



A+

Information

A+ Basic Requirements

A+ Students Must:

- 1) Enter into a written agreement with OGHHS prior to graduation.
- 2) Attend a designated A+ school for three years prior to high school graduation.
- 3) Graduate with a minimum 2.5 cumulative, unweighted GPA on a 4.0 scale.
- 4) Graduate with a minimum 95% cumulative attendance rate (over all four years).
- 5) Maintain a record of positive citizenship and avoid the illegal use of drugs and alcohol.
- 6) Perform fifty (50) hours of unpaid mentoring/tutoring, included in the 50 hours can be 12.5 hours of job shadowing.
- 7) Make a "good faith effort" to secure all other forms of financial aid through a Free Application for Federal Student Aid (FAFSA).
- 8) Register with the Selective Service (males only).
- 9) Have achieved a score of proficient or advanced on the Algebra I end of course exam or a higher level DESE approved end-of-course exam in the field of mathematics or received an ACT math sub score of 17 or greater and a 2.5 GPA, 16 and 2.8 or greater GPA, or 15 and a 3.0 or greater GPA.

OAK GROVE HIGH SCHOOL
A+ Attendance Regulations and Appeal Process

To qualify for the A+ financial incentive, a student must graduate with a 95% attendance rate for all four years (grades 9-12). If a student does not meet the 95% minimum, he or she will not receive the A+ financial incentive. OGHS expects all students to attend all classes and arrive on time for those classes, therefore acquiring the habits of punctuality, self-discipline, and responsibility.

A+ Attendance Policy:

The current A+ attendance policy states that only two types will not count as absences in computing the 95% attendance needed to meet the A+ Schools Program requirement:

- 1) Curricular, co-curricular, and extra-curricular activities
- 2) Extended absences due to medical or extenuating circumstances that lead to homebound status

The following types will count as absences and will impact the student's attendance percentage, unless the absences meet the appeal criteria set forth below and are waived by the A+ Appeal Committee:

- 1) Doctor, dentist, orthodontist, counselor, therapist, chiropractor appointments during the school day
- 2) Family vacations
- 3) Sick/ill/not feeling well or any other wording
- 4) Running late
- 5) Any hour(s) when students are checked out or are truant
- 6) Any absence that does not fall under field trip or homebound status or does not receive a waiver from the A+ Appeal Committee

Each A+ student must closely monitor his/her own attendance. The A+ Coordinator will update students about their attendance percentage regularly (at the end of each semester). The A+ program makes no distinction between excused and unexcused absences. Attendance is based on Monday through Friday when school is in regular session. Only the days and times calculated for Average Daily Attendance (ADA) will be used to determine the 95% attendance requirement.

A+ Attendance Appeal Process:

A student may appeal his or her calculated attendance percentage or specific days missed in a manner consistent with the A+ Appeal Process. However, the A+ Coordinator and A+ Appeal Committee will accept and consider attendance-based appeals only if the absences result from one of the following:

- 1) Absences related to catastrophic events within the immediate family, which includes all members of a student's family who reside in the same location as the student and/or other persons approved by the A+ Coordinator on a case-by-case basis
- 2) Absences related to extenuating circumstances within the immediate family verified by documentation such as a doctor's note, school records, and/or treatment center records.

After notification, students/parents will have 15 calendar days to appeal the attendance record with the A+ Coordinator. If an appeal is not filed within 15 days of notification, a waiver for days missed will not be considered. Anyone appealing the attendance rate should use the A+ Attendance Appeal Form available from the A+ Coordinator. The A+ Coordinator will convene the Attendance Appeal Committee within 10 days of receiving notice of an appeal. After the committee reaches its decision, the A+ Coordinator will notify parents within five calendar days.

Anyone submitting a request for an A+ attendance waiver of days missed must provide the following official documentation:

<u>Reason for Absence</u>	<u>Official Documentation</u>
Hospitalization	Letter on official letterhead from doctor
Chronic health problems	Letter on official letterhead from doctor
Court dates	Court letter
Funeral	Parent letter and copy of death certificate or memorial pamphlet
Religious holiday	Letter on official letterhead from minister
Personal/Family Calamity	Parent letter
Catastrophic illness/injury	Letter on official letterhead from doctor

Attendance waivers will NOT be granted for the following:

- Truancy
- Suspension
- Personal/Family Vacation or Business
- Routine doctor visits
- Transportation problems (unless on a late school bus)

Parents must document the reason for any student absence. OGHS retains this documentation in the attendance office. Any request for waiver goes above and beyond this documentation, but this documentation may be used to further substantiate absences.

Please do not confuse A+ attendance requirements with general attendance requirements as printed in the Oak Grove High School Student Handbook.

OAK GROVE HIGH SCHOOL
A+ Attendance Appeal Form

Name: _____ Graduation Year: _____

To appeal a calculated attendance percentage or specific absences and to request a review by the A+ Appeal Committee, please complete this form and attach any additional information you believe will help in determining that your absences related to (1) catastrophic family events or (2) extenuating circumstances. Documentation of health problems, catastrophic events, or extenuating circumstances should be in the form of a doctor's verification of condition and subsequent days missed, counseling appointments, diagnosis, education plans, letters of support, or any other type of validation of the circumstances.

How many days are you appealing to the committee? _____

Please list either specific dates or time frames for review.

Please describe the circumstances involved in this appeal.

How did these circumstances contribute to the days missed?

Explain why OGHS should waive the days missed.

Student Signature _____ Date _____

Parent/Guardian Signature _____ Date _____

OAK GROVE HIGH SCHOOL
A+ Citizenship Regulations and Appeal Process

Any student who signs an A+ Letter of Intent must maintain positive citizenship throughout his/her four years in high school. OGHS may deem a student initially ineligible if he/she has failed to meet the citizenship criteria and may remove a student if he/she does not maintain positive citizenship. Finally, prior to awarding the financial incentive, the A+ Coordinator will determine whether the student has met the eligibility requirements, including positive citizenship. OGHS expects all A+ students to exhibit behavior standards that bring credit to themselves, their parents, the A+ Schools Program, their school, and their community. A+ students should remember not only the financial reward but also the individual discipline and responsibilities that come with it.

At OGHS, a positive citizen:

- 1) Maximizes his/her educational opportunities.
- 2) Recognizes and accepts responsibility in and beyond the school environment.
- 3) Sets a positive example for all to follow at school and in the community.

The following criteria regarding the school's discipline policy will serve as a measurable indicator of respect for self and school and positive citizenship:

Criminal Activity: Students convicted of a felony will not qualify or will lose eligibility.

Substance Abuse: Students will not possess or use alcoholic beverages or controlled substances. Any violation (possession, use, manufacture, sale, or transportation) will result in immediate loss of eligibility for the program.

Violation of Safe Schools Act: Students disciplined in accordance to the Safe Schools Act of 1996 will be removed from the A+ Schools Program. These violations include but are not limited to assault, weapons possession, and drug distribution.

Suspension: Students will lose A+ eligibility if they accumulate eleven (11) days of suspension during their high school careers for offenses other than alcohol, drugs, or violations of the Safe Schools Act.

Due Process: A+ students who feel they have been declared ineligible unfairly may appeal to the A+ Citizenship Appeal Committee. In cases of appeal, the student/parent/guardian must notify the A+ Coordinator in writing of his/her intent to appeal within ten (10) days of receiving an ineligibility letter. Students/parents/guardians can secure an appeal form in the A+ Coordinator's office.

The committee will hear the appeal within ten (10) days of receiving a written request and return its decision to the student in writing within five (5) days. The A+ Citizenship Appeal Committee will consist of the following individuals: one administrator, one counselor, two teachers selected by the A+ Coordinator, and one teacher selected by the student. The A+ Coordinator will serve as a liaison

to the committee but will not vote in the outcome. Appeals will be considered at semester or the end of the school year when the student becomes ineligible.

All participants begin each school year with positive citizen status, which equals zero (0) points. Each disciplinary referral will negatively affect positive citizen status - one (1) point for each day of ISS (depending on the severity of the action) and for each day students do not submit required paperwork on time, two (2) points for each detention assigned, three (3) points for each W/F/S school assigned, and four (4) points for each day of out-of-school suspension assigned. The accumulation of twenty-one (21) points during any one school year will result in the revocation of the participant's positive citizen status and his/her removal from the program.

In accordance with state A+ rules and regulations, any student disciplined for any infraction involving illegal drugs or alcohol will immediately be removed from the A+ program.

*Oak Grove High School may require students who have accumulated several disciplinary incidents in past years to appeal for initial admission into the program.

OAK GROVE HIGH SCHOOL
A+ Citizenship Appeal Form

Name: _____ Graduation Year: _____

On _____, you accumulated 21 points for violating Oak Grove High School A+ policy (ies). As a result, OGHS has terminated your A+ eligibility. To appeal this decision, please complete this form and submit any additional information you deem necessary and helpful in appealing your A+ status.

You have ten (10) days from the date of this notification to complete the appeal form and return it to the A+ coordinator's office or mailbox. This appeal must reach the A+ coordinator's office or mailbox on or before _____. Failure to return this appeal by the deadline will result in permanent ineligibility in the A+ Schools Program.

Please describe the offenses for which you received your 21 points.

What will you do and have you done to avoid this type of trouble in the future?

Explain why OGHS should readmit you to the A+ Program.

Student Signature _____

Date _____

Parent/Guardian Signature _____

Date _____

OAK GROVE HIGH SCHOOL
A+ Mentoring/Tutoring Log

- 1) Remember that the tutoring and/or mentoring must be done under the direct supervision of an Oak Grove R-VI employee on school grounds.
- 2) See the A+ coordinator if you doubt that your tutoring/mentoring activity will qualify.
- 3) List the actual time you worked at the site (4:00-5:30 PM or 7:00-7:45 AM) in the "Time In/Out" column.
- 4) List the actual time worked (2.5 hrs) in the "Total Time" column and round each entry to the nearest quarter hour.
- 5) Ask the supervisor to sign and place his/her telephone number on each entry.
- 6) Total your hours for this particular sheet before returning it to your A+ coordinator.

Date	Student Tutored/Mentored	Location	Time In/Out	Supervisor Signature	Phone #	Total Time
					Total Hours	

OAK GROVE HIGH SCHOOL
A+ MAT Appeal Form

Name: _____ Graduation Year: _____

To appeal a mentoring/tutoring deficiency, please complete this form and attach any additional information you believe will help in determining that your deficiency related to extenuating circumstances.

Please describe the circumstances involved in this appeal.

How did these circumstances contribute to the deficiency?

Explain why OGHS should readmit you to the A+ Program.

Student Signature _____ *Date* _____

Parent/Guardian Signature _____ *Date* _____

OAK GROVE HIGH SCHOOL
A+ Job Shadowing Form

A+ JOB SHADOWING FORM

Student Name: _____
Please Print

My son/daughter visited the business of _____
Name of Business

to Job Shadow _____
Name of Person Job Shadowed

for _____ hours, On _____
Number of Hours Day and Date of Visit

Parent Signature Date

Parent Name Printed

Person Job Shadowed Signature Date

Person Job Shadowed Name Printed

Official Title Official Telephone Number

Return this form to the front office for attendance.