

# Community High School Credit Recovery Options

## Work Study

Students can earn .50 credits per quarter (2.0 credits per year), if he/she meets the requirements of Work Study. This is the equivalent to having 2 extra elective classes in the student's schedule. The requirements are as follows:

1. The student must complete a **Work Study Agreement**, which provides student information, employer information, and signatures.
2. The student must **PASS** all 6 classes each quarter to get the .50 Work Study credit for that quarter. Therefore, it is possible to earn Work Study credit for some of the quarters, but not all of them.
3. The student must work a minimum of **100 hours** per quarter (each quarter is approximately 10 weeks long creating an average of 10 hours per week).
4. The student must return the **Work Study Quarterly Evaluation/Time Sheet** with the correct information and authentic signatures by the due date. The "Time Sheet" and "Supervisor Evaluation" are on one piece of paper. The due date for each quarter is listed on the form. The student must attach a recent **PAY/CHECK STUB** to the Work Study Quarterly Evaluation/Time Sheet.

## Community Service-(can be earned over summer)

Students can earn .50 credits for every 60 hours of community service, with a maximum of 2.0 credits (240 hours). Community service placements must be approved by the counselor and must be with a non-profit "helping" agency. Students are not permitted to work for free and consider it community service. The most common community service agencies utilized by our students include: hospitals, Salvation Army, nursing homes, food pantries, animal shelters, and churches. The requirements are as follows:

1. The student is responsible for finding his/her own community service agency/location.
2. The student must complete a Community Service Learning Agreement, which provides student information, agency information, supervisor information, and signatures. **This must be turned in no later than May 26, 2017 for students seeking to earn community service hours over the summer.** Students who have already completed the Community Service Learning Agreement earlier in the year (and are still completing his/her hours at this location) do not need to turn in a new agreement.
3. The community service site must have a phone number listed under the location's name (ie a "land line"). Cellular or home phone numbers for community service site supervisors will not be accepted. In other words, when the phone number provided is searched on the internet, the name of the community service organization must appear.
4. The student must complete a Time Log Packet. This includes the time log information for each day/time of service, reflection questions, supervisor's evaluation, and student evaluation of experience.

## Independent Study Programs, American School and/or Keystone-(can be earned over the summer)

Students can take up to 3 credits through an independent study program. The student completes the course work on his/her own time (outside of school). Tutoring or assistance is not provided by the Community High School staff. American School is a paper and pencil program. Students take a series of open book exams (5-10 per course) and must earn 75% or better on each individual exam.

Keystone is used for credit recovery exclusively. Keystone offers both on-line and correspondence (i.e. paper and pencil) courses. On-line courses that are .5 credits will be assigned a deadline 8 weeks from the date of registration and courses that are 1.0 credit will be assigned a deadline 12 weeks from the date of registration. Correspondence courses are all 1.0 credit and will be assigned a deadline 6 weeks from the date of registration. If a student needs an extension, then he/she must see the counselor at least 5 school days prior to the deadline...only the counselor can call Keystone to request the extension. Generally, students have more success with Keystone (compared to American School). **Registration forms for both programs are only available through the counseling office and require the counselor's signature.**

## **Life Skills Seminar Program**

Community High School will offer 10-15 opportunities to attend presentations and educational seminars focused on Life Skills and Healthy Living. These presentations/seminars will be announced as they are scheduled. Upcoming seminars will be communicated through flyers, which will be posted in the lunchroom. A sign-up sheet for each seminar will be taped to the desk in the lunchroom. It is important that students sign-up because seminars with low numbers of students signed-up in advance may get cancelled. Additionally, it is the student's responsibility to remember to attend the seminar on the day of the presentation. Reminders will not be provided by any CHS staff members. Students who participate and attend these presentations/seminars are required to write a reflection essay for each seminar (4 essays total—500 words each). Students should write about what the presentation meant to him/her and what he/she has taken from it. If a student attends 4 Life Skills presentations/seminars (2 must be after school) and completes 4 essays, then he/she is eligible to receive .50 credits towards his/her high school graduation requirements. Partial credit/participation will not be offered. This program provides opportunities for parents/guardians of our students to attend after-school Life Skills seminars as well. At least 2 of the required 4 seminars must occur outside of the regular school day. Students may also attend a presentation/seminar that is offered in the community. Examples of community seminars include: smoking cessation, parenting skills, CPR training...etc. The student will be required to submit an attendance verification form from the community seminar that he/she attended and an additional piece of documentation (i.e. a business card from the presenter, a piece of literature from the presentation/seminar, a flyer, a workbook...etc.). Students can also attend a Macomb Community College Career camp over the summer for a full credit of Life Skills Seminar.

## **Summer School**

All students can take 1-2 summer school courses. The cost in Warren Consolidated is approximately \$150 per course (.50 credits per course). However, information (i.e. course offerings) and forms are not available at this time. Once WCS makes this information available, signs will be posted around the building asking that interested students request a meeting with the counselor. WCS requires a counselor's signature (course recommendation) before a student can enroll in summer school. Students are also permitted to take summer courses through other districts. **However, it is important that the student select a course that can fulfill a graduation requirement.** Consequently, students should request a meeting with the counselor in order to get a list of recommended courses. Once the credit has been earned (through another district), it is the student's/parent's responsibility to bring a transcript to the Community High School counselor.

## **Winning Futures Mentoring Program**

Most students are placed in the Winning Futures program based on scheduling into specific sections of English 12. However, students may also *apply* to participate in the Winning Futures Mentoring Program. Ninety students participate each year (about 20-25 are accepted via the application process). The program begins in October and concludes in May. Acceptance is based primarily on attendance records and grades. Attendance is very important because the mentors are volunteering their time (often on their lunch hour) and it is imperative that the students are here when they arrive to work with them (each mentor is assigned 2-3 students of the same gender). Grades are important because students are pulled out of the same class one time per week, but they are expected to make-up the work on their own time. Students who meet the requirements (i.e. attendance, participation, and a final essay) earn .50 elective credits. Throughout the course of this 20 session program, students are engaged in a life skills and strategic planning curriculum. Personal, educational, and career goals are developed and at the completion of the course, each student walks away with a clearly defined 5 year plan.

**\*\*Individual informational sheets and required forms for each program are available to students and parents in paper form in the lunchroom & main office (brochure racks). Informational sheets are also available on the school website at [www.wcs.k12.mi.us/chs](http://www.wcs.k12.mi.us/chs)**