

Woodbury Pathways Program



**Student/Parent Handbook
2020-2021**

SCHOOL ADMINISTRATION

Dr. Jason Vivadelli
Principal

Dr. Gary Scavette
Assistant Principal

CENTRAL ADMINISTRATION

Mr. Andrew Bell
Superintendent of Schools

Ms. Nancy McCabe
Business Administrator

Dr. Jeffrey Adams
Director of Special Services K-12

BOARD OF EDUCATION

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Elizabeth Mcilvaine, Joseph Pegues, Amy Sylvester, Peggy Ulmer
Theodore Lockhart – Student Representative

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July 2020

Assistant Principal's Message

The faculty and administration at Woodbury City Public Schools recognize that the traditional school setting may not always be the best approach to educating every student. Some students flourish academically, socially, and emotionally when given an opportunity to learn in an environment that provides low student to teacher ratios and fosters the enhancement of social and emotional competencies. The Woodbury Pathways Program was created to serve this population of students and reflects our district's commitment toward being leaders in personalizing education.

The development of this year's Woodbury Pathways Program represents the culmination of more than a decade of experience in alternative education for our district. Building upon our best practices, today's program accommodates a larger range of students, offers more variety, and increases transitional opportunities for students who desire to return to the regular program. The Woodbury Pathways Program functions during regular day-school hours providing an increased level of support and opportunity for its students.

It is my hope that this handbook will serve as a guide for both parents and students for the operation of our school. Within the pages that follow you will find valuable information pertaining to the multiple components of our program. Please take some time to become familiar with its contents.

I look forward to working with you this year. As always, I regard communication with parents to be a vital link to the success of our program. Together, with your support, we will make this an outstanding year at the Woodbury Pathways Program.

Sincerely,

G. Scavette

*Dr. Gary D. Scavette
Assistant Principal*

Calendar

The Woodbury Pathways Program follows the standard district calendar for the Junior- Senior High School. Please visit the district's website for updated calendar information.

Note: On early release days the Woodbury Pathways Program dismisses at 12:00.

SCHEDULE

	A DAY				B DAY			
	GROUP 1	GROUP 2	GROUP 3	GROUP 4	GROUP 1	GROUP 2	GROUP 3	GROUP 4
10:00-10:15	Arrival HR	Arrival HR	Arrival HR	Arrival HR	Arrival HR	Arrival HR	Arrival HR	Arrival HR
10:15-10:42	ELECTIVE	ELECTIVE	ELECTIVE	ELECTIVE	ELECTIVE	ELECTIVE	ELECTIVE	ELECTIVE
10:45-11:27	MATH	SCIENCE	SOCIAL STUDIES	ENGLISH	ENGLISH	SOCIAL STUDIES	SCIENCE	MATH
11:27-11:53	Lunch	Lunch	Lunch	Lunch	Lunch	Lunch	Lunch	Lunch
11:55-12:21	Health/PE	Health/PE	Health/PE	Health/PE	Health/PE	Health/PE	Health/PE	Health/PE
12:21-1:03	SCIENCE	SOCIAL STUDIES	ENGLISH	MATH	MATH	ENGLISH	SOCIAL STUDIES	SCIENCE
1:06-1:48	SOCIAL STUDIES	ENGLISH	MATH	SCIENCE	SCIENCE	MATH	ENGLISH	SOCIAL STUDIES
1:48-2:00	Dismissal	Dismissal	Dismissal	Dismissal	Dismissal	Dismissal	Dismissal	Dismissal

	C DAY				D DAY			
	GROUP 1	GROUP 2	GROUP 3	GROUP 4	GROUP 1	GROUP 2	GROUP 3	GROUP 4
10:00-10:15	Arrival HR	Arrival HR	Arrival HR	Arrival HR	Arrival HR	Arrival HR	Arrival HR	Arrival HR
10:15-10:42	ELECTIVE	ELECTIVE	ELECTIVE	ELECTIVE	ELECTIVE	ELECTIVE	ELECTIVE	ELECTIVE
10:45-11:27	SCIENCE	MATH	ENGLISH	SOCIAL STUDIES	SOCIAL STUDIES	ENGLISH	MATH	SCIENCE
11:27-11:53	Lunch	Lunch	Lunch	Lunch	Lunch	Lunch	Lunch	Lunch
11:55-12:21	Health/PE	Health/PE	Health/PE	Health/PE	Health/PE	Health/PE	Health/PE	Health/PE
12:21-1:03	SOCIAL STUDIES	SCIENCE	MATH	ENGLISH	ENGLISH	MATH	SCIENCE	SOCIAL STUDIES
1:06-1:48	ENGLISH	SOCIAL STUDIES	SCIENCE	MATH	MATH	SCIENCE	SOCIAL STUDIES	ENGLISH
1:48-2:00	Dismissal	Dismissal	Dismissal	Dismissal	Dismissal	Dismissal	Dismissal	Dismissal

MISSION STATEMENT

Building upon our history, diversity and beliefs, the mission of the Woodbury Public Schools, a leader in personalizing education, is to ensure each child becomes a responsible citizen who excels in his or her endeavors and meets life's challenges with courage, confidence and pride; this is accomplished by utilizing proven instructional strategies and innovative methods by highly skilled and dedicated individuals in partnership with families, our city, and the global community.

OUR MASCOT



WOODBURY PATHWAYS PROGRAM

- Home of the –

THUNDERING HERD

Attendance

A secondary student will be **present for one-hundred sixty-six (166) days in order to be awarded** course credit **regardless of the reason for the absence**, except that absences for the observance of religious holidays and absences caused by a student's suspension will be counted **toward the one-hundred sixty-six (166) day total**.

A secondary student denied course credit may attend a credit completion session to regain the denied credit, provided the student **has been in attendance for one-hundred forty-five (145) days**. Exceptions to this rule may be made for students who have demonstrated through completion of home assignments and/or home instruction or attendance in an approved credit completion assignment that they have mastered the proficiencies established for the course of study during prolonged absences.

For courses meeting for less than a full year, a student needs to be in attendance ninety percent (90%) of the days.

Truancy or "**unexcused absence**" for local disciplinary purposes is defined as a student's absence from all or a part of the school day without the knowledge of the student's parent(s) or legal guardian(s). A student will also be considered truant if he/she:

- Leaves school without permission,
- Leaves class because of illness and does not report to the school administrator as directed, or
- Is present in school but is absent from class without approval. Such truancy from class is a "class cut." A student will be identified as truant if he/she is not present for a scheduled class or classes for more than a total of **15 minutes** in a given school day. This includes but is not limited to:
 - Taking too much time to move between classes
 - Requesting to use the lavatory and not returning for a period in excess of **15 minutes**. Medical conditions will be considered if student provides a note from a licensed physician.

Tardiness is defined as late arrival for the school day. **One (1)** instance of unexcused tardiness will equal **one (1) unexcused absence** at the Woodbury Pathways Program. Any student who arrives at school later than **10:15 AM** will be considered tardy and subsequently may not be granted attendance credit for the day. Parents should call the assistant principal in the event that their child may be arriving late to avoid the student being marked absent.

Tardiness at the Pathways Program is defined as missing more than **15 minutes** of class for any reason.

Remote Instruction. Students may be assigned to remote instruction in place of traditional face to face instruction. Students working remotely are expected to be present remotely during the same hours and schedule that they would normally have if present in person. Students may be marked tardy, absent, or truant if they fail to be present remotely during designated school hours.

Notice to school of a student's absence

- The parent(s) or legal guardian(s), or adult pupil is requested to call the school office before 10:00am of the morning of the student's absence.
- The parent(s) or legal guardian(s), or adult pupil who anticipates a future absence or anticipates that an absence will be prolonged should notify the **Pathways Program Guidance Counselor** who will assist in the arrangement of make-up work.

Readmission to school after an absence

- A student returning from an absence of any length must present to the Principal or his/her designee, a written statement, dated and signed by the parent(s) or legal guardians(s), or adult pupil, of the reasons for the absence.
- A note explaining a student's absence for non-communicable illness for a period of more than three (3) school days must be accompanied by a physician's statement of the student's illness.
- A student who has been absent by reason of having being suspected of having a communicable disease must present to the School Nurse written evidence of being free of communicable disease, in accordance with Policy No. 8451.

Instruction

Students absent for any reason are expected to make up the work missed. The student is responsible for requesting missed assignments and any assistance required. Teacher will provide make-up assignments as necessary.

- In general, students will be allowed one (1) day to make up missed work for each one (1) day of absence. Teachers shall make reasonable accommodations to extend time for students.
- A student who missed a test because of an excused absence shall be offered an opportunity to take the test or an alternate test.

Denial of course credit

The teacher will determine the credit to be awarded a student for make-up work, subject to the rules set forth in this section. Where class participation is a factor in the learning process, the teacher may consider a student's absences in determining a final grade, except that absences for the observance of a student's religious holiday, for a suspension from school, or a school-sanctioned event cannot adversely affect the student's grade. The teacher may record an incomplete grade, in accordance with Regulation No. 2624, for a student who has not had full opportunity to make up missed work.

- No student who is absent from school for observance of a religious holiday may be deprived of any award or of eligibility for or opportunity to compete for any award because of absence.

In addition to the requirements as outlined in FILE CODE: 5113 ATTENDANCE, ABSENCES, AND EXCUSES, a student deemed truant shall be subject to appropriate student discipline.

Appeal

1. A truant student may be suspended or expelled for trancies in accordance with policy.
2. A student who has been retained at grade level for excessive absences may appeal that action in accordance with policy.
3. A student who has been denied course credit for excessive absences may appeal that action in accordance with the following procedures:
 - a. The student shall file a written appeal to the Principal or his/her designee within five (5) school days of receiving notice of the action. The appeal should state the reasons for admitted absences, documentation that would reduce the number of absences, and reasons why the student should continue to be enrolled in the course and/or receive course credit.
 - b. The Principal or his/her designee will respond in writing no later than five (5) working days after receiving the student's appeal.
 - c. If the student is not satisfied, he/she may submit a written request to the Attendance Review Committee.
 - d. On the student's request, the Principal shall convene an Attendance Review Committee consisting of Director of Pupil Personnel Services, Counselor, a teacher, Nurse, Case Manager, where appropriate, and Principal or his/her designee. The Attendance Review Committee shall meet informally to hear the student's reasons for reenrollment and/or credit. The student's parent(s) or legal guardian(s) and teacher may attend the meeting.
 - e. The Attendance Review Committee shall decide the appeal and inform the pupil in writing within seven (7) working days of the meeting. The committee may impose conditions on any reenrollment and may require the student to agree to those conditions.
 - f. The student may appeal an adverse decision of the Attendance Review Committee to the Superintendent, the Board of Education, and the Commissioner of Education, in that order and in accordance with Policy No. 5710, Pupil Grievance. Resort to the Attendance Review Committee shall be considered to have exhausted the first step of the grievance.

Lateness and Early Dismissal

The Board of Education requires that students be in attendance for the full school day in order to benefit from the instructional program. That requirement will be waived only when compelling circumstances require that a student be late to school or dismissed from school before the end of the school day.

The Principal may excuse for cause the late arrival and early dismissal of a student on the prior written request of the student's parent or legal guardian. Good cause may include, but need not be limited to, medical and dental appointments that cannot be scheduled outside the school

day, medical disability, a motor vehicle driver's test, interviews for college entrance or employment, and court appearances. In order to provide as much instruction and as many educational opportunities as possible for our students, all students are to be scheduled for a full four (4) period day with no early dismissals.

Truancy

A student is truant if absent from school without the knowledge and consent of his/her parent or guardian. Truant students, which include students who cut class, forfeit any opportunity to make up work missed caused by either infraction; a zero (0) is assigned for the day's work in all classes. Truancy also involves consequences outlined in the Student Conduct Code.

Saturday attendance school program

Students in danger of losing credit because of attendance will have the opportunity to attend the Saturday Attendance School program to make up absences. The program will be held once each month beginning in January through June. Students are expected to bring their books and assignments from their regular scheduled classes. A secondary student may only receive credit for attending the Saturday Attendance School Program if he/she **has been in attendance for one-hundred forty-five (145) days.**

Academic Information

High School Graduation Requirement for the Woodbury Pathways Program

Language Arts Literacy	20 credits	21 Century Arts	5 credits
Mathematics	15 credits	World Language	5 credits
Science	15 credits	Visual and Performing Arts	5 credits
Social Studies	15 credits	Physical Education/Health	3.75 every year
		Financial literacy	2.5 credits
Service Learning	2.5 credits		

Note: in addition to the requirements above students must successfully complete the current state assessments required for graduation.

Graduation

One hundred thirty (130) credits will is required to graduate unless otherwise noted in a student's IPP or IEP.

College credit bank

Qualified juniors or seniors are permitted to take courses at Rowan College of South Jersey and Rowan University. Online courses are also available. See your counselor for more information.

Summer school

Students must achieve a minimum final grade of at least 50 and meet the Woodbury Jr.-Sr. High School attendance requirements (a minimum of 165 days) to attend summer school.

In all grades, students must meet the attendance policy expectations (Policy 5200) in addition to the academic expectations stated here.

Physical Education Requirements

Required dress

All students are required to have appropriate gym attire that permits safe movement. Piercings and jewelry that may be a hazard to a student or others is not permitted. All garments must be in compliance with the school's dress code.

- Shorts: **FINGER TIP LENGTH;** Elastic waist. (zippers, buttons, snaps, cargo pants are not permitted)
- Tee Shirt:
- Socks:
- Sneakers: Must have full backs. (platforms or sandals are not permitted)
- Sweats may be worn

Medical excuses— *All PE medical excuses must be generated through the school nurse* in the event either unfortunate circumstance occurs and causes you not to be able to participate:

Daily PE excuse:

- Submit a medical note directly to the Pathways Program assistant principal who will consult with the school nurse.
- If the medical note is for one day a daily medical pass will be issued and you will be given the opportunity to complete a written assignment to receive credit for the day or making up the missed class at a later date

Extended PE excuse: More than five (5) days:

- Submit a medical note directly to the Pathways Program school assistant principal who will consult with the school nurse.
- An alternative assignment will be provided. Note: It is the responsibility of the student to make arrangements with the teacher for this assignment.

Year long medical PE excuse:

- Submit a medical note directly to the nurse
- Student will be reassigned to another subject by the Counseling department. No credit will be earned for PE.

Physical education- make up

Students absent or suspended from school will be required to make up work for every **three** days missed from class. It is the student's responsibility to schedule the make-up with the physical education teacher. Students charged with truancy or cutting class are not permitted to make up lost points.

Physical education grading system

Successful completion of **physical education is required every year** a student is in school. PE grades are based on the following components:

Attendance	Effort	Physical Fitness
Participation	Skills	Fitness testing
Preparedness	Application in game	Written tests
Social Development		

Core Academic Subjects (Social Studies, Science, Math, English) and Electives

Core academic subjects and some electives are offered through the Woodbury Pathways Program through a competency based environment. This is accomplished through the use of Apex which delivers the majority of the content online. Students are provided with a broad array of class options to meet the general graduation requirements of Woodbury Public Schools. Students are provided a rigorous engaging curriculum that assesses their competency as they move through each unit in the class. In many cases teachers may augment this curriculum with authentic lessons, assessments, and projects. Students that struggle with the content are able to go back and retake unit assessments until they can demonstrate mastery prior to taking a comprehensive exam. The content of each course is aligned to Woodbury's core content standards and the New Jersey core content standards. Each Apex learning lab is staffed by a certified teacher and a special education teacher is present on site for assistance. Grades are reported through PowerSchool on a weekly basis. Teachers and counseling personnel will monitor a student's progress as they move toward graduation requirements.

Apex makes it possible for students to have instruction from any computer with internet access. This affords students the opportunity to get caught up outside of regular school hours if necessary.

Community Internship

Each Friday students are expected to perform four (4) hours of community internship. This 4 hour commitment is required for graduation from the Woodbury Pathways Program. The community internship requirement is designed to assist students in developing the skills required to integrate into the workforce and to reinforce the bond between students and their community.

Students may earn community internship hours in the following manner:

- From an employer (if the student is employed)
- Through volunteer work in the community. (daily chores for a family member or relative **do not** qualify as community internship)
- Through an additional school enrollment (vocational school, college classes, certification program)
- Through continued independent work through the Apex learning environment. Students are expected to document hours spent on Apex if requested.

NOTE: A student may gain all required hours (4) on days other than Friday.

All students may be required to show documented evidence of meeting the community internship requirement.

Option II

All Woodbury Pathways programing functions under the district's Option II program. The Woodbury City Board of Education has approved all elective and academic courses to operate under the Option II umbrella as an alternative means to fulfilling state content standards. This includes, but is not limited to:

All academic subjects through Apex

Life Skills

College and Career Prep I

College and Career Prep II

Media Literacy

Psychology

Sociology

Financial Literacy

Computer Applications

Business Applications

Information Technology Applications

Art Appreciation

Music Appreciation

Principles of Health Science

Introduction to Business and Technology

Principles of Information Technology

Jr. High Instructional Hours

In addition to the standard Pathways Program that operates Monday through Thursday, Jr. High Pathways students must log an additional 4 hours each week outside of regular alternative school hours working through the Apex learning environment. This is required for grade level promotion.

Social/ Emotional Services at Woodbury Pathways Program

The Woodbury Pathways Program is able to provide social/emotional support for its students in both a small group and individual setting throughout the week. Parent/Guardians must first provide consent for students to receive this service.

Students receive support and guidance in a variety of areas including but not limited to:

- Anger management
- Peer relationships
- Family Relationships
- Stress
- Anxiety
- Substance Use/Abuse
- Parenting

Health and Welfare

Please inform the school immediately of any existing medical conditions for your child.

Health Services

Individual medical records are maintained for every student. Parents/Guardians are occasionally asked to provide the school nurse with information to maintain the complete records necessary for medical-health services. Current information is especially important as it relates to immunizations.

Medication

The school nurse or a parent/guardian is the only person permitted to administer medication. When medication (prescribed or over-the-counter) is required during the school day, written orders from your physician and a written request from your parent/guardian must be submitted to the nurse. All medication must be in its original, labeled container.

Illness during School Hours

If a student becomes ill during the school day they are to report to the assistant principal's office with a pass from a teacher. If necessary, the assistant principal will notify the parent/guardian to pick up the student. Students must always report to the assistant principal's office to sign out before leaving the building with a parent or guardian.

School Lunches

All Pathways students are extended the opportunity to have school lunch each day utilizing the district's lunch program. Students are also free to bring their own lunch. Students may not order take-out food that is delivered to the school. Free and reduced lunch forms are available in the main office.

Affirmative Action

Students are guaranteed affirmative action rights in instructional and co-curricular activities as provided under Federal and State law. Students shall not be discriminated against in regard to race, color, creed, religion, sex, or national origin. All related concerns should be directed to the building principal Dr. Jason Vivadelli.

Harassment/Intimidation and Bullying

As per Board of Education policy 5512.01, all acts of harassment, intimidation or bullying are prohibited. A safe and civil environment in school is necessary for pupils to learn and achieve high academic standards. Harassment, intimidation or bullying, like other disruptive or violent behaviors, is conduct that disrupts both a pupil's ability to learn and a school's ability to educate its pupils in a safe environment.

Any person with any information regarding actual and/or potential planned hazing and/or information regarding acts of harassment, intimidation or bullying of pupil by any school employee or other pupils must report the information to the building principal directly or by phone or email. ** Reporting individuals are protected by law from any reprisals.

We-Tip (Anonymous Crime tip-line)

Parents or students can make anonymous reports of crime in the school, including acts of vandalism, to the We-Tip hotline by calling **1-800-78-CRIME/1-800-782-7463**. The hotline is staffed 24 hours/365 days per year. All calls are anonymous and confidential.

2NDFLOOR® New Jersey's Youth Helpline

The New Jersey Youth Helpline, 2NDFLOOR, is a toll-free, anonymous and confidential helpline available 24 hours a day, 7 days a week, 365 days a year to all New Jersey young people, ages 10 to 24. Youth can call 2NDFLOOR at 1-888-222-2228 to speak with professionals and trained volunteers who listen attentively, non-judgmentally and compassionately to issues and problems they are facing. Visit www.2NDFLOOR.org for more information.

Expectations for Student Behavior

Woodbury Pathways Program is committed to protecting the health and safety of all of our students. We believe an orderly and respectful environment is most conducive to learning. These conditions will be achieved when students practice self-discipline and comply with school regulations.

The authority of faculty and staff, is in no way limited to the classroom, assigned students, or in areas of supervision. All faculty and staff are authorized by the school to enforce rules and regulations at all times.

This student conduct code provides students, parents/guardians, faculty and staff with guidelines and expectations to maintain a learning environment that provides opportunities of success for all. The code includes, but is not limited to, the written system of acceptable conduct and consequences for violations which are outlined on the following pages.

Creating a Safe Respectful Environment for Learning

The following behaviors are considered violations of school policy:

- Disrespect directed at other students or staff
- Insubordination
- Fighting
- Harassment, intimidation, bullying
- Being in an unauthorized place in the building or on school property
- Being on school property at times other than that which is designated as Pathways Program hours (10:00am-2:00pm)
- Leaving a learning group without authorization
- Skipping class/school
- Inciting disturbance
- Unauthorized use of technology
- Disruptive behavior
- Profanity
- Lewd remarks / behavior
- Theft
- Vandalism / Graffiti
- Dress code violations
- Drug/alcohol offenses
- Weapons offenses
- Cheating/Plagiarism

Dress Code

Please note: The intent of this dress code is to keep our students safe and focused on learning. The dress code applies throughout the duration of the Pathways program and/or when students attend a school sponsored event – including athletic events – on or off school grounds. The administrative staff may also modify the dress code for specific school sponsored activities.

Students should wear SAFE, day-time appropriate clothing that is NOT excessively tight, sheer, short, low-cut, or revealing

Clothing should NOT display suggestive, obscene, or inappropriate images or language

There will be NO outerwear including hats/head-coverings, gloves, or sunglasses

Students CANNOT wear skirts, dresses, or shorts with the length falling above the fingertips of an open hand with a fully extended arm

Footwear will be worn at all times

Appearance that continually disrupts the normal operation of the school will be subject to review and possible disciplinary action

Drugs and Alcohol

Any violation of Board rules prohibiting the use, possession and/or distribution of a substance is a serious offense, and the student who violates a substance abuse rule will be disciplined accordingly. Repeated violations are more severe offenses and warrant stricter disciplinary measure.

In accordance with the administrative discipline code, and after due process procedures have been enacted, students suspended for substance abuse will be suspended up to ten (10) days or until a board hearing for first time offenses. Students failing to accept or to respond to treatment in a positive manner will face additional penalties. "Positive manner" is defined as refraining from further use or abuse of the substance.

Student Arrival, Departure, and Proximity

In an effort to provide continuous supervision throughout the duration of the Pathways Program, students have been provided defined arrival and departure times. Additionally, students are only able to be present in specific regions of the building where Pathways staff are located.

Arrival

Students may not be on school property before 10:00am
Students must be at the courthouse entrance doors at 10:00am
The program starts at 10:05am
Students that arrive after 10:15am may be considered absent

Proximity of Pathways Program Students

Students are only permitted to be on the S100 floor of the Senior High School throughout the duration of the Pathways program unless escorted elsewhere by a staff member.

Departure

Students are expected to depart each day when escorted out the courthouse entrance doors by Pathways staff. Students must then leave school property immediately unless granted additional level privileges by the assistant principal. Note: Students are not permitted to attend sports events, concerts, plays, or any other after school activity unless granted permission by the assistant principal. **Unless privilege is granted by the assistant principal, all students must leave school grounds by 2:00pm (12:00 on early release days) and are not permitted back on school property until 10:00am on the next school day.**

Consequences:

Students that violate discipline policy may be subject to the following consequences:

- Time out with Assistant Principal
- Loss of level and accompanying privilege
- REAP (Remote Education Adjustment Program)- Student is sent home and expected to work remotely for a period as defined by the assistant principal. Students assigned to REAP are not permitted on school property, or, to participate in any extra-curricular activity until the term of REAP is complete.
- Out of School Suspension- Students that are assigned to Out of School Suspension are not permitted on school property, or, to participate in any extra-curricular activity until the term is of the suspension is complete.

Placement, Process, Transition, Levels, Standards, Re-Entry Process

Placement

A variety of considerations may lead to the placement of a student into the Pathways Program, including but not limited to the following:

- Over-age under-credited students
- Behavior
- Social Emotional barriers to learning
- The conclusion of the IRSC committee (Intervention and referral service committee)
- Placement by the Woodbury Board of Education
- Parent/Student request
- Request of Principal or Superintendent

Process

1) Regardless of the conduit for placement, all placements are initiated through the sending school's assistant principal who is responsible for creating a referral to be reviewed by the principal. The initial referral includes, but is not limited to, the following areas:

- Provide a summary of why you are recommending this student for placement into the Woodbury Alternative Education Program.
 - If applicable, please provide a detailed description of interventions that were performed prior to this decision. Please include dates, times, and a description of all involved.
 - Have you identified potential barriers to this student's success? If so, identify them below. Please do not leave any space blank. If you have not identified a barrier, please indicate "none identified."
 - Social emotional barriers:
 - Behavioral barriers:
 - Academic barriers:
 - Other barriers:
 - Is this student currently classified? Yes No
 - If classified, please describe the modifications that are currently in place for the student.
 - In your view, what aspects of the alternative school will make this a better placement for the student in comparison to their current placement? Please describe.
 - What other social-emotional/behavioral/academic services do you see as necessary for this student to succeed? With what frequency should such services occur?
 - Have you discussed this potential placement with the student and parent? Please provide parent comments.
- 2) The referral goes to the principal for review. The following steps shall be taken:
- Referrals made for any reason other than behavior may be approved directly by the sending school principal. Note: Parents may request a meeting of a multidisciplinary team prior to placement (see below) if they choose.
 - Referrals made that are associated with behavior involve the formation of a multidisciplinary team prior to final approval by the Principal and/or Superintendent. This team may include:
 - Parents
 - Counselor of sending school
 - Teacher of sending school
 - Assistant Principal of sending school
 - Assistant Principal of Pathways Program
 - The Superintendent of Schools-Approves all student placements for behavioral reasons.
- 3) Once the placement is approved and signed by the Principal and/or Superintendent it is provided to the Pathways Program Counselor who creates the student's IPP (Individual Program Plan).
- 4) Once the final IPP plan is signed by the Principal the student is transferred to the Pathways Program.

NOTE: Placements made by the Woodbury Board of Education at the conclusion of a disciplinary hearing supersede all processes outlined above.

Transition

Because every student has their own individual circumstances, the goals for transition back to the regular school program vary. At the time of intake the student's IPP will identify the beginning level of the student (see next section). Consequently, depending upon the student's intake status and progress, the transition back to the regular school program varies.

Levels

The Woodbury Pathways program encourages students to meet academic behavioral and attendance standards through celebrating achievement of personal goals through incentives. All students begin at a specific level and growth is acknowledged and celebrated each day by program staff.

- Copper- Students at this level are encouraged to satisfy all academic, behavioral, and attendance standards for at least 1 week to be promoted to Bronze. (SEE STANDARDS BELOW)
- Bronze-Students at this level have additional privileges and must remain at this level satisfying all standards for a minimum of 2 weeks in order to be promoted to Silver.
 - Student may listen to music while working through the use of headphones.
 - Student may use cell phone during lunch.
- Silver- Students at this level have additional privileges and must remain at this level satisfying all standards for a minimum of 3 weeks in order to be promoted to Gold.
 - All privileges previously granted to Bronze
 - Able to attend assemblies
 - Able to use the school's gaming system during lunch
- Gold- Students at this level have additional privileges and must remain at this level satisfying all standards for a minimum of 6 weeks in order to be considered for entry into the regular school program.
 - All privileges previously granted to Silver
 - May participate in sports, clubs, and extracurricular activities.
 - May eat lunch with traditional school program
 - May take regular classes at the traditional school program with permission of the principal.

NOTE: Should a student cease to maintain the academic, behavioral, or attendance standards at any time they will immediately drop a level and be required to start from the beginning in achieving the standards for the level they were previously in. For example: A student at the gold level fails to meet academic standards while at that level. They would be dropped to silver and expected to spend three more weeks at that level to bring themselves back to gold. If they do not meet the standard for the three weeks that they are silver they will be dropped to bronze.

Standards

All are required for level advancement.

- Behavioral- A student may not have a referral from a staff member or any behavior worthy of a suspension or REAP.
- Academic- A student must have at least a 75 average in all classes identified in their IPP.
- Attendance- A student must have a minimum of a 95% attendance rate.

Re-Entry

All of the following criteria must be met in order for a Pathways program student to be considered for re-entry into the regular school program.

- Regardless of status a student must be in the Pathways program for a minimum of two full marking periods.
- A student must currently have gold level status for a minimum of 6 consecutive weeks.

IMPORTANT NOTE: Students placed into the Pathways program by the Woodbury Board of Education are subject to the term identified at a disciplinary hearing. Additionally, a student's IPP at the time of placement may dictate the minimum term that the student must remain in the program to satisfy the goals of the placement.

Students re-entering the traditional school program are subject to a 12 Week Probationary Period

- Student adheres to attendance/truancy policy.
- Student maintains a GPA that is comparable to that which was obtained at the Pathways Program
- Student adheres to all discipline policies. Any offense worthy of issuing an out of school suspension will result in violation of probation and immediate return to Pathways Program.

Student must check in with the Pathways Program Assistant Principal, at the minimum, on a weekly basis and provide academic/behavioral progress reports as issued by teachers. However, these sessions may be as frequent as the student finds necessary to assist in the transition. The alternative school assistant principal may serve as a student advocate in facilitating a successful transition back to the day school

If a student violates their probation they will immediately be placed back into the pathways program and will not be evaluated for re-entry into the regular school program for the remainder of the school year.

2020-2021 Woodbury Pathways Program Faculty List

Assistant Principal	Dr. Scavette
Guidance Counselor	Ms. McLister
Special Education	Mr. O' Leary
Academics	Ms. Smith
Academics	Mr. Hurd
Academics	Ms. Hagen
Physical Education/Health	Mr. Jarrett