

# TAGOS Progress Expectations

These progress expectations were created to ensure that students at TAGOS Leadership Academy are productive and have a healthy environment in which to learn.

## Indicators of Lack of Progress

- No project proposed during first five school days of each block
- No logging on Project Foundry or pre-proposal time log for two consecutive days
- Exhibiting behaviors of concern (see back)
- Failure to earn .75 credits per six week block
- Failure to earn .25 credits in core subject areas (English, Science, and/or Social Studies) per six week block
- Failure to make adequate progress in math (.5 credits of Math per semester, if applicable)
- Attendance issues (85% min. attendance needed to remain in charter)
- Students who exhibit one or more of the above indicators of lack of progress will be subject to the interventions listed in Steps One, Two, and Three, below.

## Step One Options

- Parent phone call
- Meeting with advisor to address concerns and write personal goal statement
- Structured project in core subject areas with timelines/expectations
- Additional structure added to daily schedule
- Daily/weekly goal sheet

## Step Two Options

- Parent meeting with staff to discuss student issues
- Revisit and revise personal goal statement with dean of students
- Completely structured day
- Loss of some school privileges (See Next Page)
- Structured projects in one or more core areas
- Letter home (concerns put in writing)
- Time logs shown to advisor daily

## Step Three Options

- Parent meeting with staff to discuss continued student issues
- All projects restricted to core subject areas
- Loss of all school privileges (See Next Page)
- Time logs taken home daily and signed by parent
- Referral to psychologist or social worker
- Referral for special education evaluation
- Initiation of student contract with specific academic and behavioral goals
- Letter home (concerns put in writing with possible referral to Governance Board for return to traditional school placement)

If a student reaches Phase Three and staff still do not see buy-in or growth, the student will be referred to the Dean of Students and Principal for recommendation of return to a traditional school setting.

I have read the above TAGOS Progress Policy and understand the consequences of not abiding by this document.

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Student Signature

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Date

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Advisor Signature

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Date

**Site Visitation Request Form**

Students leaving for live resource interviews, research, or library use must have a Community Form completed by their guardian on file and a completed Site Visitation Request Form signed by a guardian and given to their advisor by **9 am** on the day of the off campus visit.

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

Field Study Destination\_\_\_\_\_

Phone Number (Cell and/or Destination) \_\_\_\_\_

Departure Time\_\_\_\_\_ Return Time\_\_\_\_\_

Means of travel\_\_\_\_\_

Parent/Guardian Signature\_\_\_\_\_

Advisor Signature\_\_\_\_\_

Plans for the day:

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

# HIGH SCHOOL TRANSCRIPT RELEASE PERMISSION

TAGOS Leadership Academy — 1350 North Parker Drive — Janesville, WI 53545

Student's Name: \_\_\_\_\_

Maiden or Other Name(s): \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Year of Graduation: \_\_\_\_\_

I would like my \_\_\_\_\_ ACT \_\_\_\_\_ SAT scores sent.

I have taken the ACT/SAT \_\_\_\_\_ times.

I would like my score (s) sent from \_\_\_\_\_ date or \_\_\_\_\_ all dates.

Please send a copy of transcripts to:

\_\_\_\_\_  
Name of college/university and campus

\_\_\_\_\_  
Address

\_\_\_\_\_  
City State Zip Code

\_\_\_\_ Check here if additional campuses are listed on the back of this form

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Parent's Signature (if under 18) Date

Office Use Only: Date Received: _____ Transcript Sent On: _____ Mailed By: _____
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Name of college/university and campus

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Address

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City State Zip Code

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Name of college/university and campus

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Address

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City State Zip Code

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Name of college/university and campus

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Address

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City State Zip Code



TAGOS Leadership Academy  
HIGH SCHOOL WORK STUDY FORM

**A. Student's Name**

\_\_\_\_\_

Place of Employment/Volunteer Service: \_\_\_\_\_

\_\_\_\_\_

Type of Job:   \_\_\_ Apprenticeship   \_\_\_ Paid Work   \_\_\_ Volunteer

Hours per week: \_\_\_\_\_

Beginning Date of Experience: \_\_\_\_\_

End Date of Experience if Applicable: \_\_\_\_\_

\_\_\_\_\_

**-or-**

Beginning Date of Semester: \_\_\_\_\_

End Date of Semester: \_\_\_\_\_

\_\_\_\_\_

Description of Responsibilities: (to be completed by student or supervisor)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**B. Permission to participate in work study opportunity**

Advisor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Dean of Students Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Supervisor's Signature: (optional) \_\_\_\_\_ Date: \_\_\_\_\_

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**C. Total Hours Completed:** \_\_\_\_\_ **Credit Awarded:** \_\_\_\_\_



## TAGOS Leadership Academy

1350 N. Parker Drive  
Janesville, WI 53545

## Credits Achieved Release

**Student:** \_\_\_\_\_ **Date:** \_\_\_\_\_

I am currently enrolled at TAGOS Leadership Academy and have completed \_\_\_\_\_ credits.

\_\_\_\_\_  
Student

\_\_\_\_\_  
Date

I hereby give my permission to allow my student – who has achieved all credits needed for graduation at TAGOS Leadership Academy – release from the remaining days of this school year. I do understand that participation in the graduation ceremony is required for full completion of their high school work.

\_\_\_\_\_  
Parent(s)/Guardians(s)

\_\_\_\_\_  
Date

It is important to note that commencement ceremonies are conducted and diplomas are issued in June of each year. During the interim between completion of requirements and distribution of diplomas, a letter from the Dean of Students may be requested to certify graduation. Students approved for early graduation are expected to attend the graduation ceremony in June as the final requirement for completing their high school coursework.

It is understood that you have completed all of the requirements outlined in the TAGOS Leadership Academy handbook for graduation. These requirements include credits in specified areas typically earned in grades nine through twelve.

**Review Team Members**

**Date**

\_\_\_\_\_  
Advisor/TAGOS Staff Member

\_\_\_\_\_  
Dean of Students

## **TAGOS Leadership Academy**

1350 N. Parker Drive  
Janesville, WI 53545



## **Phone and Electronic Policy**

Personal devices and cellular phones are not allowed to be used at TAGOS Leadership Academy from 8:00 am to 2:55 pm. Students have a choice of either leaving phones at home or in their car or prior to advisory, placing their device in their desk, or locking up their device in their advisory safe if it becomes a distraction

Students will continue to be allowed to listen to music at their computer; however, the use of a personal electronic device or phone for music will not be allowed. Students have access to several online music services (Spotify and Pandora). We continue to expect that students utilize headphones while listening to music at an appropriate volume as to not distract or bother others and their work. The use of Youtube or similar sites to access music will not be allowed at TAGOS.

Though Electronic Devices are not allowed at TAGOS, students are reminded that all electronic devices are prohibited in restrooms unless powered off in accordance with State Statute 175.22. Unauthorized devices prohibited on school premises or on any school-sponsored activity. Personally owned electronic devices may be searched as permitted by law. Please refer to Board Policy 6724 and the related Administrative Regulations for the complete policy on Instructional Technology and the Acceptable Use Policy for Technology.

Reporting of Student Misconduct to the Police Department will be completed by the School District regarding certain incidents. Parents will be notified of these disciplinary actions in a timely fashion.

*If a student is seen using or is in visible or auditory possession of a personal device or cellular phone without TAGOS staff permission from 8:00 am to 2:55 pm\*, staff may confiscate the item without warning. Multiple violations of this policy will result in parents needing to retrieve the item in a conference. Continued violations will result in suspension and/or other consequences.*

I understand the above statement.

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

Parent Signature: \_\_\_\_\_

TAGOS Staff Signature: \_\_\_\_\_