISD Summer School

Health, a fine arts course, and other required courses are often offered during CISD summer school. This option, together with correspondence, credit by exam, private/outside PE, and Lone Star College offerings, provide opportunities for students to maximize their Academy experience. See your counselor for more information on these options and fee details.

Communication

Academy students will be registered into the Canvas course for ACES to facilitate completion of paperwork and other program requirements. Canvas can be used to communicate with the entire program, select grade levels, or individual students. Parents have observer viewing in Canvas and can receive notifications with announcements. Students and parents must set up their notification preferences within Canvas.

Information will also be shared with students and parents using CISD's School Messenger. Another way that information can be shared is through common classes such as Biology Honors for freshmen and Chemistry Honors for sophomores as well as through the ORHS announcement protocol.

Dual Credit Courses

Through a direct partnership with Lone Star College, CISD students successfully completing a specified high school course will receive college credit as well as credit toward high school graduation. The student must meet the testing requirements (PSAT, SAT, ACT, STAAR, or TSIA 2), must pay applicable fees, and must enroll in the college course prior to the beginning of the course on the college campus in order to receive college credit for the course. Visit the Oak Ridge Dual Credit Website for more information.

Transportation

Bus

Students in the Oak Ridge High School attendance zone will use their regular ORHS bus route information. Students must be registered for transportation.

Students in The Woodlands HS, The Woodlands College Park HS, and Grand Oaks HS attendance zone will not have CISD transportation before school, after school or activity bus routes.

Parents are encouraged to use self-arranged car pools.

CISD Transportation Information can be found at the CISD Transportation website:

<https://www.conroeisd.net/transportation/>

Driving

ACES students that meet the ORHS parking requirements are allowed to drive and park according to the ORHS parking guidelines. Parking permits are required and must be purchased through ORHS.

Tutorials, Make-up Tests, and Labs

Tutorials, make up tests/quizzes, and labs must be arranged with the assigning teacher as per their make-up policy. Teachers will post their tutorial times and other instructional information in their specific Canvas courses.

A student can make up work missed due to an absence in alignment with the policies of CISD and Oak Ridge HS. It is the student's responsibility to request and complete any assignments or tests due to the absence.

Use of Cell Phones, Smartwatches and Headphones/Earbuds

All secondary students are to abide by the policy approved by the Conroe ISD School Board.

In addition, students should not utilize headphones, earbuds, etc. during class time unless for instructional purposes and explicitly allowed by the instructor.

ACES Co-Curricular Courses and Requirements

All ACES students must meet the co-curricular requirements of the program that are completed outside the school day. These requirements include Exploration Credits, Community Service, Research and Problems, and Internship.

Academy students earn course credit for the following courses outside the regular curriculum. Therefore, students **DO NOT NEED TO REGISTER FOR THESE COURSES!**

Exploration Credits

Explorations in Science and Technology

E067HS	1/2 Local Credit	Grades 9-10	Co-curricular
	Prerequisites:	None	
	Class Rank Category:	Local (0)	

Academy students are required to earn **14 "Exploration Credits"** over two years that then generate one-half unit of local credit for the Explorations course. Credit will be given for lectures as well as trips that take place at night, on Saturdays, holidays, over weekends, and during breaks, and will focus on developing self-reliance, responsibility, and a greater understanding of career opportunities and of the importance of science and technology in our world. Many exploration opportunities are announced during the year through our ACES Canvas course and via email. Timely documentation of each trip is required (within 2 weeks of the date of event). Students are responsible for turning in their Explorations submissions and for keeping track of their credits.

Freshmen may begin earning exploration credit at the conclusion of their 8th grade year, summer leading into their freshman year.

Students who complete the Exploration Credit requirement by the end of the sophomore year will be awarded a special patch that can be applied to the letter jacket.

Exploration Categories

- An Academy-Sponsored Exploration, such as a tour, field trip, or other events involves a general announcement to all students with directions on how to participate in and get credit for the Exploration. It may involve student sign-up, transportation information/requirements, teacher sponsor; sometimes a cost, etc. Academy-sponsored explorations will receive one credits for each event.
- An Academy-Approved Exploration, such as college or university visits, lectures held at other academic institutions, or other local opportunities. Students typically provide their own transportation and there will not be an Academy sponsor at the events. Academy-approved explorations will receive one credit for each event. Students may use the Approved Exploration form with a list of sites pre-approved for credit.
 - College Visits (maximum of 2 visits for credit)
 - Houston Zoo
 - Museum of Natural Science
 - Moody Gardens
 - NASA Johnson Space Center
 - Health Museum
 - University of Houston Architecture Center Walking Tours
 - State and US National Parks
 - Distinguished Lectures will be presented by both EFTA and the CISD Academies. Students will likely participate by Zoom, and many of these lectures occur in the evening so students can attend from home. Students will earn **ONE** credit for attending a distinguished lecture.
- Independent exploration. Students may earn Exploration Credit for meaningful travel/exploration experiences that are related to science, mathematics, engineering, or technology (STEM). If the student plans to visit a city or country and has done research to find places or events that are related to STEM, the student may apply to have the exploration approved. Students must submit a completed, signed Independent Exploration Proposal form BEFORE the trip. The Proposal form may be downloaded from the Academy Canvas Course or picked up in the Academy office.

Students must attach the approved Independent Exploration Proposal Form to their submission. Credit will be based on the quality of the submission and may be reduced or denied if submission is of poor quality.

For any exploration the student must provide a reflection choosing between a typed 2-4 page report or a reflection video that includes additional research and cited using APA Style, and documentation of the experience in the form of pictures, tickets, brochures, etc. Assignment information is posted in the ACES Canvas course.

Digital submission in Canvas will be required for credit. Two options are available.

1. A double-spaced written report, 2-4 pages in length. The report must include reflections of the experience, what was learned, and how it relates to work done in school. It should also contain additional research about the experience cited using APA style, and documentation of the experience in the form of pictures, tickets, brochure, etc.
2. A video submission
Video guidelines are as follows:
 - You should include –
 - Your name
 - Where you went

- When you went there
 - Why you chose that exploration
 - Did you like it?
 - Was it useful?
 - What you learned
 - How could this affect your future?
 - How could this impact a certain field of study?
 - Does this connect to anything you have learned in class?
 - One artifact from the activity
 - A picture
 - A ticket
 - A program or brochure
- Videos should be between 1 minute and 30 seconds to 2 minutes and 30 seconds long.
 - Videos should be uploaded to the Flipgrid within two weeks of the activity. Credit will not be awarded for late submissions.
 - Videos should be similar to a presentation. They should be clear to see and hear, and they should include all of the pertinent information in a concise format.
 - Students may choose to include pictures, record from the location, or submit an audio voice over of a slideshow picture presentation of the activity.

Videos will be viewed for credit by the headmaster or designee. Remember your digital citizenship! This is the same as an online classroom where we can learn and share together. All content should be school appropriate, and student videos may not be recorded, reposted, or otherwise shown or used outside of the Academy for any other purpose. Any infractions of these acceptable use guidelines will be treated as they would if they occurred in a classroom on campus.

Note: Students are expected to complete their Explorations by the end of their sophomore year. Explorations MUST be completed before the Internship may be started. A letter jacket patch is awarded when Explorations are completed.

Research and Problems

Both a numerical grade and one half (.5) credit of Research and Problems (R&P) I, II, or III will be earned each year that a student successfully completes the work and will be given a grade in the course by their teacher/sponsor based on attendance, work and competition performance. Students must meet the requirements of the specific activity recorded.

ACES students must choose from a list of competitive events to earn Research and Problems credit each year. Previous years' events include: Science Fair, Robotics, Drones, Rocketry, BioTech (limited availability), Math UIL, Science UIL, Science Bowl, Computer Science Club and HOSA for example.

For independent projects, students may solve design problems, do an individual experimental research project, a group experimental research project, or participate in approved competitions. Research and Problems is local credit and will be placed on the transcript at the end of the year.

Note: Unless the competition is later, R&P project requirements must be completed by the end of the 3rd nine weeks or an incomplete grade will be given. If Research and Problems credit is denied or otherwise not earned during the school year the student is subject to dismissal review. A summer independent project may be required, which would have to be presented to an appropriate panel by mutual agreement in early September of the following school year.

Each student will complete and submit an R&P Contract in early September. In the contract the student commits to his or her first and second choice of projects, and then gets sponsor and parent approval. Students are then notified of their project assignment. Marginal or unsatisfactory attendance and work will result in denial of approval for the same project area the next year. The default project is a SUMMER INDEPENDENT PROJECT. **Note: If a student**

Note: To be making satisfactory graduation progress, all Internship requirements must be completed by the end of the nine-weeks following completion of the Internship time requirement or *no later than* the end of the third nine weeks of the senior year.

Community Service

A minimum of 100 hours of community service must be completed by the end of the third nine weeks of their senior year. A log to document these hours, as well as volunteer opportunities, can be found on the Academy website.

Examples of community service:

- Volunteering at the animal shelter
- Volunteering at the food bank
- Volunteering at the Montgomery County library
- Volunteering at a junior high or elementary school activity
- Volunteering through Montgomery County United Way
- Volunteering through Woodlands Interfaith
- Volunteer with the YMCA
- Assisting elderly or disabled neighbors with chores, errands, yard work
- Working Freshmen Orientation
- Helping teachers on teacher workdays
- Tutoring outside of school hours

Community service guidelines:

- Students cannot receive payment
- The activity cannot be part of a fundraiser
- Students cannot receive a grade in class for the activity
- The activity cannot be during school hours (unless arranged through Academy office, ex. Read for a Better Life activities at an elementary school).
- Students MAY count community service hours done for another organization towards your Academy requirement.

ACADEMIC POLICIES

Academy Graduation Requirements

Academy graduates are recognized by a token presented at our annual Banquet and by a medallion to be worn at graduation. In addition, an Academy Class Profile and letter describing the program are enclosed with students' transcripts sent to colleges and universities.

Following are the minimum graduation requirements for the Academy for all students. We expect that many Academy students will exceed them.

NOTE: The Academy reserves the right to modify course offerings and graduation requirements based on staffing, funding, enrollment, and scheduling.

1. Completion of the CISD 26-Credit Graduation Plan.
 - a. The Academy Science Core: Four years of science, (one or more courses per year) taught in the Academy or otherwise pre-approved:
 - Computer Science I Honors (9), Honors Biology (9)
 - Honors Chemistry (10)
 - AP Physics I (11);
 - AP Chemistry, AP Environmental Science, AP Biology, or AP Physics C.

- b. The Academy Mathematics Core: Four years of mathematics, (one course per year) taught in the Academy or otherwise pre-approved.
 Honors Geometry
 Honors Algebra II
 Dual Credit Precalculus
 AP Calculus AB, AP Calculus BC
 AP Statistics
 Multivariable Calculus
 - c. Health Science Specialization: Principles of Health Science and Health Science Theory
 Or
 - d. Technology Specialization: AP Computer Science A; AP Computer Science Principles
 - e. Specialization Requirements
 At least one additional advanced course: (chosen from AP Chemistry, AP Physics C, AP Biology, an advanced AP Computer Science, AP Environmental Science, AP Statistics, Anatomy and Physiology H, AP Seminar and/or AP Research, Medical Microbiology H.
2. Explorations (co-curricular)
 Students must complete 14 exploration credits by the end of their junior year. It is suggested that students complete these by the end of their sophomore year.
 3. Internship (co-curricular)
 Student is eligible after the sophomore year, but typically completed between the junior and senior year.
 4. Research and Problems (co-curricular)
 Research and Problems I, II, and III credits are earned through independent, co-curricular projects done in grades 9, 10, 11, and 12 as appropriate.
 5. Community Service (100 hours)
 Academy graduates are future leaders who understand the importance of giving back to their community. By the end of the third nine weeks of their senior year, students should have completed a minimum of 100 hours of community service. Logs can be found on the Academy website and in Canvas. The logs can be submitted through Canvas or turned in to the Academy office.

Course Selection

Students and parents should be familiar with Academy and CISD graduation requirements and make careful plans for taking required and elective courses. The sample four-year Academy plan with eight courses per year suggests sequences for taking required courses. Courses that meet Academy graduation requirements are listed in **bold**. Academy students must be enrolled in a minimum of three (3) Academy courses each year to maintain membership in the Academy.

Co-curricular Academy requirements that are accomplished outside the school day are listed in italics. Please see the section titled 'ACES Co-Curricular Courses and Requirements'.

We expect that Academy students do NOT take early release or late arrival, and that they take as many Academy courses as possible.

Sample Academy 4-Year Plan

Sample Plan	Credits	Freshman Year	Sophomore Year	Junior Year	Senior Year
Language Arts (all required)	4	English I (Honors, Level)	English II (Honors, Level)	English III (AP, DC, Level)	English IV (AP, DC, Honors, Level)
Mathematics (all required)	4	Geometry H Algebra II H	Algebra II H Dual Credit Precalculus	DC Precalculus AP Calc AB/BC	AP Calc AB/BC AP Statistics Multivariable Calculus
Science (all required: can double up junior year and choose at least one for senior year)	4	Biology H	Chemistry H	AP Physics I	Choose One AP Biology AP Chemistry AP Physics C AP Environmental Science Anatomy & Physiology H
Social Studies (all required)	4	World Geography Honors, Level AP Human Geography	World History (AP, Honors, Level)	US History (AP, DC, Level)	Government/Economics (AP, Honors, Level)
3rd Academy Course		Computer Science H	Choose: Principles of Health Science, AP Computer Science, AP Computer Science Principles, Engineering Design & Presentation	Choose: AP Biology, AP Chemistry, AP Environmental Science, Anatomy & Physiology H, AP Statistics, Principles of Health Science, AP Computer Science, AP Computer Science Principles, Medical Terminology, Health Science Theory or other appropriate courses	Choose: AP Biology, AP Chemistry, AP Environmental Science, SRD II Anatomy & Physiology H, AP Statistics, Principles of Health Science, AP Computer Science, AP Computer Science Principles, Medical Terminology, Health Science Theory or other appropriate courses approved by the headmaster
Foreign Language (2 required, some courses may be taken in summer school or Junior High)	2	Foreign Language I	Foreign Language II		

PE/fine arts (one year of fine arts; one year of PE should be taken before senior year if possible)	PE – 1 Fine Arts – 1 Electives – 5.5 Health - .5	PE/athletics/fine arts	Electives	Electives	Electives
Additional Academy Requirements (Co-curricular & Extracurricular)		<ul style="list-style-type: none"> • <i>Research and Problems¹</i> • <i>Community Service</i> • <i>Explorations¹</i> 	<ul style="list-style-type: none"> • <i>Research and Problems¹</i> • <i>Community Service</i> • <i>Explorations¹</i> 	<ul style="list-style-type: none"> • <i>Research and Problems¹</i> • <i>Community Service</i> • <i>Internship¹</i> 	<ul style="list-style-type: none"> • <i>Research and Problems¹</i> • <i>Community Service</i>

¹NOTE: Explorations, R&P Project and Internship are co-curricular - done outside of the school day.

Students may be dismissed from ACES for academic or behavioral reasons in accordance with this handbook, the CISD student handbook and/or the ORHS student handbook. Students have a right to due process and appeal.

Maintaining Academy Enrollment

To be considered an Academy student, i.e., enrolled in the Academy and making satisfactory progress towards graduation, the student must:

- Be enrolled in at least three required Academy courses for each grade level for **four** years; early graduation from the Academy will NOT be possible.
- Earn credit for Research and Problems. If credit is denied or otherwise not earned during the school year the student is subject to dismissal review. A summer Independent Project may be required, which would have to be presented to an appropriate panel by September 15th of the following school year.

NOTE: An Academy student is expected to enroll in an available Academy course unless an irresolvable scheduling conflict or other documented need exists and approved by the academy headmaster. Under these circumstances, the course taken would count as a course “taught” in the Academy.

Students not meeting Academy enrollment requirements are subject to dismissal.

Students not meeting Academy enrollment requirements are subject to dismissal. It is the academy student’s responsibility to enroll in the appropriate Academy course work.

The **Senior** Component: complete, pass, and get credit for **all** Academy courses (i.e. taught by Academy teachers or approved as “Academy” courses) their senior year.

Waivers: Modifications to the above requirements may be granted to students who enter the Academy after the ninth grade, or in recognition of special circumstances, as long as all other requirements are met. Waiver requests must be submitted in writing and signed by student and parent. The specific graduation plan of any student granted a waiver as approved by the faculty and Headmaster and will be placed in the student's file.

Satisfactory Graduation Progress

If you are making satisfactory graduation progress, a letter and an Academy Class Profile will be included with your official transcript for college and/or for scholarship applications. The letter explains the special nature of the Academy program. The Class Profile provides further information about the Academy and your graduating class.

If you are **not** making satisfactory progress, these items will **not** be sent with your transcript.

Following are specifics for *satisfactory graduation progress*.

- **Courses:** Required courses have been taken and passed; passing averages in all current Academy classes.

- **Explorations:** all **14 Exploration Credits** should be completed by the end of the sophomore year. **A letter jacket patch is awarded when Explorations are completed.** If you **start** your *junior* year needing many Exploration credits, you are **not** making satisfactory graduation progress.
- **Internship:** You must complete all Internship requirements by the end of the nine-weeks following completion of your internship time requirement. For example, if you do your internship in the summer of 2024, you have until the end of the first nine weeks of the 2024 fall semester to complete all of the other requirements.
- **Research & Problems Projects:** You must complete your Research and Problems project requirements each year. Sponsors will award credit based on the specific requirements communicated including meeting attendance, required competitions, and overall participation.
- **Last Senior Progress Report Date:** You must be passing all Academy courses and must have completed Internship, Explorations, and Research & Problems requirements by this date to receive your Academy medallion and to be recognized as an Academy graduate at graduation. Any student who does not meet this final deadline or who subsequently fails or is denied credit for an Academy course will not be recognized as an Academy graduate.
- **Adequate Progress:** The Academy faculty is committed to the success of our students. We realize that each student is uniquely dedicated and talented but also may experience difficulty in one or more courses from time to time for a variety of reasons. Academy students are expected to maintain a minimum grade of 75 each semester in each Academy course in order to demonstrate satisfactory progress and to be prepared for further study. Every effort will be made to work with students to attain this level of consistent performance. Any student experiencing academic difficulty is expected to work with teachers, other students, and with adults at home to identify and solve the problem. Tutorial help is available. ORHS Counselors are also available for help. Three-week progress reports are provided to help students and parents monitor academic progress.

Unsatisfactory Progress Notices

Unsatisfactory Progress Notices and Incompletes will be given to students who are not making satisfactory progress on the ACES program requirements including Community Service, Exploration Credits, and/or Research and Problems. Failure to meet these requirements in a timely manner may be cause for dismissal action from ACES.

Grades

Failures

A student's eligibility to continue in the Academy will be reviewed by the faculty if he or she fails a semester of a required 9th or 10th-grade Academy course. If allowed to continue, the student will be placed on probation and must repeat the failed course in summer school with a minimum grade of 80. The student must pay any fees required to repeat the course. The repeated course grade will generate level rather than honors credit. Alternatively, and on an individual basis, satisfactory completion of the failed course by correspondence or by re-enrollment may be allowed.

Failure of a semester of a course in the 11th grade is very serious. Since second-year classes and higher-level science, mathematics, and computer classes are not offered in summer school, there will be no opportunity for repetition and the student's status in the Academy is jeopardized. A student must pass each course for the year (average of both semesters) in order to remain in the Academy.

Failure in more than one Academy course in a semester at any grade level may result in dismissal from the Academy.

Academic Probation

Any student who fails a course in any nine-weeks will have UIL no pass- no play consequences imposed. In addition, if the failure is in an Academy course, the student will be placed on Academy academic probation and a success plan for the next nine-weeks will be prepared by the teacher.

Any student who does not maintain a minimum of 75-semester grade in each Academy course will also be placed on academic probation. Working with parents, a success plan for the next semester will be prepared.

The faculty will review the advisability of the student's continuing in the Academy if a student has consecutive semesters with grades below 75. If continued probation is the decision, a success plan for the next semester will again be prepared. Otherwise, the student will be dismissed. (See Dismissal)

Note: Students on Academic or Behavior Probation may be denied Exploration and/or other privileges.

Dismissal from ACES

A student facing dismissal from the Academy for low grades will be invited, with his/her parents, to meet with the Headmaster, ORHS counselor, and faculty. The student's situation will be reviewed. Before a decision is made, the parents and student will be given the opportunity to explain any extenuating circumstances impacting the student's academic performance and to provide reasonable expectation that performance will improve to an acceptable level.

Dismissal may result in transfer back to the home campus or assignment to ORHS, as appropriate. A dismissal decision may be appealed to the CISD Superintendent/designee.

Behavior Probation

ACES Students must follow all rules/guidelines in the CISD Code of Conduct as well as the policies in the Oak Ridge HS handbook.

General Misconduct Violation: In addition to parent notification and other consequences, such as a behavior contract, detention, or in-school suspension, a student who commits a General Misconduct Violation may be placed on Academy behavior probation. An additional General Misconduct Violation by a student on behavior probation will result in a dismissal action.

Removal by Teacher Violation: a student who is removed from class by a teacher will be placed on behavior probation until a decision is made. If the student is then removed to an Alternative Education Program or expelled, he/she will be dismissed from the Academy.

Due Process for Behavioral Dismissal

A student facing dismissal from the Academy for behavior will be invited, with his/her parents, to meet with the Headmaster or a committee including the Headmaster, ORHS counselor, and faculty to present any mitigating circumstances before a dismissal decision is made. Behavioral dismissal may result in transfer back to the attendance zone campus, re-assignment to ORHS, or other decision as appropriate.

Removal by Headmaster Violation: a student may be dismissed from the Academy after review of the severity of discipline infractions including but not limited to: fighting, destruction of property, misuse of technology, and/or truancy violations.

Mandatory Placement in Alternative Education Program or Expulsion: a student who is mandatorily placed in the Alternative Education Program (DAEP or JJAEP) or expelled will be dismissed from the Academy without probation.

Resignation or Dismissal from the Academy

A student should resign from the Academy **only** at the end of a semester. Students not zoned to Oak Ridge High School who resign or are dismissed will be re-assigned to their zoned campus. Students exiting the ACES program but wishing to stay at ORHS will need to submit a transfer request via the CISD transfer website.

Academy Application and Selection Criteria

Application information is made available during the fall to all eligible eighth grade students interested in the Academy program. Resident students must apply during their eligible 8th-grade year. No applications from resident students will be accepted after this time. Late and move-in applications will be taken in March through July. Out-of-district eighth grade and high school transfer students interested in the Academy should contact the Academy office for further information.

Junior high grades and standardized test scores are used to qualify students for the Academy. Minimum averages in junior high English, social studies, math and science courses are required. The Academy selection committee uses the student's application letters, teacher evaluations, test results, writing sample, and an interview to assess the student's interest in, and commitment to, succeeding in a rigorous academic program. Parental understanding of the program and support of the student are vital to this success. We want to admit students who will bring something special to the program and who will benefit from it. Not all applicants may be interviewed.

A student must have completed Algebra I to enter the Academy.