

GOALS

Graduating Our Accelerated Learning Students

&

AIMS

Accelerating Individuals Motivated to Succeed

Student Code of Conduct and Classroom Procedures 2021 – 2022

Class Hours

Monday-Friday

7:20 AM - 2:55 PM (GOALS)

Monday-Friday

9:10AM - 2:55 PM (AIMS)

Afternoon Tutorials 3:00-4:00 (Mon, Tues, and Thur)

Student Acknowledgement Receipt

Student Code of Conduct and Classroom Procedures 2021 – 2022

I understand that I am responsible for the information provided in the **AIMS/GOALS Student Code of Conduct and Classroom Procedures.**

While enrolled in the Little Elm ISD GOALS program, students are expected to earn a minimum of 4 academic credits per semester, maintain 90% attendance, and comply with the GOALS program minimum weekly behavior point standard and district's student code of conduct.

Students will not be allowed to continue in the GOALS program if they cannot maintain these standards.

Student's Printed Name

Student's Signature

Signature Date

Parent's Signature

Signature Date

Administration/Support/Teachers

All teachers can assist students in coursework questions and concerns. Many are able to help students in subject areas they do not necessarily facilitate. Students are responsible for seeking help as needed. Teachers will find the appropriate help for each student.

Administration/Support

Mr. Bush	Principal
Ms. Vega Castanos	Office Coordinator, Attendance
Ms. Beck	Counselor, Scheduling, Career Development
Ms. Arroyo	Intervention Counselor
Mrs. Calamaco	ELL Coordinator and SPED/504 Support
Mr. Ledbetter	SPED Case Manager
Mr. Colston	SPED/504/ELL Support

Teachers

Ms. Garlington	All Science courses Health Science courses Foreign Language courses
Mr. Helus	All Math courses, Personal Financial Literacy All Art courses, All PE courses, Health
Mrs. Calamaco	All English courses, Speech SPED/504/ELL Support ELL Campus Coordinator
Mr. Whipple	All Social Studies courses and Sociology All CTE courses/Career Prep AIMS/GOALS Program Coordinator Student Advisory Committee

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Attendance

Attendance is vital to AIMS/GOALS academic progress. It is very important that parents and students know that a AIMS/GOALS student will not be successful if the student is not in school. Upon returning to school, appropriate documentation is required. Absences will be excused with a doctor's note, court note, or a parent note (keep in mind parent note limit of 6 per semester). Absence documentation must be submitted within 3 days of return.

Attendance for Credit:

To receive credit in a class, a student must attend at least 90 percent of the days the class is offered. A student who attends at least 75 percent but fewer than 90 percent of the days the class is offered may receive credit for the class if he or she completes a plan, approved by the principal that allows the student to fulfill the instructional requirements for the class. If a student is involved in a criminal or juvenile court proceeding, the approval of the judge presiding over the case will also be required before the student receives credit for the class.

If a student attends less than 75 percent of the days a class is offered or has not completed the plan approved by the principal, then the student will be referred to the AIMS/GOALS attendance review committee to determine whether there are extenuating circumstances for the absences and how the student can regain credit, if appropriate.

Consequences for excessive absences:

- **Mandatory tutorial sessions and/or Saturday School**
- **Truancy**
- **Denial of Course Credit**
- **Removal from AIMS/GOALS program**

Tardiness:

Tardiness is viewed as a disruption to the classroom environment. Coming in late not only deprives the tardy student of full learning time, but it also disrupts the education of other students and the effectiveness of the teachers.

1. All students arriving within the first twenty minutes of class (7:20 AM to 7:40 AM) will be considered tardy. **After twenty minutes (7:41 AM), a student is counted absent.**
2. Promptness and punctuality are principles necessary and beneficial for both school and the workplace.

Consequences for excessive tardies:

- **Mandatory tutorial sessions and/or Saturday School**
- **Truancy**
- **Denial of Course Credit**
- **Removal from AIMS/GOALS program**

Classroom Procedures

Backpacks/Purses:

GOALS students are not allowed to bring backpacks or other bags to school. Ladies may bring purses if needed. Oversized bags are not allowed in the classroom and will be sent to the office if brought to school. All personal belongings MUST fit in the cubbie. AIMS students are allowed to bring only what is necessary for high school courses in a backpack.

Cell Phones:

It is the belief of the AIMS/GOALS program that limiting the use of phones and personal devices maximizes work time during the school day. Therefore, all cell phones will be turned in to the teacher and remain secured in the classroom during instruction. If a student does not have a cell phone, they will be required to sign the “no phone” agreement which will be secured daily in the cell phone cabinet. After signing “no phone”, the student understands that if a phone appears at any time during the day, a Cell Phone policy violation will be issued.

Personal Devices:

Personal devices need to be out of sight and not used during academic instruction. This includes but is not limited to bluetooth headphones, games devices, smart watches, etc.

Consequences of phone/personal device violations:

ANY violation to the AIMS/GOALS cell phone/personal device policy will result in immediate suspension of any and all Star status earned by the student, and the student will not be eligible for any early release or late arrival privileges until reinstated by the administration. **The device will be turned in to the office for administrative consequences.**

Classroom Assignment and Rotation:

GOALS students will have 4 assigned academic class periods per day and 3 academic flex periods. (AIMS students will have 3 assigned class periods per day + two classes at the high school).

Students will be required to change classrooms based on their schedule. Classrooms are arranged by Core courses and associated Electives. Students **MUST** work only on the subject assigned to that classroom. Any deviation to this must have prior approval by the teacher and/or administration.

If a student fails to follow the computer usage policy, on-line privileges will be revoked and other coursework (text or written) will be assigned at the teacher's discretion.

Internet Access:

Access to the internet on campus is reserved for **coursework only**. Students may not use Google, email or any other internet site for any reason without teacher permission. **Internet access is NOT permitted for use on quizzes, prescriptive tests, unit tests, and cumulative exams. Inappropriate internet usage will result in discipline consequences.**

Seating:

Students may have assigned seats, and teachers may move students at their discretion to better facilitate learning.

Supplies:

Students will be allowed to have only the following items at their desks: AVID folder, writing utensils, wired headphones, and any other items required for coursework. This is not punishment. It is the belief of the AIMS/GOALS program that limiting distractions maximizes work time during the school day.

Dress Code

AIMS/GOALS students are required to follow the Little Elm ISD Student Dress Code.

****Since the dress code cannot list every eventuality, the campus administration is the final authority on determination of appropriateness. ****

Edgenuity Online Curriculum**Academic Integrity:**

Part of being successful in an online learning environment is to understand the importance of integrity and self-motivation. All journals, practices, and online content will be reviewed daily by the teacher to ensure they are being completed accurately and with integrity. ***If it is determined that a student is cutting and pasting, not completing written entries, or completing incorrectly, teacher will reset the assignments.*** If this cheating continues, the student will be assigned zeros for the assignments. **ANY cheating will be considered grounds for dismissal from the AIMS/GOALS program.**

Prescriptive Tests:

A student taking a course for credit recovery will be set up in Edgenuity to take a prescriptive test. This is like a final exam with questions covering each objective/lesson taken at the beginning of the course instead of at the end.

- All Prescriptive tests must be monitored 100% by the teacher at all times.
- Prescriptive tests may *only be taken at school*. If a student takes the test outside of class, it will not be counted and the opportunity to have the required coursework reduced will be lost.
- Edgenuity will automatically take out all mastered objectives on the prescriptive test which will reduce the required objectives/lessons needed to complete the course. **This will also reduce the amount of time needed to complete the course.**

Grades and Credits

Academic Assistance:

To receive any academic assistance (reviewing a previously taken quiz, lab assessment, test, etc.), **students must first demonstrate to teachers that they have “done their part” by taking THOROUGH NOTES over the direct instruction including writing any examples given.**

Requesting assistance from a teacher is highly encouraged before students retake assessments/assignment for the third and final time.

- **Requesting Retakes** is the responsibility of the student. A student has two opportunities for all assessments or assignments (except for Cumulative exams). If a student fails an assessment or assignment, he/she must request a retake from the subject area teacher.
- The student must **bring notes** to the teacher when asking for help. Teachers need to verify quality note taking in order to determine what a student does and does not know.

- **Retakes:** Students must take care of retakes as a priority before moving forward. The only time this may not apply immediately is when a student is working at home on coursework. A student should immediately see the subject area teacher once back at school **AFTER** following the steps listed above in order to have the needed retakes set up in Edgenuity.

AVID:

AIMS/GOALS students will be required to take notes using the AVID model in order to receive course credit. It is the belief of the AIMS/GOALS program that the tools learned through AVID will greatly increase retention of material and success in the AIMS/GOALS program.

COURSE BINDERS

Students will be required to maintain an AVID binder with tabs for each class. Binders will include all handouts, printed course material, and Cornell Notes as required for course credit. **Upon completion of a course, the student must submit the class Cornell notes to the teacher for final grading and to receive credit for the course. *The teacher may deny credit for the course if the binder is not properly maintained to standards and notes are not completed per program guidelines.***

Courses:

Course Completion Goals:

Students should be staying on target with the Edgenuity Assignment Calendar. In addition, students are required to complete **4 courses per grading period** to be considered “on pace” for course completion. If a student is not completing the recommended number of assignments during the school day, the student should create a plan of action and consider working more consistently outside of the school day. **Students may NOT work on Prescriptive tests, Quizzes, Unit Tests, nor Cumulative Exams at home.** When needed, a student should ask a teacher for assistance in taking notes more efficiently as well.

Course Completion Time Frame:

Each course is required to be completed within the grading period. If the student fails to complete the course within the grading period, the student will receive the **Edgenuity Relative Grade** for the course which will calculate all remaining course activities as a zero. If this grade is a failing grade, the student will be required to take it again at a later time. *If a student fails a course or is behind pace at the end of each week, additional tutorial time may be assigned by the classroom teacher or administration including dismissal after normal dismissal time and/or mandatory Saturday school. If students cannot meet the required target dates for course completion, it may mean that this program is hindering a student. **For that reason, the student may be removed by Zellars administration and placed back at the high school.***

Graduation Plan:

Each student entering the AIMS/GOALS program will start on the Foundation graduation plan with an endorsement (26 credits) regardless of the plan that they were on at their home campus. A AIMS/GOALS student may only opt out of the endorsement if they are not able to complete all courses in time to graduate with their cohort. **A student may not opt out in order to graduate early.** The student must also have all testing requirements satisfied before switching their graduation plan.

A student wishing to opt out of the endorsement must submit the request in writing to the school counselor. This request will be followed by a meeting with the principal, counselor, student and parent to review graduation requirements and determine the best course of action.

Positive Behavior Interventions and Supports

In AIMS/GOALS, we are strongly committed to focusing on recognition of good behavior and positive reinforcement of that behavior. We will use documentation of negative behavior as feedback in hopes that our students will use that to make better choices in the future.

LiveSchool Incentives

See LiveSchool parent letter

See "What are Your G.O.A.L.S.?" Behavior Matrix

Early Release/Late Start Incentives

2:00 Early Release

Student has earned the minimum required points for the week.

Student has met attendance requirements.

Student is a minimum of blue in all classes. *

1:05 Early Release/9:30 Late Start**

Student has met all requirements for 2:00 release. AND

Student is a minimum of green in all classes. *

11:20 Early Release

Student has met all requirements for 2:00 release. AND

Student is a minimum of green in all classes and has earned at least an 80 in all academic classes. *

*Blue indicates on target and green indicates ahead of Edgenuity target.

**Late Start Incentive is only available to GOALS students.

- **A parent signed Early Release/Late Start Contract is required before the student may take advantage of this incentive.**
- **Late Start/Early Release Incentives are privileges that are earned and may be revoked at any time due to inappropriate behavior or other disciplinary issues. (see attendance and cell phone policies)**

Trespassing

AIMS/GOALS students are not allowed to visit other LEISD campuses during the school day without prior approval from the administration.



AIMS/GOALS

2021-22 Grading Periods

Semester 1 (80 Days)

Quarter 1 (40 Days)

August 18th - October 15th

Progress Report #1 : Friday, September 3rd
(Due to Students Wednesday September 8th for signing)

Progress Report #2 : Friday, September 24th
(Due to Students Tuesday September 28th for signing)

Quarter 2 (40 Days)

October 18th - December 17th

Progress Report #1 : Friday, November 5th
(Due to Students Tuesday November 9th for signing)

Progress Report #2 : Friday, December 3rd
(Due to Students Tuesday December 7th for signing)
Grading Period 1 Courses due by Friday, December 17th.

Semester 2 (87 Days)

Quarter 3 (40 Days)

January 5th - March 4th

Progress Report #1 : Friday, January 21st
(Due to Students Tuesday January 25th for signing)

Progress Report #2 : Friday, February 11th
(Due to Students Tuesday February 15th for signing)

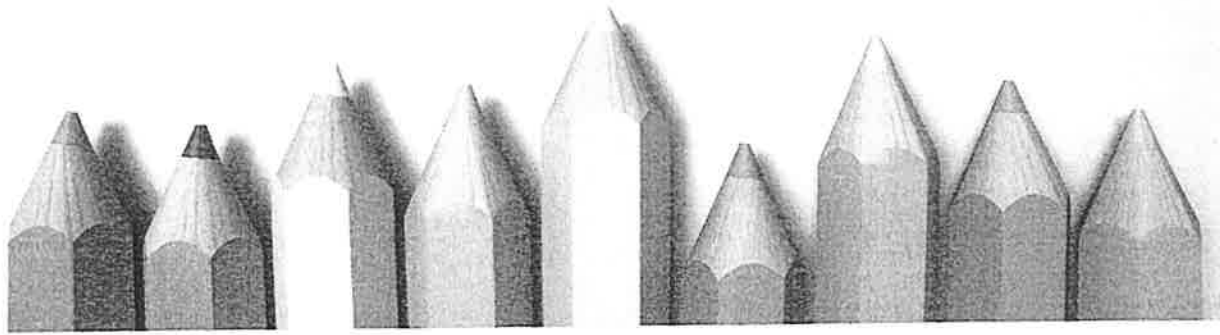
Quarter 4 (47 Days)

March 14th - May 19th

Progress Report #1 : Friday, April 1st
(Due to Students Wednesday April 5th for signing)

Progress Report #2 : Friday, April 22nd
(Due to Students Tuesday April 26th for signing)
Grading Period 2 Courses due by Thursday, May 19th.

Students that have not completed the course by the target date, will receive the Edgenuity Relative Grade as a final grade for the course. If the actual grade is failing, the student will need to take the course again as credit recovery in order to meet graduation requirements.



2021-22 CLASS SCHEDULE

AIMS/GOALS

1ST EARNING PERIOD

- 1st period
- Breakfast
- 2nd Period (Flex Class)

7:00AM - 9:25AM

7:20am - 8:25am

8:30am - 8:50am

8:55am - 9:25am

2ND EARNING PERIOD

- 3rd period
- 4th Period (Flex Class)

9:30AM - 11:15AM

9:30am - 10:40am

10:45am - 11:15am

3RD EARNING PERIOD

- 5th period
- Lunch

11:20AM - 1:05PM

11:20am - 12:35pm

12:35 - 1:05pm

4TH EARNING PERIOD

- 6th Period (Flex Class)
- 7th Period
- Class Dismissal
- Tutorials Mon/Tues/Thurs

1:10PM - 3:30PM

1:10 pm - 1:40pm

1:45pm - 2:55pm

2:55pm

3:00pm - 4:00pm



Dear Parents,

We are looking forward to a great school year! This year, one of our big goals is to create a learning environment where every student is **respectful, responsible, and prepared.**

This year we will be using LiveSchool, an app that will help us share behavior feedback with you and your child. Your child will receive positive points in LiveSchool for hard work and good behavior. We will also give feedback on negative choices your child may make.

You will be able to access all of this information right from your computer or phone by downloading the free LiveSchool app. You will be receiving another sheet that explains how to set this up.

We also want to make learning fun for your child this year! As part of our use of LiveSchool, your child will be able to spend his or her points on various classroom and school-wide rewards. We are going to be focusing on positive reinforcement and encouragement and hope that your child earns lots of exciting rewards!

We will be working hard to make this the best school year yet for your child! To learn more, please visit the following web address for a short video introduction to the service: tinyurl.com/LiveSchoolParent

If you have any questions, please feel free to email me.

Sincerely,

Bill Bush

Principal - Zellars Alternative Center

AIMS/GOALS/REACH/iSAC

Office: 972.947.9340 x10701 / bbush@littleelmisd.net

GOALS/AIMS

Early Release/Late Start Contract 2021-2022

****You will not be eligible for Early Release or Late Start without this contract signed by parent/guardian****

Early Release/Late arrival is a privilege and **may be revoked at any time** as deemed necessary by the administration particularly for **discipline issues, excessive tardies, poor attendance, lack of academic progress and remediation purposes:**

In order to be eligible and to maintain Star Status Late Start/Early Release:

1. Students and at least one parent must have a LiveSchool account. Students are not eligible for late start or early release until the account is created.
2. Students must be in good attendance standing.
3. Students must follow behavior expectations to be and remain eligible for early release/late start.
4. Students must follow cell phone policy. ANY violation to the AIMS/GOALS cell phone policy will result in immediate suspension of any and all early release or late arrival privileges until reinstated by the administration.
5. Students must follow designated check in/check out times for late start (no later than 9:30) OR early release (no earlier than 11:20, 1:10 or 2:00).
6. Students with early release must check out with the main office before leaving campus daily and students with a late start must check in with the main office before going to class.
7. Students must remain in school to the end of the normal school day on days with an altered bell schedule such as but not limited to: testing days, quarter celebration days and field trips.
8. Students with early release/late start may not loiter anywhere on campus or in the parking lots. Students are required to leave campus within 10 minutes of early release. **Students may not return to Zellars campus after Early Release without prior approval from the administration.**
9. AIMS/GOALS students with early release/late start are not allowed to visit other LEISD campuses during the school day without prior approval from the administration.

Parent/Guardian Signature

Date

Student Signature

Student Name (Print)

Date

WEEKLY PAYCHECK

Sample weekly report!

ADRIAN KIRKLAND

WED, JANUARY 1ST - TUES, JANUARY 7TH

MS. STUBNER

HARVEY MIDDLE SCHOOL
6115 Wilmington Road
Nashville, TN 37204

January 7th, 2014

BANK ACCOUNT

PAY TO THE ORDER OF Adrian Kirkland

17

124

+ 17

Seventeen

CLASS POINTS

Ms. Stubner

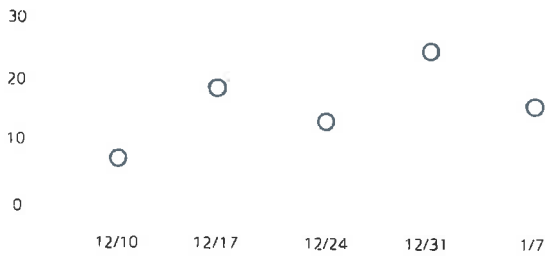
NEW BALANCE

STUDENT

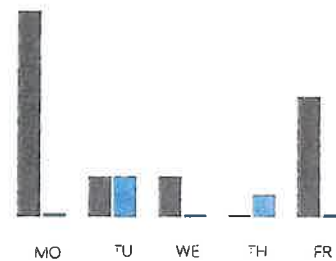
PARENT / GUARDIAN



EARNINGS HISTORY



POINTS



20
MERITS

3
DEMERITS



LEAVE A NOTE



INCENTIVES

Last week you earned 25 Class Points

saved 10

spent 15

5 Binder

10 Pizza Party

Monday

Ms. Stubner
9:12 am



Helping Others



Making Places Better



Another student dropped her books while we were lining up to transition. Adrian helped her pick up her books. Thank you!

(continues on next page)

Monday (cont'd)

Mr. Goodridge
10:10 am



Creative thinking



Outstanding Participation



Adrian asked a great question during our lesson about the Civil War

Ms. Glenn
3:22 pm



Outstanding Participation

Tuesday

Ms. Stubner
8:56 am



Disrespect



Called another student a negative name

Mr. Goodridge
10:30 am



Homework Completion

Mr. Goodridge
10:35 am



Being Prepared

Wednesday

Ms. Stubner
1:46 pm



Homework Completion

Ms. Glenn
2:12 pm



Being Prepared

Thursday

Mr. Goodridge
9:45 am



Homework Completion

Friday

Mr. Theobald
8:58 am



On Task



Outstanding Participation

Ms. Glenn
10:05 am



Outstanding Participation



Great presentation!

Ms. Stubner
2:20 pm



Creative Thinking

GOALS Behavior Matrix

Start Strong (5 points)

★ Be in dress code

- Examples: Jeans with no holes, pants worn at waist, Lobo shirt
- Non-examples: having hood up, house shoes, tears in jeans, hats, provocative clothing

★ Be on time

- Examples: In class ready to go when the bell rings, at school by 7:20
- Non-examples: Arriving after 7:20 or tardy to class from passing period

★ Come prepared

- Examples: Bring AVID binder, bring own wired headphones, fill up water bottles before class, plan for the day, using the restroom before class
- Non-examples: Trying to leave class multiple times, bring food into class, leaving materials at home or in a different classroom

Be Responsible (5 points)

★ Be honest

- Examples: Completing own work, tell the truth, be where you are supposed to be, and use approved websites
- Non-examples: Plagiarism, cutting and pasting, using Quizlet/Google/Brainly to find answers, repeated offenses

★ Follow electronic usage policies

- Examples: Turn cell phone into current class period, using computer for educational purposes, putting away personal electronic devices (smart watches, airpods, etc.)
- Non-examples: Keeping phone, listening to music/downloading music on computer, using someone else's login

Act Respectful (10 points)

★ Appropriate language

- Examples: Asking permission, respecting others' opinions, yes sir/no sir
- Non-examples: Swearing, talking back, argumentative, derogatory terms, inappropriate comments, picking on others

★ Respect others and your surroundings

- Examples: Cleaning up after yourself, hands to yourself, on task academic conversations
- Non-examples: Taking others' property, pushing, slapping, drawing on computers/furniture, leaving a mess

★ Be cooperative

- Examples: Following instructions, helping others, making a correction after redirection, working on assigned course during the correct class, standing by pledges
- Non-examples: refusing direction/correction, argumentative, refusing to help, trying to work on an English quiz during your History class

Strive for Success (5 points)

★ Daily time on task

- Examples: Cornell Notes, working on assigned class, minimal idle time, meeting daily progress, asking teacher for assistance, participate in events, track your progress, listening to instructions
- Non-examples: sleeping, not engaged in content, classroom off task chat

Earn a minimum of \$425 in a week (Friday through Thursday) to earn early release for the entire next week at 2:00 (if on target on all classes).

