

## **MONROVIA SCHOOL OF INTEGRATED TECHNOLOGY (MIT)**

### **MISSION STATEMENT**

The mission of the Monrovia Alternative Education Program is to provide a learning environment in which all students are educated in a safe, self-paced, non-traditional school setting in which they can earn credits toward graduation.

### **APPLICATION PROCESS**

- Student and Parent complete application packet (available on MGSD website)
- Application submitted to Guidance Office
- Administrative Committee determines eligibility based on application
- Student and Parent meeting held with MIT Director
- Student may begin MIT when Individual Service Plan has been completed and signed

### **PROGRAM FEES**

-There are no MIT fees, however all remaining balances from the high school (textbook, library, etc.) will be transferred to the MIT balance. All balances need to be paid prior to graduation ceremony.

### **PROGRAM SESSIONS**

AM Session 8:00am – 11:00am

PM Session 11:30am – 2:30pm

- Students will attend one session per day.
- Students will park in lot Superintendent's lot (by the baseball field and must have an MHS parking pass) and enter door labeled MIT.
- Lunch will not be provided at school; if a student stays a full day, then lunch can be purchased at 10:20 am in the cafeteria each day of full-day attendance.

### **PROGRAM EXPECTATIONS**

- After enrolling in MIT students may NOT re-enroll in MHS.
- Students will not participate in ECA activities due to IHSA requirements.
- Edgenuity is the only website allowed for student use; if other websites are used and abused, then MIT staff reserves the right to block any/all websites from the student's accessibility.
- NO CELL PHONES.** All calls should come from classroom phone
- \*Music devices are allowed. No talking, texting or games.
- NO SLEEPING** in class.
- \*Students must understand that in order to progress with online courses they need to be awake and alert with eyes focused on the computer screen and not with their heads laying on their desks. Students must be well rested and ready to work for their 3 hours of class time each day.
- \*If a student is asleep during class time, then staff will wake him/her up one time. After that, if the student falls asleep again, then he/she will be moved to a stand-up desk. If a third time occurs

or student refuses the stand-up desk, then parent(s)/guardian(s) will be contacted and student will be dismissed from school for the day. The day will count as an absence for the student.

-Students will not enter MHS during the school day or immediately before and after school.

-Dress code and all other rules are the same as the MHS Handbook.

-MIT discipline system consists of daily suspension or expulsion from program.

### **ATTENDANCE**

-Parent must notify MIT at extension 2302 or 2303 if student is going to be absent

-If student arrives after designated time, it is a tardy. Sixth tardy will equal a ½ day absence

-If student arrives more than 30 minutes late, it is a ½ day absence

-More idle time than work time will result in ½ day absence.

### **- ATTENDANCE GUIDELINES:**

**\*At 8 Days** student will be placed on Attendance Contract. This contract will state the specific dates of extra sessions the student will attend and number of days the student will “buy back”. The contract will also state that the student will not miss any more days without the proper written documentation. If student fails to meet these expectations, then he/she is in violation of the contract.

**\*At 11 Days** student will be recommended for the Parents on Board program through Centerstone (765.343.6950). This approximately 8-hour program is required for student and parents/guardians to attend or the student’s information will be sent to the Morgan County Prosecutor’s office for violation of Indiana Compulsory attendance laws. Student can still “buy back” attendance to avoid future penalties. *Student should attend full days to “buy back” days to avoid further penalties.*

**\*At 12 Days** student and parent will be sent legal notice. Student may buy back days at any time to reduce the number of absences. If an absence occurs without proper written notification (professional appointment notes), then the student’s information will be sent to the Morgan County Prosecutor’s office for violation of Indiana Compulsory attendance laws.

### **ONLINE ACADEMIC COURSES**

-Edgenuity online course work. Website: edgenuity.com

-Program is based on mastery learning

-A pretest will be taken for each unit to customize the unit

-Students have daily assignments but may work at their own pace

-Semester test will be given to close out the course

### **Career Exploration Internship (0530) aka SCHOOL TO WORK CREDITS**

MIT students may attend school on a part-time basis and earn elective School to Work credits by maintaining full or part-time employment. In order to earn credit, student, parent and employer must complete all required forms. The credits and grade that the student earns is based on the

evaluation completed by employer. The number of credits issued are based on the following criteria:

10-19 Hours	= 1 Credit
20-29 Hours	= 2 Credits
30-40 Hours	= 3 Credits

\*Student must work a total of at least 9 weeks throughout the semester (18 week semester). Students must average a minimum of 10 hours per week. Credits are issued at the end of each semester. Credits are based on average number of hours worked per week. *A minimum of 85 hours of workplace and classroom activities are required for 1 credit; 170 hours are required for two credits. Of the 85 or 170 hours, 18 to 36 hours (at least 1 hour a week or the equivalent over a semester or year) must be spent in related classroom instruction. Three "semesters" will be offered for completion deadlines in August (summer work), December (first semester), and May (second semester).*

**GRADUATION**

MIT Students are eligible for the same diploma as MHS students. MIT students can participate in the MHS Graduation Ceremony when ALL credits have been earned and ALL state tests have been taken. *Students who do not pass state testing will take a placement test for a waiver. The waiver also includes: GPA of minimum of 2.0, improved attendance, proof of remediation, and evidence of participation in state testing each time it was offered. All fees (textbook, library, etc.) must be paid in full to participate in MHS Graduation Ceremony.*

**CONTACT INFORMATION**

Leslie Gillie  
MIT Director  
317-996-2258 ext. 2302  
lgillie@m-gsd.org

I understand all of the MIT expectations as listed above and agree to the consequences if these expectations are not met.

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STUDENT

DATE

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PARENT

DATE

MONROE GREGG SCHOOL DISTRICT  
APPLICATION FOR ALTERNATIVE SCHOOL  
MONROVIA SCHOOL OF INTEGRATED TECHNOLOGY (MIT)

**STUDENT** APPLICATION

Date \_\_\_\_\_

Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

Address \_\_\_\_\_

Cell Phone \_\_\_\_\_ Email address \_\_\_\_\_

Parent/Legal Guardian Name \_\_\_\_\_

Phone \_\_\_\_\_ Email address \_\_\_\_\_

Which diploma are you working toward? (Circle one)    General    Core 40    Academic Honors

How many credits do you currently have? \_\_\_\_\_    What is your current GPA? \_\_\_\_\_

Have you passed the ISTEP+ test for Algebra I? \_\_\_\_\_ English 10? \_\_\_\_\_ Biology? \_\_\_\_\_

Are you currently employed? \_\_\_\_\_

If yes, what is your place of employment \_\_\_\_\_

Supervisor Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Why are you applying for Alternative School? (Mark Only One)

\_\_\_\_\_ Intends to withdraw from traditional school

\_\_\_\_\_ Failure to comply with rules and/or attendance policy of traditional school

\_\_\_\_\_ Is currently a parent or is expecting a child

\_\_\_\_\_ Employment is necessary to support self/family

\_\_\_\_\_ Has had classroom discipline issues and may face expulsion.

\_\_\_\_\_ Other (Explain) \_\_\_\_\_

Do you live at home (with parent/legal guardian) on a regular basis or somewhere else?

If somewhere else, please explain situation:

Are you enrolled in the Special Needs program in the traditional high school?

Do you have any medical issues the Alternative School needs to be aware?

Do you take any prescription medication the Alternative School needs to be aware?

Have you ever taken classes online?

What are your strengths in school?

What are your weaknesses in school?

Why do you want to enroll in the Alternative School?

What are your plans after graduation from high school?

MONROE GREGG SCHOOL DISTRICT  
APPLICATION FOR ALTERNATIVE SCHOOL  
MONROVIA SCHOOL OF INTEGRATED TECHNOLOGY (MIT)

**PARENT** APPLICATION

Date \_\_\_\_\_

Student's Name \_\_\_\_\_

Parent/Legal Guardian Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Email address \_\_\_\_\_

Marital Status of Parents/Legal Guardians \_\_\_\_\_

(If Applicable)

Other Parent/Legal Guardian Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Email address \_\_\_\_\_

Why is your student applying for Alternative School? (Mark Only One)

- \_\_\_\_\_ Intends to withdraw from traditional school
- \_\_\_\_\_ Failure to comply with rules and/or attendance policy of traditional school
- \_\_\_\_\_ Is currently a parent or is expecting a child
- \_\_\_\_\_ Employment is necessary to support self/family
- \_\_\_\_\_ Has had classroom discipline issues and may face expulsion.
- \_\_\_\_\_ Other (Explain) \_\_\_\_\_

Has your student been involved in the Juvenile Justice System? \_\_\_\_\_

If Yes, when and what charges? \_\_\_\_\_

\_\_\_\_\_

Is he/she currently on Probation? \_\_\_\_\_ Until When? \_\_\_\_\_

Does student live with you at home on a regular basis or somewhere else?

If somewhere else, please explain situation:

Is student enrolled in the Special Needs program in the traditional high school?

Does student have any medical issues the Alternative School needs to be aware of?

Does student take any prescription medication the Alternative School needs to be aware of?

What are your student's strengths in school?

What are your student's weaknesses in school?

Why do you want your student to enroll in the Alternative School?

What do you plan for your student to do after graduation from high school?