

PLANO INDEPENDENT SCHOOL DISTRICT

Night School  
Student Handbook / Registration Information

Online registration is available to you at home beginning August 13. Please go to this website to check for online registration instructions.  
[www.pisd.edu/students/night.school](http://www.pisd.edu/students/night.school)



Grades 9 – 12  
Fall, 2019 – Spring, 2020

Location:  
Plano Senior High School  
2200 Independence Parkway  
Plano, Texas 75075

# GENERAL INFORMATION

The Plano Independent School District Night School Program is only open to current Plano ISD students in grades 9-12.

## Location

Plano Senior High School  
2200 Independence Parkway  
Plano, Texas

## Day Phone Number

(469) 752-8894

## Time

5:30 - 8:30 p.m.  
on Tuesdays and Thursdays

## Tuition

\$230 per session

(may be paid with cash, money order, cashier's check, Visa, Mastercard, or Discover Card). Money orders and cashier's checks should be made payable to Plano I.S.D.



**PERSONAL CHECKS WILL NOT BE ACCEPTED.**

## Schedule

One course per session

## Inclement Weather

On days of inclement weather, night school classes will follow the same dismissal schedule as regular day school. If regular day school is dismissed or if class is dismissed early due to the weather, night school classes will not meet that particular evening. Upon threatening inclement weather, all secondary schools will be notified by 3:00 p.m. if night activities, including night school, are cancelled.

## NIGHT SCHOOL CALENDAR

Fall 2019

August 12 – September 5	Pre-Registration (see student's counselor)
September 9 (Monday)	Teacher Inservice Plano Senior High School Room A-113 5:00 – 9:00 p.m.
September 10 (Tuesday)	<b>Classes Begin</b> Plano Senior High School 2200 Independence Parkway Room A-113 (classes posted) 5:30 - 8:30 p.m.
October 15 (Tuesday) October 31 (Thursday)	No Class - Student Holiday No Class
November 26 (Tuesday) November 28 (Thursday)	Thanksgiving Holiday Thanksgiving Holiday
December 5 (Thursday)	Final Exams (5:30 - 7:30 p.m.) <b>Last Night of Classes</b>

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## PROGRESS REPORTS

Tuesday, October 1  
Tuesday, October 29  
Tuesday, November 19

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## REMEDIATION SESSIONS

Plano Senior High School                      Room A-113                      5:30 - 8:30 p.m.

Thursday, October 3  
Thursday, November 21

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## NIGHT SCHOOL CALENDAR

Spring 2020

January 7 – 23 Pre-Registration (see student's counselor)

January 27 (Monday) Teacher Inservice  
Plano Senior High School  
Room A-113  
5:00 – 9:00 p.m.

January 28 (Tuesday) **Classes Begin**  
Plano Senior High School  
2200 Independence Parkway  
Room A-113 (classes posted)  
5:30 - 8:30 p.m.

March 10 (Tuesday) Spring Break Holiday  
March 12 (Thursday) Spring Break Holiday

April 16 (Thursday) Final Exams (5:30-7:30 p.m.)  
**Last Night of Classes**

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## PROGRESS REPORTS

Tuesday, February 18  
Tuesday, March 17  
Tuesday, April 7

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## REMEDATION SESSIONS

Plano Senior High School Room A-113 5:30 - 8:30 p.m.

Thursday, February 20  
Thursday, March 19

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# STUDENT INFORMATION

## Philosophy

The purpose of the extended night program for grades 9-12 is to provide high school students with opportunities to master the essential knowledge and skills of incomplete/failed courses. For students, night school provides an upbeat, challenging program. For teachers, night school offers an opportunity to develop and implement innovative strategies which stimulate learning. The staff has high standards for academic achievement and citizenship for every student. Excellence is expected and rewarded. Reading and composition skill instruction is provided in each subject area. The learning style of each student is assessed, and instruction is focused to meet the needs of the various styles and abilities.

## Dress Code Policy

The PISD School Dress Policy for secondary schools will be in effect for night school. The following statements are guidelines:

- Shoes must be worn at all times.
- Walking shorts may be worn but MUST meet the following standards:
  - (a) must be loose-fitting; no biking shorts, cutoffs, boxer shorts or combination thereof;
  - (b) must be hemmed or cuffed;
  - (c) length must be to the fingertips or longer.
- Dresses or skirts must be longer than fingertips.
- Tank tops, tube tops, halter type blouses or mesh shirts will not be permitted. Sundresses will be permitted if modestly cut. Shirts should overlap the waistband of skirts, shorts, or pants.
- Items with provocative, offensive, violent or drug-related pictures or slogans will not be permitted. Items advertising alcoholic beverages or tobacco products will not be permitted.
- No hats, caps, bandanas, hoods, wallet chains, or sunglasses may be worn in the building.
- No type of clothing which has been torn or has holes will be allowed.
- No sagging pants or shorts will be permitted.
- No gang paraphernalia will be permitted.
- No visible pierced jewelry other than earrings will be permitted.
- All students are expected to meet community standards and school policies with regard to health, cleanliness, and appearance. All safety rules must be obeyed.

## Tobacco Policy

The PISD Tobacco Policy will be in effect. Due to House Bill 858, smoking is not permitted on the Plano Senior High campus. Possession of tobacco products, including but not limited to cigarettes, cigars, pipes, snuff, or chewing tobacco on campus or areas adjacent to the campus is illegal.

## Discipline

Discipline referrals will be made to the principal or his designee.

**The following infractions may result in immediate withdrawal from the Night School program. No warnings will be given.**

- Possession of any illegal weapon.**
- Being under the influence of, or in possession of drugs/alcohol.**
- Fighting.**

Discipline Referrals: For inappropriate and/or disruptive behavior:

1<sup>st</sup> referral – Conference with principal/student returned to class if deemed appropriate by principal.

2<sup>nd</sup> referral – Conference with principal/student returned to class if deemed appropriate/Call to parent.

3<sup>rd</sup> referral – Conference with principal/parents are informed that next referral will result in withdrawal from night school and the student is sent home for the remainder of the evening.

4<sup>th</sup> referral – Student is withdrawn from Night School

- Any threatening statements or actions made by a student towards staff or other students will be taken seriously, and the student will be subject to dismissal and other disciplinary actions.

## Building Usage

We are guests of Plano Senior High School, and students are expected to conduct themselves accordingly.

Students should park in the parking lot facing Park Boulevard. Entrances and exits should be made only from the lower levels in Building A. Students are not allowed in any other parts of Plano Senior High School. Non-compliance with this policy will facilitate the student's disciplinary action. The vending machines in the cafeteria are full service. Use them at your own risk. REFUNDS ARE NOT AVAILABLE. Additionally, the office does not provide change.

## Breaks

Students will be allowed one break each evening. This break will be 15 minutes in length allowing time to go to the cafeteria for food and drinks. Some food items will be sold from the vending machines, but students are encouraged to bring snacks from home.

**Students may not go to the parking lots.**

## Tuition



Tuition cost is \$230 per session. This amount is to be paid in full at the time of registration or in payments. Cash, money orders, cashier's checks, Mastercard, Visa, and Discover Card are accepted. **PERSONAL CHECKS WILL NOT BE ACCEPTED. Students will not be given credit for classes until all financial obligations have been met.**

Payment plans and financial assistance are available for students who qualify for the free/reduced meals program during the school year. The first payment of at least \$20 must be submitted with the student registration forms (Forms A, B, and C). Payment plans are accepted for the remaining balance.

## Refunds

If a student registers for a class and then decides to withdraw before the first night of class, thirty dollars (\$30.00) of the night school tuition is non-refundable. All refund requests must be in writing to: Expanded Learning Pathways, Plano ISD, 3540 E. 14th Street, Plano, TX 75074

No refund requests will be honored after the first night of class. If a class does not make, the complete tuition will be refunded.

The total tuition is non-refundable if a student is dismissed for non-attendance, discipline or smoking.

## Tardies

Classes will begin promptly at 5:30 p.m. Students are expected to be in class ready to work at this time. Excessive tardies will result in the student being removed from the program. Any tardy over 15 minutes will be considered as an absence rounded to the full hour. Before returning to class after a tardy, students should receive a tardy admit slip from the office.

## Attendance Policy

Since Night School only meets for a total of 22 nights (66 hours), attendance at each session is a critical component for student success. The curriculum combines online learning modules with a traditional classroom approach, so it is imperative for students to be at each required session. Students who have to miss a session are required to make-up their absence by attending one of the remediation sessions.

More importantly, students who miss over six hours of class time may be withdrawn from the program. Upon the return to Night School after an absence, the student must have a DATED note written and signed by the parent explaining the absence. The note **MUST** have a phone number where the parent may be reached at night. This information must be presented to the Night School attendance clerk.

Remediation sessions are scheduled throughout the semester (see remediation sessions listed below). The purpose of each remediation session is to allow for reteaching, retesting, and making up missed assignments. Students who are **failing** or have **missed class time** during the dates before the remediation session **ARE REQUIRED TO ATTEND THE REMEDIATION SESSION. MAKING UP THE TIME DOES NOT NEGATE THE ABSENCE. YOU MUST MAKE UP THE TIME, AND YOU ARE STILL ONLY ALLOWED SIX TOTAL HOURS OF ABSENCE.** If the student is absent the night of a required remediation session, he/she **will be counted absent** and will be required to make up the additional time. **Students who are passing, have not missed class time prior to the scheduled remediation date, and have teacher approval are not required to attend the remediation session.** The teacher will notify students of remediation requirements during the Night School class before the remediation session. Students who are absent the night before the remediation session will be expected to make up the missed time during the upcoming remediation session.

### REMEDIATION SESSIONS

Session I  
October 3  
November 21

Session II  
February 20  
March 19

# REGISTRATION INFORMATION

## ONLINE REGISTRATION

Online registration begins August 12. Parents may register and pay online if the counselor has pre-approved the course. The parent must go to the parent portal login, complete/verify the student emergency information and must pay using a credit card. Online registration instructions may be found at the PISD website <http://www.pisd.edu/students/night.school/index.shtml>

Once the credit card transaction is successful, the parent will receive an authorization number. This ensures the student is enrolled in Night School. The enrollment process is complete.

## PRE-REGISTRATION IF NOT ENROLLING ONLINE

- It is suggested that students complete pre-registration for Night School if not enrolling online. Classes fill quickly, and enrollment is based on a first-come first-serve basis.
- Students may pre-register for Night School at the Plano ISD Shiloh Building, 3540 E. 14<sup>th</sup> Street, from 9:00 a.m. - 4:00 p.m. beginning August 12 through September 5 for the fall session. Students enrolling in spring session may do so beginning January 7 through January 23.
- The student should complete forms A, B and C in this booklet. A counselor's signature is required on Form B. Incomplete or illegible forms will not be accepted, requiring the student to enroll during late registration.
- Registration may also be completed by mail. Mail registration forms A, B and C with payment of \$230 (money order, cashier's check, Visa/MasterCard/Discover card info) to:

**PLANO INDEPENDENT SCHOOL DISTRICT, EXPANDED LEARNING PATHWAYS,  
3540 E. 14<sup>th</sup> STREET, PLANO TX 75074**

- Incomplete or illegible forms will not be accepted. **Form B requires a counselor's signature.** All registrations received by mail must be postmarked by August 30 for fall session and January 17 for spring session.

***Students attending fall session should register in August/September.  
Students attending spring session should register in January 2020.***

**PISD NIGHT SCHOOL STUDENT REGISTRATION FORM**

\*\*\* If registering online, the student/parent does **not** need to complete or bring/mail Forms A – C to the Administration Building.\*\*\*

**STUDENT INFORMATION**

**PISD ID Number**

Date _____	Student's Date of Birth _____	Male _____	Female _____
Student's Name _____			
Address _____		City _____	Zip _____
Home Phone _____	Day School _____ (2019-2020)	Grade _____ (2019-2020)	

**PARENT/GUARDIAN INFORMATION - This must be completed.**

To serve your child in case of accident or sudden illness, it is necessary that you furnish the following information for emergency calls.

Father's Name _____	Home Phone _____
Employer _____	Work Phone _____
Mother's Name _____	Home Phone _____
Employer _____	Work Phone _____
List a neighbor or nearby relative who will assume temporary care of your child if you cannot be contacted.	
Name _____	Phone _____
Address _____	

**HEALTH INFORMATION**

List any health conditions such as heart disease, diabetes, epilepsy, severe allergies, eye or ear problems, or any chronic condition.

Explanation _____	
Doctor: First Choice _____	Phone _____
Doctor: Second Choice _____	Phone _____
Clinic/Hospital _____	

I, the undersigned, do hereby authorize employees of Plano Independent School District to contact directly the persons and health care providers named on this card and do authorize the named physicians, clinics and/or hospitals to render such treatment as may be deemed necessary for the transportation and health care of said child. In the event the physicians, other persons named on this card, or parents cannot be contacted, the school employees are hereby authorized to take whatever action is deemed necessary in their judgment, for the health of the aforesaid child. (Section 35.01, Texas Family Code). I will not hold the school district financially responsible for the emergency care and/or transportation of said child.

I request that the physicians, dentists and staff of the medical facility perform any diagnostic procedures, treatment procedures, operative procedures, x-rays and anesthetics as may be necessary in the diagnosis and treatment of my child. I authorize the medical facility to dispose of any specimen or tissue taken from named person.

I certify I am a parent with legal control of the child, the child's legal guardian, or have other court ordered control of the child. I understand that I must notify Plano ISD in writing to change any information on this form or to revoke any consent given herein.

_____ Printed Name of Parent/Guardian	_____ Signature of Parent or Legal Guardian	_____ Date
_____ Printed Name of Student	_____ Signature of Student (If 18 or more years of age)	_____ Date



# FALL 2019 COURSES

Please select only one course for this session.  
Counselor's signature is required below.

Form  
B

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**ENGLISH I** Part 1 \_\_\_\_\_ or Part 2 \_\_\_\_\_

- 101001 Regular
- 101001 504
- 101011 Modified Grade
- 101001 Special Ed. Support
- 051001 SOL

**ENGLISH II** Part 1 \_\_\_\_\_ or Part 2 \_\_\_\_\_

- 102001 Regular
- 102001 504
- 102011 Modified Grade
- 102001 Special Ed. Support
- 052001 SOL

**ENGLISH III** Part 1 \_\_\_\_\_ or Part 2 \_\_\_\_\_

- 103001 Regular
- 103001 504
- 103011 Modified Grade
- 103001 Special Ed. Support

**ENGLISH IV** Part 1 \_\_\_\_\_ or Part 2 \_\_\_\_\_

- 104001 Regular
- 104001 504
- 104011 Modified Grade
- 104001 Special Ed. Support

**US HISTORY** Part 1 \_\_\_\_\_ or Part 2 \_\_\_\_\_

- 251001 Regular
- 251001 504
- 251011 Modified Grade
- 251001 Special Ed. Support

**WORLD GEOGRAPHY** Part 1 \_\_\_\_\_ or Part 2 \_\_\_\_\_

- 253001 Regular
- 253001 504
- 253011 Modified Grade
- 253001 Special Ed. Support

**WORLD HIST** Part 1 \_\_\_\_\_ or Part 2 \_\_\_\_\_

- 252001 Regular
- 252001 504
- 252011 Modified Grade
- 252001 Special Ed. Support

**ECONOMICS**

- 25500B Regular
- 25500B 504
- 25501B Modified Grade
- 25500B Special Ed. Support

**GOVERNMENT**

- 25400B Regular
- 25400B 504
- 25401B Modified Grade
- 25400B Special Ed. Support

**MATH MODELS Part 2**

- 153501 Regular
- 153501 504
- 153511 Modified Grade
- 153501 Special Ed. Support

**GEOMETRY** Part 1 \_\_\_\_\_ or Part 2 \_\_\_\_\_

- 153001 Regular
- 153001 504
- 153011 Modified Grade
- 153001 Special Ed. Support

**ALGEBRA I** Part 1 \_\_\_\_\_ or Part 2 \_\_\_\_\_

- 152001 Regular
- 152001 504
- 152011 Modified Grade
- 152001 Special Ed. Support

**ALGEBRA II** Part 1 \_\_\_\_\_ or Part 2 \_\_\_\_\_

- 154001 Regular
- 154001 504
- 154011 Modified Grade
- 154001 Special Ed. Support

It is the responsibility of the home school counselor to assure that the student is enrolled in the correct course. Please initial the CORRECT course and complete the following information. The courses listed on this page will be offered only if enrollment is sufficient.

\_\_\_\_\_  
Student Name (Please Print)

\_\_\_\_\_  
ID Number

Students seeking Special Education support or a Special Education grade must furnish the Night School principal with a copy of his/her modification/adaptation documents.

\_\_\_\_\_  
Signature of Home School Counselor

(This signature verifies that the counselor has checked the student's ID number, and the student is registering for the appropriate course.)

# SPRING 2020 COURSES

Please select only one course for this session.  
Counselor's signature is required below.

Form  
B

Spring  
Session

## ENGLISH I Part 1 \_\_\_\_\_ or Part 2 \_\_\_\_\_

- 101001 Regular
- 101001 504
- 101011 Modified Grade
- 101001 Special Ed. Support
- 051001 SOL

## ENGLISH II Part 1 \_\_\_\_\_ or Part 2 \_\_\_\_\_

- 102001 Regular
- 102001 504
- 102011 Modified Grade
- 102001 Special Ed. Support
- 052001 SOL

## ENGLISH III Part 1 \_\_\_\_\_ or Part 2 \_\_\_\_\_

- 103001 Regular
- 103001 504
- 103011 Modified Grade
- 103001 Special Ed. Support

## ENGLISH IV Part 1 \_\_\_\_\_ or Part 2 \_\_\_\_\_

- 104001 Regular
- 104001 504
- 104011 Modified Grade
- 104001 Special Ed. Support

## US HISTORY Part 1 \_\_\_\_\_ or Part 2 \_\_\_\_\_

- 251001 Regular
- 251001 504
- 251011 Modified Grade
- 251001 Special Ed. Support

## WORLD GEOGRAPHY Part 1 \_\_\_\_\_ or Part 2 \_\_\_\_\_

- 253001 Regular
- 253001 504
- 253011 Modified Grade
- 253001 Special Ed. Support

## WORLD HIST Part 1 \_\_\_\_\_ or Part 2 \_\_\_\_\_

- 252001 Regular
- 252001 504
- 252011 Modified Grade
- 252001 Special Ed. Support

## ECONOMICS

- 25500B Regular
- 25500B 504
- 25501B Modified Grade
- 25500B Special Ed. Support

## GOVERNMENT

- 25400B Regular
- 25400B 504
- 25401B Modified Grade
- 25400B Special Ed. Support

## MATH MODELS Part 1

- 153501 Regular
- 153501 504
- 153511 Modified Grade
- 153501 Special Ed. Support

## GEOMETRY Part 1 \_\_\_\_\_ or Part 2 \_\_\_\_\_

- 153001 Regular
- 153001 504
- 153011 Modified Grade
- 153001 Special Ed. Support

## ALGEBRA I Part 1 \_\_\_\_\_ or Part 2 \_\_\_\_\_

- 152001 Regular
- 152001 504
- 152011 Modified Grade
- 152001 Special Ed. Support

## ALGEBRA II Part 1 \_\_\_\_\_ or Part 2 \_\_\_\_\_

- 154001 Regular
- 154001 504
- 154011 Modified Grade
- 154001 Special Ed. Support

It is the responsibility of the home school counselor to assure that the student is enrolled in the correct course. Please initial the CORRECT course and complete the following information. The courses listed on this page will be offered only if enrollment is sufficient

Student Name (Please Print) \_\_\_\_\_

ID Number \_\_\_\_\_

Students seeking Special Education support or a Special Education grade must furnish the Night School principal with a copy of his/her modification/adaptation documents.

Signature of Home School Counselor \_\_\_\_\_

(This signature verifies that the counselor has checked the student's ID number, and the student is registering for the appropriate course.)

## PAYMENT INFORMATION

Please complete the payment information below. The cost of this program is \$230 per session.

Student's Name \_\_\_\_\_




**PAYMENT INFORMATION: \*\*\*\*\* PERSONAL CHECKS WILL NOT BE ACCEPTED. \*\*\*\*\***

**Tuition is \$230.** Payment may be made by cash, Visa/MasterCard/Discover card, money order or cashier's check. **PERSONAL CHECKS WILL NOT BE ACCEPTED.** Money orders and cashier's checks should be made payable to Plano Independent School District. Payments will not automatically be deducted from your credit card. Students requesting payment plans may have a payment plan. Payments may be made at Night School or by phoning the Night School office at (469) 752-8894 during regular business hours. Payment in full is expected by the end of the course. Financial assistance is available for those who qualify.

Cash  Amount \_\_\_\_\_

Money Order  Number \_\_\_\_\_ Amount \_\_\_\_\_  
(payable to Plano ISD)

Cashier's Check  Number \_\_\_\_\_ Amount \_\_\_\_\_  
(payable to Plano ISD)

Credit Card     MasterCard \_\_\_\_\_ Visa \_\_\_\_\_ Discover Card \_\_\_\_\_

Credit Card Number     -     -

Expiration Date   /   Last Three Digits on Back of Credit Card     
month year

Name of Credit Card Holder \_\_\_\_\_

Signature of Credit Card Holder \_\_\_\_\_

Amount to Charge \$ \_\_\_\_\_ Daytime Phone Number \_\_\_\_\_

 **MAIL OR BRING FORMS A, B, AND C AND PAYMENT (\$230) TO:**

EXPANDED LEARNING PATHWAYS  
PLANO ISD  
3540 E. 14<sup>th</sup> STREET  
PLANO, TX 75074

DO NOT RETURN THIS APPLICATION TO YOUR SCHOOL.

<b>OFFICE USE ONLY</b>	ID# _____
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