

***ROCORI***  
***High School***

***School Within A School Program***  
***(SWAS)***

Drafted August 24, 2006

## **SWAS Information**

### **Enrollment-**

- A total of 14 students.
- Students can be enrolled in the SWAS program for a semester, though a semester is not recommended, a year or two years.

### **Daily Schedule**

Period 1. Teacher prep- no students

Period 2. SWAS program begins at 9:05 a.m.

Period 3. SWAS

Lunch: A lunch

Period 4: SWAS

Period 5: Work release or PLATO computerized curriculum

### **Components-**

#### **A. Academic**

- Individualized Learning Plans (ILP'S)
- 4 subject areas during the periods 2, 3, and 4. The SWAS instructor will work with all 14 students to deliver the three component areas; Academics, Employment and Volunteer.
- Course requirements for the Rocori diploma
- The program will provide flexibility in regard to time, it would be student-centered instruction based on the needs of the individuals of the program (but measured against the standards), and a concentrated emphasis on application of technology to support and assist the learning process. Students will study in regard to a standards-based system with students studying the core curriculum areas as a focus. This is a general view of the program.

#### **B. Employment**

- A minimum of 15 hours per week. Employment is not mandatory but highly recommended.

#### **C. Volunteer**

- Mandatory 10 hours. 5 hours as a group project and 5 hours individually
- 1 credit = 120 hours of volunteer service.

### **Parental Evaluations-**

- Feedback surveys to improve the learning environment.

### **Student Evaluations-**

- Exit interviews with the graduates of the program.

### **Operating Policies**

1. Students entering their senior year will be given first priority.
2. Students who are not on an IEP will be given priority.
3. Students must be identified through the Student Assistance Team (SAT) as being appropriate for the SWAS.
4. It is highly recommended that employment is secured and it is the expectation of the student to locate employment.
5. Students must have transportation to the job site.
6. Students in the SWAS who are on an IEP will be monitored for their needs by a special education instructor.
7. Only students who are identified as at risk for failure to graduate because of a substantial lack of credits due to poor academic performance will be considered for the program.
8. Self- motivated students are best served by this program.
9. Parental/Guardian permission is required as well as wholehearted support by the parent/guardian is expected.
10. SWAS attendance standards are followed.

### **School Within A School Attendance Standards**

1. SWAS starts at 9:05 a.m. Students should arrive by 9:00 a.m. Admittance will not be allowed after 9:05 a.m. Refer to the tardy section for more information.
2. Any absence needs to be verified by a parental/guardian phone call or note to the SWAS instructor. Failure to do so will result in an unexcused absence.
3. Unexcused absences and tardies.
  - 3 tardies = 1 Unexcused absence
  - 4<sup>th</sup> tardy = 1 Unexcused absence
  - 5<sup>th</sup> tardy = 1 Unexcused absence

Unexcused absences- the third unexcused absence in a term will necessitate a mandatory parental/guardian conference and possible removal of the student from the program.

Tardy- If a student arrives after 9:05 and the instructor has not received prior notification of the absence then the SWAS instructor will call the parent/guardian to verify the student late arrival.

At 9:30 the SWAS instructor will contact the parent/guardian, by phone, if the student is absent and no prior written or oral communication from the parent/guardian was given to the SWAS instructor.

Good attendance incentive. If the SWAS student is not tardy or absent for a complete term then the student can have the last day off from school for that term. This reward follows the start and ending dates of the academic calendar and “earned” absences cannot be accumulated.

4. The philosophy of the SWAS program is to work hard for 3 class periods and limit any homework therefore, your time “on-task” will be expected during the 3 class periods. This program is not “packet” driven so making daily progress to attain your Individualized Learning Plan will allow you to achieve a ROCORI diploma.

You were selected for the SWAS program and this privilege being provided to you will give you an opportunity to earn your diploma. Use this opportunity wisely.

All RHS Student Handbook policies apply to the SWAS program.

## **Contract for the ROCORI High School “School Within A School”**

I understand that ROCORI High School “School Within A School” is designed to complete an Individualized Learning Plan (ILP) for selected students, coupled with a work and a volunteer experiences to enhance the student’s learning knowledge while at ROCORI High School.

I understand that a crucial part of this program is the completion of the ROCORI graduation standards. I agree that for the three required academic hours of the program I will work to complete all standards assigned to me by the instructor.

I agree to follow the standards and expectations as outlined in the ROCORI High School and the SWAS manual.

I agree to the above stated contract. I understand that if I fail to complete any part of the program that I will be returned to the mainstream classes at the end of the term.

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Student- Date

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Parents/Guardians- Date

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Instructor- Date

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Principal- Date

# ROCORI High School

## School Within A School

### Student Application

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Age: \_\_\_\_\_ Grade: \_\_\_\_\_

Students Resides With: \_\_\_\_\_

Name	Phone #
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Parents/Guardians: \_\_\_\_\_

Parent/Guardian Address: \_\_\_\_\_

Mother's Employer: \_\_\_\_\_ Father's Employer: \_\_\_\_\_

Phone # \_\_\_\_\_ Phone #: \_\_\_\_\_

Cell Phone # \_\_\_\_\_ Cell Phone # \_\_\_\_\_

Email Address: \_\_\_\_\_ Email Address: \_\_\_\_\_

In case of an Emergency (contact): \_\_\_\_\_

#### **Student**

Place of employment: \_\_\_\_\_

Address of work: \_\_\_\_\_

Supervisors Name: \_\_\_\_\_

Phone # at work : \_\_\_\_\_

Hours of employment: \_\_\_\_\_