



# Adrian Middle School Project Success 2016-2017 HANDBOOK

A Middle School Alternative Education Program Provided by



**Overview:** The AMPS program primarily assists at-risk students who are not successful in their current educational setting and/or need an alternative learning environment. Students will receive their education in the core academic areas through a combination of direct and computer driven instruction. Additionally, students will receive individualized assistance, lifeskills instruction and a variety of advisory related activities. All students benefit from certified teachers, counselors and support staff while enrolled. The goal of this middle school program is to help students improve both their academics and their behavior, which often go hand-in-hand. Once a student's goals have been met in their Individual Service Plan (ISP), they will be allowed to transition back into the regular school environment.

**AMPS Staffing:** AMPS staff is committed to providing quality instruction in an environment that promotes regular school attendance, accountability for one's actions, and ownership of learning. The district will employ teachers and support staff who are committed to leading a success-driven alternative school.

The characteristics of high performing alternative schools include:

- Low student-to-staff ratio
- A safe and orderly learning environment
- Effective, caring, and competent leadership
- Highly trained and carefully selected staff
- A vision and clearly defined objectives for the program that are shared by all staff and embedded in all facets of the instructional program
- District wide support of the program
- Positive working relations with all parts of the school system and with other collaborating agencies that provide critical services to youth
- Realistic, relevant and meaningful connections between school and workplace
- Intensive counseling, mentoring, and monitoring

**Admission Process:** Adrian Middle School administration will identify students who will benefit from the AMPS program. Once a student is identified, an intake meeting will be held between the AMPS staff, the student and parent/guardian and administration (principal or designee, counselor, or social worker). During this meeting, information will be shared about the student and their specific learning needs. Together, these teams will develop an ISP for the student which must contain the following information:

1. Educational goals appropriate for the student.
2. Behavioral goals appropriate for the student.
3. Services required by the student and the student's immediate family to meet the educational goals and behavioral goals specified in the individual service plan.

**Counseling:** General counseling support services will be provided through Parkside Family Counseling LLC. Services will include group sessions and individual sessions when required by the student.

**Discipline:** In addition to following Adrian Middle School 7/8 Code of Conduct, the AMPS program will utilize a point system to maintain structure and order within the classroom setting. This discipline system will be progressive in nature. Each student will begin the school year with 1,000 points. Students will have the opportunity to gain points and/or lose points based on their attendance, behavior and work/study habits. The AMPS program point system will be explained in detail to students and parents at the initial intake meeting and they must sign a behavior contract prior to attending. In addition to a good academic standing, in order for a student to transition back to the regular school environment, they must maintain at least 1,500 points on a consistent basis.

As an additional incentive, the following privileges will be awarded to students when they reach certain levels:

Level	Points	Privileges Earned
1	1,499 points or below	NO privileges
2	1,500	music privileges during on-line courses and during classwork with teacher's permission
3	2,000	music privileges plus drinks other than water during on-line courses and during classwork with teacher's permission
4	2,500	a. music, drink and food privileges during on-line courses and during classwork with teacher's permission b. the use of a table and a comfy chair throughout the day instead of a desk

## Point System

Reward	Earned Points
<b>Perfect Attendance (for the week)</b>	50 Points
<b>Performance above required expectations (staff assigned)</b>	10 - 100 Points
<b>Exceptional Behavior (staff assigned)</b>	10 – 100 Points
<b>Signed Progress Report Returned Weekly</b>	50 Points
<b>Report Card Grades</b> for each A for each B for each C for each D	40 30 20 10

Attendance	Deducted Points
<b>Absence</b>	50 Points
<b>Excused Absence with doctor, dentist, court, or other documentation</b>	0 Points
<b>Tardy</b>	50 Points

Infraction	1st Offense	2nd Offense	3rd Offense	4th Offense
<b>Bullying and Harassment</b>	200 Points	300 Points	400 Points	500 Points
<b>Cheating</b>	100 Points	200 Points	300 Points	400 Points

<b>Computer Misuse</b>	100 Points + additional consequence at discretion of staff	200 Points + additional consequence at discretion of staff	300 Points + additional consequence at discretion of staff	400 Points + additional consequence at discretion of staff
<b>Disrespect to Staff</b>	200 Points	300 Points	400 Points	500 Points
<b>Disruptive Behavior</b>	100 Points	150 Points	200 Points	300 Points
<b>Electronic Device NO cell phones or iPods allowed in the classroom</b>	100 Points	200 Points	300 Points	400 Points
<b>Hats or Hoodies are not allowed in the classroom</b>	100 Points	200 Points	300 Points	400 Points
<b>Insubordination (not following directions)</b>	100 Points	200 Points	300 Points	400 Points
<b>Obscenity</b>	200 Points	300 Points	400 Points	500 Points
<b>Obscenity vs. Teacher</b>	500 Points + automatic suspension	500 Points + automatic suspension	750 Points + automatic suspension	750 Points + automatic suspension
<b>Reluctant Learner (not using time wisely, not working on classwork)</b>	50 Points	100 Points	200 Points	300 Points
<b>Vandalism</b>	100 Points + cleaning assigned and supervised by staff	200 Points + cleaning assigned and supervised by staff	300 Points + cleaning assigned and supervised by staff	400 Points + cleaning assigned and supervised by staff
<b>Racism Fighting Verbal Altercation Drugs, Alcohol, or Tobacco</b>	500 Points + automatic suspension	500 Points + automatic suspension	750 Points + automatic suspension	750 Points + automatic suspension
<b>Staff Discretion</b>	10 - automatic suspension	10 - automatic suspension	10 - automatic suspension	10 - automatic suspension

**Loss of Points:** If a student earns a significant point deduction, parents/guardians will receive a phone call to explain the situation and a point decrease notification form will be sent home requiring a parent/guardian signature. Additionally, if a student falls to 300 points or below, AMPS staff will require a parent meeting and the student will be put on an individual behavior contract until they are back in good standing.

**Progress Reports:** In order to facilitate clear communication on each student's progress, weekly reports will be sent home which will note the student's grades, points level and any specific areas of concern or improvement. If for some reason we are unable to send progress reports home, AMPS staff will communicate that in written form. Parents/guardians should expect this every Friday without fail. Students who return these progress reports the following Monday with a parent/guardian signature will earn 50 points.

**Classroom Organization:** Each student will be given a crate to use in the classroom to store their textbooks, notebooks, papers, pencils, and other schools supplies so they are readily available throughout the school day. Each student will also be assigned a locker which will be located directly outside the classroom. Students will keep their coats, bags, lunches, cell phones and other personal items in their lockers. They will only be allowed to go to their locker before school, during lunch, and after school; not in-between classes. Students will remain in the AMPS classrooms throughout the day. The AMPS program has its own bathrooms and a water cooler in the classroom as well.

### Daily Schedule

- 7:35 - 8:25      Encore: Success Maker computer-aided instruction / Art
- 8:29 - 9:19      Math
- 9:23 - 10:13    Social Studies
- 10:17 - 11:07   Physical Education
- 11:07 - 11:37   Lunch
- 11:41 - 12:36   Language Arts
- 12:40 - 1:30    Science via Plato on-line computer courseware
- 1:34 - 2:24      Lifeskills / Academic Success component

#### CONTACT INFORMATION:

AMPS Program  
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## HANDBOOK ACKNOWLEDGMENT

We acknowledge that we have received and read a copy of the AMPS program handbook for the 2016 - 2017 school year. We understand and agree to the policies explained within it.

Parent(s) or Guardian(s)		
_____ Signature	_____ printed name	_____ date
_____ Signature	_____ printed name	_____ date
Student		
_____ Signature	_____ printed name	_____ date

\* ALL students are expected and required to adhere to AMPS policies whether or not this document is signed.