



G.O.A.L

“Granting Opportunities for Alternative Learning”

2021-2022

Student Handbook

Serving students from:

High Schools

Oswego & Oswego East

Junior Highs

Bednarcik, Murphy, Plank, Thompson & Traughber

District 308
The G.O.A.L. Program
“Granting Opportunities for Alternative Learning”

Mission Statement

“To promote the academic and behavioral success of all students by addressing individual student needs that impact educational progress.”

Philosophy

Through a student-centered, strengths-based approach, educational and behavioral needs are identified and addressed. Interventions targeting the academic and behavioral progress of students are put into place to assist student success and promote engagement in the education process. If given the correct supports, students will learn new skills beneficial to their overall functioning, as well as be prepared for future academic or life opportunities.

Program Description

The GOAL program is primarily an online, alternative program that is centered in three District 308 classrooms. The GOAL Program serves all junior high and high schools within District 308. During the school day, students work independently on a computer to complete their coursework, which is also supplemented with bookwork and direct instruction courses. A teacher supervises each classroom and assists students through their coursework and the learning process. In addition, teacher’s assistants are also available to address students’ academic needs.

Criteria for Enrollment

Students eligible for The GOAL Program have displayed the inability to make and/or maintain academic, social-emotional, and/or behavioral progress in the comprehensive school setting. A student may be referred to The GOAL Program by the school administration after any challenges are discussed and addressed by the Pupil Personnel Services Team (at the home school), as well as at parent-school conferences.

To be enrolled in The GOAL Program, a prospective student must currently be enrolled in a junior high or high school within School District 308, as well as meet one or more of the following criteria:

- The student demonstrated serious and repetitive behaviors that create safety concerns or a disruption to the learning environment
- The student previously withdrew from school as a result of one of the above criteria, and is now seeking re-enrollment in junior/high school
- The student participated in an alternative learning program in another school district and subsequently relocated into District 308
- The student was referred in lieu of expulsion
- The student was out placed for an extended period of time
- The student is chronically truant
- The student is credit deficient, placing them at risk of not graduating on time

Referral and Enrollment Procedures

A student is referred to The GOAL Program through an Individualized Learning Plan (ILP) that is completed by the administration from the student's home school. The ILP indicates what behaviors resulted in placement in The GOAL Program as well as the date of the student's review. Once the referral process has been initiated by the student's home school, The GOAL Program Alternative Education Coordinator begins the intake process. This process includes reviewing the student's ILP, scheduling the student's intake meeting, and assigning appropriate course work for the student.

Individualized Learning Plan

Each student enrolled in The GOAL Program is referred based on the completion of an Individualized Learning Plan (ILP). The administration from the student's home school completes the ILP, which includes the following information:

- Student and parent contact information
- Current credit summary
- Current courses and grades
- Schedule of courses to complete while in the GOAL program
- Reason for referral
- Review date
- Discipline summary
- Summary of related services (if applicable)

During the intake meeting the ILP will be reviewed with the student and his/her parent/guardian.

Individual Education Plan

During a formal IEP Meeting, The GOAL Program may be considered as a placement option. Should the IEP team determine that The GOAL Program is an appropriate placement the services indicated in the IEP will be implemented in order to support the student throughout the school day.

Intake Meeting

Before a student can begin attending The GOAL Program, he/she along with a parent/guardian and possibly a representative from his/her home school must attend an intake meeting. During this meeting, the student's academic and social-emotional strengths and needs will be discussed. Parents/guardians will receive copies of The GOAL Program Handbook and Behavioral Contract, both of which must be signed by the parent and student prior to the first day of attendance. This contract includes rules that are specific to The GOAL Program and online learning.

Progress Review

Student progress is reviewed on a formal and informal basis at The GOAL Program. The GOAL Program staff members meet with students on a regular basis to discuss academic progress, behavioral concerns, and any other factor that impacts a student's success in the program. Ideally, these meetings will identify the cause for concern and a plan will be created to address that concern. However, if the behavior continues and academic progress declines, a parent-teacher conference or IEP Meeting will be scheduled. If the issue remains unresolved, a conference with the student, parent/guardian, teacher, and administrator from the student's home school will be scheduled. If all interventions are exhausted, placement in the program will be examined and may result in a student being removed from The GOAL Program.

In addition to informal reviews, each student will be reviewed on a formal basis as indicated on their ILP. If a student has met the criteria to return to his/her home school, the parent/guardian, student, teacher, The GOAL Program Alternative Education Coordinator and home school administrator meet to review progress, select courses, and complete required paperwork. If a student has not met criteria to return to the home high/junior school, a similar meeting will take place. During this meeting, student progress will be reviewed, and new goals will be identified. In addition, the staff will work alongside the student and parent/guardian to identify why the goal was not met and address the concerns that impact student success.

Behavioral and Attendance Incentives

Student target goals to earn incentives:

- Perfect attendance (including no tardies)
- No discipline referrals
- Reaching weekly academic goals (teacher discretion)

If students reach their target goals, they will be eligible to order lunch on Friday. A calendar with lunch locations is available in the classroom. For more information, contact The GOAL Program Alternative Education Coordinator or School Social Worker.

Classroom level incentives are at the discretion of the classroom teacher.

Search Policy: Students and Property

All students will be searched upon entering The GOAL Program. As part of the search procedure students will be asked to have their person searched and wanded, as well as any of their belongings. Students' belongings include, but are not limited to, purses, wallets, knapsacks, bookbags, lunchboxes, and outer wear, ect. Please see below for an outline of the search process. If a search produces evidence that is in violation of the law or SD308 policies/rules. such evidence will be seized and impounded by school officials. Disciplinary action will be taken, when appropriate, and evidence may be transferred to the Oswego Police Department. Please be aware, refusal of search, including person and property, will result in the student not being permitted into the program. Should such a refusal occur, the student will wait in the main office for a parent or guardian to arrive.

Search Line Procedure

- 1) Place all items on the table
- 2) Remove belts
- 3) Remove any coat, jacket, or hooded shirt and place on the table
- 4) Pull out all pockets
- 5) Thumbs in waistband to show that no shorts or additional pants are being worn
- 6) Check small pocket in front and back pockets
- 7) Remove shoes, hold them upside down and clap them together
- 8) Show that bottom of pants and tops of socks are empty
- 9) Throw away all garbage
- 10) Proceed to metal detector

Transitioning

A goal for many students is to transition back to their home high school or junior high school. Students are eligible to transition at the start of a given term/semester. Transition may be full/part-time as indicated on their ILP and educational team. In order to be eligible to transition back to their home school, a student must meet the following criteria:

- Attendance: The student must attend 90% or more of his/her classes.
- Behavior: The student must have no major disciplinary actions that result in an in-school intervention or out-of-school suspension.
- Grades/Credits: The student must be passing all courses and must be on track with course work progression (ex.: a high school student must have completed a minimum of 3.5 credits per semester.)
- Social Work: Complete an assessment and recommendations prescribed by the school social worker.

All students will be assessed for transition (as indicated on their ILP), according to this criteria and based on individual needs. Transitioning to the student's home school is under the discretion of The GOAL Program and home school staff.

Transportation

GOAL students can choose to ride the bus or drive to school. Students choosing to drive must purchase a parking pass. Student drivers are only permitted to park in the circle lot by Door 20.. Parking passes are sold in the main office for \$150. Students may only purchase parking passes if they do not have an outstanding balance. Parking passes must be displayed in the vehicle while it is parked on District 308 property. Vehicles parked without proper parking passes may be towed.

Transportation to The GOAL Program is provided by District 308. Students are picked up and dropped off at their homes. Students participating in The GOAL Program will not be permitted to switch buses, and will only be allowed to be picked up and dropped off at their residences. Transportation dispatch can be contacted at (630) 636-2970.

Curriculum

The GOAL Program utilizes an online curriculum called Edgenuity, which is supplemented with book work, as well as direct-instruction curriculum. In order to utilize Edgenuity, each student is provided a username and password to access the online courses. Students who attend The GOAL Program consistently also may complete course work at home. The GOAL Program staff is available to assist students working from home during school hours.

The following procedures and expectations are related to the use of Edgenuity:

- 1) Note taking may be mandatory for all LECTURES and COURSES if the student is not able to pass the identified quiz/test, and could become a graded portion of the student's coursework for that subject.
- 2) Only Edgenuity and approved websites may be open on the computer. If other sites are open it may result in work being reset, suspension from the web-based curriculum, or being asked to leave the program.
- 3) Students are placed in automatic progression, which means they must submit their quizzes and tests. It will be up to the teacher's discretion (based in class participation and quality notes) whether a retake on a specific test or quiz will be allowed. UNDER NO

CIRCUMSTANCES WILL STUDENTS BE ALLOWED THE OPTION OF RECEIVING THE INCORRECT ANSWERS PRIOR TO SUBMISSION OF A QUIZ OR TEST.

- 4) Students may listen to music on district computers only while they are working. Websites must be approved by the educational staff, along with remaining appropriate and not a distraction to other students in the classroom. Listening to music is a privilege that can be lost if work, behavior, and/or attendance begin to impact student achievement.
- 5) Cell phone use is permitted for students who arrive on time, and is up to staff discretion.

Physical Education (P.E.) opportunities are offered in two different settings. Traditional P.E. classes are offered in all classrooms. Students are also able to obtain their P.E. credits via Edgenuity courses. The courses that are accepted at both high schools include: Introduction to Personal Wellness, Healthy Living, and Lifetime Fitness.

In addition, some courses will be taught via direct instruction. These courses will change each term/quarter and will be determined based on student need. For specific courses being offered each term/quarter please ask The GOAL Program staff.

More information, including the specific course requirements, is available through the Alternative Education Coordinator of The GOAL Program.

Building Conduct

When students arrive they must enter through the designated doors and proceed to the search line before entering any other area of the building. Once students have been searched and wanded they must proceed to their lockers. All items must be placed in their locker. Bus riders enter through Door 11. Parents may drop their children off at Door 1. Drivers must park in the circle lot and enter through Door 1.

Lockers

Upon entry into the program, each student will be assigned a locker. The students' individual/personal items must be kept in this locker throughout the school day. Upon entering the classroom, at any given time, the student must have staff approval to access their locker.

The student assigned to the locker is the only student allowed to have access to that given locker. There is no sharing, or allowing other students to place items in your locker. All items in the locker are the assigned students' responsibility and that student will be held accountable for ALL unauthorized items found in their locker. Lockers can be subject to search at the site administrator's discretion at any time, however, reasonable cause to suspect illegal, or dangerous items in a locker, will result in the appropriate authorities being contacted. Students are required to keep all personal items in their lockers. This includes, but is not limited to: coats, jackets, gloves, hats (all hats), winter boots, or additional footwear, and personal bags/purses.

Discipline

Students attending the GOAL Program are required to read, sign, and therefore abide by the Rights and Responsibilities Handbook of School District 308. Additionally, these Rights and Responsibilities can be found in the yearly planner provided to each student by his or her school. Violations of listed rules will be addressed based upon the appropriate response as defined in the District discipline code.

The GOAL Program strives to meet students' academic, social-emotional and behavioral needs. Students, however, must be active participants in that process. Additionally, students need to familiarize themselves with the given program expectations and rules so that if a violation occurs, they are prepared for the response to that violation. Monitoring of violations occurs via classroom to office referral, or an administrative referral. The following is a list of possible, but not finite, response(s) students may receive to given violation(s):

1. In-School Intervention and/or Out-of-School suspension
2. Review of the office referral by the Alternative Education Coordinator
3. Administrative referrals, and/or multiple classroom to office referrals may result in movement to a more restrictive Tier within the GOAL Program, referral to an alternative setting, or removal from the GOAL Program altogether.

Student Services

- Social Work Services:

All students are required to meet with the school social worker to be assessed for further services and support. If it is determined that the student would benefit from ongoing social work services the parent and student will collaborate with the social worker to discuss and develop a plan to meet the student's social-emotional needs.

In addition to the above mentioned plan, the students will process and problem-solve the issues that brought them to The GOAL Program. Social work services will be provided through individual and group sessions. Social work services include: assessing emotional and behavioral needs that impact student success, identifying and problem-solving student and family needs, consulting with school staff, assisting in the development and maintenance of a supportive therapeutic educational environment, and providing direct services to students and families.

The social worker will work with special education students who qualify for services. The social worker will remain compliant with the required minutes on the Individualized Educational Plan and communicate goals/progress with the educational team.

Please note that this requirement must be satisfied in order for a student to return to his/her home school.

- Guidance Counseling Services:

Guidance counselors from both Oswego East and Oswego High Schools meet with students at The GOAL Program on an as-needed basis. Students can sign up to meet with a guidance counselor through The GOAL Program Alternative Education Coordinator. In addition to answering course questions, guidance counselors offer a variety of other information to the students. Students can also make appointments with their high school guidance counselors after they have completed their school day at The GOAL Program.

Communication

- With parents:

Communication with parents is held in high regard at The GOAL Program. Parent/guardian input and support is vital to student success. Because the staff at The GOAL Program recognizes the value of working collaboratively with students and parents; frequent communication is a necessary tool in fostering this collaboration. Teachers will make weekly phone calls to parents in order to inform them of their student's progress. If telephone calls

are not the preferred mode of communication, please provide an e-mail address in order for our staff to contact you regarding your student's progress. In addition, parents are strongly encouraged to monitor their child's progress. Parents/guardians can access their student's courses at <http://parent.education2020.com>. When prompted, parents must enter a username and password. In order to access this feature, the parent/guardian must provide The GOAL Program staff with a working e-mail address.

- With the students' home schools:

The GOAL Program staff is in constant communication with each student's home school. This occurs for multiple reasons, such as to:

- 1) Plan for a student's transition back to his/her home school
- 2) Monitor credits towards graduation
- 3) Meet the identified needs of students in regard to student services
- 4) Plan for standardized testing
- 5) Issue report cards and transcripts
- 6) Facilitate graduation processes and information
- 7) Monitor progress of the students in the GOAL program

Attendance Policy

Daily attendance is the foundation of success at The GOAL Program. Daily attendance not only promotes increased learning, but also builds a sense of community and belonging within the classroom and building. In addition, arriving promptly to school on a daily basis is also an important skill to demonstrate and maintain, not only while enrolled in school, but in real world scenarios as well. Good attendance habits demonstrate responsibility and ownership in the educational process and overall goal of graduation/promotion. As a result, the attendance policy is as follows:

- Students are allowed four (4) absences, including excused and unexcused, per semester. On the fifth (5) absences a meeting will be held to discuss your student's attendance.
- Students are considered tardy if they are not in their assigned classroom by 7:40 a.m. If a student arrives tardy they will not be allowed to use their cell phone during the school day. It must be turned in to a staff member upon arrival and will be given back dismissal. If a student refuses to turn their cell phone into staff, a parent will be called to come get the student. If the student is found to be in possession of a cell phone after being asked to turn it in, an ISI will be assigned the following day. Cell phone use is not permitted during ISI.
- Documentation/Communication from parent/guardian of tardies and absences is the only way a student will be marked excused. All other absences/tardies will be unexcused.

If a student is in violation of the attendance policy a parent-teacher conference will be scheduled, and the following actions may take place:

- 1) Student may be issued an In-school intervention
- 2) Student may have driving privileges suspended
- 3) A student over the age of 17 may be dropped from the GOAL program and School District 308

School Calendar

The GOAL program follows the School District 308 high school calendar. School start dates, closing dates and end dates are congruent with the district high schools. However, some early dismissal days are not observed by the GOAL program.

School Closings

The most effective way to obtain school closing information is through the District 308 website and local radio stations. School closings are broadcasted on the following stations: WSPY (107.1RM), WAUR (930AM), WYSY (107.9), WKD (95.9FM), WBBM (780AM), WMAQ (670AM), and WGN (720AM). It should be noted that GOAL follows all District 308 school closings.

Contact Information for GOAL Program Staff

Meredith Gerardot	Alternative Education Coordinator	630-608-5980
Sarah Berning	Special Education Coordinator	630-608-5911
Nicholas Cherwin	Special Education Teacher	630-608-5986
Amy Hawks	Building Nurse	630-608-5902
Kim Hubble	Classroom Teacher	630-608-5983
Michael Kelley	Classroom Teacher	630-608-5984
James Smith	Classroom Teacher	630-608-5985
Sergio Rodriguez	Dean's Assistant	NA
Marta Soto	Teaching Assistant	NA
Sarah Beerman	Attendance Secretary	630-608-5908
	Attendance Line	630-608-5901
Michael Dearmond	Dispatch D308 Transportation	630-636-2970
	Transportation Main Line	630-636-2999

Contact Information for Students' Home Schools:

Oswego East High School	630-636-2200
Oswego High School	630-636-2000
Bednarcik Junior High School	630-636-2500
Murphy Junior High School	630-608-5191
Plank Junior High School	630-551-9400
Thompson Junior High School	630-636-2600
Traughber Junior High School	630-636-2700

Contact Information for SD 308 District Office

Valerie Patterson	Executive Director of Student Services	630-636-3678
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