



Open Doors Academy – Program Enrollment Requirements

Provides a means for students to “catch up” and go back to the regular setting, another means for credit based graduation, and/or preparation to pursue the GED Option 2.

Students who meet one or more of the criteria listed below may apply for enrollment to the Open Doors Academy:

1. One or more years behind age group peers in number of high school credits attained
2. Two or more years behind age group peers in academic achievement levels (math, reading, and/or writing)
3. Habitually truant as defined by WI 118.16(1)(a)
4. Parents
5. Adjudicated delinquents
6. Family problems/crisis situations
7. Social/emotional/medical concerns, including poor peer relationships
8. Disciplinary or behavioral concerns
9. 8th grade pupils whose score in each subject area on the examination administered under WI 118.30 (1m)(am)
 1. Was below the basic level, 8th grade pupils who failed the examination under WI 118.30 (1m)(am) 2. And 8th grade pupils who failed to be promoted to the 9th grade.

Students may also be referred on a case-by-case basis by the school or district administrator

12 Students maximum allowed into the program. Juniors and seniors get first preference

The process to apply for enrollment is as follows:

1. Student or parent must first contact their school counselor
 - This request must be submitted in writing and include reasons why the referral is being made (academic concerns, truancy, peer relationship difficulties). (see Appendix A)
2. A preliminary meeting with the in-take team is required, and would involve the parent, student, relevant instructors, school guidance counselor and/or building principal
 - At this meeting, the in-take team will determine whether the student’s needs would best be met through attending Open Doors Academy or if there are other options that would be better.
3. If determined the best option, the parent will request in writing, by signature on a district-provided form. On this form the date and time of request will be recorded and a statement indicating whether this request was made in person or by phone. (see Appendix B)
4. Student would then complete a written application (see Appendix C) which will include their desire to graduate based on improvement in their behavior, academics, and/or social relationships, etc.
5. A “trial period” must be completed (which will range from 2-3 weeks) before official enrollment in Open Doors Academy will be allowed. During this time, an Open Doors Academy Plan (ODAP) will be developed (Appendix D). The ODAP will address academic, behavioral, counseling, or any other services that may be needed. And a student contract will be completed (Appendix E) signed by all parties involved (parent, student, counselor, and principal).
6. Students will follow all Open Doors Academy’s rules and guidelines or risk removal from the program. An 80% attendance level is mandatory for all students.

7. Students must demonstrate progress in accordance to expectations described in their IEP or risk being removed from the program.
8. Since communication is absolutely essential to the academic, behavioral, and social success of a student, Parent-Teacher conferences will be held at least 1x/term for a minimum of 3x/school year. It is required that both parent and student attend the conference.
9. Students must be actively involved in all activities and curriculum developed by the Open Doors Academy instructor, which includes but is not limited to:
 - Career research
 - Job skills study, resume' building, job exploration/site tours
 - Character building activities
 - Service-learning activities
 - School janitorial responsibilities
 - Attendance to field trips and college/technical tours
 - Regular classroom curriculum, projects and activities
 - Other lessons/activities as set by the instructor
10. Finally we will ensure that the special education and related services needs of a child with a disability, as defined in s. 115.76 (5), Stats., are first addressed in the child's individualized education program developed pursuant to s. 115.787, Stats., whenever that child is also eligible to be served in a children at risk program. Plan Requirements: As part of the district plan developed annually, by August 15, each board shall describe how the board will meet the needs of the children identified to be at-risk of not graduating from high school. A board, when developing a plan under this section may consider the following:
 - (a) How pupils will be identified and enrolled in programs or provided services to meet their needs.
 - (b) How pupils will be identified in early childhood and kindergarten through grade 4 and what programs may be offered to prevent pupils from becoming at-risk.
 - (c) How parents will be informed and involved in the programs or services made available under par. (a).
 - (d) What accommodations can be made to support pupils' achievement and success in school through any of the following:
 1. Curriculum modifications.
 2. Adaptive instructional strategies.
 3. Alternative education programs.
 4. Pupil support services.
 5. School to work programs.
 6. Community services.
 7. Coordinating services provided by the district, community agencies and other organizations.
 8. Eliminating systematic barriers that may cause pupils' success at school to become at-risk.
 - (e) How will the district evaluate the success of the services provided under the at-risk plan?
11. Parental Involvement is expected.