

# Back to School



**2008–2009**

**HOUSTON  
INDEPENDENT  
SCHOOL DISTRICT**

The *Back to School* publication provides valuable information about the district for parents, students, and anyone interested in getting involved with HISD. Included are important dates and details on enrollment, attendance, transportation, graduation requirements, volunteering, and much, much more.

## **General Information**

**HISD Information Center: 713-556-6005**

The HISD Information Center, located in the Hattie Mae White Educational Support Center at 4400 West 18th Street, is your resource for information about schools, instructional programs, districtwide initiatives, and administrative departments. The center also has many district publications available for distribution, viewing, or purchase.

**[www.houstonisd.org](http://www.houstonisd.org)**

Many individuals prefer to use a computer to access resources. To meet that need, HISD makes a wealth of information available online via *HISDConnect*, the district's Web site ([www.houstonisd.org](http://www.houstonisd.org)). Of special interest is the "Parents & Students" section that includes *Back to School* and links to other valuable resources and tools.





Accelerating Student Progress  
Increasing Results & Expectations

Last fall, HISD launched ASPIRE, a comprehensive educational-improvement model. ASPIRE stands for “Accelerating Student Progress. Increasing Results & Expectations.”

ASPIRE demonstrates HISD’s commitment to continuous improvement and vision for connecting the district’s many educational-improvement activities and initiatives. This framework also supports HISD’s mission of providing high-quality educational opportunities that result in college- and career-readiness for every student.

A key component of ASPIRE is using high-quality data, particularly value-added analysis, to guide instructional decision-making. Value-added analysis is a new tool to measure individual student progress. It offers an accurate and fair way to assess the impact campuses and teachers make on student learning. ASPIRE is designed to recognize and reward HISD’s many highly effective campuses and teachers through the ASPIRE Award Program, including opportunities for schools and teachers to receive performance pay for helping students make strong academic progress.

HISD is confident that by aligning its initiatives, encouraging the sharing of ideas, and recognizing highly effective campuses and teachers, it will help students to make greater progress. To learn more, visit [www.houstonisd.org/ASPIRE](http://www.houstonisd.org/ASPIRE).

## Electronic News

If you are interested in receiving news about HISD via e-mail, simply visit [www.houstonisd.org/subscribe](http://www.houstonisd.org/subscribe) to sign up. News includes messages from the superintendent, news highlights, and updates on action by the Board of Education. So, sign up today—the process is quick and easy, and subscribers are also given the opportunity to choose to receive news in Spanish or Vietnamese.

## Emergency Information

**Emergencies** that require police assistance should be reported immediately by dialing 911 or by notifying a police officer. Call **713-892-7777** to contact the HISD Police Department about an emergency; for nonemergencies, call 713-842-3715.

**Closing of Schools:** The superintendent of schools may close schools, due to inclement weather or emergencies (e.g., flooding, icy roads, power failures, etc.). HISD instantaneously announces such closings through its telephone and e-mail notification system, Connect-ED. This information is also announced on radio and television stations. Under both emergency closing plans, **A** and **B**, students are excused from class for the day. (Under plan A, all employees are also excused. Under plan B, schools are closed, but administrative offices remain open.) Individuals who miss the announcements can call HISD’s Weather Hotline (**713-267-1704**) for details.



**Weather Hotline**  
**713-267-1704**

## Student Calendar

- August 25** ..... First Day of Class
- September 1** ..... Labor Day
- October 9** ..... Fall Holiday
- November 26–28** ..... Thanksgiving Holiday
- Dec. 22–Jan. 5** ..... Winter Break
- January 19** ..... Martin Luther King Jr. Day
- March 16–20** ..... Spring Break
- April 10** ..... Spring Holiday
- May 25** ..... Memorial Day
- May 28** ..... Last Day of Class

Visit [www.houstonisd.org](http://www.houstonisd.org) for more calendars, including testing.

## Make-Up Days

HISD has designated two make-up days in case classes are cancelled due to bad weather: April 10, 2009, (first choice) and May 25, 2009 (second choice).



## Board of Education Board Services: 713-556-6121

The Board of Education is the official policy-making body of the Houston Independent School District. The nine trustees, elected from separate districts, serve four-year terms. They represent the residents of their individual districts, but also serve the larger community as a whole.

- |                                    |                                |
|------------------------------------|--------------------------------|
| District I: Natasha M. Kamrani     | District VI: Greg Meyers       |
| District II: Carol Mims Galloway   | District VII: Harvin C. Moore  |
| District III: Manuel Rodríguez Jr. | District VIII: Diana Dávila    |
| District IV: Paula M. Harris       | District IX: Lawrence Marshall |
| District V: Dianne Johnson         |                                |

The board holds regular meetings the second Thursday of each month. Agendas are available online through the Board Services Web site ([www.houstonisd.org/agendas](http://www.houstonisd.org/agendas)). Printed agendas are available to the public from the HISD Information Center—located at 4400 West 18th Street. Members of the public who wish to speak about specific agenda items before the board votes on those items may register with Board Services by 11:00 a.m. on the day of the board meeting. There is also a Hearing of Citizens at each regular meeting. Individuals who wish to voice concerns or present information during the Hearing of Citizens must register with Board Services by 4:30 p.m. the day before the scheduled board meeting. Presentations by members of the public are limited to a maximum of three minutes; time may be reduced under certain circumstances as stipulated in Board Policy AF(LOCAL).

## Enrollment Eligibility

**Student Transfer: 713-556-6734**

Children may attend HISD schools if they live within the boundaries of HISD, are between the ages of 4 and 21, and have not graduated from high school. Nonresident students may attend if they have an approved out-of-district transfer as stipulated in Board Policy FDA(LOCAL). Except for pre-kindergarten students not qualifying under state guidelines and Magnet Separate and Unique Schools, there is no longer a tuition fee. Nonresidents must renew the out-of-district transfer each year.

To be eligible for first grade, a child should be six years old by September 1 of a given school year. Although state law does not require students to attend kindergarten, it is excellent preparation for first grade, and parents are encouraged to enroll their children. To enter kindergarten, a child must be five years old no later than September 1 of a given school year.

## Pre-K Programs

**Early Childhood Department:  
713-556-6882**

The HISD Board of Education and superintendent of schools are committed to expanding the district's early childhood programs. Since early childhood education is important to future academic success, HISD is offering prekindergarten on a tuition basis to students who do not meet the eligibility requirements to attend prekindergarten tuition-free.

Parents may enroll their four-year-old child (child must be four years of age on or before September 1 of a given school year) in a full-day, tuition-based pre-kindergarten program at participating neighborhood schools, on a space-available basis. The state-set fee is \$4,200 per year, which may be paid in 10 payments of \$420.

*To obtain additional information about tuition-based prekindergarten, call the Early Childhood Department at 713-556-6882, or a participating school.*

## Attendance Zoning and Choice of Schools

**Student Transfer: 713-556-6734**

Most schools have specifically defined attendance zones that include residential areas that each school serves. On the basis of a student's home address, HISD assigns each student to a "feeder pattern" composed of a specific elementary, middle, and high school. To determine which schools serve your residence, use the online "School Zone Search Tool" under "Schools" at [www.houstonisd.org](http://www.houstonisd.org), or call the Student Transfer Department at 713-556-6734 or the HISD Information Center at 713-556-6005.

In the interest of ensuring the widest possible range of choices in education, HISD also offers parents the option of sending their child to a school other than the "home" or "zoned" campus, provided that the school of choice has sufficient space available to accept additional students. When the school of choice accepts a student from outside its attendance zone, HISD requires that the parents agree to keep the student at the chosen school for the entire school year, and parents must assume responsibility for the student's transportation. Parents may also apply to a school other than the "zoned" campus for other types of transfers, such as Magnet/Vanguard, special transfers for courses or programs, impassable geographic barriers, majority-to-minority, space-available, out-of-district, violent-crime victim, unsafe school, adequate yearly progress, and public education grant. Out-of-district transfers may be available on a "space available" basis for students residing outside HISD. All out-of-district transfers, including Vanguard and HISD charter-school and contract programs, require the approval of the principal and superintendent of schools.

*For information about available space, the application process, and eligibility for transfers, call the school in which you are interested or the Student Transfer Department at 713-556-6734.*

## Transportation

**Bus Routing and Scheduling:  
713-613-3040**

HISD provides bus service for eligible regular-education students who submit requests to their campus transportation coordinators and have them approved by the Transportation Services Department. Bus stops for most regular-education students are located at HISD campuses that are within one mile of the student's residence, but no further than two miles. The parent or legal guardian of a student who qualifies for bus service is responsible for transportation, if needed, to the student's assigned bus stop.

If a special-needs student's Individualized Education Program requires transportation services for a free and appropriate public education, HISD provides district bus service to the closest available program that meets the student's needs.

The parent or legal guardian of a student who does not qualify for bus service is responsible for the student's transportation, if needed, to the assigned campus.

The METRO Q<sup>®</sup> Fare Card (Q stands for "quick") replaces all previous student frequent-ridership programs. With the card, all elementary-school (over the age of 6) through high-school students receive a 50-percent discount. Using the card is the only means by which students receive discounted fares and free transfers. The card can be considered as an electronic wallet for METRO riders since fares are automatically deducted from the card each time it is used. The card provides faster boarding, tracks riders' progress toward earning five free trips for every 50 paid rides, and protects balances if it is ever lost or stolen. For complete details, call the METROline at 713-635-4000 or visit the Web site at [www.ridemetro.org](http://www.ridemetro.org).

*For information about eligibility and bus stops, contact your campus transportation coordinator or consult the transportation Services Department Web site ([www.houstonisd.org/HISDtransportation](http://www.houstonisd.org/HISDtransportation)).*

## Enrollment

**Federal and State Compliance: 713-556-6731**

**Where and When to Enroll:** Each school in HISD handles its own registration and enrollment. To find out the enrollment schedule for a specific school, telephone the school. See “Choice of Schools” on page 3 for information about transfers and Magnet/Vanguard and charter-school enrollment.

**Enrollment Process and Immunizations:** To register and enroll your child in the school that he or she is zoned to attend, bring to the school the child’s birth certificate or other proof of age and identity, proof of your identity and residential address (driver’s license and utility bill), and a record of your child’s current immunizations signed by a doctor. Your child may be eligible to enroll provisionally if the required immunization process has begun. (For details about necessary inoculations and clinic locations, visit the Health and Medical Services Web site or call Health Services at 713-349-7423.) Remember, Texas law requires that a child must be enrolled by the child’s parent or guardian or another person with legal control of the child under a court order. It also requires the district to record the name, address, and date of birth of the person enrolling the student.

**Documentation Requirements:** Every school district requires identification of each student as a condition of enrollment, which must be under a student’s legal name as shown on that student’s birth certificate or another legal document. The parent or legal guardian must furnish documentation of the student’s identity, age, and residence and a copy of the student’s records within 30 days of enrollment (or 90 days if the student was born outside the U.S.). If the student does not have a Social Security number, HISD will assign a Public Education Information Management System (PEIMS) number. No student may be denied enrollment solely because of failure to meet the documentation requirements. Enrollment is provisional, however, pending receipt of the required documentation and verification of eligibility.

A parent or legal guardian who resides with relatives or friends within HISD and who wishes to send a child to an HISD school must submit a statement of residence. The parent or guardian must complete the statement at the zoned school and must supply (1) photo identification; (2) a letter from the official resident of the address at which the applicant is living, stating how long the applicant has lived at that address; (3) the name of the school the student attended most recently; (4) a copy of the official resident’s most recent bill for electricity, gas, or water; and (5), if the residence is an apartment, a valid lease giving the name of the official resident. (For assistance, call the Student Transfer Department at 713-556-6734.)

*If your child is entering HISD from another school district, you will also need a record of current immunizations and his or her most recent report card. The school will also request an academic transcript from your child’s previous school.*

## Breakfast, Lunch, and Snacks

**Food Services: 713-491-5700**

HISD is committed to providing nutritious, well-balanced breakfasts, lunches, and snacks to help students perform better in all areas of their lives, including academic achievement. Each of the approximately 230,000 meals served daily by Food Services meets or exceeds the U.S. Department of Agriculture’s daily dietary requirements as outlined under the National School Breakfast and Lunch Programs.

HISD offers free breakfast to all students, and lunches are available to qualifying students at no cost or at a substantially reduced rate. Application forms for free or reduced-price meals are available at each school and through the Food Services Department (713-491-5700).

*More information, including menus, is available on the Food Services Web site ([www.houstonisd.org/HISDfoodservices](http://www.houstonisd.org/HISDfoodservices)).*

## Attendance Requirements

**Federal and State Compliance: 713-556-6731**

It is each parent’s duty to require his or her school-aged children to attend school, monitor the student’s attendance, and request a conference with school officials to discuss any attendance concerns. In HISD schools, a student must attend at least 93 percent of the days the course meets during the school year in order to receive credit for a course. Students with excessive absences will automatically be referred to the principal or Attendance Committee of the school to determine whether credit may be awarded. Students and parents must use the established school process for appealing credit lost due to excessive absences.

State law provides that if a student is absent from school without parental consent for any portion of the school day for three days in a four-week period or for ten or more days in a six-month period, the student and the student’s parent or legal guardian are subject to prosecution by the Harris County Justice of the Peace Courts or Municipal Courts. The student may also be referred to a juvenile court.

Principals may excuse absences for personal illness, death in the family, or other legitimate reasons. Teachers will give students an opportunity to make up work for all absences.



## Special Education Services

**Special Education: 713-556-7025**

*Options and requirements for providing assistance to students who have learning difficulties or who need or may need Special Education or Section 504 disability identification services*—If a child is experiencing learning difficulties, the parent may contact the Special Education Department to learn about the district’s overall general education referral or screening system for support services. This system links students to a variety of support options, including referral for a Special Education evaluation or an evaluation for disability under Section 504. Upon request, students having difficulty in a general education classroom will be considered for tutorial, compensatory, and other support services that are available to all students.

At any time, a parent is entitled to request an evaluation for Special Education or Section 504 services. Within a reasonable amount of time, the district must decide whether an evaluation is needed. If evaluation is needed, the parent will be notified and asked to provide consent for the evaluation. The district must complete the evaluation and the report within 60 calendar days of the date the district receives the written consent. The district must provide a copy of the completed report to the parents.

If the district determines that the evaluation is not needed, the district will provide parents with written notice explaining why the child will not be evaluated. This written notice will include information regarding parents’ rights to dispute the district’s decision. Additionally, the notice will inform parents about how to obtain a copy of the *Notice of Procedural Safeguards—Rights of Parents of Students with Disabilities or Notice of Procedural Safeguards under Section 504*.

*Please contact Frances Goodbeer (713-867-5220) regarding options for a child experiencing learning difficulties or a referral for Special Education or Section 504 evaluation.*



## HISD Charter Schools

**Alternative and Charter Schools  
Office: 713-807-5181**

In keeping with its commitment to provide the young people of Houston with the best possible education, HISD offers a variety of successful charter schools to attend. They range from schools with their own campuses to specialized “school-within-a-school” programs. Charter schools target particular learning needs and offer unique instructional opportunities, including dual-language, primary learning, and multicultural studies. HISD charter schools offer students new approaches to education, while continuing to benefit from the considerable support services HISD offers. More information is available online; see “Schools” at [www.houstonisd.org](http://www.houstonisd.org).

HISD charter schools are not in any way affiliated with other independent, state-approved open-enrollment charter schools. Direct questions about those charter schools to the Texas Education Agency (512-463-9575).

While all charter schools are exempt from most of the regulations and standards that apply to Texas public school systems, including teacher certification requirements, HISD charter schools adhere to HISD’s high standards and quality controls.

## School Hours and Early-Dismissal Days

All HISD schools are in session Monday through Friday, and every school is required to have a seven-hour instructional day. However, specific schedules vary at different campuses, so it is a good idea to contact your particular school to find out its starting and closing times.

Throughout the year there are several days on which schools dismiss students early to allow time for instructional planning, professional development, and parental-involvement activities. Each campus sets its own schedule of early-dismissal days, so contact your child’s school to find out what these dates are for the school year.

## Releasing Students During School Hours

A student may be released during school hours only to the person who signed the student’s enrollment form or who has legal custody of the student or to a person who has the parent’s written permission to have the student released. That person must first present identification to the school office.

## Visiting Schools

Members of the community are welcome to visit HISD schools. Every visitor, however, must sign in at the school office and observe campus procedures. Visits may be limited by the school principal and cannot disrupt school activities.

## Testing

**Student Assessment: 713-349-7460**

HISD uses a variety of national, state, and local instruments to monitor and improve student learning. Information about student testing, including test dates and descriptions of each assessment, is available through your child's school and online at [www.houstonisd.org/calendar](http://www.houstonisd.org/calendar).

## Promotion Standards

**Federal and State Compliance: 713-556-6731**

In order for HISD students to be promoted to the next grade level, they must show that they have learned what the State of Texas requires of all public school children. HISD "Promotion Standards" generally include classroom grades, a local or state test, and a nationally norm-referenced achievement test. Detailed information about the standards is communicated to parents and students in the fall of each school year.

## Graduation Requirements

All HISD students must earn 24 credits to graduate from high school, except those students entering ninth grade in or after 2007–2008, who must earn 26 credits to graduate in the Recommended Program or Distinguished Achievement Program. In addition to completing all course requirements, students must pass the appropriate state-approved exit-level assessment. Students are required to pass the exit-level Texas Assessment of Knowledge and Skills (TAKS) by the eleventh grade. In addition, they are automatically enrolled in the Recommended High-School Program; but students can change to other plans with the approval of their parents and school administration.

*For details about particular course credits, consult your high-school counselor or call the Department of Counseling and Guidance at 713-556-7019.*

## Grading and Report Cards

**Federal and State Compliance: 713-556-6731**

### Academic Subjects

90–100 = excellent  
80–89 = good; above average  
75–79 = satisfactory; average  
70–74 = passing; below average  
below 70 = unsatisfactory; failing

### Conduct

E = excellent  
S = satisfactory  
P = poor; below average  
U = unsatisfactory

**Grade Classification:** In high school, a student's total credits determine the student's classification—i.e., what grade level or "year" the student is in. Board of Education policy concerning classification is described in HISD Board Policy EIE(LOCAL).

### Credits Earned

0–5.5 .....grade 9 (freshman)  
6–11.5 .....grade 10 (sophomore)  
12–17.5 .....grade 11 (junior)  
18 or more .....grade 12 (senior)

### Classification (year)

**Grades and Extracurricular Activities:** Under the state's "no pass/no play" law, eligibility for participation in extracurricular activities during the first six weeks of the school year is determined by a student's grades from the final grading cycle of the previous school year or the number of credits earned during the previous school year. After the first six weeks, a student who receives a grade lower than 70 (or the equivalent) in any academic course is ineligible to participate in extracurricular activities during the first three school weeks of the next grading period. During that time the student may continue to practice or rehearse with other students but may not take part in any competition or public performance.

### Nine-Week Grading Periods

(used in elementary schools and certain secondary schools)

First Grading Period .....August 25 to October 24  
Second Grading Period .....October 27 to December 19  
Third Grading Period .....January 6 to March 13  
Fourth Grading Period .....March 23 to May 28

Elementary schools (and certain secondary schools) send report cards to parents four times during the year, shortly after the end of each nine-week grading period: November 5, January 14, April 1, and May 28 (elementary and middle schools) and June 10 (high schools).

### Six-Week Grading Periods (used in most secondary schools)

First Grading Period .....August 25 to October 10  
Second Grading Period .....October 13 to November 12  
Third Grading Period .....November 13 to December 19  
Fourth Grading Period .....January 6 to February 20  
Fifth Grading Period .....February 23 to April 9  
Sixth Grading Period .....April 13 to May 28

Most middle schools and high schools (and certain elementary schools) send report cards to parents six times during the school year, shortly after the end of each six-week grading period: October 22, November 25, January 14, March 4, April 22, and May 28 (elementary and middle schools) and June 10 (high schools). Certain middle schools and high schools, however, observe nine-week grading periods; see the schedule for elementary schools above. If a student is not progressing satisfactorily, parents receive a preliminary report at the midpoint of the grading period and at other times as necessary. Parents must sign and return the reports.

## Resolving Problems

HISD is grateful for the support it receives from the parents of our students, and all HISD employees share with parents the goal of achieving what is best for those students. Nevertheless, sometimes parents and school personnel may not agree on a particular issue. In the interest of arriving at a quick, satisfactory solution in such situations, it is very important to adhere to the procedures and reporting structures that HISD has in place.

The key to settling any problem is clear and honest communication. If you do not understand or do not agree with an action or a policy that affects your child, the first person to turn to is your child's teacher. Make an appointment to meet with the teacher and discuss the matter. If that does not resolve the problem to your satisfaction, or if your concern is with something that involves the whole school, take the issue directly to the principal. In the unlikely event that the principal cannot resolve the problem, the next step is to take it to the parent manager for the administrative region to which your school belongs. Should the parent manager not be able to resolve the problem, the regional superintendent may assist. (A list of regional offices is included on page 10 for your reference.) For exceptional cases—those that do not follow regular patterns and those in which agreement cannot be reached—the help of HISD's Parent Assistance Center may be solicited (4400 West 18th Street, 713-556-6815).



## Student Conduct

**Parent Assistance Center:**  
713-556-6815

All students and parents receive copies of the *Code of Student Conduct*, which describes disciplinary offenses and how the school district handles them. Parents are responsible for ensuring that their children adhere to the rules and conventions of proper behavior while at school. HISD has an official policy of “zero tolerance” for student behavior that could disrupt instruction or pose safety hazards on HISD property and at school-related events. Such behavior includes the possession of weapons, drugs, or alcohol. The *Code of Student Conduct* is also available online (see “Student Requirements” under “Parents & Students” at [www.houstonisd.org](http://www.houstonisd.org)).

## Medical Care at School

**Health and Medical Services:**  
713-349-7423

The school will contact parents or a designated relative or a family friend if a student becomes ill or suffers an injury. Be sure to list all emergency telephone numbers on your child's enrollment card.

Prescription medication can be administered at school only when advance written parental and physician permission is on file. Only personnel designated by the principal may administer prescribed medication to a student during the school day. For additional information, contact the school principal or school nurse.

## School Supplies and Uniforms

Elementary schools require all children to bring certain basic supplies (e.g., paper, pencils, scissors, etc.); for a supply list, call the HISD Information Center at 713-556-6005 or see “Student Requirements” under “Parents & Students” at [www.houstonisd.org](http://www.houstonisd.org). Students may be asked to purchase additional supplies for individual classes—please check with your child's school.

Dress codes and school uniform requirements are determined at the school level. Contact your child's school for details.

## Student Insurance

**Risk Management:** 713-220-5092

By law, public schools are not liable for injuries that students suffer while on campus. HISD does, however, make available affordable voluntary accident insurance. Parents can buy full-time coverage (24 hours per day) or coverage only for those hours when their child is at school. Enrollment information is available from Texas Kids First; call 1-800-388-5620 or visit [www.texaskidsfirst.com](http://www.texaskidsfirst.com). For information about health insurance for uninsured children sponsored by the State of Texas, call 1-800-647-6558 or visit [www.texcarepartnership.com](http://www.texcarepartnership.com). A limited health-insurance plan for students is also available from Texas Kids First.



## Parental Engagement

### Strategic Partnerships: 713-556-7200

To realize its core value of having parents as partners, HISD is committed to helping parents be informed, engaged, and act as advocates for improved student achievement. Parents and community members can affect the academic and personal success of HISD students by participating in a variety of activities:

- **Volunteers in Public Schools (VIPS)** is HISD's volunteer program. Members of the acclaimed VIPS serve as tutors, mentors, teacher partners, security patrols, chaperones, interpreters, cafeteria monitors, and helpers in libraries, media centers, clinics, and offices. Visit [www.houstonisd.org/vips](http://www.houstonisd.org/vips) or call Parent Engagement (713-556-7200) for more information.
- **Parent Engagement Coordinators (PECs)** provide support to PTA and PTO programs in HISD schools. Each region has a PEC assigned to assist parent leaders in the development, growth, and sustainability of campus parent-teacher programs. For more information, visit [www.houstonisd.org](http://www.houstonisd.org) or call Parent Engagement at 713-556-7200.
- **The Parent Prep Academy** offers vital information, resources, and capacity-building courses aimed at developing parents as supporters, learners, and leaders. Courses are offered in neighborhood schools and community centers, at convenient times, and by knowledgeable providers. The academy provides programs in early childhood development, parenting and family strengthening, college access, and English-as-a-second-language and computer classes for adults.

To ensure greater academic success for all HISD students and to strengthen a mutually respectful relationship between parents and schools, the *HISD Parent Rights and Responsibilities* was developed. This document is available online ([www.houstonisd.org/ParentRights](http://www.houstonisd.org/ParentRights)) or by contacting Strategic Partnerships.

## DonorsChoose

DonorsChoose is an innovative way to help teachers obtain much-needed supplies for class projects. The process works by connecting public school teachers with concerned citizens who want to help students get the most from their education. Contributors may browse through the proposals, select the ones they wish to fund, and make a donation. For more information about DonorsChoose or to see HISD schools' proposals, visit the organization's Web site ([www.DonorsChoose.org](http://www.DonorsChoose.org)). To see whether teachers at your child's school have posted any proposals, enter the school's name into the keyword field of the quick-search tool and press "go."

## DriversEd.com

Students ages 14–17 can now complete the required classroom portion for their first driver's license and help their schools earn money. DriversEd.com uses 2- and 3-D animated case studies, graphics, interactive quizzes, games, and online movies to engage as well as instruct. Plus, around-the-clock availability allows students to progress at their own pace, review content when needed, and match study times with their busy schedules. HISD families receive a 10-percent discount off the course tuition and schools can receive up to \$20 per participating student. Students also may qualify for a 10-percent insurance discount. For information, go to [www.HISD.DriversEd.com](http://www.HISD.DriversEd.com).

## Upromise: Help Schools Raise Money and Save for College

Upromise is a free program that allows participants to raise money for HISD schools and save funds for college by making purchases from various retailers. Registration is quick, easy, and free. HISD parents, family members, and friends can sign up at [www.Upromise.com/schools](http://www.Upromise.com/schools). For each qualifying product or service purchased, HISD schools will receive a percentage of the sale to support campus projects, and students will begin accumulating additional funds for college.



*For more details about the Upromise program, including information about how to sign up in English, Spanish, or Vietnamese, visit the district's Marketing and Business Development Department Web site at [www.houstonisd.org/Upromise](http://www.houstonisd.org/Upromise).*



## Reach Out to Dropouts Walk

Are you willing to help HISD get students back in school? If so, the Houston Independent School District is seeking volunteers to participate in its annual "Reach Out to Dropouts Walk." The event will take place Saturday, September 6, 2008, from 8:00 a.m. to noon. For more information, contact the Student Engagement Department at 713-556-7017.

## Community Engagement

HISD schools are enriched through partnerships that match the needs of schools with resources of partners. If you are affiliated with a community organization, business, nonprofit agency, civic group, faith-based organization, etc., you can help HISD by participating in its partnership and volunteer programs, which provide many opportunities to help educate students. In addition, the HISD Community Engagement Department needs partners who can provide mentors, tutors, supplies/services, or financial contributions to help individual schools. For more information, visit [www.houstonisd.org/community](http://www.houstonisd.org/community) or call 713-556-7200.

## HISD Television

**Instructional Media Services:**  
713-556-6066

HISD TV can be viewed on cable within Houston city limits 24 hours a day on Comcast (Time-Warner) cable channel 18, Phonoscope channel 76, TVMax channel 96, and Suddenlink channel 18. A complete schedule of programs and additional information are available online at [www.houstonisd.org/media](http://www.houstonisd.org/media).

Programs produced for students include *Math-A-Letics* (a sports-themed math program for students in grades K–6), *My Math Plus* (a program for secondary students to reinforce math concepts taught in the classroom), *Fun-A-Licious* (a program for prekindergarten students that teaches activities and developmental assets), *ScienceFaction* (a program featuring fundamental science concepts for elementary-age children), and *Free* (a program that highlights HISD teens with positive, healthful lifestyles). *Media Kids* (Lanier Middle School), *Yates Community Forum*, and *East Side Life* (Furr High School) are student-produced programs.

*HISD News Today* presents current HISD news and information each day at 6:30 p.m. The show is rebroadcast that same evening at 8:30 p.m., and at 8:00 a.m. and noon the following day. The weekend program is also broadcast Saturdays at 5:30 a.m. on channel 49 (KPXB-TV, Warner Cable channel 7).

To keep the public informed of district initiatives and issues, Media Services Television produces programs such as *HISD Perspectives*, *Reporte de HISD* (in Spanish), *HISD Beliefs and Visions* (hosted by the Board of Education president), and *A Conversation with Our Superintendent*. *Positively Parents* (also broadcast in Spanish) explores issues critical to parental involvement in education. *HISD Perspectives* and *Reporte de HISD* are also broadcast on KUHT-TV channel 8.

*Regional Focus* programs feature discussion of educational issues and initiatives and news from HISD's five regions.

## HISD Today Newsletter

**Communication Services:**  
713-556-6130

Parents can stay informed of events in HISD by reading the districtwide newsletter *HISD Today*. The bimonthly, bilingual publication—sent home with elementary-school students, mailed to the homes of secondary students, and available online—emphasizes school-based news and districtwide information of interest to students, parents, and the community at large. A bimonthly newsletter in Vietnamese, *Thong Tin*, is also available.

*To obtain copies of either of these documents, contact your school or visit the district's Web site at [www.houstonisd.org](http://www.houstonisd.org) and click "News."*



## Hattie Mae White Educational Support Center

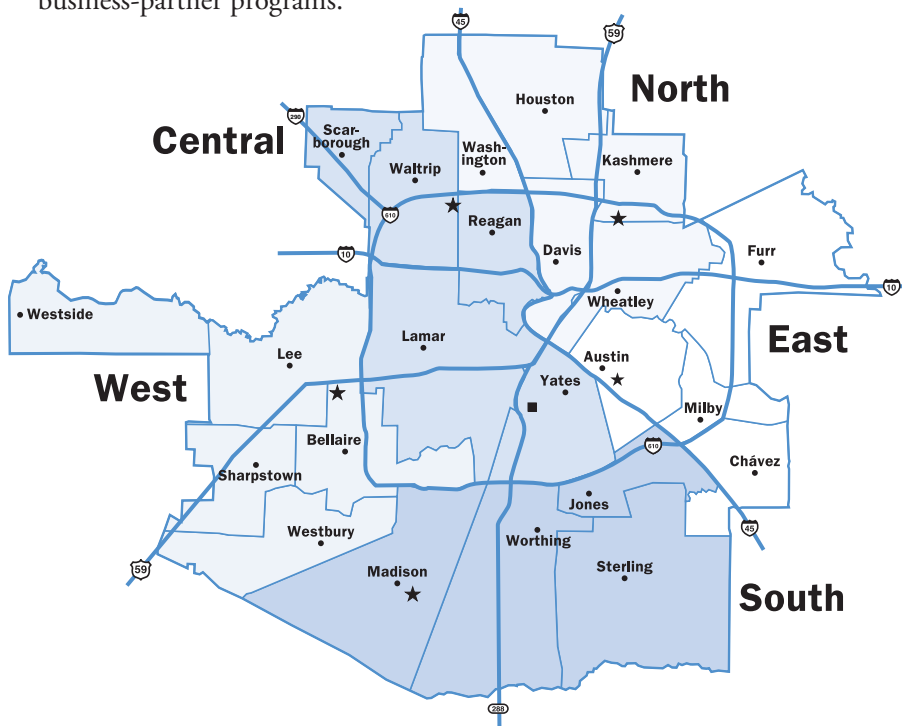
The Houston Independent School District's headquarters, named the Hattie Mae White Educational Support Center, is located at 4400 West 18th Street in northwest Houston (77092-8501). The district moved to the brand-new facility in March 2006, after nearly four decades in the administrative complex at 3830 Richmond Avenue. The facility gives parents and community members "one-stop" access to the departments they contact the most—e.g.,

Student Transfer, Inactive Student Records, Human Resources (employment), etc.—as well as the Parent Assistance Center, which answers parents' questions about district policies or procedures and helps them resolve concerns they may have with a school or situation. It also gives HISD employees easy, centralized access to Human Resources, the Copy Center, and a wide variety of training and conference rooms.

*For assistance in reaching a particular office, please call the HISD Information Center at 713-556-6005 or consult the HISDConnect Web site ([www.houstonisd.org](http://www.houstonisd.org)).*

## Regional Offices

Most HISD schools are assigned to one of five regions (North, East, South, West, and Central), with offices located in communities to give students and parents personalized service and immediate assistance. The five geographic regions encompass “feeder patterns” or teams of schools in which the majority of students in a given community move from elementary school, to middle school, to the high school located in their neighborhood. Alternative and external charter schools throughout HISD are assigned to the Alternative and Charter Schools Office. Each regional office is managed by a regional superintendent who coordinates a team of executive principals to ensure the quality of instruction throughout the region’s feeder patterns. Regional managers serve to strengthen the district’s outreach to parents by handling parental concerns and working to improve parent, volunteer, and business-partner programs.



### ★ North Region

5426 Cavalcade, 77026-4023  
Tel: 713-671-4530; Fax: 713-671-4549

### ★ East Region

1102 Telephone, 77023-3126  
Tel: 713-923-8597; Fax: 713-967-5222

### ★ South Region

4040 W. Fuqua, 77045-6307  
Tel: 713-434-4700; Fax: 713-434-4714

### ★ West Region

5827 Chimney Rock, 77081-2714  
Tel: 713-662-2142; Fax: 713-349-7415

### ★ Central Region

812 West 28th Street, 77008-1710  
Tel: 713-293-9700; Fax: 713-802-4620

### ■ Alternative and Charter Schools

3200 Rosedale, 77004-6297  
Tel: 713-807-5181; Fax: 713-807-5137

## Useful Numbers

<b>Main Switchboard</b> .....	713-556-6000
<b>Advanced Academics</b> .....	713-556-6954
<b>Alternative and Charter Schools</b> .....	713-807-5181
<b>Athletics</b> .....	713-556-6913
<b>Attendance Boundaries and Transfers</b> .....	713-556-6734
<b>Board of Education</b> .....	713-556-6121
<b>Buses (Transportation)</b> .....	713-613-3040
<b>Business/Community Partnerships</b> .....	713-556-7200
<b>Career and Technical Education</b> .....	713-556-6981
<b>Closing of Schools/Weather Hotline</b> .....	713-267-1704
<b>Counseling and Guidance</b> .....	713-556-7019
<b>Curriculum</b> .....	713-556-6823
<b>Dropout Prevention</b> .....	713-556-7017
<b>Drug-Free Schools and Communities</b> .....	713-556-7020
<b>Early Childhood (Pre-K)</b> .....	713-556-6882
<b>Federal and State Compliance</b> .....	713-556-6731
<b>Food Services</b> .....	713-491-5700
<b>Health and Medical Services</b> .....	713-349-7423
<b>Information Center</b> .....	713-556-6005
<b>Library Services</b> .....	713-861-1204
<b>Magnet Programs</b> .....	713-556-6947
<b>Multilingual Programs</b> .....	713-556-6961
<b>Parent Assistance Center</b> .....	713-556-6815
<b>Parental Involvement</b> .....	713-556-7200
<b>Police Department (HISD):</b>	
<b>Emergencies</b> .....	713-892-7777
<b>Nonemergencies</b> .....	713-842-3715
<b>Reading Department</b> .....	713-556-6823
<b>School Support Services</b> .....	713-556-6800
<b>Special Education</b> .....	713-556-7025
<b>Student Assessment</b> .....	713-349-7460
<b>Summer School</b> .....	713-556-6800
<b>Superintendent’s Office</b> .....	713-556-6300
<b>Tax Office (Harris County)</b> .....	713-368-2000
<b>TipLine (student)</b> .....	713-641-7446
<b>Transcripts</b> .....	713-556-6734
<b>Volunteers (VIPS)</b> .....	713-556-7200



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**2008–2009 HOUSTON INDEPENDENT SCHOOL DISTRICT**

4400 West 18th Street  
Houston, Texas 77092  
www.houstonisd.org

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It is the policy of the Houston Independent School District not to discriminate on the basis of age, color, handicap or disability, ancestry, national origin, marital status, race, religion, sex, veteran status, or political affiliation in its educational or employment programs and activities.