

# **LaPorte Community School Corporation**

## **Project Extended Day at the Middle School Level**

**(Boston and Kesling)**

**“An Alternative to Out-Of-School Suspension”**

## Middle School Project Extended Day Abstract

Project Extended Day (Project ED) is an alternative to out-of-school suspension for middle school students. The goal of Project Extended Day is to modify student behavior. **The program allows students to remain within their home school, but extends their daily schedule to include before and after school sessions for a minimum of ten days and a maximum of sixteen weeks.**

When a student is referred to Project ED the parents and student will be **required** to appear before a Judge of the LaPorte Circuit Court on a date and time which is specified. If the referral is granted, the judge will order the parents and student's participation in the program. The types of student misbehaviors that will warrant Project Ed includes, but is not limited to the following:

- Behavior disrupting the learning environment.
- Chronic failure to be prepared for class.
- Argumentative
- Inappropriate language
- Disrespectful toward teaching staff, peers and property.
- Missing teacher detentions
- Inappropriate physical contact.
- Fighting
- Horseplay
- Violation of the Disciplinary Rules and Regulations as contained in the BMS & KMS Student Handbooks (not otherwise covered in the policy)

Participation in the Project ED program requires that the student be present at 6:30 a.m. (BMS) and 6:30 a.m. (KMS) every morning the student is assigned to the program. During this period until the beginning of classes, the student will participate in a morning schedule that is provided by a Project ED instructor. After the morning schedule, the student will attend his or her regular school program. The after school session begins upon dismissal of classes and is held at each middle school. The student will be required to participate in counseling two days per week as well as a study table.

Boston Middle School and Kesling Middle School offer a number of alternative consequences within its disciplinary process. **Referral to Project ED is a serious point in our disciplinary process.** Failure to comply with the requirements of Project Extended Day will result in further disciplinary consequences (Suspension, Day Reporting Program or Expulsion). We expect all students to be cooperative within the school environment and to be engaged in learning at all times.

## **Procedure for a Project Extended Day Referral**

1. All students are informed of Project Extended Day at the beginning of the year through discipline meetings and by staff through a review of the Student Handbook. Parents and students are required to review the Handbook and sign a form indicating that they understand the rules and regulations of the school.
2. If a student seriously misbehaves or accumulates multiple disciplinary infractions, a placement into Project Extended Day may be recommended.
3. The assistant principal will call the parent(s)/guardian to inform the parent of the decision for a placement into Project Extended Day. The initial placement in Project ED will consist of a minimum of ten days but may include additional days.
4. Papers will be served that indicate a placement into Project Extended Day has been made. Within the notification, the parent(s)/guardian will find the court date appearance and time. If probation, Child Protective Services or any other outside agency are involved with the student, there may be a need for notification, and such notification will be made with a request to appear in court with the family.
5. The judge orders the student and parent(s)/guardian into Project ED for ten days and an additional five days of conditional release. The total minimum is fifteen days.

## **Brief Description of a Day in Project Extended Day**

### **1. Court Appearance:**

The parent(s)/guardians are to report to court at the time in the legal papers that are served. The day of the court appearance the student should stay at home and arrive at court with his/her parent(s)/guardian.

### **2. After Court Appearance:**

The parent(s)/guardian and student return to school immediately after the court appearance. The student and parent set goals with the help of the Project ED instructor and sign off on various intake papers including the specific rules of Project ED and parental guidelines. The parent leaves and the student returns to his/her classes while carrying a **monitor sheet** with the understanding that he/she may be randomly shadowed if necessary. If the student was placed because his/her misbehavior was directed at a staff member, he/she may not be allowed to attend that teacher's class for a minimum of one day or a maximum of five days. In that case, the student will be detained in a room during the class period and assignments will be sent to the Project ED instructor. If a student misbehaves while attending class, he/she will be removed and additional day(s) in Project Ed will be assigned. The student attends the after school sessions until 4:10 p.m. **This is the first day in Project Ed.**

**3. 6:30 a.m. (BMS) 6:30 a.m. (KMS) “Next day following court appearance):**

The student will appear at school by the said time. During this time, the student will participate in exercise, character education sessions, and additional study time.

**4. 7:25 a.m. (BMS) 7:20 a.m. (KMS):**

The student will eat breakfast with the Project ED instructor in the lunch room seated away from other students and at 7:40 a.m. they will be in the ISS room to watch announcements.

**5. 8:10 a.m.:**

Student attends regular classes while carrying a monitoring sheet that tracks academic and behavior progress. The student will also eat an isolated lunch in the ISS room away from other students.

**6. 2:45 – 4:10 p.m.:**

After school sessions consist of a study table, pro-social skills, and student counseling. If a student earns additional days in Project ED, the parent must pick up their child in the front vestibule at 4:10 p.m.

**7. Earning Additional Days:**

If a student earns additional days, the parent will be notified. The maximum number additional days that may be earned is twenty. After twenty days, the student will be suspended (either in-house or out-of-school) pending a conference to determine whether the student should return to court, placed back into Project Ed, placed into the Day Reporting Program, or expelled from school. The conference will include the parent and assistant principal. In addition, it may include teachers, counselor, and outside agencies if applicable. The teacher of record will also be present for special education students.

**8. Conditional Release**

After students have completed ten days of Project Extended Day and served any additional days earned, they are placed on conditional release for five days. This means the student does not have to participate in the before and after school sessions. However, students must still carry a monitoring sheet and eat lunch separately until completion of the program. Successful completion of five days of conditional release will result in sixteen weeks of after-care. If during conditional release the student earns an additional day(s), he/she must return to the full program including the morning and after school sessions to serve the additional day(s). Once the additional days are served the student will be placed back on conditional release for five days. If an additional day is earned while on conditional release for the fourth time, the student will be suspended (either in-house or out-of-school) pending a conference to determine whether the student should return to court, placed back into Project Ed, placed into the Day Reporting

Program, or expelled from school. The conference will include the parent and assistant principal. In addition, it may include teachers, counselor, and outside agencies if applicable. The teacher of record will also be present for special education students.

## **9. Homework Component:**

Students will not be released from the program until all homework is completed for the grading period and release is granted from all teachers. If students do not complete their homework within the ten initial days and the five days of conditional release, he/she will remain on conditional release, carrying a monitoring sheet and eating lunch separately, and will be required to attend the Project ED study table until all work is complete. Failure to attend study table will result in an additional day in Project ED, including the before and after school components and the guidelines in #8 will apply.

## **10. After Care:**

Students will be monitored for **sixteen weeks** after earning their way out of the program. The Project ED instructor will monitor student's grades and homework. If a student is not working in classes and not submitting homework, the teacher will notify the Project ED instructor to notify the parents that their child must return to Project ED for the study table sessions (See #11). The student will participate in the study table until all work is completed for all classes.

The assistant principal will monitor student's behaviors. The assistant principal will determine if the student will return to Project ED and for how many days. When this decision is made the assistant principal will notify the Project ED instructor and the parents. The assistant principal will base his/her decision on the following:

- One major referral by a staff member to the assistant principal. The student will return for one to five additional days based on the incident.
- The first minor incident will warrant a phone call home and the student is warned the next incident he/she will return to a full day (s) in the Project ED program.
- The guidelines in #8 will then be followed for placement back in Project ED.
- A student may remain on a monitor sheet if the team deems it necessary.

## **11. Criteria for Placement Back into Project Ed Study Table**

- A. Students who have four or more missing assignments will be placed back into Project Ed for the study table. This will be checked on a weekly basis by the Project Ed instructor.**
- B. The Project Ed instructor at the respective schools will contact the students' teachers for missing assignments. This information will be provided to the study table teacher.**
- C. It is the responsibility of the student to bring all study materials to complete assignments. In addition, students must bring a book to read if they finish the work early. A student may be placed back into Project Extended Day if they fail to bring study materials to study**

**table. If this occurs, the evening Project Ed instructor needs to contact the assistant principal for notification of the problem.**

- D. If a student gets the work done, then the placement into study table will be cancelled. The Project Ed instructor at the respective schools will verify with the teachers that the work has been completed. If the placement is to be cancelled, the Project Ed instructor will inform the student, parent, bus garage and Boston Middle School.**

## **12.Celebration:**

The assistant principal and teams will determine what kinds of celebrations are appropriate for the students who have completed Project Extended Day and while participating in Project Ed.

**Note:** The above are guidelines. Schools must allow for flexibility and judgment within the structure of the program and within the structure of the school. The above process sets the stage for the implementation of Project Extended Day. Successful completion of Project Extended Day is depended upon collaboration and partnership between the student, parent(s)/guardian and the school.