

**Daviess County Public Schools
The Center for Academic Improvement Handbook
2021-2022**



**3361 Buckland Square
Owensboro, KY 42301
(270) 852-7200**

DAVIESS COUNTY PUBLIC SCHOOLS
The Center for Academic Improvement

IN-HOUSE CRISIS PROGRAM OBJECTIVES

1. To address student behaviors that necessitate removal from regular school placement for an extended period
2. To help assigned student maintain academic progress
3. To provide appropriate therapeutic interventions and supports when necessary.

PLACEMENT

1. A conference is held with the principal or assistant principal to discuss placement and rules of The Center for Academic Improvement the student and parents will follow
2. A written contract will be entered into by the principal, parents, and the student concerning all aspects of placement in The Center for Academic Improvement
3. The duration of assignment shall be fixed by the Director of Student Services/designee
4. A student may be placed in The Center for Academic Improvement for violations listed in the Daviess County Public Schools' Code of Conduct
5. A disciplinary hearing may be convened for any alternative placement
6. Manifestation determination hearings will be conducted for all students assigned an IEP or 504 plan (as defined by IDEA) prior to placement at The Center for Academic Improvement
7. An ARC will determine the placement for students with an IEP.

THE CENTER FOR ACADEMIC IMPROVEMENT OPERATIONS

1. Transportation is the responsibility of the parents in the event of a bus violation
2. Students are to be on campus no earlier than 7:30 a.m. and off campus no later than 3:15 p.m. Upon arrival, students are to report directly to The Center for Academic Improvement
3. The Center for Academic Improvement students are not permitted anywhere else on campus unless accompanied by The Center for Academic Improvement teacher or aide
4. The student will be supervised by the teacher and will be separated from the regular student body at all times
5. The Center for Academic Improvement students are not permitted on regular school grounds to attend any school activity on or off campus, other than to attend the Extended School Program
6. Students must complete all class work provided by the teacher
7. Daviess County Public Schools' discipline and dress code will be strictly enforced
8. Violations of the rules may result in the student being referred for a disciplinary hearing.

ALCOHOL AND DRUG INTERVENTION PROGRAM

A student assigned to The Center for Academic Improvement for a violation of the drug/alcohol policy must:

1. Parent must have a meeting with the Student Assistance Coordinator
2. Complete a 20 school day placement program
3. Successfully complete school system's Drug/Alcohol Education Program
4. If there are fewer than 20 school days remaining in the semester, a student assigned for a drug or alcohol related offense will complete the 20 school day placement at the beginning of the next semester or school year.

ATTENDANCE

1. If a student must be absent, a parent must place a call to The Center for Academic Improvement
2. Excessive doctor's statements may be verified by telephone
3. Students reporting late (tardy) are subject to additional consequences.

RETURN TO THE REGULAR SCHOOL

1. In order to return to their normally assigned school, students must have met the following goals at The Center for Academic Improvement:
 - a. Have no unexcused absences
 - b. No behavior incidents
 - c. Be in academic good standing at The Center for Academic Improvement
 - d. Have followed instructions from the staff
 - e. Successfully participated in The Center for Academic Improvement counseling program.
2. If the student does meet the goals established by The Center for Academic Improvement, prior to completion of their assigned days, the student may return to their normally assigned school.
 - a. This must be approved by the Director of Student Services/designee.
3. If the student does not meet the goals established by The Center for Academic Improvement, they must be assigned additional school days.
 - a. The number of additional days will be determined by the Director of Student Services/designee
4. At the end of The Center for Academic Improvement assignment, the student will report directly to the principal/designee's office for a conference.
5. At this conference, the student will be assigned a school support mentor with a defined set of responsibilities, supports, and a timetable for implementation.
6. The student will return to their normal classroom setting.

**PLACEMENT AGREEMENT
DAVISS COUNTY PUBLIC SCHOOLS
IN-HOUSE CRISIS PROGRAM**

I have been presented and understand the rules and regulations of the High School In-House Crisis Program. I understand that failure to follow any rules of the program may result in additional disciplinary consequences.

Name of Student _____

Home School _____ Date _____

Signature of Parents _____

Signature of Student _____

Signature of Principal / designee _____

Beginning Date of entry to The Center for Academic Improvement _____

Anticipated ending date of placement _____

Does student take medication at school? _____

Does student have any medical conditions? _____

Reason for placement _____
