

TEAM High School

Teaching Educational Academics Meritoriously

Application Form

Office Use:

Current WHS Student: Yes No

Do you participate in: Running Start Cascadia TECH Co-enroll WHS

Live outside of the Woodland School District: Yes No

Thank you for your interest in TEAM High School, Woodland's alternative high school. We have included an application for the student and parent to complete. In the application, the student is asked to explain why they are interested in our alternative program. This will be treated confidentially. The student and parent will also sign a contract. We ask that you read this carefully as we take it seriously.

Please return your completed application to Jody Brentin, our District Registrar. Jody's office is located in our Business Services Office at 761 Third Street, Woodland, WA 98674 (2nd door). Once your application is received, and space is available in TEAM, we will call you to schedule an appointment with Jake Hall, the TEAM High School Principal.

Please contact **Jake Hall at (360) 841-2700** if you have any questions

Principal's Signature of Acceptance

Date

Enrollment date

Woodland Public Schools does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of a trained dog guide or service animal and provides equal access to the Boy Scouts and other designated youth groups. Inquiries regarding compliance procedures may be directed to the School District's Title IX Officer, Affirmative Action Officer, or 504 Coordinator, Jake Hall 800 Second St. Woodland, WA, 98674, hallj@woodlandschools.org, 360-841-2725.

TEAM High School Application and Registration Form

Student Information

Student Name _____ Male Female

Address _____ City _____ Zip _____

Home Phone _____ Birth Date _____ Grade _____

Student Cell Phone _____ (Optional)

Does the student live outside of Woodland School District? YES NO

Is the student enrolled in special education courses? YES NO

Does the student have a current 504 Plan? YES NO

Has the student ever been suspended or expelled? YES NO

If the answer is yes, please explain

Is the student currently involved in juvenile court proceedings? _____

Name of most recent school attended _____

School district of that school _____

City and state of that school _____

Parent/Guardian Information

Name(s) of Parent/Guardian at above address

_____ Cell Phone _____

_____ Cell Phone _____

Email Address _____

Emergency Contact Information

If we are unable to contact a person listed above in an emergency, whom should we call?

Name _____ Phone _____

Relationship _____

Name of Health Care Provider _____

As the parent/guardian of the above student, I authorize the release of all educational records from his/her previous school(s). Also, I attest to the accuracy of the above information. I understand that if the above information is incorrect or inaccurate, it will most likely result in the delay or denial of admission into TEAM High School, and/or the inappropriate educational placement of the student.

Parent/Guardian Signature _____ Date _____

Relationship to Student _____

Student Signature _____ Date _____

Authorization For Emergency Procedures

If the parents/guardians and authorized health care provider named on this form cannot be reached at the time of an emergency, and if immediate observation or treatment is urgent in the judgement of the school authorities, I authorize and direct the school authorities to send my child/ward (properly accompanied) to the hospital or doctor most easily accessible. I understand I will assume full responsibility for the payment of any services rendered or charged.

Parent/Guardian Signature _____

Sessions and Times

Session #	Time
1	8:00-10:00
2	10:00-12:00
3	12:00-2:00
4	2:00-4:00
5	4:00-6:00

Contract to Attend TEAM High School

1. My signature below indicates that I agree to the following terms of attendance at TEAM High School.
2. I will attend TEAM High School at least 8 hours per week in the TEAM High School building.
3. I will complete a minimum of 22 hours of homework time each week.
4. I will make contact with the TEAM staff if I am unable to attend school for any reason.
5. I understand that any absences must be made up on Monday of the week after I miss, or make other arrangements with the staff. Tardies may be added to make up time.
6. Transportation to and from TEAM High School is my responsibility.
7. I will not enter any other school campus in the district without specific permission from a staff member at TEAM High School or a staff member from the campus you are entering.
8. I accept full responsibility for my action, attitude and behavior and will do my best to maintain a learning atmosphere at TEAM High School. This includes showing respect for everyone and not being involved in inappropriate behavior during my educational experience at TEAM High School.
9. The TEAM High School staff will do its best to help me achieve my goals and expectations. If I am unable or unwilling to keep the terms of this contract, it will be grounds for disciplinary action and/or removal from the TEAM program.
10. If the principal writes two discipline referrals in one given year on a student then the student will be suspended for the remainder of the school year or longer from TEAM High School.

Student Signature _____ Date _____

Parent/Guardian Signature _____

STATEMENT OF UNDERSTANDING

In accordance with the Alternative Learning Experience Implementation Standards, *reference WAC 392-121-182 (3)(e)*, prior to enrollment parent(s) or guardian shall be provided with, and sign, documentation attesting to the understanding of the difference between home-based instruction and enrollment in an alternative learning experience (ALE).

Provided on the front and back of this form are summary and narrative descriptions of the difference between Home-based Instruction and an ALE. Please read these descriptions and sign below.

Summary Description

Home-Based Instruction

- Is provided by the parent or guardian as authorized under RCW 28A.200 and 28A.225.010.
- Students are not enrolled in public education.
- Students are not subject to the rules and regulations governing public schools, including course, graduation, and assessment requirements.
- The public school is under no obligation to provide instruction or instructional materials, or otherwise supervise the student’s education.

Alternative Learning Experience

(Name of ALE program inserted here)

- Is authorized under WAC 392-121-182
- Students are enrolled in public education either full-time or part-time.
- Students are subject to the rules and regulations governing public school students including course, graduation, and assessment requirements for all portions of the ALE.
- Learning experiences are:
 - Supervised, monitored, assessed, and evaluated by certificated staff.
 - Provided via a written student learning plan.
 - Provided in whole, or part outside the regular classroom.

Part-time Enrollment of Home-Based Instruction Students

Home-based instruction students may enroll in public school programs, including ALE programs, on a part-time basis and retain their home-based instruction status. In the case of part-time enrollment in ALE, the student will need to comply with the requirements of the ALE written student learning plan, but not be required to participate in state assessments or meet state graduation requirements.

I have read the summary and detailed descriptions of home-based instruction and alternative learning experience provided and I understand the difference between home-based instruction and the alternative learning experience program in which my child is enrolling.

Parent Signature _____

Date _____

Name(s) of Student(s) _____

*Narrative Description of the Differences Between Home-Based Instruction and public school
Alternative Learning Experiences*

Home-based instruction is authorized under Revised Code of Washington (RCW) 28A.225.010 and RCW 28A.200. When a parent or guardian has filed a ‘declaration of intent to provide home-based instruction’ with the district and is meeting the requirements for home-based instruction stated in RCW 28A.225, the student is eligible to receive home-based instruction. Students receiving only home-based instruction are not enrolled in public education, and they do not have to comply with the rules and regulations regarding public schools. Since the student is not registered or enrolled in the public school system, the school district is under no obligation to provide instruction or instructional materials for these students. Home-based instruction students are not required to participate in any district or state testing and/or assessments. Additionally, home-based instruction students are not eligible for graduation through a public high school unless they meet all of the graduation requirements established by the state, district, and the local high school. This includes earning the Certificate of Academic Achievement.

Part-time enrollment

Home-based instruction students may have access to ancillary services and may enroll in a public school course, such as an alternative learning experience program, on a part-time basis where space is available. Part-time enrollment is defined as being less than full-time enrollment. In these cases, the student is responsible for maintaining acceptable attendance and meeting all course and school requirements. For an alternative learning experience, this will mean meeting the requirements of the written student learning plan. The student continues to be considered a home-based instruction student when enrolled **part-time** in a public school setting. Therefore, except for the individual class requirements, school and district attendance rules, and school behavior policies, the limitations and restrictions noted in the paragraph above are in force.

Full-time enrollment

A student enrolling **full-time** in a public school alternative learning experience program is **not** receiving home-based instruction, even if the parent or guardian has filed a ‘declaration of intent to provide home-based instruction’ with the school district. The student is considered a public school student and is subject to all the rules and regulations governing the actions of all public school students. This includes, but is not limited to, attendance, meeting course requirements, graduation requirements, and assessment requirements. Full-time students are eligible for graduation from a public high school upon meeting all of the school, district, and state requirements.

TEAM High School Enrollment Checkoff List & Procedures

In addition to the Woodland School District Student Handbook, TEAM High School students and teachers will adhere to the following policies and procedures.

1. Satisfactory progress:

- a. Each week, the student must earn a minimum of 10 points, as well as show progress in every course (pass assessments with a 70% or higher final score). TEAM High School is a mastery learning school- students may not move on to the next section of content in their course until they have earned 70% or above on all assignments in each section. This level may be altered by IEP accommodations. At the end of the course, any notes or practice assignments may be turned in to a staff member for extra credit.
 - i. Each passed quiz is worth 1 point, tests are worth 2 points, and final exams are worth 5 points.
 - ii. Quizzes can be taken at home or at school, although tests and exams can only be taken at TEAM.
 - iii. Each quiz is the culminating assessment of a study section. It should take 2-4 hours for a student to read the entire study section, watch all embedded videos/animations, take notes, complete the practice assignments, answer journal prompts, review the material, and earn a passing score on the quiz.
 - iv. If a student fails an assessment 3 times, they must complete a supplementary assignment given to them by a teacher before the quiz, test, or final is reset. If a student fails the assessment again, they must sit with the teacher during their 5th attempt so the teacher can reconcile any misunderstandings the student has with the section topic.
 - v. The 1st week a student does not meet the minimum requirement, they will be placed on an Intervention Plan #1 to make up their points and show progress in all courses.
 - vi. If a student does not meet the requirements of their 1st Intervention Plan, they will be placed on an Intervention Plan #2 to make up their points and show progress in all courses.
 - vii. If a student does not meet the requirements of their 2nd Intervention Plan, they will be placed on an Intervention Plan #3 to make up their points and show progress in all courses.
 - viii. If a student does not meet their Intervention Plans for 3 weeks in a row, they will be withdrawn from TEAM High School.
 - ix. Students that are on an Individualized Education Plan (IEP) will have the opportunity to have Satisfactory Progress adjusted to meet their IEP.
- b. If a student is withdrawn from TEAM High School due to not making satisfactory progress, the student has the right to re-enroll and will be placed on a strict academic and attendance contract.
 - i. If the contract is met by the student, they shall remain at TEAM High School.
 - ii. If the student does not meet the contract, they shall be withdrawn from TEAM High School for the remainder of the school year.
 - iii. A student is only allowed to be on one academic re-enrollment contract per school year.

2. Attendance:

- a. Students are required to attend TEAM High School a minimum of 2 hours-per-day, Tuesday – Friday when school is in session.
- b. Students are required to stay a minimum of 2 hours before leaving campus.
- c. A student may only check out and check back in once per school day. Any additional time will not be logged.
- d. Students may be placed on Intervention Plans or referred to the WSD Truancy Specialist for failure to meet the 8-hour weekly attendance minimum.
- e. Students must work on assignments remotely (from home, etc.) for 22 hours per week.
- f. Even when absent from school, all students must make personal contact with a TEAM High staff member by phone or email each week, unless unable to do so by illness, injury, or emergency. Parents may make contact on a student's behalf if the student is unable to do so by illness, injury, or emergency. Please see Section 8 "Staff" for contact information.

3. Phones:

- a. Phones are not to be visible while in the classroom.
- b. Phones can be used for individual music listening, but must be out of sight at all times.
- c. Phones calls or texts may be received or sent if the student is at the desk of a staff member.
- d. TEAM High staff may ask the student to place their phone in the office if the phone is being used out of accordance with the policy.

4. Highly Qualified Teachers:

- a. Not all teachers at TEAM High School are Highly Qualified for each subject they teach. Please ask if you would like further clarification.
- b. All teachers at TEAM High School are certificated teachers for Washington State.
- c. Upon being hired at TEAM High School, teachers will regularly seek out opportunities for professional development in the areas of alternative education, online learning, cyberbullying, and communication with students. TEAM High School is a member of the Washington Association For Learning Alternatives (WALA). "The Washington Association for Learning Alternatives is a nonprofit corporation for the benefit all those concerned with providing options in education, public and private, from preschool through post secondary." Teachers will also be expected to attend the fall and/or spring conferences held by WALA to further their professional development as an alternative school educator.

5. Subject Limit:

- a. Students are not to do a combination of more than 5 assignments-per-class per day.
- b. If a student exceeds this number, assignments exceeding the 5-per-day limit will be erased.
- c. With teacher permission, the student may complete a combination of more than 5 quizzes, tests, or finals per day in each subject

6. Grading Policy:

Final percentages, including all assignments and extra credit, determine course grade entered on transcript.

A	93% and above	C	73% - 76.9%
A-	90% - 92.9%	C-	70% - 72.9%
B+	87% - 89.9%	D+	67% - 69.9%
B	83% - 86.9%	D	63% - 66.9%
B-	80% - 82.9%	D-	60% - 62.9%
C+	77% - 79.9%	F	59.9% and below

7. Technology Skills:

- a. Almost all of TEAM High School courses are offered via Apex Learning online curriculum. Students are assigned login credentials upon enrollment. Students who attend TEAM need to develop the following skills in order to succeed in this program format:
 - i. Ability to open and use web browser to navigate to Apexvs.com
 - ii. Ability to log in (either by memory or note with username and password) independently or with minimal assistance.
 - iii. Ability to read and understand directions and navigate through hyperlinks, (example: "Click here")
 - iv. Ability to use mouse cursor or accessibility device modification replacing a mouse cursor.
 - v. Ability to use a computer keyboard or accessibility device modification replacing a keyboard.
 - vi. Please make sure that pop ups are allowed and that Flash Player is enabled on any device you use to access Apex.

8. Staff:

Suzy Davis (Instructional Assistant) - (360) 841-2742 / daviss@woodlandschools.org

Suzy has a Bachelor's degree in History and a paraeducator apprenticeship credential. She is responsible for student attendance check-in/check-out and resetting/unlocking/excusing assignments in Apex.

Mary Burnett (Program Specialist) - (360) 841-2746 / burnettm@woodlandschools.org

Mary has a paraeducator apprenticeship credential. She handles student records and manages the grading system and academic planning for TEAM students. She is the Apex Coordinator and liaison between TEAM and our curriculum provider, Apex.

Jillian Domingo (teacher) - (360) 841-2743 / domingoj@woodlandschools.org

Jillian has a Washington state teaching certificate with endorsements in English Language Arts, History, and Social Studies. She is a Nationally Board Certified teacher. She is the case manager/advisor for students in grades 9-11.

Elizabeth Vallaire (teacher) - (360) 841-2744 / vallaire@woodlandschools.org

Liz has a Washington state teaching certificate with endorsements in Biology, General Science, Middle Level Mathematics, Health/Fitness, and Art. She is the graduation coach and case manager/advisor for students in 12th grade.

Principal -	Jake Hall	hallj@woodlandschools.org
Secretary -	Brandy Jackson	jacksonb@woodlandschools.org

Parent Signature

Date

Student Signature

Date