

About New Direction

New Direction Study Group is a tutoring center designed to help in facilitating the home school modality. The purpose of the Study Group is to provide a small community in which students can receive personalized attention and build positive relationships. Our goal is to help provide the best educational experience possible to prepare youth for adulthood. It is our desire to help young men and women find inspirations for learning, develop a greater awareness of their personal strengths, and receive a positive direction for their futures.

Our Mission

The high school completion program provides alternative educational direction for Alaskan youth. Through mentoring, individualized attention, and community partnerships students will receive focused services that address their academic, spiritual, and emotional needs. Students are empowered to become productive, contributing members of their communities.

Our Vision

To educate students seeking a more supportive academic environment, and to equip them to graduate with a high school diploma.

Schedule

Fall Semester begins late September and Spring Semester ends in late May. Christmas and Spring breaks will run concurrent with Anchorage School District.

Our core classes will meet Monday through Thursday from 8:30 until lunch break. As part of the mandatory Practical Living Skill class required for student graduation, students are required to stay each day to help clean up and prepare the facility for following day programming. Students will be dismissed after their individual schedules unless they have incomplete work. Our Friday schedule runs 9:00 until 11:30 and will accommodate all of our elective courses.

Attendance

BE HERE AND BE ON TIME. The students that are successful in this program are the ones that are here and here on time.

Students participating in the Study Group are required to attend all scheduled academic activities. Parents are asked to call New Direction before 8:15am if their student will be absent from or late to class.

Extended and/or numerous accumulated absences are not allowed. If student absences exceed ten (10) days in any one semester, **no** credit will be given without an administrative or board review and approval (which may or may not be approved). Excessive absences have the potential to result in “withdraw/failure” from a class or from the program.

Exceptions may be granted for absence and tardiness for situations such as:

- Prearranged Absences (form available online)
- Serious Sickness (a doctor's note will be required)
- Deaths in Families or Other Viable Emergencies

In such cases, the parent or guardian must meet with the administrator to gain approval for exceptions. Appointments and vacations should be scheduled outside of the Study Group hours as much as possible.

Community service assignments will be issued for excessive tardiness (more than 4 times in any quarter). Tardies that exceed 15 minutes in any class are considered an absence for that class. **PLEASE BE ON TIME**, volunteers work hard to prepare classes for our students.

Academics

The number of credits earned in a semester for each student will depend upon the motivational level and goals of the individual student and their parents. The staff will work together with Iditarod Area School District to help determine curriculum needs for each student at the beginning of each semester.

Quarterly progress reports will be issued at the end of the first and third quarters for the benefit of the students and parents. Official grades will be given at the end of each semester. These grades will be based on academic proficiency, overall effort, testing scores, and other appropriate criteria.

Conduct

New Direction has sought to keep a minimum of rules to maintain an orderly atmosphere and learning environment. We believe that, while rules are helpful in shaping our character, the attitude of the heart is far more important than the "letter of the law". We base our entire code of conduct on the principle that we should "love our neighbor as ourselves". Basic guidelines and rules are necessary, however, for consistent operation and effective learning.

It is our hope that the following rules and guidelines will also increase the students' character and their ability to respect and submit to the appropriate authority in their lives.

General Guidelines for Conduct:

Be honest and kind in all that you do.

Respect all people and treat them honorably.

Respect all personal and Resource Center property.

Keep your mind, speech and actions clean and above reproach.

Follow all of the staff's instructions quickly and cheerfully

PLAGIARISM:

Plagiarism is "claiming another person's written material as one's own". Plagiarism can take the form of direct, work-for-work copying or the theft of the substance or idea of the work. Plagiarism includes:

- Paraphrasing information from a source without referencing the source
- Copying & pasting internet information or media into your work without citing the source
- Using someone else homework or buying papers or research you did not do and turning it in as if you had done the work yourself
- Not putting quote marks around parts of sources you copy exactly

Program Guidelines:

Dress: Students are expected to dress modestly. Students are not allowed to wear clothing that allows midriffs or underwear to be visible at any time (this includes when the student's arms are raised above their head). Girls should refrain from wearing shirts that allow cleavage to be seen. Pants may be worn loosely but must stay up without having to be held up. Shorts or skirts may not be shorter than 2 inches above the knees. Clothing with inappropriate signs, slogans, wording, or messages is not permitted. This is an issue of respecting others as well as one's self. Students who's clothing violate this code will be provided and required to wear shirts, coveralls, belts, or pants that, while not stylish, are appropriately modest.

Distractions: All items not related to the students' schoolwork should be put away and turned off during Study Group hours (this includes I pods, games, and other distracting objects). Any of these items will be confiscated by staff members if they are not put away. Headphones may be used when students are on the computer.

Weapons: Weapons or dangerous objects are not allowed and will be confiscated if brought on premises. Students who bring weapons to school may need administrative or board approval to return.

Leaving Campus: New Direction has a closed campus policy. Students will be required to stay at the facility during breaks and lunch. Driving students who must leave during the school day must have a note from the parents stating their consent for their child to leave. Senior students whose parents consent will be allowed to leave only during lunch **and may not drive other students**. This privilege is available to Senior students only who are not behind in school work. If permitted students are late returning from lunch, they will lose this privilege. If students

return from lunch under the influence of any substance they will lose this privilege, be sent home and additional consequences may be issued. Parents who would like their children to be allowed to leave during lunch should be aware that students will not be supervised while off site.

Bullying/ Harassment/Drama: Bullying, Harassment and Drama behavior has the following in common:

- It is deliberately hurtful;
- It is repeated, often over a period of time;
- It is difficult for the target of the bully or bullying

behaviors for them to defend themselves against the negative behavior.

Types of Bullying/Harassment and Drama:

Physical-Assault, pushing, shoving, elbowing, tripping, slapping, kicking, hair pulling, unacceptable touching (including that of a sexual nature), Fighting of any kind is not permitted. Any physical altercations, play fighting, (even in jest) or other forms of physical activity that makes another person feel threatened or intimidated.

Verbal-Any words used in a sexual or aggressive manner designed to hurt or cause deliberate offence, comments about size, appearance, odor, clothing, academic or other abilities, home life, social/cultural circumstances, financial circumstances, gossip or any other comments designed to be hurtful or intimidating.

Written-Any insults contained in note-passing, threatening letters, graffiti, defacing any property belonging to another individual.

Psychological-Social exclusion, rude gestures, lying, slander, passing or starting rumors, name calling, organizing activities designed to intimidate or hurt an individual. Subtle or suggestive- Looking at a person in a particular way, swearing at or about a person, the appearance of talking about an individual.

Cyber bullying-Emailing/texting about a person or to a person, spreading rumors on Facebook, My Space, blogs or additional cyber venues.

To avoid any type of behavior listed above, use True, Necessary and Kind as your guideline for all words and actions.

Disrespect

Students are required to quickly comply with the requests and directions of staff. Students who exhibit non-compliant behaviors such as willful refusal to comply with a request of a staff member, use of profanity, or harassment and verbal put-downs toward other students will be dealt with directly as follows:

1. Students will be asked a 2nd time to comply.
2. Parents will be contacted.
3. Community service maybe issued.
4. Parent may be requested to pick up student immediately if he/she becomes unmanageable.
5. An incident report will be recorded and placed in student file.

Accidents

New Direction Resource Center will not be held liable for accidents occurring at Study Group facilities or activities. The Study Group is not responsible for physical injuries or other medical issues that surface while the student is in attendance the program. New Direction does not have a nurse on campus and cannot legally administer medications during the school day.

Community Service

Community service assignments will be required to be served prior to the issuance of report cards. Community service

will be served before or after Study Group hours and will be supervised by staff or assigned off campus. Detentions will consist of work service such as janitorial or building maintenance work on site. Community service assignments assigned off campus will require a supervisor signature. Community service assignments must be served before students may return to New Direction.

School Supplies

Students are expected to come to school each day with paper and a pen or pencil. A protractor and ruler may also require for some assignments in math. For Algebra 1 and above, a calculator may be brought to school, cell phones and I touch phones may not be used as calculators. Non-marking gym shoes and appropriate gym clothing is required for PE. Gym gear and school supplies may be left at school.

Homework

Students will be asked to take work home. Students that do not complete work during the morning session or at home on their own time, will be required to stay for the afternoon sessions being offered Monday-Thursday.

Phone Calls

Students may not carry a cell phone during tutoring sessions and must turn it in each morning. If students must contact parents during the school day, please go through our office or the teacher phone desk. Please help us ensure the safety of our students and the integrity of our classroom by helping us enforce this policy.

Conclusion

By enrolling in the New Direction Study Group, parents and students are agreeing to the terms designated in this Student Handbook. The administration also reserves the right to implement additional policies for the benefit of all the students and the staff.

*Please return this section only. The New Direction handbook is available on our website:
www.newdirectioncenter.net*

Student Name:

I have read and agree with the New Direction High School Completion Program handbook and will do my best to comply with the requirements and program guidelines.

Student Signature:

Parent/Guardian Signature:

New Direction
High School Completion Program
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Student Handbook

