

Southridge Alternative Learning Center

Grades 6-12

Student Handbook

2025-2026

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SOUTHRIDGE
ALTERNATIVE LEARNING CENTER

*PREPARE ALL STUDENTS FOR A REWARDING CAREER,
COLLEGE READINESS, AND COMMUNITY INVOLVEMENT
BY PROMOTING EXCELLENCE, INNOVATION AND OPPORTUNITIES*

Every Student, Every Day

TABLE OF CONTENTS

Welcome	3	Commencement	18
Announcements	3	Title IX	18
Age of Majority	3	Student Surveys	18
American Disabilities Act	3	Internet Acceptable Use Policy	18
Seclusion/Restraint Information	3	Safety	18
Book Rental Policy	3	Notification of Availability of	
Cancellation or Delay of School	3	Asbestos Management Plan	19
Class Changes	4	Winter Storm, Flash Flood Plan	19
High School Grade Replacement Policy	4	Closing School	19
Attendance Procedures	4	Early Dismissal	19
Making Up Work Due to an Excused Absence	4	Graduation Requirements	Appendix A
Tardy Policy	5		
Monday School	5		
Automobiles and Student Driving	5		
Driving Regulations	5		
Bullying	5-6		
Bus Behavior	7		
Bus Rules and Regulations	8		
Disciplinary Procedures for			
Violations on the Bus	8		
Student Dress Guidelines	8		
Cell Phone Acceptable Use Policy	8		
Discipline	9		
Grounds for Suspension or Expulsion	9		
Student Misconduct And/Or			
Substantial Disobedience	9		
Surveillance Cameras	10		
Unlawful Activity According to Indiana Code	10		
Possessing a Firearm or Destructive Device	10		
Possessing a Deadly Weapon	11		
Expulsion	11		
Suspension Procedures	11		
Expulsion Procedures	11		
Right to Appeal	12		
Classroom Conduct	12		
Grade Scale/Class Rank/GPA	13-14		
High School Final Exam Policy	14		
Graduation Requirements	14		
Guidance Services	14		
College Visitations	14		
Honor Roll	15		
Core 40 with Academic Honors	15		
Visitor Policy	15		
Student Illness	15		
Accidents	15		
Locker Search Policy	15		
Lost and Found	16		
Lunchroom	16		
Lunch Accounts	16		
Soft Drinks	16		
Report Cards	16		
Daily Schedule	17		
Security	17		
Selling and Fundraising	17		
Demographic Information	17		
Release of Information	17		
Activities Which Require Overnight			
Accommodations Off Campus	17		
Activities	17		

WELCOME

Welcome to Southridge Alternative Learning Center!

The purpose of this handbook is to familiarize you with school policies and practices of Southridge Alternative Learning Center and hopefully reduce any misunderstandings concerning what is expected of you. Information in the handbook is broad and general in nature, and is not intended to answer specific, individual questions. Also, all rules and policies in this handbook apply to summer school as well as the regular school year.

We welcome you to Southridge Alternative Learning Center and hope that you have an excellent school year. We wish you success in your course work and involvement in the many activities offered to Southridge Alternative Learning Center students. Remember, the effort you put forth will, in many instances, determine the amount of success you will achieve. The best of luck to you, and HAVE A GREAT SCHOOL YEAR!

Greg Gogel, Principal

Betsy Lange, Principal

EXPECTATIONS

Responsibilities and Rights of Students:

All students share with the administration and staff a responsibility to develop a safe learning environment within the School. Students shall have the following responsibilities and rights:

- To log-in daily;
- To obtain a public-school education until the student reaches 21 years of age;
- To request and receive interpretation and translation assistance for school-related matters if English is not the student's primary language;
- To respond and communicate with your teacher on a weekly basis, in a meaningful way to discuss progress.
- Complete required state assessments

Responsibilities and Rights of Families:

We are inclusive of and respectful of each child's family structure and do not limit it to just parents or legal guardians and children in the home. For example, a family may also include new spouses and partners of parents, extended families (grandparents, aunts, uncles, cousins, etc.), step-relatives, or any other person a youth or family unit considers a family member. Families shall have the following responsibilities and rights:

- To ensure that their children between the ages of 5 and 21 enrolled at the School attend school regularly in accordance with the laws of the State of Indiana;
- To enroll their child in another school if he/she withdraws from the School;
- To ensure their child communicates with their teacher on a weekly basis;
- To ensure they and their child check and respond to emails throughout the week;
- To respond to correspondence from the child's teachers in order to keep the child on track academically;
- To serve as the child's Learning Coach or delegate responsibilities to an appropriate adult;
- To present to the School administration any concern or complaint respectfully;
- To work with their child daily to ensure that student is completing assignments;
- To know the rules set forth in this document and to review the contents with their child(ren);
- To ensure that their child complies with all required testing and assessments, including but not limited to required state tests, scheduled by the School;
- To ensure that their child receives the periodic health examinations required by law;
- To receive regular official reports of their child's academic progress;
- To inspect, copy, and challenge according to the appropriate guidelines and applicable law any and all information contained in their child's records;
- To receive an explanation for the basis of any grade given by the teacher;
- To receive translations and/or interpretations of any written or verbal communications regarding their child and their child's education;
- To appeal disciplinary actions; and
- To receive reasonable accommodation so that a disabled parent or guardian may have access to participate in his or her child's education, to the extent all parents are permitted to participate, upon request for such accommodation and proof of medical necessity.

ACADEMIC EXPECTATIONS

- All classes at SALC are self-paced and ready for the students to begin on their Start Date. Since classes are self-paced, it is possible that students can complete a course within 2 weeks.
- Students are required to complete 2 courses (core classes – 60%, and CTE courses – 70%) and state assessments. This must be done within 45 days of their Start Date, and again within 45 calendar days of the start of 2nd semester.
- Students that do NOT meet the above criteria will be placed on Academic Probation. There are 2 paths this will lead to: Expulsion from the school for failing to maintain school requirements OR taking off the probation if they do meet the requirements.
- When a student is placed on Academic Probation, the family will be provided with documentation explaining the reason and the next steps to rectify the situation.

- Next steps include: 3 Probation Meetings between the Assistant Principal of SALC, and the family (this includes the student). Meetings will be 2 weeks apart, allowing 6 full weeks to be removed from Academic Probation. If the student has an IEP or 504 plan, a member of the special education department will also be involved in these meetings.
- If the student fails to complete 2 courses and appropriate assessments within 6 weeks' time, the student will be recommended for Expulsion/removal from SALC. If a student has a 504 plan or an IEP, the student will also have a manifestation determination review.
- An expulsion from SALC will result in the student NOT being allowed back for the remainder of the school year.

AGE OF MAJORITY:

Eighteen-year-old students ordinarily are required to follow the same rules and procedures as younger students. In certain cases eighteen-year-olds may assume responsibility for their own attendance and request not to have their parents contacted when problems arise:

1. If they are living apart from their parents and are supporting themselves.
2. If they are married.
3. If they bring in a written request, signed by their parents, asking that they be considered an adult in attendance and all other school matters.

AMERICAN DISABILITIES ACT

The American Disabilities Act provides access to educational programs and services for any person who is disabled. The Southwest Dubois Schools are aware of the need to provide this access. Any individual who finds that access is difficult or being denied due to accessibility, should contact the ADA Corporation Compliance Officer.

American Disabilities Act Corporation Compliance Officer

Superintendent

Huntingburg, IN 47542

- All activity sites at Southridge Alternative Learning Center are fully-accessible. Any person requiring further accommodation should contact the building administrator at the school office.

SECLUSION/RESTRAINT INFORMATION

Per state law, Southwest Dubois County School Corporation has adopted a Seclusion/Restraint Policy. To access this policy, please visit this link on our [school website](#) and select Seclusion & Restraint.

BOOK & TECHNOLOGY POLICY

1. A student should write his/her name on the inside cover of the book.
2. Textbooks/computers are expected to be returned in good condition.
3. Lost OR DAMAGED books/computers will be paid for by the student.
4. Before replacement is provided, a student must pay for any lost or damaged book/computer.

CANCELLATION OR DELAY OF SCHOOL

In the event that school will not be in session or will be delayed because of an emergency, such as snow, inadequate heat, or other reasons, radio stations WBDC and WITZ will broadcast this information. Listen for announcements or go to the school website. An automated (Parent Square) call will also go out in case of a delay or school closing. Do not call school officials.

HIGH SCHOOL CLASS CHANGES

Students will make their course selections in February or March for the subsequent year. Students are encouraged to carefully plan their academic schedules. Only in extreme cases will class changes be considered. Any student who requests a change must obtain approval from parents, counselors, teachers, and the administration.

Any changes must be made by:

- 1st Semester – within the first five days of the semester.
- 2nd Semester – within the first five days of the semester.

HIGH SCHOOL GRADE REPLACEMENT POLICY- SWDCSC 5462

The School Board acknowledges that at times it may be necessary for a student to retake a class or a student may desire to retake a class. The Board authorizes the Superintendent to devise a system for considering a student request to retake a class. A student seeking to retake a class will make an application with the guidance department. The student shall state the reason for the requested retake on the application. The guidance department will review the application. The principal shall have the authority to grant final approval for a student to retake a class. The following conditions apply to retaking a class:

- A. A student may retake one class (one semester only) to improve a grade during his/her high school career and it must be within one year after receiving the semester grade of the class being retaken (may not be done after graduation).
- B. No online classes will be accepted in replacement of high school courses used for an Academic Honors Diploma without administrative approval.

ATTENDANCE PROCEDURES FOR IN-PERSON/HYBRID LEARNING

SOUTHRIDGE ALTERNATIVE LEARNING CENTER SCHOOL NUMBER: 812-683-2272, Regular attendance is a MUST for all students in order to maintain success in the classroom and to achieve at each student's best level of performance. Therefore, it is important that all students, parents, and school personnel strive to do their best to see that students attend school on a daily basis, and as required by State Law.

Excessive unexcused absences will result in a referral to Project Attend, Dubois County's Chronic Absence Prevention Program. A letter will be sent notifying the parents/guardian after the third unexcused absence has been recorded. After the fifth unexcused absence, a parent conference may be requested by school officials notifying the parent by phone and certified mail.

An absence will be considered **EXCUSED** or **CERTIFIED**, if any of the following criteria are met:

1. The student has authorization in writing by a licensed person in the legal or medical profession.
2. Death in the immediate family.
3. Special situation as determined by the Principal or his designee.
4. Any absence that is excused per Indiana Code 20-33-2
5. A parent phone call or signed note by the parent excusing the absence.

After the 5th absence, ALL ABSENCES will be considered unexcused unless covered by numbers 1,2,3, & 4. NOTE: Only parent phone calls/signed notes will reset at 5 second semester

An unexcused absence is any absence not covered by numbers 1, 2, 3, 4, & 5 above.

Consequences for unexcused absences

1. **3 unexcused absences-1 Detention**
2. **4 unexcused absences-Monday School**
3. **5 unexcused absences-Parent Conference**

Any student absent for five (5) consecutive days, due to illness, must present a doctor's note to be admitted back to class.

Students age sixteen (16) or older who violate the attendance policy will have their driver's license suspended for four months.

It is expected that any student calling in sick or leaving school because of illness, unless released with medical documentation, shall not work on that day. In case of an absence, the following procedure should be used:

1. Parents/Guardians are asked to call the school to report the absence of their child.
2. When returning to school after an absence, the student should report to the Dean of Students or Attendance Secretary to turn in his/her excuse by 8:05 A.M.
3. The student must have a note from the parent, doctor, or attorney stating the reason for the absence, and the expected time of return to school. Until a note is received, the absence will be considered unexcused. The note is the responsibility of the student, and must be turned in by the second day after returning to school. If no note is received by that time, the absence is recorded as unexcused.
4. Students who leave the school during the school day must sign out from the office. The student must have a note from their parent/guardian or one of the secretaries may receive permission by phone from the parent/guardian in order for the student to leave.
5. Students who return to school after school begins must check in at the office.
6. Students will receive excused absences for verified illness, death in the immediate family or other emergency situations as determined by the Principal or his designee.
7. Students who leave school for any reason but do not check out will be considered truant.
8. Students who attend morning meetings must check in with their impact teacher in advance.
9. Students who are absent from class due to being in the sickroom will be listed as excused. However, periods missed will be counted as part of the five absence rule for each class.
10. After 4 and 5 absences in a semester, excluding those authorized by medical or legal profession, the principal or his/her designee will contact parents in writing.

MAKING UP WORK DUE TO AN EXCUSED ABSENCE

Any student having to make up work missed due to an absence must follow the following policy: The student has one day to make up work for each day missed.

TARDY POLICY

Students are expected to be in their assigned class when the bell rings. The teaching staff is expected to enforce this rule.

Any student who is ten (10) or more minutes LATE for any class will be considered ABSENT from that class.

Students who violate this policy will face the following disciplinary measures:

Tardies by Period

4th Tardy	–	Parent Phone Call
5th Tardy	-	Lunch Detention
6th-7th Tardy	–	1 Detention, Parent Phone Call
8th Tardy	–	1 Monday School, Parent Conference

MONDAY SCHOOL

Monday School will be assigned to those students who continue to violate normal, everyday school rules and regulations. Monday School will take place as needed, and will be scheduled on Monday evenings from 3:15 p.m. until 5:15 p.m. Refusal to attend assigned Monday School is a suspendable offense.

ATTENDANCE PROCEDURES FOR VIRTUAL LEARNERS

SOUTHRIDGE ALTERNATIVE LEARNING CENTER SCHOOL NUMBER: 812-683-2272, Regular attendance is a MUST for all students in order to maintain success in the classroom and to achieve at each student's best level of performance. Therefore, it is important that all students, parents, and school personnel strive to do their best to see that students attend school on a daily basis, and as required by State Law.

Virtual attendance is defined as **logging-in daily to the virtual platform**. A student is able to log in from ANY electronic device that has access to the internet (although some functionality may be lost with a phone). Additionally, a student has from Midnight to Midnight (EST) to log-in on any device, any time of the day.

Excessive unexcused absences will result in a referral to Project Attend, Dubois County's Chronic Absence Prevention Program. A letter will be sent notifying the parents/guardian after the third unexcused absence has been recorded. After the fifth unexcused absence, a parent conference may be requested by school officials notifying the parent by phone and certified mail.

An absence will be considered **EXCUSED or CERTIFIED**, if any of the following criteria are met:

1. The student has authorization in writing by a licensed person in the legal or medical profession.
2. Death in the immediate family.
3. Special situation as determined by the Principal or his designee.
4. Any absence that is excused per Indiana Code 20-33-2
5. A parent phone call or signed note by the parent excusing the absence.

After the 5th absence, ALL ABSENCES will be considered unexcused unless covered by numbers 1,2,3, & 4. NOTE: Only parent phone calls/signed notes will reset at 5 second semester

An unexcused absence is any absence not covered by numbers 1, 2, 3, 4, & 5 above.

Consequences for unexcused absences

4. **3 unexcused absences-Parent Notification via Certified Letter Home**
5. **5 unexcused absences-Parent Conference and Certified Letter**
6. **7 unexcused absences-Referral to Dubois County Truancy Court**
7. **More than 10- Filed for truancy**

Any student absent for five (5) consecutive days, due to illness, must present a doctor's note to be admitted back to class.

Students age sixteen (16) or older who violate the attendance policy will have their driver's license suspended for four months.

It is expected that any student calling in sick or leaving school because of illness, unless released with medical documentation, shall not work on that day. In case of an absence, the following procedure should be used:

1. Parents/Guardians are asked to call the school to report the absence of their child.
2. The student must have a note from the parent, doctor, or attorney stating the reason for the absence, and the expected time of return to school. Until a note is received, the absence will be considered unexcused. The note is the responsibility of the student, and must be turned in by the second day after returning to school. If no note is received by that time, the absence is recorded as unexcused.
3. Students will receive excused absences for verified illness, death in the immediate family or other emergency situations as determined by the Principal or his designee.
4. After 4 and 5 absences in a semester, excluding those authorized by medical or legal profession, the principal or his/her designee will contact parents in writing.

Truancy

According to Indiana Code 20-20-8-8, **Chronic Absenteeism is defined as being absent 18 or more days within a school year for any reason and Habitual Truancy is defined as being absent 10 days or more from school within a school year without being excused.**

Students meeting the Habitual Truancy qualification must be withdrawn from the Southridge Alternative Learning Center per IC 20-19-9-5. A student who is withdrawn pursuant to this policy may not be re enrolled for the school year in which the student is withdrawn per IC 20-24-7-13.

The Attendance Specialist provides specific interventions for students and families of students who become truant. Prior to a student reaching Habitual Truancy status, the school will establish a truancy conference. Notification of the conference date, time and location will be sent to the student's family.

The Attendance/Truancy Specialist sends out daily reminders of unexcused days for days 1-6.

At 6 days, the teacher attempts to reach the student and family.

At 7-9 days, the Attendance/Truancy Specialist attempts a phone conference to determine if there is a unique situation, to help remove barriers, and to explain IDOE policy.

If a student reaches 10 days of unexcused absences, they are notified through email and U.S. certified mail. The notice will clearly state that the student has failed to adhere to the attendance policy and required immediate intervention. The truancy conference team will seek to understand the unique situation of the student and family. The school will review information provided by the student's family and will determine if there is sufficient basis for an excused absence, in accordance with school policy.

If a student is withdrawn due to Habitual Truancy, Southridge Alternative Learning Center will:

- Report the student to Child Protective Services with concerns of Education Neglect
- Report to the Indiana State Police Clearinghouse for missing children
- Call the local law enforcement agency to confirm child welfare
- Not allow the student to re-enroll for the remainder of the current school year

Withdrawal Procedures

It is the responsibility of the student to return all technological devices to SALC. Any items not returned will be billed to the student and/or family.

Attendance "Academic Earn-Back" Policy:

Each day the SHS/SALC Assistant Principal will review the attendance summary report and identify students at 10 Unexcused Absences. A decision is made to remove for Truancy or retain with Earn Backs based upon the information below. NOTE: if a family ignores outreach attempts in order to resolve absenteeism, the student will most likely be removed for truancy.

Earnbacks may be awarded if :

- Student has positive and consistent communication with the Home Room Teacher
- Student is showing academic progress
- Student is attempting to overcome educational barriers
- Student has shown a history of logging in consistently, as opposed to missing 3+ days a week (example only)

Many times, Earn Backs will ONLY be provided through a required meeting with the student and parent/guardians.

Earn backs are a privilege and not a right. There is not a policy requiring SALC to provide them, and they are only provided on a case by case basis.

AUTOMOBILES AND STUDENT DRIVING

A student's ability to drive to school is considered a privilege. Student drivers are responsible for the conduct and safety of those who ride in their car. If students drive their car and violate a regulation, the responsibility is that of the registered driver. Student drivers should discuss liability for other students riding with their insurance agent.

DRIVING REGULATIONS

1. Students who wish to drive to school must register in the office. A form, designating car make and type and license number, will be filled out.
2. A \$5.00 yearly fee will be charged to those students who drive. Money derived from the fees will be used to pay expenses incurred with the maintenance of this program.
3. Student drivers will be permitted to leave before buses at the time of dismissal each day. However, student drivers who have yet to leave the parking lot must yield to school buses once they are dismissed.
4. The speed limit on school grounds is 15 miles per hour.
5. Drivers shall drive safely. No spinning of tires, excessive speed or other unsafe actions.
6. No one is permitted in his/her car during the school day unless given permission by school officials.
7. No driving during noon or at any other time during the school day.
8. All students will park in the student parking lot on the east side of the Southridge Alternative Learning Center campus unless otherwise directed by Southridge Alternative Learning Center administration.
9. Infractions of school driving and parking regulations are punishable as follows:
 - a. 1st violation - driving privilege revoked for 10 days.
 - b. 2nd violation - driving privilege revoked for one semester.
 - c. 3rd violation - driving privilege revoked for one year.
10. Driving which endangers lives and property will result in the student having driving privilege revoked for one year.
11. When driving to school or using transportation other than that provided by the school corporation, the student assumes the responsibility for arriving on time for the beginning of school. Car trouble, oversleeping, and any other reasons for being late will result in a tardy or unexcused absence.
12. Some off campus courses taken at Southridge Alternative Learning Center may require transportation provided by the student.

The privilege of bringing a student-operated motor vehicle onto school premises is hereby conditioned on implied consent by the student driver, the owner of the motor vehicle and the parent or guardian of the student to allow search of that motor vehicle. Refusal by a student, parent or guardian, or the motor vehicle owner to provide or allow access to a motor vehicle, shall be cause for termination without further hearing of the privilege of bringing a motor vehicle on to school premises and may cause a recommendation for expulsion from school. The Principal, his designee, or law enforcement officers shall conduct the search of a motor vehicle on school premises. Canine search may be used with the doctrine of "loco parentis" in an effort by school officials to provide a safe environment in the school setting that is conducive to learning.

BULLYING

SOUTHRIDGE ALTERNATIVE LEARNING CENTER BULLYING POLICY

Southridge Alternative Learning Center believes that every individual deserves to be able to come to school without the fear of harassment or being bullied. Harassment or Bullying will not be tolerated at Southridge Alternative Learning Center Schools. If this behavior is substantiated, intervention and/or penalties will be used. This policy will apply in accordance with the Indiana Bullying Law IC 20-33-8-0.2 and with the SWDCS Bullying Policy (Both listed below).

Reporting bullying and harassment to school staff is encouraged. Anyone may and should report harassment/bullying incidents. Individuals may report harassment/bullying to any school staff member or through our school website. The information will be acted on and reported to school administration for a complete investigation. The school will do all that is possible to maintain confidentiality. Parents are also encouraged to listen to their children, ask questions, and be in contact with school officials if they suspect problems.

BULLYING STATE LAW

As defined by IC 20-33-8-0.2

- (a) "bullying" means overt, unwanted, repeated acts or gestures, including verbal or written communications or images transmitted in any manner (including digitally or electronically), physical acts committed, aggression, or any other behaviors, that are committed by a student or group of students against another student with the intent to harass, ridicule, humiliate, intimidate, or harm the targeted student and create for the targeted student an objectively hostile school environment that:
- (1) places the targeted student in reasonable fear of harm to the targeted student's person or property;
 - (2) has a substantially detrimental effect on the targeted student's physical or mental health;

- (3) has the effect of substantially interfering with the targeted student's academic performance; or
 - (4) has the effect of substantially interfering with the targeted student's ability to participate in or benefit from the services, activities, and privileges provided by the school.
- (b) The term may not be interpreted to impose any burden or sanction on, or include in the definition of the term, the following:
- (1) Participating in a religious event.
 - (2) Acting in an emergency involving the protection of a person or property from an imminent threat of serious bodily injury or substantial danger.
 - (3) Participating in an activity consisting of the exercise of a student's rights protected under the First Amendment to the United States Constitution or Article I, Section 31 of the Constitution of the State of Indiana, or both.
 - (4) Participating in an activity conducted by a nonprofit or governmental entity that provides recreation, education, training, or other care under the supervision of one (1) or more adults.
 - (5) Participating in an activity undertaken at the prior written direction of the student's parent.
 - (6) Engaging in interstate or international travel from a location outside Indiana to another location outside Indiana.

As added by P.L. 106-2005, SEC.6. Amended by P.L.285-2013, SEC.5.

SWDCS SCHOOL BOARD BULLYING POLICY – 0670

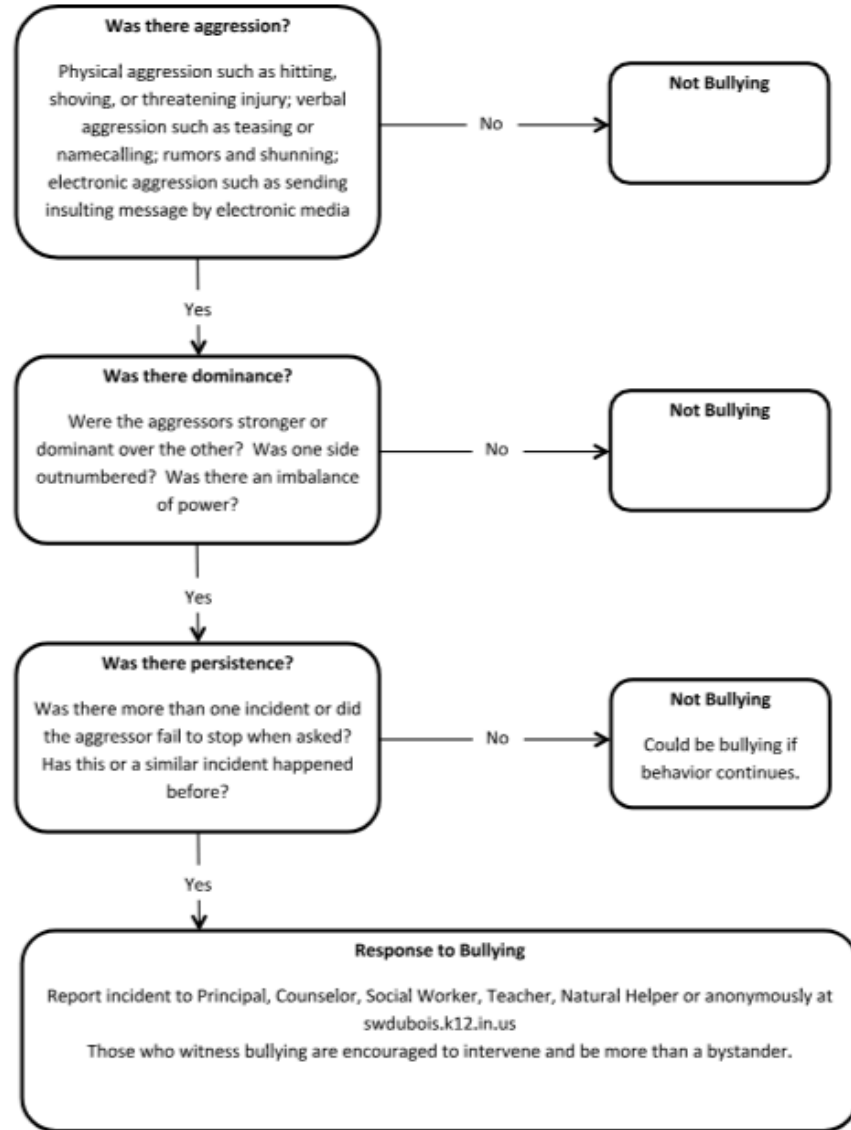
Bullying

1. Bullying committed by students toward other students is strictly prohibited. Engaging in bullying conduct described in this rule by use of data or computer software that is accessed through any computer, any computer system, or any computer network is also prohibited.
2. For purposes of this rule, bullying is defined as overt, unwanted, repeated acts or gestures, including verbal or written communications or images transmitted in any manner including electronically or digitally, physical acts committed, aggression, or any other similar behaviors that are committed by a student or group of students against another student with the intent to harass, ridicule, humiliate, intimidate, or harm the targeted student and create for the targeted student an objectively hostile school environment that:
 - places the targeted student in reasonable fear of harm to the targeted student's person or property;
 - has a substantially detrimental effect on the targeted student's physical or mental health;
 - has the effect of substantially interfering with the targeted student's academic performance; or
 - has the effect of substantially interfering with the targeted student's ability to participate in or benefit from the services, activities, and privileges provided by the school.
3. This rule may be applied regardless of the physical location of the bullying behavior when a student committing bullying behavior and the targeted student attend a school within the school corporation and disciplinary action is reasonably necessary to avoid substantial interference with school discipline or prevent an unreasonable threat to the rights of other students to a safe and peaceful learning environment.
4. Any student or parent who has knowledge of conduct in violation of this rule or any student who feels he/she has been bullied in violation of this rule should immediately report the conduct to the building principal or his/her designee who has responsibility for all investigations of student misconduct including bullying. A student or parent may also report the conduct to a teacher or counselor who will be responsible for notifying the building principal or his/her designee. This report may be made anonymously.
5. The building principal or his/her designee shall investigate immediately all reports of bullying made pursuant to the provisions of this rule. Such investigation must include any action or appropriate responses that may be taken immediately to address the bullying conduct wherever it takes place. The parents of the bully and the targeted student(s) shall be notified on a regular, periodic basis of the progress and the findings of the investigation and of any remedial action that has been taken.
6. Each building principal or his/her designee will be responsible for working with the school counselors and other community resources to provide information and/or follow-up services to support the targeted student and to educate the student engaging in bullying behavior on the effects of bullying and the prevention of bullying. In addition, the school administrator and school counselors will be responsible for determining if the bullying behavior is a violation of law required to be reported to law enforcement under Indiana law based upon their reasonable belief. Such determination should be made as soon as possible and once this determination is made, the report should be made immediately to law enforcement.
7. False reporting of bullying conduct as defined in this rule by a student shall be considered a violation of this rule and will result in any appropriate disciplinary action or sanctions if the investigation of the report finds it to be false.
8. A violation of this rule prohibiting bullying may result in any appropriate disciplinary action or sanction, including suspension and/or expulsion.
9. Failure by a school employee who has a responsibility to report bullying or investigate bullying or any other duty under this rule to carry out such responsibility or duty will be subject to appropriate disciplinary action, up to and including dismissal from employment with the school corporation.
10. Counseling, corrective discipline, and/or referral to law enforcement will be used to change the behavior of the perpetrator. This includes appropriate intervention(s), restoration of a positive climate, and support for victims and others impacted by the bullying.
11. Educational outreach and training will be provided to school personnel, parents, and students concerning the identification, prevention, and intervention in bullying.
12. All schools in the corporation are encouraged to engage students, staff and parents in meaningful discussions about the negative aspects of bullying. The parent involvement may be through parent organizations already in place in each school.
13. The superintendent or designee will be responsible for developing detailed administrative procedures consistent with the Indiana Department of Education guidelines for the implementation of the provisions of this rule.

LEGAL REFERENCE: I.C. 20-33-8-0.2 I.C. 20-33-8-13.

Bullying Assessment Flow Chart

Use this guide to determine whether bullying has taken place.



BUS BEHAVIOR

Transportation of students is a service provided by the school corporation, and as such may be denied to any individual whose actions threaten the safety and well-being of others on the bus.

When children are being transported on a school bus, they are under the supervision, direction, and control of the school bus driver, and are subject to disciplinary measures by the bus driver and the governing body of the school corporation.

Each teacher and any of the other school personnel shall, when pupils are under his or her charge, have the right to take action which is then reasonably necessary to carry out, or to prevent an interference with the educational function of which he or she is in charge. As used in this article, the term other school personnel means all school corporation employees except teachers. The term includes, but is not limited to, student teachers, teacher aides, and bus drivers.

BUS RULES AND REGULATIONS

1. Each student shall move immediately upon entering the bus to his/her assigned seat.
2. Students are not to use loud, boisterous or profane language.
3. No windows or doors are to be opened or closed except by permission of the bus driver.
4. Students who deface or vandalize the bus will suffer the consequences. Vandalism can be a basis for expulsion from school and civil action against the offender.
5. Students are to refrain from eating candy, ice cream, or drinking soft drinks on the bus.
6. Any use of or possession of alcohol or tobacco is prohibited on the buses.
7. Students are to follow procedures concerning pick-up points as established by the drivers and Director of Transportation.
8. Students are to follow other rules as established by the bus driver, Director of Transportation, or other school officials.

DISCIPLINARY PROCEDURES FOR VIOLATIONS ON THE BUS

1. Students shall be informed of the rules and regulations by the driver within the first week of the school year.
2. Students who violate rules may be reprimanded by the driver, Principal, or Director of Transportation.
3. A student who continues to violate rules after having been reprimanded, may be suspended from riding the bus for a period of up to five (5) days by an appropriate school official. The parents will be notified of this action, in writing.
4. A student who continues to violate rules may be excluded from riding a bus the remainder of the school year. The following procedures will be used:
 - a. An investigation, by an administrator, of the incident.
 - b. The student and driver will present their version of the incident.
 - c. Notice of decision, in writing, will be sent to the student, parent/guardian, and driver.

STUDENT DRESS GUIDELINES

The following limitations are intended to help students make choices in regards to dress for school. Clothing that disrupts education or endangers their safety or that of others is considered inappropriate and will not be permitted to be worn in school. The appearance of Southridge Alternative Learning Center students influence, to a large degree, the impression the community, and general public have of our student body. It is to the student's advantage to make a favorable impression.

1. All students must wear shoes or sandals.
2. A student's clothing, person, and hair must be neat, clean, and appropriate.
3. All skirts, skorts, and dresses must be at knee length. Capris must be BELOW knee length.
4. Tank tops are prohibited. All clothing covering the upper body must have sleeves and not expose any cleavage, bare midriff front or back, underarm areas, and undergarments. Shirts worn must be of a length to be tucked in your pants.
5. Jeans and pants may not have holes in them above the knee.
6. Hats, caps, hoods, bandanas and other unusual headgear are not permitted.
7. The wearing of shorts is prohibited.
8. Items of clothing with unacceptable symbols, language, or double meanings are not allowed.
9. Sunglasses are prohibited, unless prescribed by a doctor.
10. Decorative chains, attached to the waistband, billfolds, etc. are prohibited.
11. Laser lights are prohibited in school and at school events.
12. Except for hats to be worn as part of a costume, students may not violate the student dress code on special days. Students may not wear or carry knives, toy or real guns, or martial arts type weapons.

CELL PHONE ACCEPTABLE USE POLICY

IC 20-26-5-40.7 INDIANA CODE: EACH SCHOOL CORPORATION AND CHARTER SCHOOL SHALL ADOPT AND IMPLEMENT A CELLULAR TELEPHONE POLICY THAT RESTRICTS A STUDENT FROM ACCESSING A CELLULAR TELEPHONE WHILE A STUDENT IS PARTICIPATING IN AN APPROVED COURSE.

Students at Southridge Alternative Learning Center can use personal communication devices (PCDs) before and after school, during passing periods, and during lunch break. During class time, PCDs must be stored in a designated area chosen by the teacher. The use of PCDs by students during these times is a privilege and this privilege may be revoked at the discretion of the administration if the administration deems its use to be a distraction to the school environment.

Any inappropriate use of the cell phone, including but not limited to, inappropriate photographs, inappropriate text messaging and recording/videotaping will result in confiscation of the phone/ further consequences may include suspension, expulsion, and possible police referral, depending on the severity of the misuse.

Students who violate this policy will face the following disciplinary measures:

Consequences:

1. Item confiscated and returned to the student at the end of day-1 Detention.
2. Item confiscated and returned to the student at the end of the day-1 Monday School.
3. Item confiscated, parent phone call, and returned to the student at the end of the day-1 Day ISS.
4. Item confiscated, parent phone call, and returned to the student at the end of the day. The student's phone must be placed in the office from 8am-3:15pm for two weeks-1 Day ISS.
5. Further violations will result in additional discipline measures assigned as outlined by the Southridge Alternative Learning Center discipline policy.

DISCIPLINE

As teachers and pupils are brought together so that learning may take place, an environment that permits an orderly and efficient operation of our school must be provided. This environment, most of all, comes through consideration and self-discipline, so that individuals do not allow themselves to infringe upon the rights of others. When self-discipline fails, however, regulations for management of school behavior must be outlined by those responsible for the operation of the schools. The Southwest Dubois County School Corporation has this legal responsibility for this school in which you are enrolled. The Board, in turn, has set policies and has appointed administrative officers to carry them out. Recognizing that the behavior of some students may be so disruptive that it interferes with school purposes or educational functions of the school corporation, school officials may find it necessary to remove a student from the school. In this event and in accordance with the provisions of IC 35-48-4-8.3, the Southwest Dubois County Board of School Trustees authorized administrators and staff members to take the following actions:

1. All discipline at Southridge Alternative Learning Center shall adhere to the laws of Indiana, including all drug, alcohol, tobacco, and other chemical abuse related laws, such as the 1986 General Assembly Act SEA 18, addressing look-alike substances and paraphernalia, and the guidelines and regulations established in the student's due process law P.O. 218 Indiana Acts of 1973. A link to current Indiana law is available on the school website or www.in.gov/legislative/ic/code/title20/ar33/ch8.html
2. Each violation of school policy and school regulations will be dealt with individually. The specific disciplinary action will be determined by the seriousness of the offense, past disciplinary record of the offender, and other extenuating circumstances.
3. Wednesday School will be the only after school detention. It will be held every Wednesday starting at 3:15 and ending at 4:15.
4. Among the possible disciplinary actions which may be taken are:
 - a. Private conferences
 - b. Additional assignments
 - c. Lunch Detentions
 - d. After school detention (**Wednesdays ONLY 3:15-4:15**)
 - e. Monday School (**Mondays ONLY 3:15-5:15**)
 - f. Exclusion from class for one day.
 - g. Exclusion from class for the rest of the semester. (Excessive absences, tardies.)
 - h. Suspension from school for up to ten (10) days (Out of School/In School)
 - i. Expulsion from school for one semester or one year.
 - j. Personal Counseling from a licensed, professional counselor, at student or parent/guardian expense.
 - k. Exclusion from activities
 - l. Loss of driver's license
 - m. Arrest by civil authorities and referral to the Courts.
 - n. Compensation for damages to school and/or private property.
5. **REMOVAL FROM CLASS OR ACTIVITY - TEACHER** - The teacher will have the right to remove a student from his/her class or activity for a period of one day if the student is assigned regular or additional work to be completed in another school setting.
6. **SUSPENSION FROM SCHOOL - PRINCIPAL – IC 20-33-8-7**
A school principal (or designee) may deny a student the right to attend school or take part in any school function for a period of up to ten (10) school days.
7. **EXPULSION – IC 20-33-8-3**
In accordance with the due process procedures defined in Indiana code, a student may be expelled from school for a period no longer than the remainder of the current semester, plus the following semester, with the exception of a violation of rule 13 listed under the grounds for Suspension and Expulsion in Indiana Code 20-33-8-3.

GROUND FORS SUSPENSION OR EXPULSION – ACCORDING TO INDIANA CODE- IC 20-33-8-14

- (a) The following are the grounds for student suspension or expulsion, subject to the procedural requirements of this chapter and as stated by school corporation rules:
 1. Student misconduct
 2. Substantial disobedience
- (b) The grounds for suspension or expulsion listed in subsection (a) apply when a student is:
 1. On school grounds immediately before or during school hours, or immediately after school hours, or at any other time when the school is being used by a school group;
 2. Off school grounds at a school activity, function, or event; or
 3. Traveling to or from school or a school activity, function, or event.
 4. During summer school.

STUDENT MISCONDUCT AND/OR SUBSTANTIAL DISOBEDIENCE

Examples of student misconduct and/or substantial disobedience for which a student may be suspended or expelled include, but are not limited to:

1. Using violence, force, noise, coercion, threat, intimidation, fear, passive resistance, or other conduct constituting an interference with school purposes, or urging other students to engage in such conduct. The following enumeration is only illustrative and not limited to the type of conduct prohibited by this rule:
 - a. Occupying any school building, school grounds, or part thereof with intent to deprive others of its use.
 - b. Blocking the entrance or exits of any school building or corridor or room therein, with intent to deprive others of lawful access to or from, or use of the building, corridor, or room.
 - c. Setting fire to, or damaging any school building or property.
 - d. Preventing or attempting to prevent by physical act the convening or continued functioning of any school or educational function, or of any meeting or assembly on school property.
 - e. Intentionally making noise or acting in any manner so as to interfere with the ability of any teacher or any other person to conduct or participate in an educational function.
2. Causing or attempting to cause damage to school property, stealing or attempting to steal school property.
3. Causing or attempting to cause damage to private property, stealing or attempting to steal private property.
4. Causing or attempting to cause physical injury or behaving in such a way as could reasonably cause physical injury to any person. Self-defense or reasonable action undertaken on the reasonable belief that it was necessary to protect some other person does not constitute a violation of this rule.
5. Threatening or intimidating any person for any purpose, including obtaining money or anything of value from the student.
6. Failing to report the actions or plans of another person to a teacher or administrator where those actions or plans, if carried out, could result in harm to another person or persons or damage property when the student has information about such actions or plans.

7. Possessing, handling, or transmitting a knife or any object that can reasonably be considered a weapon, is represented to be a weapon, or looks like a weapon.
8. Possessing, using, transmitting, or being affected by any controlled substance, prescription drug, narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, alcoholic beverage, intoxicant or depressant of any kind, or any paraphernalia used in connection with the listed substances. Also prohibited is the consumption of any of the stated substances immediately before attending school or a school function or event.
 - a. Exception to Rule 8: a student with a chronic disease or medical condition may possess and self-administer prescribed medication for the disease or condition if the student's parent has filed a written authorization with the building principal. The written authorization must be filed annually. The written authorization must be done by a physician and must include the following information:
 1. That the student has an acute or chronic disease or medical condition for which the physician had prescribed medication.
 2. The nature of the disease or medical condition requires emergency administration of the prescribed medication.
 3. The student has been instructed in how to self-administer the prescribed medication.
 4. The student is authorized to possess and self-administer the prescribed medication.
9. Possessing, using, or transmitting any substance which is represented to be or looks like a narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, alcoholic beverage, stimulant, depressant, or intoxicant of any kind.
10. Possessing, using, transmitting, or being affected by caffeine-based substances, substances containing phenylpropanolamine (PPA), or stimulants of any kind, be they available with or without a prescription.
11. Possessing, using, or transmitting tobacco in any form including but not limited to:
 - a. cigarettes,
 - b. smokeless tobacco,
 - c. pipe tobacco,
 - d. e-cigarettes/vaping—nicotine/non-nicotine substance/THC
12. Engaging in the selling of a controlled substance or engaging in a criminal law violation that constitutes a danger to other persons or constitutes an interference with school purposes or an educational function.
13. Failing in a number of instances to comply with directions of teachers or other school personnel during any period of time when the student is properly under their supervision, where the failure constitutes an interference with school purposes or an educational function.
14. Falsely accusing any person of sexual harassment, or of violating a school rule, and/or a state or federal law.
15. Engaging in any activity forbidden by the laws of Indiana that constitutes an interference with school purposes or an educational function.
16. Aiding, assisting, or conspiring with another person to violate these student conduct rules or state or federal law.
17. Violating any rules that are reasonably necessary in carrying out school purposes or an educational function, including, but not limited to:
 - a. engaging in sexual behavior on school property;
 - b. disobedience of administrative authority;
 - c. willful absence or tardiness of students;
 - d. engaging in speech or conduct, including clothing, jewelry or hair style, which is profane, indecent, lewd, vulgar, or offensive to school purposes;
 - e. failing to tell the truth about any matter under investigation by school personnel;
 - f. possessing or using a laser pointer or similar device
18. Possessing or using on school grounds during school hours an electronic paging device or a handheld portable telephone in a situation not related to a school purpose or educational function.
19. Sending, sharing, viewing or possessing pictures, text messages, e-mails, or other materials of an explicitly sexual nature, and unrelated to a serious educational purpose, in an electronic or any other form of media, including but not limited to, cell phones, computers and other electronic devices.

SURVEILLANCE CAMERAS and SENSING DEVICES

To help ensure the safety of students and staff, surveillance cameras have been installed on all corporation school buses and in the buildings. Additionally, vape detectors have been installed in bathrooms at Southridge Alternative Learning Center to serve as both an indicator and deterrence of use on campus.

UNLAWFUL ACTIVITY ACCORDING TO INDIANA CODE

In addition to the grounds specified in section 8 of this chapter, a student may be suspended or expelled for engaging in unlawful activity on or off school grounds if:

1. The unlawful activity may reasonably be considered to be an interference with school purposes or an educational function; or
2. The student's removal is necessary to restore order or protect persons on school property; including unlawful activity during weekends, holidays, other school breaks, and the summer period when a student may not be attending classes or other school functions.

POSSESSING A FIREARM OR DESTRUCTIVE DEVICE ACCORDING TO INDIANA CODE

- (a) As used in this section, "firearm" and/or destructive device has the meaning set forth in IC 35-47-1-5.
- (b) As used in this section, "deadly weapon" has the meaning set forth in IC 35-31.5-2-86. The term does not include a firearm or destructive device.
- (c) As used in this section, "destructive device" has the meaning set forth in IC 35-47.5-2-4
- (d) Notwithstanding section 20 of this chapter, a student who is:
 1. Identified as bringing a firearm or a destructive device to school or on school property;
 2. In possession of a firearm or destructive device on school property; must be expelled for a period of at least one (1) calendar year, with the return of the student to be at the beginning of the first school semester after the end of the one (1) year period.
- (e) The superintendent may, on a case-by-case basis, modify the period of expulsion under subsection (d) for a student who is expelled under this section.
- (f) Notwithstanding section 20 of this chapter, a student who is:
 1. Identified as bringing a deadly weapon or destructive device to school or on school property; or
 2. In possession of a deadly weapon or destructive device on school property; may be expelled for a period of not more than one (1) calendar year.
- (g) A superintendent or the superintendent's designee shall immediately notify the appropriate law enforcement agency having jurisdiction over the property where the school is located if a student engages in a behavior described in subsection (d). The superintendent may give similar notice if the student engages in a behavior described in subsection (f). Upon receiving notification under this subsection, the law enforcement agency shall begin an investigation and take the appropriate action.

(h) A student with disabilities (as defined in IC 20-1-6.1-7) who possesses a firearm on school property is subject to procedural safeguards under 20 U.S.C. 1415.

THE FOLLOWING DEVICES ARE CONSIDERED TO BE FIREARMS UNDER THIS RULE:

Any weapon which will or is designed to or may readily be converted to expel a projectile by the action of an explosive The frame or receiver of any weapon described above.

Any destructive device which is an explosive, incendiary, or poison gas bomb, grenade rocket having a propellant charge of more than four ounces, missile having an explosive or incendiary charge of more than one-quarter ounce, mine, or any similar device.

Any weapon which will, or which may be readily converted to expel a projectile by the action of an explosive or other propellant, and which has any barrel with a bore of more than one-half inch in diameter.

Any combination of parts either designed or intended for use in converting any device into any destructive device described in the two immediately preceding examples, and from which a destructive device may be readily assembled.

An antique firearm

A rifle or a shotgun that the owner intends to use solely for sporting, recreational or cultural purposes.

FOR PURPOSES OF THIS RULE A DESTRUCTIVE DEVICE IS:

An explosive, incendiary, or overpressure device that is configured as a bomb, a grenade, a rocket with a propellant charge of more than four ounces, a missile having an explosive or incendiary charge of more than one-quarter ounce, a mine, a Molotov cocktail or a device that is substantially similar to an item described above;

A type of weapon that may be readily converted to expel a projectile by the action of an explosive or other propellant through a barrel that has a bore diameter of more than one-half inch, or

A combination of parts designed or intended for use in the conversion of a device into a destructive device. A destructive device is NOT a device that although originally designed for use as a weapon, is redesigned for use as a signaling, pyrotechnic, line throwing, safety, or similar device.

The penalty for possession of a firearm or a destructive device is suspension up to 10 days and expulsion from school for at least one calendar year with the return of the student to be at the beginning of the first semester after the one year period. The superintendent may reduce the length of the expulsion if the circumstances warrant such reduction.

The superintendent shall immediately notify the appropriate law enforcement agencies when a student is expelled under this rule.

POSSESSING A DEADLY WEAPON

No student shall possess, handle or transmit any deadly weapon on school property.

The following devices are considered to be deadly weapons as defined in I.C. 35-47-8-1-5:

1. A weapon, taser or electronic stun weapon, equipment, chemical substance, or other material that in the manner it is used, or could ordinarily be used, or is intended to be used, is readily capable of causing serious bodily injury.
2. An animal readily capable of causing serious bodily injury and used in the commission or attempted commission of a crime.
3. The penalty for possession of a deadly weapon; up to 10 days suspension and expulsion from school for a period of up to one calendar year.
4. The superintendent shall immediately notify the appropriate law enforcement agency when a student is expelled under this rule.

EXPULSION – LEGAL SETTLEMENT ACCORDING TO INDIANA CODE 20-33-8-17

A student may be expelled from school if the student's legal settlement is not in the attendance area of the school corporation where the student is enrolled.

SUSPENSION PROCEDURES ACCORDING TO INDIANA CODE- 20-33-8-18

- (a) A principal may suspend a student for not more than ten (10) school days under section 14, 15, or 16 of this chapter. However, the student may be suspended for more than ten (10) school days under section 23 of this chapter.
- (b) A principal may not suspend a student before the principal affords the student an opportunity for a meeting during which the student is entitled to the following:
 1. A written or an oral statement of the charges against the student.
 2. If the student denies the charges, a summary of the evidence against the student.
 3. An opportunity for the student to explain the student's conduct.
- (c) When misconduct requires immediate removal of a student, the meeting under subsection (b) shall commence as soon as reasonably possible after the student's suspension.
- (d) Following a suspension, the principal shall send a written statement to the parent of the suspended student describing the following:
 - (1) The student's misconduct.
 - (2) The action taken by the principal.

EXPULSION PROCEDURES ACCORDING TO INDIANA CODE- 20-33-8-19

- (a) A superintendent of a school corporation may conduct an expulsion meeting or appoint one (1) of the following to conduct an expulsion meeting:

- (1) Legal counsel
- (2) A member of the administrative staff if the member:
 - (A) Has not expelled the student during the current school year; and
 - (B) Was not involved in the events giving rise to the expulsion.

The superintendent or a person designated under this subsection may issue subpoenas, compel the attendance of witnesses, and administer oaths to persons giving testimony at an expulsion meeting.

- (b) An expulsion may take place only after the student and the student's parents are given a notice of their right to appear at an expulsion meeting with the superintendent or a person designated under subsection (a). The request to appear at an expulsion meeting must:
 - (1) Be made by certified mail or by personal delivery;
 - (2) Contain the reasons for the expulsion; and
 - (3) Contain procedure for requesting an expulsion meeting.
- (c) The person conducting an expulsion meeting:
 - (1) Shall make a written summary of the evidence heard at the expulsion meeting;
 - (2) May take action that the individual finds appropriate; and

- (3) Must give notice of the action taken under subdivision (2) to the student and the student's parent.
- (d) If the student or the student's parent not later than ten (10) days of receipt of a notice of action taken under subsection (c) makes a written appeal to the governing body, the governing body:
- (1) Shall hold a meeting to consider:
 - (A) The written summary of evidence prepared under subsection (c) (1); and
 - (B) The arguments of the principal and the student or the student's parent; unless the governing body has voted under subsection (f) not to hear appeals of actions taken under subsection (c); and
 - (2) May take action that the governing body finds appropriate.
- The decision of the governing body may be appealed only under section 21 of this chapter.
- (e) A student or a student's parent who fails to request and appear at an expulsion meeting after receipt of a request to appear forfeits all rights administratively to contest and appeal the expulsion. For purposes of this section, a notice to appear at an expulsion meeting or notice of the action taken at an expulsion meeting is effectively given at the time when the request or notice is delivered personally or sent by certified mail to a student and the student's parent.
- (f) The governing body may vote not to hear appeals of actions taken under subsection (c). If the governing body votes not to hear appeals, after the date on which the votes are taken a student or parent may appeal only under section 21 of this chapter.

RIGHT TO APPEAL

The student or parent has the right to appeal an expulsion decision to the school board within 10 days of the receipt of notice of the action taken. The student or parent appeal to the school board must be in writing. If an appeal is properly made, the board will consider the appeal unless it votes not to hear the appeal. If the board hears the appeal, it will consider the written summary of the expulsion meeting and the arguments of both the school administration and the student and/or the student's parent. The board will then take any action deemed appropriate.

LEGAL REFERENCE: I.C. 20-8.1-5.1-1 ET SEQ.

I.C. 35-47.5-2-4

I.C. 35-41-1-8

I.C. 35-47-1-5

CLASSROOM CONDUCT

Each teacher has primary responsibility for the conduct within his/her classroom. An orderly learning atmosphere should be maintained. At no time should the teacher tolerate rude, insolent, or disrespectful behavior or behavior which disrupts the class or interferes with the educational process. Students are to be supervised at all times while in the building, on school grounds, or during school activities.

Every student is expected to bring appropriate materials: fully charged school issued device, paper, pen or pencil, textbooks, and assignments to class on a daily basis.

GRADE SCALE/CLASS RANK/GRADE POINT AVERAGE

A	93-100	B-	80-82.99	D+	67-69.99
A-	90-92.99	C+	77-79.99	D	63-66.99
B+	87-89.99	C	73-76.99	D-	60-62.99
B	83-86.99	C-	70-72.99	F	Below 60

WEIGHTED CLASSES, DUAL CREDIT, FINALS EXEMPTION

The Southwest Dubois County School Corporation has adopted a weighted grading system of calculating Grade Point Averages (GPA's) beginning with the Class of 2025. A weighted GPA is calculated by awarding additional points to classes that are considered more challenging than the standard curriculum. Along with this move toward a weighted grading system, Southridge Alternative Learning Center is also planning to include a Laude system of recognition.

Weighted Grades

- A. Weighted grades will apply for GPA and all other purposes beginning with the class of 2025.
- B. The list of approved weighted courses will vary with course availability and will be aligned to the Indiana College Core program. Southridge has a current list of these programs/classes in student services. Grade of "C-" or above is required to receive a weighted grade and to receive dual credit from the partnering institution.
- C. If a student is enrolled in a dual credit course but does not earn dual credit, he/she will receive a weighted grade if a letter grade of "C-" or above is earned.
- D. The grading scale used to calculate Grade Point Average (GPA) is on a 4.0 scale.

Weighted Grading System

	A	A-	B+	B	B-	C+	C	C-	D+	D	D-	F
Regular	4.0	3.67	3.33	3.0	2.67	2.33	2.0	1.67	1.33	1.0	0.67	0
Honors/DC	4.5	4.1	3.9	3.5	3.1	2.9	2.5	2.1	1.33	1.0	0.67	0
AP	5.0	4.6	4.4	4.0	3.6	3.4	3.0	2.6	1.33	1.0	0.67	0

- E. The GPA of a student is only calculated at the end of the semester.

Example

No Weighted Courses

	Grade	Points
Course #1	A	4.0
Course #2	A	4.0
Course #3	A	4.0
Course #4	B+	3.33
Course #5	A	4.0
Course #6	A	4.0
Course #7	B	3.0
GPA		3.7614

Weighted Courses

	Grade	Points
Course #1 – Weighted (AP)	A	5.0
Course #2 – Weighted (AP)	A	5.0
Course #3 – Weighted (DC)	A	4.5
Course #4 – Weighted (H)	B+	3.9
Course #5	A	4.0
Course #6	A	4.0
Course #7	B	3.0
GPA		4.2000

- F. Online Advanced Placement courses, Online Dual Credit courses, and Independent Study courses will receive a weighted grade upon approval from school administration. An application must be submitted and approved by the building principal.
- G. If a student moves between a weighted and a non-weighted course during the semester, his/her grade will reflect course placement at the end of the semester.
- H. Students who transfer to Southridge Alternative Learning Center will be able to have their course weighted if they were weighted at their previous school and if Southridge Alternative Learning Center offers a similar weighted course. Move-in transcripts will be evaluated on a case-by-case basis.

Reasons for the Change

- A. A weighted grading system rewards students for taking challenging classes.
- B. A weighted grading system tends to provide more scholarship opportunities for students.
- C. The Laude system recognizes students for the rigor of their academic program as well as their success.

Southridge Alternative Learning Center utilizes a final exemption policy for high school courses that promotes attendance, meeting behavioral expectations, and achieving satisfactory academic achievement. The following are the conditions for exemption:

No Unexcused Absences for a semester

1. No Office Discipline referrals for a semester
2. A minimum of a 85% in the test/project category or 80% if all academic work has been completed with no missing in that class
3. Accommodations that align with the Individualized Education Plan or Individualized Language Plan will be taken into account when establishing academic mastery percentages
4. All college level courses that require final examinations as part of the collegiate syllabus will be required.

Southridge Alternative Learning Center partners with various dual credit institutions to assist students with achieving college credit for their course work while in High School. Many classes fall under the weighted grading scale as they are offered both at Southridge and with our dual credit partners. Not all dual credits are eligible towards the weighted grading scale and are on a case by case basis. The priority consideration toward the weighted grading scale will be given to core academic courses aligned with the Indiana College Core. Students who request for dual credit online instead of the in-person offerings at Southridge must request approval each year. The application is reviewed by the Principal and Guidance office. Students wishing to withdraw from an online dual credit course must communicate with the SHS guidance office and follow withdrawal procedures and academic consequences set forth by the high school and dual credit institution.

HIGH SCHOOL CLASS STANDING

To be on track as a Sophomore, a student must have earned 10 credits.

To be on track as a Junior, a student must have earned 20 credits.

To be on track as a Senior, a student must have earned 30 credits.

To participate in graduation exercises, a student must have earned 40 credits and satisfied all requirements for graduation by the State of Indiana and the Southwest Dubois Co. School Corporation.

Before grades can be recorded on the permanent record, all obligations (fees paid, books returned, etc.) must be fulfilled.

GRADUATION REQUIREMENTS

1. **In addition to the above requirements, Southridge Alternative Learning Center requires one semester of Prep for College and Careers, Principles of Business Operations and Technology, and one semester of Personal Financial Responsibility.**
2. All debts, dues and fees must be paid in order to graduate.
3. Be in good standing with no pending litigation or legal judgments that could impact on his/her grades.
4. Students must meet the requirements for Indiana Graduation Pathways.
5. All students must take a math or quantitative reasoning course each year in high school.

GUIDANCE SERVICES

The Guidance Counselors are available to all students. Guidance services are intended to assist students in college and vocational planning, preparation of their academic programs, and assisting in social and personal problems. Class scheduling is accomplished by an assigned counselor, but students may see any counselor for personal counseling.

Counseling services include:

Financial Aid Information	College Information
SAT and ACT Tests	Armed Forces Information
Vocational Tests	Vocational School Data
Career information	Regional Vocational School Information
Special Education	Scholarship Information
Scholarship Applications	

The Counselors are trained to do personal, social, educational, and career counseling. They may also assist the student in locating the proper outside agency for various needs and problems.

Students interested in attending college or post-secondary schools should contact these schools for admission requirements, scholarship information, etc.

COLLEGE VISITATIONS

Senior and Junior students are allowed two college visits per school year, one per semester. College visits will be excused and will not be counted against the seven (7) absences per semester.

1. Prior to leaving for a visitation - A permission form, signed by all parties indicated, must be placed on file in the Attendance Office. This must be done at least two (2) days in advance of the scheduled visit.
2. Upon return to school - The student must present a note on a University Letterhead, or reasonable facsimile, verifying that the student was at the college for a visitation.
3. The student must notify his/her teachers in advance of his/her absence.
4. All school work must be done before the visitation, or immediately upon the students' return to school. No additional time will be given to make up work.
5. Failure to do any of the above will result in the student being considered truant from school, with appropriate disciplinary action to follow.
6. All visitations must be taken before May 1.

HONOR ROLL

The Honor Roll is listed at the end of each grading period to recognize those students who attain scholastic achievement. Southridge Alternative Learning Center has two levels: 4.00 and 3.50.

HIGH SCHOOL ACADEMIC AWARDS

Students will be eligible for an academic award plaque the first school year in which they earn a 3.7 grade point average during the first semester. After earning a plaque, the student then can earn a bar to add to the plaque by achieving the same standard in a later year.

CORE 40 WITH ACADEMIC HONORS

To be eligible for the Core 40 with Academic Honors Diploma, a student must complete a minimum of the 47 high school credits, as outlined by the Indiana Department of Education, with a semester grade no lower than a "C-". A student must have a cumulative GPA of 3.0.

CORE 40 WITH TECHNICAL HONORS

To be eligible for the Core 40 with Technical Honors Diploma, a student must complete a minimum of the 47 high school credits, including technology courses, as outlined by the Indiana Department of Education, with a semester grade no lower than a "C-". A student must have a cumulative GPA of 3.0.

VISITOR POLICY

1. All visitors must register in the main office upon arrival.
2. Students from neighboring school systems will not be allowed visitation, unless prior permission is given by administration.
3. House guests of Southridge Alternative Learning Center students must make prior arrangements for visitation at least 24 hours in advance.
4. No visitors under Grade 9 will be allowed to visit.
5. Student visitors are not allowed during the first or last month of school.
6. Parents/Guardians of Southridge Alternative Learning Center students are welcome and encouraged to visit the school at any time. If visiting for the reason of having a teacher conference, please call the office in advance, so arrangements can be made.
7. All visitors are to park in the East lot and report to the Administrative Offices.

STUDENT ILLNESS

Since physicians will not treat students without parent authorization, parents are requested to sign a "consent to treatment" form for each student.

If a student becomes ill at school, effort is made to contact the parents. If unable to contact the parents, the student will be taken to the emergency room at the hospital, if the illness is deemed serious. Otherwise, the student is allowed to rest in the sick room. Under no circumstance is a student allowed to go home without parent authorization.

Students and Parents are encouraged to make Doctor's Appointments, etc. during times other than school hours. However, if an appointment is during school hours, the student is expected to return to school before and after the conclusion of the appointment, unless reasons of health dictate otherwise.

ACCIDENTS

The school is responsible only for immediate first aid. The Board of Education does not pay any medical or hospital bill incurred as a result of an accident to the pupil at school. The parent or guardian is responsible for the payment of such bills.

LOCKER SEARCH POLICY

All lockers and other storage areas provided for student use on school premises remain the property of the school corporation and are provided for the use of the students subject to inspection, access for maintenance, and search pursuant to this section. No student shall lock or otherwise impede access to any locker or storage area except with a lock provided by or approved by the Principal (or his designee) of the school in which the locker or storage area is located. Unapproved locks shall be removed and destroyed.

1. The Principal or his designee may search a locker and its contents when there is reasonable cause. When the locker to be searched is assigned to a particular student and that student is on the school premises at the time of the search, the student shall be notified prior to the search and given the option to be present at the search.
2. The Principal, a member of the administrative staff, or a teacher may search a desk or any other storage area on school premises other than a locker when the person conducting the search has reasonable cause for a search.
3. Canine search of lockers and vehicles parked on school property, if used, will be conducted as designated by State Law.
4. Canine sniffing of classrooms and their contents is also part of approved policy. The students will be asked to leave the classroom, leaving all personal items and materials in the room to be sniffed. The student is to be present for the opening of any of his/her personal items designated by the dog.
5. The Principal or his designee may search the person of a student during a school activity if the Principal has reasonable cause for a search of that student. Searches of the person of a student shall be limited to:
 - a. Searches of the pockets of the student.
 - b. Any object in the possession of the student such as a purse or briefcase, and/or
 - c. A "pat down" of the exterior of the student's clothing.

Searches of the person of a student which require removal of clothing other than coat or jacket shall be referred to a law enforcement officer in accordance with sub-section A of this section. Searches of the person of a student shall be conducted in a private room by a person of the same sex as the student being searched. At least one but not more than three additional persons of the same sex as the student being searched shall witness but not participate in the search. At the request of the student to be searched, an additional person of the same sex as the student, designated by the student, and then reasonably available on school premises, shall witness the search. The parent or guardian of any student searched shall be notified of the search as soon as reasonably possible.

Anything found in the course of a search conducted in accordance with this section which is evidence of a violation of the student conduct standards contained in the student handbook may be:

1. Seized and admitted as evidence in any suspension or expulsion proceeding, if it is tagged for identification at the time it is seized and kept in a secure place by the Principal or the Principal's designee until it is presented at the hearing.
2. Returned to the parent or guardian of the student from whom it was seized.
3. Destroyed if it has no significant value, or
4. Turned over to a law enforcement officer in accordance with sub-section A.

Anything found in the course of a search conducted in accordance with this section which by its presence presents an immediate danger of physical harm or illness to any person may be seized and:

- a. Returned to the parent or guardian of the student from whom it was seized,
- b. Destroyed, or
- c. Turned over to any law enforcement officer in accordance with sub-section A.

Sub-section A: The Principal or his designee may request the assistance of a law enforcement officer to:

1. Search any area of the school premises, any student, or any motor vehicle on school premises. This includes canine search conducted by law enforcement officials.
2. Identify or dispose of anything found in the course of a search conducted in accordance with this section.

Where law enforcement officers respond to such a request, no school employee shall assist or otherwise participate in any search conducted.

LOST AND FOUND

Students who find articles in and around the building should take them to the office as soon as possible. A student who furnishes satisfactory proof of ownership may claim an article. Lost textbooks are stored in the bookstore; library books in the Library.

LUNCHROOM

Southridge Alternative Learning Center is a closed campus during lunch. Students aren't allowed to leave campus or order delivered food from commercial food establishments. This allows the cafeteria to keep waste food to a minimum and provide a quality lunch for \$2.75 and a breakfast for \$1.50. Additional ala carte items are available for substantially higher prices. We ask parental cooperation in not bringing pizza, hamburgers, etc. to campus. This support will allow Southridge Alternative Learning Center to continue to provide high quality meals at minimum cost. Birthday cakes are an exception. We do request that parents start any campus visit at the main office.

LUNCH ACCOUNTS

Each student at Southridge Alternative Learning Center has a lunch account in the computer system. Each student is responsible for keeping money in that account. Money can be deposited into the students' account each day before school. Parents may track the amount of money left in the account by accessing their son/daughter's PowerSchool account information. If a student has no money in their account, they will not be allowed to utilize the ala carte or double entree option for a meal until sufficient funds are in their respective accounts.

SOFT DRINKS

Soft drinks are available to students before and after school hours, to be consumed in the Cafeteria only. The machines are off limits and soft drinks are prohibited during regular school hours. Students are to refrain from bringing in soft drinks from outside school.

REPORT CARDS

Grades are published electronically through PowerSchool.

DAILY SCHEDULE

HS REGULAR		MS REGULAR	
Period 1	8:10 - 8:55	Period 1	8:05 - 8:55
Period 2	9:00 - 9:45	Period 2	9:00 - 9:45
Period 3	9:50 - 10:35	Period 3	9:50 - 10:35
Impact	10:40 - 11:25	Homeroom	10:40 - 10:55
Period 4 - "A" Lunch	11:25 - 11:55	6/7 Lunch/8 Impact	10:55 - 11:25
Period 4 - "A" Class	12:00 - 12:45	8 Lunch/6/7 Impact	11:25 - 11:55
Period 4 - "B" Lunch	12:15 - 12:45	Period 4	12:00 - 12:45
Period 4 - "B" Class	11:30 - 12:15	Period 5	12:50 - 1:35
Period 5	12:50 - 1:35	Period 6	1:40 - 2:25
Period 6	1:40 - 2:25	Period 7	2:30 - 3:15
Period 7	2:30 - 3:15		

Schedule Notes: The Southridge Alternative Learning Center operates with a variety of models for individual student needs. A traditional schedule can be found above, but a student could be scheduled as an A.M., P.M. participant or be scheduled in a virtual model. Virtual students would not attend in-person sessions unless called upon for state mandated assessments or deemed pertinent by administration. The Southridge Alternative Learning Center could also conduct hybrid sessions where a student would attend both the Alternative Learning Center and coursework at Southridge High School. In these cases, students are expected to follow the outlined schedule defined by each school.

Scheduling Options: All day SALC, AM, PM, Hybrid, Virtual

Transportation: SWDCS will provide standard transportation times that reflect the schedule of Southridge High School. Students who are in an AM session may utilize the morning transportation option provided by the district and may leave when programming is complete for the morning. At that time students will need to utilize personal transportation provided by families OR public transportation to reach their destination. PM session students would receive corporation sponsored transportation at the conclusion of the school day. If students elect PM transportation, families would need to utilize personal or public transport to get to the Southridge Alternative Learning Center. If either scenario presents transportation challenges, it is recommended that students attend a full day of programming.

LATE START - If school must begin late, due to fog, bad roads, etc. a late start schedule will be announced to all students for that day. The schedule will be determined by the particular circumstances of that day.

SECURITY

The school cannot assume responsibility for lost or stolen items. If something is stolen, students are asked to report the theft to the office, and a concerted effort will be made to recover stolen property. If the locker does not function properly, notify the Assistant Principal.

Student personal property may be seized by school administration if the items are believed to be illegal, stolen, or a threat to the health, safety, or security of others, including buttons, t-shirts, and the like, with sayings or slogans about such activities. Parents may recover these items if they are not illegal or stolen property. Items which are used to disrupt or interfere with the educational process may be removed from the student's possession.

Students who need to secure valuables may check the items in at the office.

The athletic dressing rooms are off limits to all students during the school day except to the physical education classes that are in session.

Students are not to be in possession of school keys.

Students should not be in the building after school hours, on week-ends, or any time school is not in session without the direct supervision of a staff member.

SELLING AND FUNDRAISING

All fundraising projects require the approval of the Principal, prior to the beginning of the project.

DEMOGRAPHIC INFORMATION

The Southwest Dubois County School Corporation designates the following items as Demographic Information: student name, address, telephone number, date of birth, photograph. The corporation may disclose any of those items without prior written consent, unless notified in writing to the contrary.

RELEASE OF INFORMATION

We will release student information of a general nature such as honor roll, class standing, and team rosters to the public unless we have been notified by the parents not to do so.

Transcripts and other relevant information will be released to other schools for transfer students unless we have been notified by parents not to do so.

ACTIVITIES WHICH REQUIRE OVERNIGHT ACCOMMODATIONS OFF CAMPUS

Students who must stay overnight to participate in school sponsored activities must be accompanied by a member of the faculty, staff, or official sponsor of the participating organization.

Parents may assume responsibility for their own child only, if they desire.

ACTIVITIES

Southridge Alternative Learning Center does not offer extracurricular activities.

COMMENCEMENT

Southridge Alternative Learning Center will have an independent commencement ceremony.

TITLE IX

The Principal is designated as the compliance officer for overseeing the sex discrimination regulations as set forth by the federal government. If a question arises concerning sex discrimination, students or parents may contact the Principal of their school.

UNLAWFUL HARASSMENT

It is the policy of the Board of School Trustees to maintain an education and work environment that is free from all forms of unlawful harassment, including sexual harassment, occurring in the Corporation's educational opportunities, programs, and/or activities. Also, if harassment initially occurs off Corporation grounds or outside the Corporation's educational opportunities, programs, and activities, and affects the Corporation environment (hereinafter referred to collectively as "unlawful harassment"). The full policy can be found on the SWDCSC website under policy # 5517.

STUDENT SURVEYS

Provides that, if a school corporation or qualified school uses a third party vendor in providing the personal analysis, evaluation, or survey, the school corporation or qualified school must provide parents or students, as applicable, the opportunity to opt out during student registration. Provides that the school corporation or qualified school may administer the personal analysis, evaluation, or survey if a parent or student, as applicable, does not decline the analysis, evaluation, or survey. Requires each school corporation or qualified school to: post a copy of a personal analysis, evaluation, or survey on the school corporation's or qualified school's website. Requires each qualified school to establish and maintain a grievance procedure for complaints regarding a violation of this provision. The following surveys will be given this school year and you will be given the opportunity to opt out during student registration.

Indiana Youth Survey-A self-reported survey asking students grades 6-12 a variety of questions about substance use, mental health, gambling, and potential risks and protective factors for these behaviors.

Leader in Me Survey-The MRA(Measurable Results Assessment) is a rigorously developed tool for grades 6-12 used to annually collect, analyze, and report student, staff, and school level outcomes related to the focus on improving leadership, culture, and academics. It can be used to help a school identify its strengths and weaknesses, develop improvement plans, and monitor progress.

Natural Helpers Survey-This information will be used for grades 9- 12 in determining the new members of Natural Helpers for the current school year.

Upgrade Survey-This information will be used for grades 6-8 in planning lessons/activities that promote healthy choices for Southridge Alternative Learning Center.

INTERNET ACCEPTABLE USE POLICY

Internet access is available to students and staff of Southridge Alternative Learning Center. Having access to the Internet will aid the Southridge staff in meeting the educational needs of their students. Internet access will allow students to access information from throughout the world, give opportunities to increase their knowledge and to use that knowledge in completing teacher directed and supervised projects.

Student access will be limited, teacher directed and supervised. Access to the Internet is a privilege which can be revoked if used for the wrong purposes.

With access to computers and people from throughout the world also comes the availability of material which may not be considered to be of educational value in the context of the school setting. Southridge Alternative Learning Center officials have taken precautions to restrict access to controversial materials.

Because the Internet provides access to other computer systems around the world, it is specifically understood that the school system does not have control of the content residing on these other systems. Students and parents are advised that some systems may contain defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, racially offensive or illegal material. Southridge Alternative Learning Center officials do not condone the use of such material and do not permit usage of such material in the school environment. Students who access such material in the school environment will have their access to the Internet revoked and will suffer the consequences as stated within the discipline policy.

Examples of unacceptable use include, but are not limited to:

1. Using the Internet for any illegal activity, including violation of copyright or other contracts.
2. Gaining unauthorized access to resources or entities;
3. Accessing, transmitting, uploading, or downloading pornographic, obscene, or sexually explicit materials;
4. Violation of any local, state, or federal statute;
5. Vandalize, damage or disable the property of another person or organization.

Students are expected to abide by the generally accepted rules of network etiquette. These include but aren't limited to:

1. Be polite. Use appropriate language. Swearing, using vulgarities or other inappropriate language, or being verbally abusive is prohibited.
2. Don't give your personal address or phone number.
3. Don't give addresses or phone numbers of other students or school personnel.
4. Don't respond to unsolicited on-line contact. Inform the system operator immediately.
5. Electronic mail isn't guaranteed to be private. People who operate the system have access to all mail. Messages relating to or in support of illegal activities may be reported to the authorities.
6. It is possible for students to purchase goods and services via the Internet. These purchases could result in unwanted financial obligation on the part of the parent. Under no circumstances should a credit card number be used by a student on the Internet.

Southridge Alternative Learning Center does not warrant that functions or services performed by, or that the information of software contained on the system will meet the member's requirements or that the operation of the system will be uninterrupted or error-free or that defects in the system will be corrected. Southridge Alternative Learning Center does not make any warranties, express or implied, including, without limitation, those of merchantability and fitness for a particular purpose, with respect to any services provided by same and any information or software contained therein.

SAFETY

The safety of our Southridge Alternative Learning Center family is our top priority. Our SWDCS Safety Plan is ever changing to provide the best possible response in the event of an emergency. Please regularly question your child as to what they would do in the event of an emergency at school. Working together to better prepare is the best way to ensure the safety of our children.

- **EVACUATION - FIRE DRILLS**

Evacuation - Fire drills will be held a minimum of once a month. It is the responsibility of each student to be familiar with the fire drill route in each of his/her classrooms. When the alarm rings, move quickly and quietly out of the building and remain outside until an all clear is given.

- **SHELTER IN PLACE - SEVERE WEATHER-TORNADO DRILLS**

Shelter in Place - Severe Weather - Tornado Drills will be conducted a minimum of twice a semester. Classroom teachers will instruct students as to the proper procedure.

- **AVOID, DENY, DEFEND**

Avoid, Deny, Defend drills will be practiced a minimum of once a semester.

- **CRISIS CONNECTION HOTLINE – 1-800-245-4580 (Domestic Violence)**

SUICIDE PREVENTION HOTLINE– 988

In the event of an emergency call 911, but if you are not in an emergency situation and need guidance the Crisis Connection Hotline can assist you. Mannet 24 hours a day, the Crisis Connection Hotline and website <http://www.crisisconnectioninc.org/> can provide assistance and resources when you are unable to reach a school official.

NOTIFICATION OF AVAILABILITY OF ASBESTOS MANAGEMENT PLAN

The Asbestos Hazard Emergency Response Act (AHERA) of 1987, required the compilation of all asbestos containing building materials (ACBM), within the public and private schools (K-12 grades). This compilation was designed to identify, not only if asbestos was present, but its location, amount, and condition. The compiled data, assessments, and recommendations along with other pertinent information was to be assembled into an Asbestos Management Plan for each school building.

The Southwest Dubois County School Corporation complied with AHERA by developing and implementing Asbestos Management Plans for all of the school facilities. The AHERA required six month periodic surveillance inspections are being conducted by the School Corporation and the second triennial re-inspections for asbestos have been completed by accredited asbestos inspectors in the summer of 1994.

We are happy to report that the Southridge Alternative Learning Center does not contain asbestos building materials. The asbestos materials identified in the other schools of the Corporation are non-friable and in good condition. Non-friable asbestos does not represent a health risk.

The Asbestos Management Plan will be updated annually as the inspection reports have been completed.

Anyone wishing to view a copy of the Management Plan for an individual school building will find it available in the Principal's office of each school. The Management Plan for all of the schools in the Southwest Dubois County School Corporation is available for your viewing in the Administration office at 201 West Sunset Drive, Huntingburg, Indiana. The Management Plan may be copied at a nominal fee of ten cents per page, during regular school hours by notifying the school in advance to prevent scheduling difficulties.

If you have any questions concerning the AHERA Program in the Southwest Dubois County School Corporation, please contact your building Principal and/or the Designated Person, Mr. J. Patrick Bradley at 812-683-2272.

WINTER STORM, FLASH FLOOD PLAN

School Emergency Closing and Dismissal of School for this purpose will be determined by the Superintendent's Office.

The following procedures will be followed.

CLOSING SCHOOL

If Schools are closed prior to 10:00 P.M. the night before, or by 6:00 A.M. on the day of, the Building Principal will be notified. Radio stations WITZ (FM) and WBDC will also be notified. They will also announce the information to the general public on the school website and through Parent Square. School employees and students are notified in this fashion.

EARLY DISMISSAL

Building Principals will be notified by the Superintendent. They will in turn notify their staff of the dismissal procedure. Dismissal will occur when buses arrive at the school.

Appendix A

- Graduation Requirements (beginning with class of 2023 and early adopters)

1) High School Diploma	Meet the statutorily defined diploma credit and curricular requirements.
2) Learn and Demonstrate Employability Skills (Students must complete at least one of the following.)	Learn employability skills standards through locally developed programs. Employability skills are demonstrated by one the following: • Project-Based Learning Experience; OR • Service-Based Learning Experience; OR • Work-Based Learning Experience. ²
3) Postsecondary-Ready Competencies (Students must complete at least one of the following.)	• Honors Diploma: Fulfill all requirements of either the Academic or Technical Honors diploma; OR • ACT: College-ready benchmarks; OR • SAT: College-ready benchmarks; OR • ASVAB: Earn at least a minimum AFQT score to qualify for placement into one of the branches of the US military; OR • State- and Industry-recognized Credential or Certification; OR • Federally-recognized Apprenticeship; OR • Career-Technical Education Concentrator⁴: Must earn a C average in at least two non-duplicative advanced courses (courses beyond an introductory course) within a particular program or program of study; OR • AP/IB/Dual Credit/Cambridge International courses⁵ or CLEP Exams: Must earn a C average or higher in at least three courses; OR • Locally created pathway that meets the framework from and earns the approval of the State Board of Education.



Course and Credit Requirements	
English/ Language Arts	8 credits Including a balance of literature, composition and speech.
Mathematics	6 credits (in grades 9-12) 2 credits: Algebra I 2 credits: Geometry 2 credits: Algebra II Or complete Integrated Math I, II, and III for 6 credits. Students must take a math course or quantitative reasoning course each year in high school.
Science	6 credits 2 credits: Biology I 2 credits: Chemistry I or Physics I or Integrated Chemistry-Physics 2 credits: any Core 40 science course
Social Studies	6 credits 2 credits: U.S. History 1 credit: U.S. Government 1 credit: Economics 2 credits: World History/Civilization or Geography/History of the World
Directed Electives	5 credits World Languages Fine Arts Career and Technical Education
Physical Education	2 credits
Health and Wellness	1 credit
Electives*	6 credits (College and Career Pathway courses recommended)
40 Total State Credits Required	

Schools may have additional local graduation requirements that apply to all students (not required for students with an IEP).

* Specifies the number of electives required by the state. High school schedules provide time for many more electives during the high school years. All students are strongly encouraged to complete a College and Career Pathway (selecting electives in a deliberate manner) to take full advantage of career and college exploration and preparation opportunities.

**SAT scores updated September, 2017

***WorkKeys assessment titles updated, 2018

CORE40 with Academic Honors (minimum 47 credits)

For the **Core 40 with Academic Honors** designation, students must:

- Complete all requirements for Core 40.
- Earn 2 additional Core 40 math credits.
- Earn 6-8 Core 40 world language credits (6 credits in one language or 4 credits each in two languages).
- Earn 2 Core 40 fine arts credits.
- Earn a grade of a "C" or better in courses that will count toward the diploma.
- Have a grade point average of a "B" or better.
- Complete one of the following:
 - A. Earn 4 credits in 2 or more AP courses and take corresponding AP exams
 - B. Earn 6 verifiable transcripted college credits in dual credit courses from the approved dual credit list.
 - C. Earn two of the following:
 1. A minimum of 3 verifiable transcripted college credits from the approved dual credit list,
 2. 2 credits in AP courses and corresponding AP exams,
 3. 2 credits in IB standard level courses and corresponding IB exams.
 - D. Earn a composite score of 1250 or higher on the SAT and a minimum of 560 on math and 590 on the evidence based reading and writing section.**
 - E. Earn an ACT composite score of 26 or higher and complete written section
 - F. Earn 4 credits in IB courses and take corresponding IB exams.

CORE40 with Technical Honors (minimum 47 credits)

For the **Core 40 with Technical Honors** designation, students must:

- Complete all requirements for Core 40.
- Earn 6 credits in the college and career preparation courses in a state-approved College & Career Pathway and one of the following:
 1. Pathway designated industry-based certification or credential, or
 2. Pathway dual credits from the approved dual credit list resulting in 6 transcripted college credits
- Earn a grade of "C" or better in courses that will count toward the diploma.
- Have a grade point average of a "B" or better.
- Complete one of the following,
 - A. Any one of the options (A - F) of the Core 40 with Academic Honors
 - B. Earn the following minimum scores on WorkKeys: Workplace Documents, Level 6; Applied Math, Level 6; and Graphic Literacy, Level 5.***
 - C. Earn the following minimum score(s) on Accuplacer: Writing 80, Reading 90, Math 75.
 - D. Earn the following minimum score(s) on Compass: Algebra 66 , Writing 70, Reading 80.



CURRENT & FUTURE INDIANA DIPLOMA: COMPARISON

The new diploma structure includes a base (minimum requirements) for every student, plus the opportunity to earn readiness seals aligned with their unique path. Students are encouraged to seize this flexibility by personalizing their high school experience. The new seals provide additional intentionality to maximize readiness and are designed to be permeable, allowing students to update their graduation plan and pivot, if their original interests and goals change. Students who do not earn a seal must still complete components 2 and 3 of Graduation Pathways.

	CURRENT INDIANA CORE40	FUTURE  NEW INDIANA DIPLOMA
ENGLISH	8 CREDITS	8 CREDITS 2 credits: English 9 1 credit: Communications-focused course 5 additional English credits
MATH	6 CREDITS 2 credits: Algebra I 2 credits: Geometry 2 credits: Algebra II	7 CREDITS 2 credits: Algebra I 1 credit: Personal Finance 4 additional math credits
SCIENCE, TECHNOLOGY, AND ENGINEERING	6 CREDITS 2 credits: Biology I 2 credits: Chemistry 1, Physics I, or Integrated Physics 2 credits: Any Core 40 science course	7 CREDITS 2 credits: Biology I 1 credit: Computer Science 2 additional science credits 2 STEM-focused credits
SOCIAL STUDIES	6 CREDITS 2 credits: U.S. History 1 credit: U.S. Government 1 credit: Economics 2 credits: World History/Civilization or Geography/History of the World	5 CREDITS 2 credits: U.S. History 1 credit: U.S. Government 2 credits: World Perspectives (Flexible options, including advanced world language or world-focused social studies courses)
PE/HEALTH	3 CREDITS 2 credits: Physical Education 1 credit: Health & Wellness	2 CREDITS 1 credit: Physical Education 1 credit: Health & Wellness
DIRECTED ELECTIVES	5 CREDITS Any combination of World Languages, Fine Arts, and/or Career & Technical Education	N/A
PERSONALIZED ELECTIVES	6 CREDITS	12 CREDITS Students are encouraged to utilize the new readiness-seals to align these personalized electives with their unique goals. Personalized electives can include a variety of courses, such as CTE, Performing or Fine Arts, and World Languages.
COLLEGE & CAREERS	N/A	1 CREDIT 1 credit: Preparing for College & Careers
TOTAL	40 CREDITS	42 CREDITS
Hoosier high school students have the opportunity to earn approximately 60 credits.		

Note: The federally-required alternate diploma for students in special education with a significant cognitive disability is still available.



BLUEPRINT FOR SUCCESS: READINESS-SEALS

Readiness seals are designed to be permeable, allowing students to update their graduation plan and pivot, if their original interests and goals change. Although seals are optional, students are encouraged to utilize the blueprints below to focus their flexible credits into a connected pathway that aligns with their future goals. Students may earn one or multiple seals. Graduation Pathways requirements will be satisfied through completion of any seal.



ENROLLMENT



EMPLOYMENT



ENLISTMENT & SERVICE



HONORS SEAL

- Complete at least 4 World Language and 6 Social Studies credits
- Complete at least 8 Math credits
 - Algebra I plus Geometry, Algebra II, and Pre-Calculus or any advanced math credits aligned to their course of study
- Complete at least 6 Science credits
 - Biology I plus Chemistry and Physics or any advanced lab science credits aligned to their course of study
- Earn a C or higher in all courses and earn a cumulative B average
- Complete one of the following:
 - Earn 4 credits in AP, IB, or Cambridge courses and take corresponding exams
 - Earn 6 college credits
 - Score a 1250 on the SAT or a 26 on the ACT
 - Earn two of the following:
 - At least 3 college credits
 - 2 credits in AP courses and take corresponding exams
 - 2 credits in IB courses and take corresponding exams
 - 2 credits in Cambridge courses and take corresponding exams

- Complete one of the following:
 - A market-driven credential of value* aligned to a specific occupation
 - 3 courses in a Career and Technology Education (CTE) pathway
 - An approved career preparation experience aligned to Indiana's CSA program, or
 - An approved, locally-created pathway
- Complete 150 hours of work-based learning (may include multiple experiences that are paid, unpaid, on-site, or simulated)
- Demonstrate skill development in Communication, Collaboration, and Work Ethic
- Meet attendance goal

- Complete one of the following:
 - Introduction to Public Service course or approved locally-created equivalent
 - Emphasis on developing an awareness of the physical standards and character required for service
 - One year of JROTC in high school
- Achieve a score of 31 on the ASVAB and complete one of the following:
 - All three components of the Career Exploration Program
 - A career exploration tool approved by IDOE
- Meet attendance goal
- Demonstrate skill development in Communication, Collaboration, and Work Ethic
 - Externally verified through a mentorship experience with current military personnel, veterans, or other public safety professionals



HONORS PLUS SEAL

Earn the Honors Enrollment Seal, **plus:**

- Earn a credential of value* that may include, for example:
 - Associate degree;
 - Technical Certificate;
 - Indiana College Care;
 - AP Scholar with Distinction;
 - Cambridge AICE Diploma; or
 - IB Diploma
- Complete at least 75 hours of work-based learning (may include multiple experiences that are paid, unpaid, on-site, or simulated)
- Demonstrate skill development in the following areas: Communication, Collaboration, and Work Ethic

Earn the Honors Employment Seal, **plus:**

- Earn a market-driven credential of value* that may include, for example:
 - Associate degree;
 - Technical Certificate;
 - Indiana College Care; or
 - Advanced industry certificate
- Complete additional work-based learning (total of 650 hours in one or more experiences) that may include, for example:
 - Pre-Apprenticeship
 - Modern Youth Apprenticeship
- Demonstrate skill development in Communication, Collaboration, Work Ethic, and any additional skills determined locally

Earn the Honors Enlistment Seal, **plus:**

- Complete one of the following:
 - Achieve a score of 50 or higher on the ASVAB
 - Enrollment in ROTC at the collegiate level
 - Acceptance to a service academy
- Demonstrate excellence in leadership through one of the following:
 - Completion of at least 100 hours of public service;
 - Holding a leadership role in a co/extracurricular activity;
 - Completion of two seasons of a team-based physical sport or activity

*Note: the credential of value levels are currently being determined by business and industry.

Indiana GPS Diploma (Students must also complete Graduation Pathways) Foundational Courses (Grades 9-10) - 20 Credits

Academic Mastery (12 Credits)	Career & Postsecondary Readiness (1 Credit + 3 Competencies)	Communication & Collaboration (4 Credits + Competency Mastery)	Work Ethic (12 Credits + 4 Competencies)	Civic, Financial & Digital Literacy (15 Credits + Competency Mastery)
Courses English 9 2 Additional English Credits Algebra 1* 2 Additional Math Credits 2 Science Credits 2 Science Credits	Courses Preparing for College & Careers** <i>Complete 3 of 4</i> Career Aptitude Test Job Shadowing or Skills Boot Camp Attend College of Job Fair Complete 1 Dual Credit Course	Courses 4 English Credits*** <i>Demonstrate 4 Examples of Mastery</i> 3 May be Verified Through Coursework or Other School-Related Activity 1 Must be Verified Externally (ex. Volunteering at a Community Organization)	Courses 2 Credits in Work Ethic May be Satisfied Through a P.E. Course, Health, or Co/Extracurriculars <i>Complete 4 of 6</i> 94% Attendance Marked Improved Attendance Two Seasons of a Co-Curricular 3.0+ GPA Cum End of 10th Grade External, Paid Job 1 External Verification of Competency	Courses US History (2 Credits) Government Personal Finance Computer Science <i>Demonstrate Mastery in 1 of the Following Areas</i> Civic Literacy (example, election poll worker) Financial Literacy (example, develop a personal budget) Digital Literacy (example, IT Credential or Cert.
Flex 40 (Grades 11-12) - 20 Points				
• Math Credits (1 point each - 2 required) • English Credits (1 point each - 4 required) • Science Credits (1 point each) • Soc. St. Credits (1 point each) • World Lang. Credits (1 point each) • Fine/Creative Arts (1 point each) • Elective Credits (1 point each)	• WBL (1 point for every 60 hours - 2 points max) • Dual credit (1 additional point per class) • AP (1 additional point per class) • SAT/ACT College-Ready Qualifying Score (3 points) • JROTC or other Military Experience (4 points) • One of the Following: • Credential of Value (4 points) • CTE Concentrator (4 points) • Locally-Created Pathway (4 points)			

* If Algebra 1 is taken in middle school, student would raise four additional math credits
 ** Schools are encouraged to offer Preparing for College and Careers in middle school
 *** These are the same four English credits required under "Academic Mastery"

Indiana GPS Plus Diploma

Component 1 Required Courses and/or Competencies • Foundational courses (Grades 9-10) • Additional courses and competencies necessary to complete a WBL opportunity and earn a credential of value aligned with the student's graduation plan	Component 2 Employability Skills (complete 1) • Work-Based Learning • Level 2: WBL Capstone (75 hours) • Level 3: State Pre-Apprenticeship (650 hours) • Level 4: U.S. DOL Apprenticeship (2,000 hours)	Component 3 Postsecondary-Ready Competencies (complete 1) • Credential of Value (Market-driven) • Apprenticeship • Indiana College Core (ICC) • AP Scholar with Distinction • Cambridge or IB Diploma
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