

# **Bearcat PRIDE**

**(Promoting Responsibility, Independence,  
Determination, & Excellence)**

# **Academy**

***Student/Parent Handbook***

## **PURPOSE**

The primary purpose of Bearcat PRIDE Academy will be to provide a safe and nurturing environment where students can create and achieve success. It provides alternative methods of education for students that aren't able to have their needs met at Hermann High School, with two main components: MO-Options Program, and "traditional" curriculum.

## **PRIDE Academy**

Dr. Tracey Hankins, Superintendent  
Maranda Anderson, Director of Curriculum & Instruction  
Gary Leimkuehler High School Principal  
Todd Anderson, Assistant Principal/Activities Director  
Patti Pazdera, Guidance Counselor  
Dawn Grosse, School Based Social Worker  
Joan Mundwiller, Teacher

## **ADMITTANCE**

- I. Application Process: Students can be referred to PRIDE Academy at any time. A referral can be made by the student, parent, teacher, counselor, or administrator to either the student's guidance counselor or a member of the PRIDE Academy staff.
- II. Application and Referrals: The person referring should provide the student with an application and the two formal referral forms. (These forms can be accessed in the HS Guidance Office. It is recommended that the student's counselor be notified and/or meet with the potential applicant to discuss the application and interview process. Two (2) formal referral forms, from someone other than applicant or parent, must accompany a student application for admittance consideration. All paperwork should be returned to the student's high school counselor.
  1. Interview: An interview team consisting of the academy staff, teacher, and administration, will interview students who have applied, completed all paperwork, and want to be admitted to Bearcat PRIDE Academy. A parent and/or guardian must accompany the student during the interview unless the student is emancipated
  2. Student/Parent Contract: The student will enter into a contract when admitted to the academy. It is the opinion of the school that each enrollment opportunity at the academy is valuable due to the limited number of enrollment openings. Students and parents will be required to make a maximum commitment to achieving the goals of the individual student. A partnership between the school and home is vital to the success of the program.

## **PROGRAM STRUCTURE**

I. Individual Learning Plan (ILP): Once the student is accepted into the academy, an ILP will be developed by the student and academy staff. The development of the plan will consider the student's record and will serve as an outline of actions needed for the student to graduate. The plan will outline the different components of the student's program and describe expectations for the student while attending the academy.

II. Curriculum for the ILP's will be designed using the following:

- A. Extensive hands-on, traditional core curriculum developed by academy staff.
- B. Individualized virtual education.
- C. Individual instruction and independent work as assigned by the academy staff.
- D. MO-Options Program for students working towards their High School Equivalency Exam. *(will require additional paperwork and a valid state I.D.)*
- E. Work experience as defined by the Work Program

### **Grading Standards**

- I. Students earning credits will participate in developing an Individual Learning Plan that incorporates the following:

The instructional program focuses on core classes.

Math, Science, Language Arts, and Social Studies will form the core curriculum.

Career development, self-esteem, service learning, and parenting skills will be part of the curriculum.

The essential outcomes will be selected from each subject area and taught using a combination of methods. The academy staff will select which course outcomes are to be taught.

Traditional grading and computerized tracking of progress will be used to monitor each student's progress. Credits will be awarded after achievement of course outcomes and accumulation of necessary hours.

Class times will be based on individual situations. However, maximum attendance during morning and afternoon sessions is six hours. Current sessions are based on a three hour block of time. It is possible for an individual to enroll in two sessions per day if openings are available.

Grades will be calculated on an 80% mastery criterion level. A student will not fail, but will be awarded a grade of passing, marked when the outcomes are achieved. The grades from the academy will be considered in calculation of grade point average but not for determining class rank.

The goal for all students enrolled in the academy is to successfully earn a high school diploma. Students may attend work, complete some electives at HHS, or be released by the school for a portion of the day to accommodate individual needs. Each student will have an Individual Learning Plan (ILP) which details the process by which the student can successfully complete his/her graduation requirements.

- II. Requirements: Students will be required to complete 28 credits to be eligible for the Bearcat PRIDE Academy Diploma. The breakdown of credits is as follows:

a) Communication Arts.....	4
b) Social Studies .....	3
c) Math.....	3
d) Science .....	3
e) Health & Physical Education.....	1.5
g) Fine Arts.....;	1
h) Practical Arts.....	1
i) Personal Finance.....	.5
i) Electives.....	11
Total.....	28

III. Grading System:

The high school grading scale will be used for all classes taken for credit.  
*Anything less than an 80% will be returned to the student for corrections.*

MO-OPTION

Admission: Students that score satisfactorily on the Practice HiSet Test will be admitted to the program and will also be given an ILP.

Curriculum for MO-Option Students:

- A. Fifteen hours of academic work will cover Language Arts, Writing, Math, Science, and Social Studies.
  - i. Extensive hands-on curriculum
  - ii. Small group and individualized instruction
- B. Students will be given numerous practice HiSET tests in an effort to familiarize students with the HiSET and to help prevent test anxiety. Once a student can earn a 10 on ALL portions of the test and score at least a 2 on the essay portion the teacher will schedule a testing date for the student.
- C. Students will take Personal Finance, Health, and Government in an independent study situation with the academy staff if needed.
- D. Must also be able to verify an average of 15 hours work and/or volunteer time per week.
- E. The school district will pay the \$95 registration and testing fees. However, if a student fails the test and must retest, the parent/guardian is responsible for any further costs.

HiSET: The HiSET test is over five areas of study: Language Arts, Writing, Math, Science, and Social Studies. A minimum score of 8 must be obtained in any subject with a total score of 45. Even though a student may pass one test portion of the program, it does NOT mean that a student has earned a HSE (high school equivalency) certificate. This state-run program allows MO-Option students to take the HiSET as a high school equivalency exam only as a validation for receiving their high school diploma. After passing the HiSET Academic test, a student cannot leave the program and expect to receive a HSE certificate or diploma.

#### MO-Option Assurances:

- F. 17 years of age or older.
- G. At least one year's credit behind their cohort group.
- H. Provide a valid state ID (driver's or non-driver's license)
- I. Demonstrate the ability to read independently in English at a level sufficient to successfully complete HSE instruction and testing.
- J. Participation is voluntary (no credit).
- K. Student and parent/guardian must sign a consent form.
- L. Selection criteria for the MO-Option program are not ethnic, racial or gender biased. Students with disabilities are eligible for participation in the program. Students with disabilities must show evidence of a current IEP or 504 plan, which indicates that participation in the program is appropriate for the student. The IEP or 504 Plan must document any special education services and related aids and services necessary for successful completion of the program, including the testing component.
- M. Workforce development activities/instruction must be integrated with other instruction to enhance the student's life skills/employability skills and to prove academic instruction so they can pass the HiSET test.
- N. To be eligible for graduation from high school in Missouri, students must also pass the course or course (Government) designated as containing the required instruction in the institutions, branches and functions of federal, state, and local government. They must also pass Personal Finance and Health. Students must also satisfactorily pass a test or tests on the provisions and principles of the U.S. and MO Constitution as prescribed in Section 170.011, RSMo.
- O. A minimum of 15 hours of academic instruction per week will be provided. In addition, students must also average 15 hours of work/volunteer time a week or be enrolled in other school supervised instructional activities that lead to student's classification by the district as a full-time student.
- P. The school district shall issue a regular high school diploma and the opportunity to participate in a graduation ceremony.

#### Work Program

Students enrolling in the Academy Work Program will meet all the criteria required for students earning competency based credits and in addition will have to:

Be a current 11<sup>th</sup> or 12<sup>th</sup> grader

Provide evidence of proof of employment and labor, college or technical career education enrollment and attendance, or enrollment and or participation in a program of study that is aligned with the student's individual learning plan. Students who are working in a field deemed appropriate for their long term goals will earn units of credit based on a minimum of 60 work hours for ½ unit of credit and 120 work hours for 1 unit of credit.

## **GRADUATION**

Students who have met the requirements of Bearcat PRIDE Academy will be awarded a diploma. Academy graduates also have the option of participating in the HHS graduation. Academy graduates that graduate after their cohort will need board of education approval to participate in the graduation ceremony.

## **SCHOOL ORGANIZATION & GENERAL SCHOOL POLICIES**

**Discipline:** The Gasconade County R-I Discipline Code will be used in determining consequences for specific behaviors. Good behavior is an expectation and students will be responsible for that behavior. Students who are repeatedly unable to follow directions and be a positive, contributing member of the academy will risk being dismissed from the program. Furthermore, academy staff has the authority to dismiss a student from the school for part or all of the school day due to inappropriate behavior. This will prevent the student from earning time or credit for the affected day or days. In addition, the student will be required to make up the missed time and course work immediately upon return to class. If the student refuses to make up the time (day/days) then he/she will receive absences for said days and thus risk falling below 90% attendance which could lead to being dropped from the program.

**Tardies:** Promptness is an expectation at the academy. Students that arrive late to the academy may be assigned extra time at the discretion of the teacher. If a student refuses or chooses not to stay and make up the tardy time, he/she will receive an absence for the day.

**Transportation:** Traditional bus routes will provide transportation to and from school. The discipline code will be used for bus infractions.

**Lunch:** School lunches will be made available to students. Please ensure to deposit funds into student lunch accounts.

**Summer School:** All Academy students are expected to attend Fall and Spring semesters. Students that are behind in credits will be encouraged to attend summer school.

**Dual-Enrollment:** Students will be enrolled in classes that are in the best interest of student success. High school and PRIDE Academy staff will work together to place students according to their career aspirations.

**Equal Access Nondiscrimination:** Bearcat PRIDE Academy does not discriminate or deny services on the basis of age, ancestry, color, disability, handicapping condition, marital status, national origin, parental status, race, religion, participation in constitutionally protected activities, or veteran status. A question regarding Title IX, Section 504, The Family Medical and Leave Act or the American With Disabilities Act should be directed to the superintendent of the Gasconade Co. R-I School District.

**Telephones:** Students are to make available the school phone number of (573)486-5425 to those people who may need to contact them during school hours. **The use of cell phones is prohibited. Cell phones may be brought into the classroom and left on the teacher's desk.**

**Care of School Property:** Students are expected to take care of all school equipment. Any equipment damaged or ruined due to the student abuse or vandalism will be repaired or replaced at the student's expense.

**Academic Integrity:** Academic honesty, integrity, and ethical conduct are valued highly and promoted at all times at Bearcat PRIDE Academy. Cheating on any educational exercise not only reflects dishonesty on the part of the offender but also diminishes the value of the work done by his/her classmates. Therefore, cheating on tests, quizzes, homework, special projects, and student recitations will result in a 0 for all parties involved. There will be no chance to recover that assignment.

**Student Parking:** Students are to park in the student parking lot in the designated areas. Students are to purchase parking passes from the office.

**Progress Reports:** Progress reports will be sent home at the end of grading periods. Parents can access grades using the Infinite Campus Parent Portal.

**Emergency School Closing:**

If it becomes necessary to cancel due to weather conditions, it will be reported in the following ways:

Announcement carried by local radio and television stations

Phone call via School Messenger will be sent

If a parent has questions concerning early dismissal, school personnel may be contacted at (573) 486-5425.

**Staff:** The academy teacher is a certified teacher and will serve as the academy's classroom instructor. In addition, the high school counselor will assist students with the enrollment process for the Bearcat PRIDE Academy. Additional district staff may be utilized for small group and individual counseling sessions. **Participation in all guidance and counseling activities is required.**

**Co- Curricular and Extra- Curricular Citizenship Activities:** Students of Bearcat PRIDE Academy may be allowed to participate in extracurricular activities available at Hermann High School on an individual basis. Participation will be addressed as a student indicates interest in participation. All students participating in said activities will do so under the provisions and guidelines of the high school policies and MSHSAA (Missouri State High School Activities Association).

**Transfer Students:** All students interested in attending PRIDE from another district must enroll and attend at HHS for a minimum amount of time to show commitment to Hermann School District. The suggested minimum amount of time is one school quarter before applying to PRIDE Academy.

**PRIDE Academy**  
*STUDENT APPLICATION FOR ENROLLMENT*

Student Name: \_\_\_\_\_ Age: \_\_\_\_ Today's Date: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Social Security Number: \_\_\_\_\_

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

Home Phone Number: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Place of Employment: \_\_\_\_\_

Manager/Supervisor : \_\_\_\_\_

Contact Information: \_\_\_\_\_

Do you have an IEP? YES \_\_\_\_\_ NO \_\_\_\_\_

*PARENT/GUARDIAN INFORMATION*

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

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

Home Phone: \_\_\_\_\_ Cellular Phone: \_\_\_\_\_

Place of Employment: \_\_\_\_\_

Work Phone: \_\_\_\_\_ E-Mail Address: \_\_\_\_\_

**In a brief essay, please explain why you would like to be enrolled at the academy and why you think you would be successful in either the MO-Option Program or traditional program. (You may use the back of this form or attach another piece of paper)**

**PRIDE Academy**

Student: \_\_\_\_\_

Relationship to Student: \_\_\_\_\_ Title: \_\_\_\_\_  
 Date: \_\_\_\_\_

How long have you known the applicant? \_\_\_\_\_  
 In what capacity? \_\_\_\_\_

Please provide an objective evaluation of the applicant's ability to complete this program and benefit from it:

*PLEASE RATE THESE SKILLS*

CATEGORIES	Above Average	Average	Below Average	Unknown	
Verbal Communication					
Written Communication					
Critical Thinking					
Creative Thinking					
Receptivity to Feedback					
Self-Motivation					
Commitment					
Working in Groups					
Decision-Making					
Problem-Solving					

Please list strengths of the applicant:

1. \_\_\_\_\_

2. \_\_\_\_\_
3. \_\_\_\_\_

Please list concerns about the applicant:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

Please provide any other information about the applicant that you find to be relevant:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**PRIDE Academy**

Student: \_\_\_\_\_

Relationship to student: \_\_\_\_\_ Title: \_\_\_\_\_  
 Date: \_\_\_\_\_

How long have you known the applicant? \_\_\_\_\_  
 In what capacity? \_\_\_\_\_

Please provide an objective evaluation of the applicant's ability to complete this program and benefit from it:

*PLEASE RATE THESE SKILLS*

CATEGORIES	Above Average	Average	Below Average	Unknown	
Verbal Communication					
Written Communication					
Critical Thinking					
Creative Thinking					
Receptivity to Feedback					
Self-Motivation					
Commitment					
Working in Groups					
Decision-Making					
Problem- Solving					

Please list strengths of the applicant:

1. \_\_\_\_\_

- 2. \_\_\_\_\_
- 3. \_\_\_\_\_

Please list concerns about the applicant:

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_

Please provide any other information about the applicant that you find to be relevant:

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

I, \_\_\_\_\_, agree to the following contract for admission to Bearcat PRIDE Academy.

1. I agree to take my education seriously and work to my potential. I will fully participate in all aspects of the educational plan including counseling, parenting classes, and service learning as appropriate. I understand I must complete the assigned work and maintain at least an 80% average to earn credit.
  2. I agree to attend school regularly and be on time for my classes. I understand that time in attendance will be carefully calculated and more than 10% (four days) missed time during a quarter will result in zero (0) credit and I may be dropped from the program.
- \*\*\* Absences and tardies will not be evaluated as “excused or unexcused” but merely as missed time. If I am tardy to class, I understand that I may be assigned extra time at the discretion of the teacher.
3. I agree to treat students, staff, and school property, and myself with respect. I understand there may be times when I disagree or become angry with another individual while attending Bearcat PRIDE Academy. I agree to treat this person respectfully and will attempt to work out our differences. My parent(s)/guardian(s) and I understand that if my behavior, language, or overall attitude prevents me from continuing in the classroom consequences will result, including possible dismissal from the program. It will be determined by the academy staff if a parents meeting will be required before I can return to class. I understand that absences because of temporary suspension may prevent me from earning credit **unless** I make up the time immediately upon my return to class.
  4. I understand that it is unacceptable to come to school under the influence or to use illegal substances while in school. It is my intention to come to school sober and ready to learn. I accept that “drug talk” of any kind is not permitted or tolerated by the academy. My parents and I are aware that violations will result in consequences including possible suspension or expulsion.
  5. I agree to read the handbook and abide by the rules laid out there.
  6. I agree to thoroughly complete all daily chores assigned before timing out at the end of the day.
  7. I understand that if I drop or am dismissed from the academy, I may not be allowed to re-enroll.

I sign this contract knowing that I am being given the opportunity to progress with my education and work to my best ability. It is my intention to take that opportunity and by signing I agree to the stipulations stated above.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Bearcat PRIDE Academy Teacher: \_\_\_\_\_ Date: \_\_\_\_\_

**PRIDE Academy Missouri Option Students**

Contract of Student Admission

I, \_\_\_\_\_, agree to the following educational plan for enrollment at Bearcat PRIDE Academy.

1. I will attend a minimum of 15 hours of academic instruction per week, and be enrolled in other school supervised instructional activities (career education, elective classes, work experiences, etc) that lead to being classified by the district as a full time student.
2. I will pass the Missouri and United States Constitution tests and also pass the course or courses designated as containing the required instruction in the institutions, branches, and functions of federal, state, and local government and its electoral process. I will pass Health .5 and Personal Finance .5
3. I understand the HiSET exam is used as academic test and does not count as a High School Equivalency exam in this program.
4. I am aware that all state and school rules and policies of the Gasconade Co. R-I School District apply to Missouri Options as well, and that this is a voluntary program.
5. I will not miss more than four days per quarter and that upon the fifth absence I will be dropped from the program.
6. I will participate fully in all aspects of the educational plan including counseling, parenting classes, and service learning as appropriate.
7. I agree to treat students, staff, and school property, and myself with respect. I understand there may be times when I disagree or become angry with another individual while attending Bearcat PRIDE Academy. I agree to treat this person respectfully and will attempt to work out our differences. My parent(s)/guardian(s) and I understand that if my behavior, language, or overall attitude prevents me from continuing in the classroom, consequences will result. It will be determined by the academy staff if a parents meeting will be required before I can return to class. I understand that absence because of temporary suspension must be made up immediately upon return to class.
8. I understand that it is unacceptable to come to school under the influence or to use illegal substances while in school. It is my intention to come to school sober and ready to learn. I accept that "drug talk" of any kind is not permitted or tolerated by the academy. My parents and I are aware that violations will result in consequences including possible suspension or expulsion.
9. I agree to read the handbook and abide by the rules laid out there. I also agree to abide by all of the MO-Option Program Assurances as defined by the Department of Elementary and Secondary Education. (attached)
10. I agree to thoroughly complete all daily chores assigned before timing out at the end of the day.
11. I understand that if I drop or am dismissed from the academy, I will not be allowed to re-enroll.

I, the undersigned, agree to the above conditions and further understand that failure to meet these conditions could result in the termination of this contract and my opportunity to complete my high school education through the Options Program.

Student \_\_\_\_\_ Date \_\_\_\_\_

Parent(s) \_\_\_\_\_ Date \_\_\_\_\_

Bearcat PRIDE Academy  
Teacher \_\_\_\_\_ Date \_\_\_\_\_