

*Sullivan High School*  
**Alternative High School Program**

***Commitment Contract & Program Information***

To be a part of our program: requires a great deal of commitment to hard work and adhere to classroom regulations. It is considered a privilege to be able to participate, therefore, prior to entering our program, both parents and students must read and sign this contract, thus accepting and agreeing to abide by these policies, conditions, and guidelines.

**Placement, Criteria and Enrollment Window:** This program is designed to support 12-15 students at a time. Students are selected for the program based on past attendance, referrals, ISS, OSS, and failing grades. The students can be referred by a staff member, administrator, parent, counselor, or self-referral. The referral is then reviewed by the administrator, counselor & alternative staff. Referrals will be reviewed throughout each semester. New students will be added at the beginning of each new term. The selection decision is based on one or more of the criteria listed above.

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**Program Outline:**

Students will each have a schedule of classes based on their individual needs to meet requirements toward graduation. This plan will be reviewed at least once per term. Students will attend 5 days per week. Students will participate in 8 – ½ credit classes per semester through the A+ Credit recovery program. Students will track their credit recovery progress weekly.

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***Additional Policies & Procedures***

**1. Attendance**

A. Policy

Attendance is taken very seriously in the **Alternative High School Program**. Students are considered late if they arrive after the tardy bell to begin class and absent if they arrive more than 45 minutes late. Poor attendance can result in dismissal from the program. We are preparing students for the workforce where they will be expected to arrive on time, or possibly face termination from their job. Program attendance is recorded as follows:

**Please refer to the Sullivan High School Handbook to view what are appropriate absences.**

B. Excuse Notes

Should an absence or tardy occur, the student is required to bring a parent or official note upon return to school. Parents may call in place of a note, but students will not be allowed to call home to obtain verbal confirmation for a verified absence if they forget the note.

### C. Attendance Grades

Poor attendance can severely decrease a student's success and can result in dismissal from the program.

## 2. Effort and Responsibility

Students must set and work toward specific goals. They are allowed to work at their own pace but are expected to put forth their best effort in all course work. Students must also take responsibility for their own actions. Interfering with the work of others will not be tolerated.

## 3. Rules and Consequences

Students are expected to follow the guidelines for rules and consequences outlined in the student handbook for the High School.

## 4. Internet Usage

Students and parents must submit a signed Internet agreement to be kept on file in the Alternative High School Program for Success. Students may be using the Internet to complete certain assignments. Every precaution has been made to protect students from inappropriate material. However, if a student happens to access inappropriate material, by accident or intentionally, they are to immediately turn off their computer monitor and notify the teachers.

## 5. Additional Expectations

- A. Students will go directly into the Alternative High School Program classroom upon arriving at school and will leave school grounds immediately after being released, either by school bus transportation or parent pick-up.
- B. Students will dress appropriately when on school grounds and in the classroom. No halter-tops, bare midriffs, or inappropriate content on clothing will be permitted
- C. Students will not be in possession of any type of weapon during the school day.
- D. Students will exhibit no public display of affection on or in sight of school grounds.
- E. Students will not use or be in possession of any tobacco product or items associated with such on or in sight of school grounds.
- F. Students will not push, shove, hit, or fight, whether serious or in play, on or in sight of school grounds.
- G. Students will have no friends visit during school hours.
- H. Students will not have food or drink on or near the computer workstations.
- I. Student will use no profanity on or in sight of campus nor bring to school any media which contains profanity (i.e. CD's, t-shirts, books, magazines, etc.)
- J. Students will not be under the influence of or be in possession of any controlled substance, alcohol, or items associated with such on or in sight of school grounds.
- K. Students will not have cell phones out during school hours.

## 7. Contract Violation

Failing to live up to the above expectations will result in the student's release from the Alternative High School Program. The student's participation in this program is solely at the discretion of the teacher and administrators and may be terminated at any time for any reason.

## 8. We agree to and accept all of policies, conditions, and guidelines outlined above:

Signatures:

Student \_\_\_\_\_ Date \_\_\_\_\_  
Parent \_\_\_\_\_ Date \_\_\_\_\_  
Teacher \_\_\_\_\_ Date \_\_\_\_\_  
Administrator \_\_\_\_\_ Date \_\_\_\_\_