The mission of North East Adult Education is to make our community, state, nation and world a better place in which to live and work by raising the level of literacy in the homes of San Antonio citizens so that our students are personally fulfilled and family units are strengthened. The Adult Education Program offers free GED (General Educational Development) and Adult Basic Education classes to the community. In addition the Adult Education Program offers English as a Second Language (ESL) classes for students who speak only their native language or just a little English. Classes help strengthen the use of English both verbally and orally at several levels. These classes are also free and open to anyone 18 years or older. For further information, please call 210-356-7550.

Through volunteerism, the Academy of Learning in Retirement (ALIR), believing in lifelong learning, recognizes and utilizes its members’ wealth of experience and abilities to provide educational stimulation in the arts, history, literature, languages, and sciences. ALIR classes meet Monday through Thursday at the North East Community Learning Center from 9:30 am – 2:15 pm. Classes are open to all individuals 55 years of age and older.

The apprenticeship program for adults in the electrical trades is held in partnership with the Texas Workforce Commission and the Independent Electrical Contractors trade association. This is a four-year program and offers individuals in the trade the opportunity to significantly impact their career and most importantly their earning potential. Contact IEC at 210-431-9861.

The Certified Nurse Aide (CNA) training program is approved by the Texas Department of Aging and Disability Services and consists of two components. The first component is 80 hours of lectures and practice of skills necessary to provide safe and competent basic nursing care. The second component of the course, is a total of 40 hours of clinical training at a nursing facility where candidates provide hands-on care to residents under the supervision of an instructor. Additionally, candidates receive individualized preparation for the State examination that is required in order to be placed on the Texas Certified Nurse Aide Registry. Please call 210-407-0140 and select option 4 for more information.
**Community Education**

Community Education classes are offered at more than 20 NEISD campuses, including the North East Community Learning Center and 30 off-site locations. More than 1200 classes per year are offered for adults and children and additionally more than 300 instructor-facilitated online courses are available. Classes are offered during three different sessions throughout the year with selections ranging from business & technology to culinary arts; dancing & exercise, home & garden, languages & sewing. After school classes are held at 25 NEISD elementary schools. NEISD employees receive a 20% discount on eligible adult classes. Please call 407-0140 and select option 3 for more information or go to http://communityed.neisd.net.

**Kids Involvement Network**

The Kids’ Involvement Network provides an after-school academic-based enrichment program at all NEISD middle and elementary schools. The mission of the KIN program is to help students improve their attitudes, grades and behavior so they will be positive members of the school community in a safe, well-supervised environment. Employees receive a 20% discount on KIN tuition. Registration is available through the NEISD Parent Portal. Please contact the KIN office for further information at 210-407-0140 select option 1.

**Medication Aide Certification Program**

The Medication Aide Certification Program provides Certified Nurse Aides the opportunity to enhance skills to move up the career ladder. Classes start three times a year. Participants must be employed by a licensed nursing facility to register for the class. At the end of the course, the state certification exam is administered. Please call 210-407-0140 and select option 4 for more information.

**Pearson VUE Testing Center**

Our Testing Center is a Pearson VUE-Authorized Testing Center that offers a variety of computer-based tests including the following:

- GED
- Academic/Admissions
- Construction Trades
- Employment, HR, Management & Safety
- Government/State Regulated
- Financial Services
- Information Technology and Many more

All tests are administered at the North East Community Learning Center on Tuesdays and Thursdays and select Saturdays. To register, please visit pearsonvue.com/programs/. For GED specific information please visit: https://ged.com/
Teen Driver Education Program

NEISD Community Education offers an excellent driver education program for teenagers that complies with all the requirements of the Texas Education Agency. We have four different options for you and your teen driver:

- **Complete Classroom/In Car Training Program**
- **Complete Online Classroom/Regular-In-Car Training Program (Blended Program)**
- **Classroom Instruction Only Program**
- **In-Car Only Program**

Students must be 15 years of age on the first day of class. NEISD Employee discount available. For more information visit: [https://www.neisd.net/Page/911](https://www.neisd.net/Page/911)

Academy of Creative Education

The Academy of Creative Education (ACE) is a nationally recognized, non-traditional high school for students at risk of dropping out of school. Students earn a high school diploma in a self-paced learning environment. The curriculum is accelerated, individualized and addresses different learning styles. The program offers flexible hours, an extended academic calendar, and community service opportunities. ACE is an open entry/open exit completer program where applicants are interviewed daily. For further information, please call 210-407-0740.

Athletics

Our athletic program here at NEISD participates in all University Interscholastic League (UIL) sports for girls and boys in grades 9 – 12. We provide athletic competition for middle school students in grades 7th & 8th enrolled in football, volleyball, basketball, track, golf and tennis. Our goal is to provide a positive experience for students and promote academic success as well as athletics. Employees can use their NEISD ID to get into games within the NEISD district (regular season only). Please come visit one of our many athletic facilities: Blossom Athletic Center; Jerry Comalander Stadium; Littleton Gym; NEISD Aquatics; Tennis Center; Heroes Stadium; and our Softball and baseball Stadium. Please note that our Aquatic and Tennis Center is available to our employees after student events are over. Please call us at 491-6100 for further information.
The North East Independent School District’s Police Department has over 70 employees. North East police officers provide police services to all campuses during school hours. Two Officers at each high school campus except Roosevelt who has three and one police officer assigned to our 14 middle schools. We have five officers dedicated to the elementary schools divided up equally except the following four elementary schools who have one officer. (Walzem, Montgomery, Windcrest and Camelot)

We have Five officers on each patrol shift with the following hours:
- **Daylight**: 7:00 am - 3:30 pm
- **Evening**: 2:30 pm - 11:00 pm
- **Nights**: 11:00 pm - 7:30 am

In addition, NEPD police officers provide support to administrators and assist other law enforcement agencies as needed. NEPD officers have the same authority as SAPD/Sheriff’s Department Officers and their jurisdiction is 1,000 feet, which is set by the Board of Trustees. NEPD tries to limit their involvement to issues that directly relate to North East property, facilities, students or staff. If you need to contact NEPD, the number to the NEPD Dispatcher is 407-0911. NEPD’s safety hotline is 655-CARE (2273). For incidents not related to the district, please call 207-SAPD (7273). For all emergencies, call 911.

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**Procurement & e-Commerce**

The mission of Procurement and eCommerce is to: Support Student success and ensure fiscal accountability through responsible supply chain management.

The Procurement Office oversees many vital functions supporting student success which include:

- **Bids, Purchase Orders, PCards** - Process bids, purchase orders and purchasing cards for legal purchases of goods and services. Contact Bid Coordinator at 407-0403, Contact PCard Administrator at 407-0391.


- **Textbooks** – Purchase, maintain, and dispose of State adopted and District approved textbooks and curriculum assets. Contact Textbook & Records Accountability Manager at 805-5222.

- **CRMS (Controlled Resource Management System)** – tracking, verifying, transferring and disposing of District salvageable and obsolete assets through legal methods including; on-line auctions, direct sell store and live auctions. All auctions and the direct sell store are open to the public and District employees. Contact CRMS Manager at 805-5218.

- **Warehousing** – Operates four warehouses which support campuses and departments, copier and telecommunications technicians and maintenance and transportation technicians. Contact General Warehouse at 805-5216, Operations Warehouse at 356-9290, Electronic Services Warehouse at 407-0746, Transportation North Warehouse at 356-9001.

- **Facility Rental** – Process facility rental contracts for District facilities including gyms, fields and cafeterias. Contact Facilities & Business Marketing Coordinator at 407-0396.

- **Document Management (Print Shop)** – Operates a full service print shop for mass produced documents including testing materials, graduation programs, district calendars and specialty items such as business cards, banners, plaques and laser etched plates. Contact Print Shop at 407-0744.

- **Electronic Services** – Purchases copiers and copier repair parts for district owned copiers. Provides maintenance and repair service for District copiers. Processes all work order for audio/visual repair service. Contact Electronic Services Manager at 407-0601.
Student Support Services

Student Support Services oversees multiple student related topics. The department coordinates all 7 comprehensive high school graduations, coordinates with all divisions and publishes the annual Student/Parent Handbook, receives all parent/student grievances, assists in investigations when necessary, and provides advice to school administration on a daily basis.

Pupil Personnel consists of five (5) Hearing Officers and (6) Attendance Officers. PPS monitors attendance, inter-district transfers, approves enrollments with special circumstances, coordinates student foreign exchange enrollments, processes School Choice requests and employee-child transfers, and holds evidentiary conferences and hearings to determine if a student is placed in a discipline alternative setting or expelled from the district for serious misbehaviors at our schools. In addition, the attendance officers work collaboratively with campus personnel, parents, and the community to foster improved student attendance. When necessary, they act as a liaison between the District and the municipal courts in matters pertaining to student attendance.

Family Support Services provides educational support and seeks to eliminate barriers for homeless students (McKinney-Vento Homeless Project) and provides case management and instructions for pregnant and parenting students until graduation (School-Age Parenting Program). The Director of FSS, monitors our District drop-out cases, works closely with the Campus Dropout Coordinators and assist in all efforts to seek/identify dropouts, reconnect dropouts with their home campuses, and help provide innovative solutions to retain students at-risk of dropping out from school.

School Nutrition Services

North East ISD has committed cafeteria employees who play a vital role in the student’s learning, as food is essential to the student’s growth and development. School Nutrition Services operates several programs in the schools, which include: a Breakfast Program, a Lunch Program, an After School Snack Program, and a Summer feeding program. The School Breakfast and Lunch Program provide free and reduced meals to eligible students. Students may apply for benefits with a free/reduced meal application, which is kept confidential. The family must reapply each year for these benefits. Although some students may not qualify for these benefits, meals are priced very low. Elementary Students pay $1.00 for breakfast and $2.20 for lunch while secondary students pay $1.00 for breakfast and $2.50 for lunch. Government subsidies are not received for adult meals; therefore, the price for adults is $2.10 for breakfast and $3.25 for lunch.

STUDENT SUPPORT SERVICES
EXECUTIVE DIRECTOR: ANN McNABB
DIRECTOR OF PUPIL PERSONNEL (PPS): CHRISTI WILBUR
DIRECTOR OF FAMILY SUPPORT SERVICES (FSS): TYLER SHOESMITH
The North East Independent School District’s Police Department has over 70 employees and is led by Chief Wallace McCampbell. North East police officers provide police services to all campuses during school hours. Two officers at each high school campus except Roosevelt who has three and one police officer assigned to our 14 middle schools. We have five officers dedicated to the elementary schools divided up equally except the following four elementary schools who have one officer: (Walzem, Montgomery, Windcrest and Camelot). We have five officers on each patrol shift with the following hours:

Daylight 7:00 am – 3:30 pm

NEISD’s Senior Stars

Are you at least 65 or older and a resident of North East ISD? Then you can be a member of the Senior Stars Club!

As a Senior Star club member, you receive a membership card which, when shown, entitles you to the following:

- Free admission to participating school programs, plays and musical performances
- Free admission to the swimming facility at Blossom Athletic Center
- Free general admission seating at regular season North East District athletic events held at Heroes Stadium and Blossom Athletic Center (other districts may also honor this card if playing a NEISD school)
- A 20% discount on most NEISD Adult and Community Education courses ($25 or more)

Your Senior Stars Club card does not expire. If you have questions about the program, please contact the Office of the Superintendent at (210) 407-0556 or email ebroad@neisd.net.

NEISD’s Wellness Program

Wellness Is Necessary North East Rewards Success

NEISD is committed to the health and welfare of its employees. A newly renovated fitness center is available to the employees of the District to help support them in living healthier lifestyles. The Wellness Center offers a variety of workout machines and classes. Locker rooms and showers are available for convenience. The Fitness Center hours were specifically designed to provide all employees an opportunity to utilize the facility. The center is open Monday thru Friday from 6:00 a.m. – 8:00 p.m. In addition, the Fitness Center operates in accordance with the District Calendar. If NEISD is closed, the Fitness Center is closed. The fitness center is located at 10333 Broadway.
Partners in Education

As a benefit to working for NEISD, some of the district’s business partners offer additional incentives and discounts to district employees. You can view these partnerships on the NEISD Intranet Website, under Information or by following this link: http://intranet.neisd.net/Raptor/pie/index.cfm

The listing also includes partners who would like to be more involved with your campus by becoming mentors, sponsors or career-day speakers. Please check back frequently, as new partners will be continually added. If you have any questions, please contact Partners in Education at 407-0555.

Ready! Set...Go!

The Ready! Set...Go! Program is a North East ISD early childhood alliance combining the Preschool program for children with disabilities and tuition based childcare for district employees. The purpose of the program is to provide age-appropriate learning experiences for preschool age children by creating an inclusive, developmentally appropriate environment in which all children experience success. For further information, please call the Special Education Department at 210-407-0280.

Safe & Drug Free Schools

The purpose of the Safe and Drug-Free Schools program is to provide a safe, disciplined, drug free environment for students so that they can learn and be successful. Our goal is to enhance student attitudes, behaviors and skills so they can achieve academic and social success and be productive members of the community. Safe and Drug-Free Schools program efforts focus on helping to connect all students to their school and community and helping them realize the contributions they make are valuable. For further information, please call 210-407-0364.

Volunteer Program

The NEISD Volunteer Program is a partnership of dedicated community members providing positive adult role models for students. They foster relationships and help students become successful learners; reinforcing positive attitudes towards learning and problem-solving; building self-esteem by motivating students to strive for academic success so that students may excel academically, and accomplish their dreams and aspirations. These Partners in Education include volunteers, mentors, and businesses. For information contact the District Volunteer Coordinator at 210-407-0309.
NEISD
8961 Tesoro Drive
San Antonio, Texas 78217
Human Resources
Sylvia Hoyer
HR Director of New Talent & Evaluations
210-407-0478
Isabel Chavez
New Talent Specialist
210-407-0484