

# A+ Schools Program

St. Louis Public Schools

St. Louis, MO



## Student Handbook

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## **PURPOSE OF THIS MANUAL**

The purpose of this manual is to provide students, parents, faculty, and staff with a clear understanding of the guidelines and policies of the A+ Schools Program as established by the Outstanding Schools Act of 1993. There are many aspects of that law that established the A+ Schools Program that require St. Louis Public Schools to establish guidelines and policies. It is the responsibility of the A+ Schools Coordinators and all district employees to administer the A+ Schools Program in a fair and consistent manner. All A+ Students must be treated fairly and equitably.

The A+ Schools Program will mobilize an intensive partnership among high schools, community colleges, postsecondary career and technical schools, students, teachers, parents, labor, businesses, and communities to give students the motivation, skills and knowledge to graduate from high school. It will create an innovative and well- designed pathway from high school to high skill, high wage jobs.

The impact of this program has proven to be phenomenal. All high Schools in Missouri are A+ Designated. As of 2020 St. Louis Public Schools have graduated 3200 A+ eligible students since the program began in the District in 2011. There has been a reduction in the drop out rate and an increase in the graduation rate in designated A+ schools as compared to the state as a whole. A+ High Schools are providing more rigorous coursework as a result of the A+ program and students are rising to the challenge. The A+ program has assisted in the development of thousands of successful students statewide.

The A+ Schools Program is not intended to interfere with the student or the student's parent's expectation that the student attend a four-year college or university hopefully with a scholarship. The A+ Schools Program is for those students who want to attend an eligible Missouri supported community college or a postsecondary career-technical school virtually free provided state funds are appropriated by the legislature and subject to state funding approval. Several Missouri four-year colleges, universities and technical schools are giving eligible A+ students a set amount of money –varying from institution to institution to help defray costs of attending these institutions. Many students are reducing the cost of a four (4) year college education by attending a community college or postsecondary career-technical school with the A+ financial incentive and transferring to the four (4) year college or university with their general education college hours completed thus reducing the time they will need to complete their bachelor's degree at the four (4) year college or university by two (2) years.

The first step of participation in the A+ Schools Program is the signing of the A+ Schools Application/Participation Agreement by the student and parent/guardian. After the signatures are obtained the student is considered to be an A+ Student at the SLPS High School where they are enrolled. It is then the responsibility of the student to continue to meet the requirements to be certified as an A+ Eligible Student upon graduation.

St. Louis Public School District has a responsibility to achieve and maintain the status of SLPS High Schools as A+ Program Schools. Upon graduation, the A+ Coordinators along with the A+ District Coordinator must certify to the State of Missouri the students who have achieved A+ Eligible status and are eligible for the financial incentives of the program.

It is realized that some students will not be able to meet the requirements set forth in the A+ Schools Program. The A+ Schools Coordinators will notify the student(s) and parents if the student is not eligible for the A+ Schools status.

This manual is designed to present in a clear and consistent manner the guidelines and policies of the A+ Schools Program. Any questions about this manual or the A+ Schools Program should be directed to the SLPS A+ District Coordinator, College and Career Readiness (CCR) Specialist. The A+ Schools Program may provide financial incentives to the eligible A+ Schools Program Student provided state funds are appropriated by the state legislature and state funding is approved. In addition, the A+ financial incentive is available only after the student has made a good faith effort to first secure all available federal financial aid through the Free Application for Federal Student Aid (FAFSA) that does not require repayment. Funding of the A+ Schools Program is not the responsibility of the St. Louis Public School District.

Disclaimer: The information contained in this manual is correct at the time of printing; however, changes to this program may occur. Specifically, the Missouri Department of Higher Education has for several years put forward suggested new A+ Schools Program Rule changes each year and this process is unpredictable some rule changes are pending and some have been eliminated. Therefore, it is strongly recommended that questions concerning this program be directed to the district A+ District Coordinator.

## **GOALS OF THE A+ SCHOOLS PROGRAM**

The A+ Schools Program is designed to achieve the three basic goals set forth in the Outstanding Schools Act of 1993.

1. All students graduate from high school
2. All students complete a selection of high school studies that is challenging and for which there are identified learning expectations; and
3. All students proceed from high-school graduation to a college, or post secondary career-technical school or high wage job with workplace skill development opportunities.

## STUDENT INCENTIVE

**All** St. Louis Public High Schools are designated as A+ Schools by the Missouri Department of Elementary and Secondary Education. A+ qualified students graduating from the St. Louis Public High Schools will be eligible to receive the following:

**“Tuition and fees for two years, subject to legislative appropriation, to attend any Missouri public community college or postsecondary career-technical school.” Many Missouri four-year colleges and universities are offering scholarships for the students who qualify for A+ financial incentives. See the financial aid office at the college and university you wish to attend for information.**

- The A+ tuition incentives will be available **only after** the student has made a documented effort to secure all available postsecondary student federal financial assistance funds that do not require repayment. (See Student Eligibility, PAGE 6)
- The A+ tuition incentives will only be made available to reimburse the unpaid balance of the cost of tuition and general fees after available federal postsecondary student financial assistance funds have been applied to those costs.
- Students will be eligible to receive the A+ financial incentive for two years if they maintain a 2.5 GPA in the postsecondary setting.
- Students must complete two years of full-time enrollment at a participating institution within 48 months of graduation from a St. Louis Public High School (see military exceptions).
- Tuition reimbursement is contingent upon availability of state funds. Funding is not the responsibility of the St. Louis Public School District.

Designated A+ Saint Louis Public High Schools include the following:

**Carnahan High School of the Future; Central VPA High School @ Southwest Complex; Clyde C. Miller Career Academy; Community Access Job Training @ Nottingham; Gateway STEM Academy; McKinley Classical Leadership Academy; Metro Academy and Classical High School; Roosevelt High School; Soldan International Studies High School; Sumner High School; Vashon High School; Collegiate School of Medicine and Bioscience; Nahed Chapman New American Preparatory Academy @ Roosevelt; Griscom High School; Fresh Start @ Sumner (North); Innovative Concept Academy @ Blewett; Virtual Academy @ Gateway; Virtual Academy @ Roosevelt; and Virtual Academy @ Vashon.**

## **STUDENT ELIGIBILITY**

To be eligible for the financial incentives of the A+ Schools Program (tuition and general fees), a student must be certified as an A+ Eligible student by his/her high school. To qualify, the student must meet the following criteria:

- Complete a written Student Participation Agreement with an A+ High School prior to graduation and have attended a designated A+ High School (s) for at least two (2) years prior to graduation (see military exceptions).
- Have an overall cumulative attendance rate of at least 95% for grades 9-12 (based on an A+ Attendance Reported by Hours).
- Graduate with a non-weighted, cumulative grade point average of 2.5 or higher on a 4.0 scale; beginning with the class of 2015 and forward, students must “pass” – score proficient or advanced on the official Algebra I end of course (EOC) Exam to be certified A+ Eligible at graduation – students may retake the official Algebra I EOC Exam more than once (Repeats can be excluded from Adequate Yearly Progress- AYP) prior to high school graduation in order to attain A+ eligibility. Proposed changes to Administrative Rules regarding Algebra I EOC and Algebra I EOC eligibility alternatives proposed by the Missouri Department of Higher Education & Workforce Development (MDHEWD) may change. We will notify each graduating class as to the rule changes and eligibility alternatives as they are made available by MDHEWD.
- Perform at least fifty (50) hours of district-supervised unpaid tutoring or mentoring, - (25% or 12.5 hours of the tutoring/mentoring component can be completed through job shadowing).
- Maintain a record of good citizenship and avoid the use of unlawful drugs and/or alcohol.
- Make a good faith effort to first secure all available federal postsecondary student financial assistance funds that do not require repayment. The Free Application for Federal Student Aid Application (FAFSA) must be submitted and proof of submission must be given to the A+ Coordinator between October 1 and May 15 (if prior to graduation) of the student’s senior year.
- Students who are not United States Citizens may sign up for the A+ Schools Program, but it is up to the postsecondary institution whether they are eligible for A+ funds.
- All required documentation must be submitted to the A+ Coordinator by May 15 (if prior to graduation) of the students’ senior year.

## A+ REQUIREMENTS

### Student Enrollment

Students are encouraged to enroll in the A+ Schools program when they begin high school as freshmen. However, a student can enroll in the program at any time before graduation. Students who enroll late in their high school careers may have issues with meeting all the student eligibility requirements. A student must be enrolled at an A+ Designated High School for at least two (2) years prior to graduation (see military exceptions below). If a student enrolls after September 30<sup>th</sup> of the student's junior year and does not receive first semester junior credit from a designated SLPS A+ High School the student must have transferred from an A+ Designated high school to be eligible to receive the A+ financial incentive.

- If a student withdraws or transfers from a SLPS Designated High School after the beginning of their senior year, the student will not be considered eligible for the A+ Schools Program **unless the student transfers to another A+ designated high school** in the State of Missouri.
- An A+ Student Participation Agreement (Student Statement of Intent to Participate) must be completed with all appropriate signatures and must be on file in the office of the A+ Coordinator.
- Anyone registering for and requesting A+ Incentives must meet all criteria **dating back to the beginning of their freshmen year**. This includes students attending high school, other than an SLPS High School during their freshmen year.
- Students are encouraged to enroll in the A+ Schools program by January 1 of their senior year to better meet all A+ student eligibility requirements.

### Military Exceptions

Exceptions from three-year requirement:

- Active Military depends
- Dependents of retired military who relocate to Missouri within one year of retirement

Exceptions must attend an A+ high school and meet all other requirements during the school year immediately preceding graduation.

### Grade Point Average Requirement

The student must graduate from high school with a minimum grade point average of 2.5 on a 4.0 non-weighted scale. The cumulative grade point average is **applicable to all four years** of the student's enrollment in high school. The official transcript will document and certify that the grade point requirement has been attained.

Averaging or rounding up to the next highest grade point is not allowed.

## A+ REQUIREMENTS

### Good Faith Effort

The student is required to make a good faith effort to secure all available federal postsecondary student financial assistance funds that do not require repayment.

- Students and parents must complete and file the Free Application for Federal Student Aid (FAFSA). The FAFSA summary report must be sent to the community college, postsecondary career/technical school or participating four-year institution that the student plans to attend. Students who do not submit the FAFSA will not be able to access A+ funds at the postsecondary level.
- Students must show documentation (FAFSA page indicating that the student FAFSA has been “processed successfully”) to the A+ Coordinator verifying that the FAFSA form has been filed (if prior to graduation) of their year of graduation from high school.
- The FAFSA form is available in the Guidance Office in December of the year of graduation or online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). Parents are encouraged to apply as soon as possible after October 1 of the graduating school year. To be confident that all funds you are eligible to receive free are available you are highly encouraged to complete the FAFSA process no later than the end of January of the graduation year.
- A+ tuition incentive will be awarded to reimburse the unpaid balance of the cost of tuition and general fees after available federal postsecondary student financial assistance funds have been applied to these costs.
- Students should be sure to list the community college or postsecondary career/technical school they plan to attend on FAFSA. Students may list up to six schools on the FAFSA. Failing to do so causes unnecessary delays.
- Students using the A+ financial incentives for the summer immediately following graduation should contact the A+ Coordinator and District A+ Coordinator as soon as possible during his/her senior year. (Note: Whether the student is able to access the A+ Incentive for summer school is at the discretion of the postsecondary institution.) We do not encourage students to start postsecondary summer school immediately after high school graduation because of potential grade deficiencies jeopardizing their A+ eligibility after the summer semester.
- Mid-year graduates anticipating the use of A+ financial incentive should see the District A+ Coordinator and their A+ Coordinator by October of their graduation year.



## **A+ REQUIREMENTS**

### **Attendance Requirements**

To be eligible for the A+ Schools Program Incentive, a student must have a 95% cumulative attendance (based on an A+ Attendance reported by hours) record during high school. Students are expected to attend school regularly and to be on time for classes. Such a student demonstrates the habits of punctuality, self-discipline, and responsibility. A student who does not meet the 95% requirement is not eligible for the A+ Financial Incentive. Student and parent signatures on the A+ Student Participation Agreement allow the A+ Coordinator to check attendance records to verify compliance with this requirement. The following attendance school and district guidelines apply to all students participating in the A+ schools Program:

- A cumulative attendance record will be kept from the beginning of the A+ student's freshman year until graduation. (Note: the cumulative A+ attendance rate is reported by hours for eligibility.)
- The high school attendance office keeps the official record of attendance.
- Cumulative attendance information from the official school attendance office will be given to the A+ Coordinator at the beginning of each semester.
- Each semester, the school district will provide to parents/guardians and students, information that includes the student's attendance records.

The attendance rate for student A+ eligibility will be based on student hourly absences from school. Absences will be calculated by subtracting the exempt hourly absences from a student's total hourly absences from school. The following list identifies exempt absences:

- Long term (3 + Days) illness until homebound instruction is in place (requires documentation from the physician).
- Hospitalization (Requires documentation from physician)
- Chronic illness (Requires documentation from physician)
- Funeral for immediate family (Requires documentation by parents or guardians)
- School sponsored activities
- Hours absent marked "M" on the student's attendance history ("Make-up/Exam Day")

### **Attendance Requirements Continued:**

Students who have an A+ Student Participation Agreement will be notified of their status at the end of each semester. Students who exceed the absence limit may appeal to the A+ Appeals Committee. The appeal must be made in writing within thirty school days after the A+ Coordinator sends the notice.

A student will not receive a waiver if any absence is due to any of the following:

- Truancy
- Skipping classes
- Suspended from class or school for any reason

See A+ Schools Appeal Procedure, Page 14.

### **Tutoring/Mentoring /Job Shadowing Requirements**

To qualify for the A+ Incentive, students must perform 50 hours of unpaid tutoring/mentoring of younger students or students of the same age group – (25%, 12.5 hours of the tutoring/mentoring component can be completed through job shadowing). Students seeking the A+ Incentive must meet the following qualifications prior to beginning a tutoring/mentoring/job shadowing experience:

- Have good citizenship status.
- Have a signed A+ Student Participation Agreement on file.
- Have a signed Liability Release on file if tutoring/mentoring/job shadowing is off campus.
- Commit to 50 hours of tutoring/mentoring (25 %, or 12.5 hours may be job shadowing).
- Sign a contractual agreement (A+ Tutor Guidelines) specifying rules and regulations.
- Provide own transportation and waive school liability if tutoring/mentoring/job shadowing is off campus.

## **Policies of the Tutoring/Mentoring/Job Shadowing Program:**

- No financial remuneration may be accepted for tutoring/mentoring/job shadowing.
- Tutoring/mentoring/job shadowing must be school-sponsored and completed on St. Louis Public School District premises under the supervision of a St. Louis Public School District employee (tutoring may not be done at an individual's home or a non-St. Louis Public School District school). Exceptions may be allowed for job shadowing.
- An official tutoring log sheet of tutoring/mentoring/job shadowing hours must be kept by the student and signed by the school official in charge of the student. It must be turned in as directed, no later than at the end of the semester in which the tutoring/mentoring/job shadowing takes place.
- The official tutoring log sheet must be signed by the school official sponsoring the tutoring/mentoring/job shadowing.
- Tutoring/mentoring/job shadowing may be done during the school year or during summer school (when offered).
- Scheduled times for tutoring/mentoring/job shadowing are important and absences should occur only in cases of emergency. Notification of absence must be made to the appropriate supervisors in a timely manner.
- No tutoring/mentoring/job shadowing hours will be accepted after May 15 (if prior to graduation) of a student's senior year.
- Failure to follow the tutoring/mentoring/job shadowing procedures may result in dismissal from the A+ Schools Program. The A+ Coordinator or sponsoring school may terminate the tutoring experience at any time.

## Citizenship Requirements

Participation in the A+ Schools Program is an honor and a unique privilege for St. Louis Public High School students. Students pursuing the A+ Incentive must maintain a record of good citizenship and avoid the unlawful use of drugs/alcohol.

The A+ Schools Program follows the board approved student code of conduct and appeal procedure for the high school. Any disciplinary action that affects A+ may be appealed within 30 days of notification. If the appeal is not filed within 30 days, the appeal may not be considered. See Appeals Procedure, page 14.

A student may be disqualified if any of the following occur:

- The student accumulates nine (9) days of out of school suspension over four (4) years.
- The student commits a Type I Offense.
- Transfer students:
  1. Transferring student accumulates: six (6) days of out of school suspension over the period of time they are attending a St. Louis Public High School.
  2. The transferring student commits a Type I Offense.

Student and parent signatures on the A+ Schools Participation Agreement will enable the A+ coordinator to check discipline records to verify compliance with this requirement.

1. Certification of good citizenship will be based on the official discipline record maintained in the grade level offices at the high school.
2. The Assistant Principal assigns consequences for infractions of the discipline code and that administrator is responsible for certifying the accuracy of the student's discipline record.

## **Unlawful Use of Drugs/Alcohol**

- An A+ student will not sell, possess, or use any controlled substance or drug paraphernalia as defined by law and stated in the High School Code of Conduct.
- The use of prescription medication prescribed to the student is allowed under Board Policy and established guidelines.
- Students and parents are responsible for understanding and following these guidelines.

## **Immediate Removal from the A+ Schools Program:**

The following offenses will result in immediate removal from the A+ Schools Program:

- Possession, use, sale, or transfer of alcohol, drugs, or narcotics
- Possession of drug paraphernalia
- Criminal Activity as defined by the Safe Schools Act
- Assault on a student
- Assault, collateral
- Physical threat to staff
- Vandalism/theft
- False fire alarm/bomb threats and misuse of emergency equipment
- Sexual misbehavior/exposure/harassment
- Possession of dangerous items
- Dangerous behavior
- Charged, convicted, or pled guilty in a court of general jurisdiction (Missouri Circuit Court or Federal Court) for the commission of a felony violation of state or federal law.

Because it is impossible to publish all situations that may result in removal from the A+ Schools Program, situations must not be totally in writing to be enforceable. School Administrators, teachers, and other appropriate district personnel and district agents have the authority to control pupil conduct on matters and with methods not in conflict with board policies or legal authorities.

## Receiving A+ Status

### Monitoring of A+ Status

Following the end of each semester, students who are participating in the A+ Schools Program will receive a letter reporting their progress in each of the required areas, provided by the A+ Coordinator. The A+ Coordinator should receive any questions or concerns about the information reported.

### Notification of A+ Status

The A+ Coordinator will review all records of A+ Students and names of eligible students will be submitted to the Principal and the Guidance Office for official certification upon graduation. The final A+ Designation letter will be mailed to all graduates within two weeks of commencement. Students receiving the A+ designation will have a notation on their official transcript.

## A+ APPEALS PROCEDURE

A student (and/or parent) has the right to appeal when they become ineligible for the A+ financial incentive due to attendance or citizenship. In cases of appeal, the student must complete the A+ Appeals Form and submit it to the Building Level A+ Coordinator. The Building Level A+ Coordinator shall then convene an Appeals Committee meeting for consideration of the appeal. The Committee shall hear the appeal and return its decision to the student (and parent) by letter within five (5) days of the meeting.

The following outlines the appeal process:

- Students/parents will have thirty (30) days from the receipt of a progress report or disqualification letter to appeal a decision. Anyone making an appeal must use the "Appeal Form" available in the A+ Office.
- Upon receiving a written appeal, the Building Level A+ Coordinator will convene the A+ Appeals Committee.

After the A+ Appeals Committee reaches a decision, the Building Level A+ Coordinator will notify the student/parent by letter. Any and all appeals will be conducted following policies set by the Board of Education.

If the student would like to appeal the decision of the A+ Appeals Committee, the appeal must be made in writing to the building principal within thirty (30) days of the Appeals Committee's decision.

**The Building Level A+ Coordinator will act as a facilitator and a non-voting member of the Appeals Committee.**

## **A+ Appeals Process**

A student and parent(s) have the right to appeal when they have been informed that the student is ineligible for the A+ financial incentive due to the student's failure to meet the attendance requirement or citizenship requirement of the A+ Schools Program. In cases of appeal, a student and/or parent must notify the A+ Coordinator, **in writing with the necessary documentation**, within thirty (30) days of the receipt of notification of ineligibility. An appeals committee meeting will be called to review the written request and a decision rendered within five (5) days.

The committee shall read the appeal and return its decision to the student/parents/guardians.

The Appeals Committee shall be made up of:

- Building Level A+ Coordinator (non voting moderator of appeals committee)
- School Principal, Assistant Principal, or designee
- Appropriate Counselor
- Appropriate Teacher

Failure to meet all other requirements of A+ is not subject to appeal.

### **A+ Attendance Appeal Waiver**

One of the requirements of the A+ Schools Program is a cumulative 95% attendance rate (based on hours for grades 9-12) at the time of graduation. At the end of each semester an attendance summary is sent to the parent(s) of each A+ registered student. A request for an A+ Attendance Waiver Appeal of certain missed days must be made to the Building Level A+ Coordinator **in writing** within thirty (30) days of receipt of the summary. The following may be considered as reasons for an appeal and must be supported by official documentation:

#### **Acceptable Reasons for an Appeal Waiver of Absence(s)**

- Long term (3 + Days) illness until homebound instruction is in place (requires documentation from a physician)
- Hospitalization (Requires documentation from a physician)
- Chronic illness (Requires documentation from a physician)
- Funeral for immediate family (Requires documentation by parent or guardian)
- School sponsored activities
- Hours absent marked "M" on the student's attendance history ("Make-up/Exam Day")

#### **The following are among reasons that will not be considered for an appeal waiver of absence:**

- Truancy
- Vacation
- Suspensions



# A+ Schools Program

## Appeal of Absence Form

Student Name \_\_\_\_\_ Student # \_\_\_\_\_

Parent(s) Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone Number (\_\_\_\_) \_\_\_\_\_ Date of Appeal Request \_\_\_\_\_

This request is for appeal of absence(s) for the following;

Semester: First \_\_\_\_ Second \_\_\_\_ School Year: \_\_\_\_\_

In the space below, please indicate the date(s) of the absence(s) and the reason(s) for the absence(s). Please attach the documentation as requested in the Student Manual. This request must be received by the Building Level A+ Coordinator within thirty (30) days of the receipt of the semester or end of the year attendance summary.

**Date of Absence**

**Reason for Absence**

_____	_____
_____	_____
_____	_____
_____	_____

<b>For A+ Office Use Only</b>
Date Received: _____
Action Taken: Accepted _____
Denied _____
Date Decision Letter Sent: _____





### A+ Citizenship Appeal Form

Student Name \_\_\_\_\_ Student ID # \_\_\_\_\_

Parent(s) Name \_\_\_\_\_

Address \_\_\_\_\_ Zip \_\_\_\_\_

Telephone Number (\_\_\_\_) \_\_\_\_\_

This request is to appeal an A+ Citizenship violation or to being placed on A+ Citizenship Probation. In the space below, please indicate the date(s) of the disciplinary action and the reason for the request to be reviewed. Please attach any documentation that supports your appeal.

This request must be received by the Building Level A+ Coordinator within thirty (30) days of A+ Citizenship violation or probation. If violation occurs during the last two weeks of a school year, this appeal must be made within three days of the notice of Probation or notice of removal from the A+ Program.

**Date of incident(s):** \_\_\_\_\_

**Date of Probation/Removal Letter:**  
\_\_\_\_\_

**Justification for appeal:**

<b>For A+ Office Use</b>	
<b>Date Reviewed</b> _____	<b>Appeal Accepted</b> _____
<b>Date Appeal Committee Met:</b> _____	<b>Appeal Denied</b> _____
<b>Date Decision Letter Sent</b> _____	



ST. LOUIS PUBLIC SCHOOL DISTRICT A+ SCHOOLS STUDENT PARTICIPATION AGREEMENT

I \_\_\_\_\_ have been fully informed of the eligibility requirements for the A+ Schools Program Student Financial Incentives in accordance with the A+ Schools Program at \_\_\_\_\_ (SLPS High School you are attending). I understand that in order to qualify for eligibility for financial incentives offered by the State of Missouri’s A+ Schools Program, I must agree to accomplish all of the following:

- Complete a written Student Participation Agreement with an A+ High School prior to graduation and have attended a designated A+ High School for at least three consecutive years immediately prior to graduation (see military exceptions).
• Have an overall cumulative attendance rate of at least 95% for grades 9-12 (based on A+ Attendance reported hourly). Graduate with a non-weighted, cumulative grade point average of 2.5 or higher on a 4.0 scale; the class of 2019, students must “pass” – score proficient or advanced on the official Algebra I EOC Exam to be certified A+ Eligible at graduation – students may retake the official Algebra I EOC Exam more than once (Repeats can be excluded from AYP) prior to high school graduation in order to attain A+ eligibility. Proposed changes to Administrative Rules regarding Algebra I EOC and Algebra I EOC eligibility alternatives proposed by the Missouri Department of Higher Education (MDHE) may change. We will notify the senior class and Subsequent classes as to the rule changes and eligibility alternatives as they are made available by MDHE. For 2018 seniors and forward, if you meet all of the eligibility requirements except the end of course exam requirement, you may establish eligibility by achieving a combine ACT math score and high school GPA in accordance with the following scale:

Table with 2 columns: ACT Math Score and High School Score. Rows show combinations: 17 and 2.5 or greater, 16 and 2.8 or greater, 15 and 3.0 or greater.

- Perform at least fifty (50) hours of district-supervised unpaid tutoring or mentoring (25%, 12.5 hours of the tutoring/mentoring component can be completed through job shadowing).
• Maintain a record of good citizenship and avoid the use of unlawful drugs/alcohol.
• Complete the Free Application for Federal Student Aid (FAFSA) making a good faith effort to first secure all available federal financial aid that does not require repayment and Selective Service Registration (if applicable).

To maintain eligibility after graduation, I understand that I must accomplish the following during the forty eight months period of incentive availability:

- Enroll in and attend a Missouri public community college, or post-secondary career/technical school on a full time basis, Maintain a grade point average of 2.5 or higher on a 4.0 scale, Make a good faith effort each year to first secure all available federal financial aid (FAFSA).

**This agreement signifies my intent to meet or exceed the above noted eligibility criteria that may allow me to participate in the A+ Student Financial Incentive Program. I understand that if I meet the criteria, the A+ Program may provide for the reimbursement of tuition and general fees assessed to all full-time students to any Missouri public community college, or post-secondary career/technical school, provided state funds are appropriated by the state legislature and state funding is approved. Funding is not the responsibility of the St. Louis Public School District and is contingent on the SLPS High School you are attending being designated an A+ High School.**

Student Signature/Date \_\_\_\_\_

Parent Signature/Date \_\_\_\_\_

A+ Coordinator Signature/Date \_\_\_\_\_

Revised: September 2021



## SLPS HIGH SCHOOLS A+ PROGRAM ATTENDANCE POLICY

A student must graduate from SLPS High Schools with a 95% cumulative attendance hourly rate to be designated as an A+ student and be eligible for the A+ Schools Program postsecondary financial incentives. The attendance rate is calculated for four years from grades nine through twelve. A student must be enrolled at an A+ Designated High School for at least three consecutive school years immediately prior to graduation (see military exceptions). If a student enrolls after September 30 of the fall term of the student’s sophomore year, and does not receive first semester sophomore credit from a SLPS designated A+ High School the student must have transferred from an A+ designated school to be eligible for the financial incentive (see military exceptions) .

Attendance rate for the student eligibility will be based on student absences from school (based on A+ Attendance reported hourly). Absences will be calculated by subtracting the exempt absences from a student’s total absences from school. The following list identifies exempt absences:

- Long term (3 + Days) illness until homebound instruction is in place (Requires documentation from physician)
- Hospitalization (Requires documentation from physician)
- Chronic illness (Requires documentation from physician)
- Funeral for immediate family (Requires documentation by parents or guardians)
- School-sponsored activities
- Hours absent marked “M” on the student’s attendance history (“Make-up/Exam Day”)

Students who have an A+ Student Participation Agreement will be notified of their status at the end of each semester. Students who exceed the absence limit may appeal to the A+ Appeals Committee. The appeal must be made in writing within thirty school days after the A+ Coordinator sends the attendance notice.

Funeral for non-immediate family members, doctor’s appointment, and normal illness are not excusable absences for the A+ program.

A student will not receive a waiver if any absence is due to any of the following:

- Truancy
- Skipping Classes
- Suspended from class or school for any reason
- Personal or family vacations
- Transportation problems (unless you are late on a school bus)

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

### SLPS HIGH SCHOOLS A+ STUDENT INFORMATION (Please Print)

Name \_\_\_\_\_  
                    **First**  **Middle**  **Last**

Graduation Year \_\_\_\_\_ I am Attending \_\_\_\_\_ High School



# Student Tutoring/Mentoring/Job Shadowing Application

Name \_\_\_\_\_

Student Number \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

High School \_\_\_\_\_ Graduation Year \_\_\_\_\_

In order to fulfill the A+ tutoring/mentoring/job shadowing requirement, I will be tutoring/mentoring/job shadowing at/through:

District School Name \_\_\_\_\_

Other (Specify) \_\_\_\_\_

### Student Requirement/Responsibilities:

1. The St. Louis Public School District discipline code is in effect at the tutoring/mentoring/job shadowing site.
2. An interview at the placement site is required before the start of tutoring/mentoring/job shadowing.
3. A liability release and tutoring application form must be signed and returned to the A+ office before beginning tutoring/mentoring/job shadowing (**liability release needed for off campus only**).
4. Student must furnish his/her own transportation to tutoring/mentoring/job shadowing (**off campus only**).
5. Regular and prompt attendance is required.
6. It is the student's responsibility to notify the supervising teacher of any absence.
7. Student will cooperate fully with the supervising teacher and will treat each other with respect and understanding.
8. Student will dress appropriately for the placement.
9. Student will submit an activity report to the A+ Coordinator (required to report hours) from any tutoring/mentoring/job shadowing placement.
10. Student understands and respects the confidentiality between tutor, supervising teacher and other students involved.
11. The tutoring/mentoring/job shadowing placement must be approved by the A+ coordinator before tutoring/mentoring/job shadowing begins.
12. All fifty (50) hours will be academic in nature; 12.5 hours may be completed by job shadowing.
13. Tutoring must take place on St. Louis Public School District property under the supervision of a certified teacher. Off campus job shadowing sites may be approved by the A+ Coordinator.
14. Training to be a tutor must be completed prior to tutoring.

**I understand and accept the opportunities and obligations of the A+ tutoring/mentoring/job shadowing program. I understand that I may be dismissed from the program for the failure to comply with the guidelines of the program.**

\_\_\_\_\_  
Student's Signature/date

\_\_\_\_\_  
Parent's Signature/date

Placement Site _____	Site Interview Conducted (Date) _____
_____ Site Supervisor's Signature	_____ Date
_____ A+ Coordinator's Signature	_____ Date

# **A+ Tutoring/Mentoring/Job Shadowing Guidelines**

## **A+ Tutoring/Mentoring/Job Shadowing Guidelines**

1. The St. Louis Public School District discipline code is in effect at the tutoring/mentoring/job shadowing site;
2. An interview at the placement site is required before the start of tutoring/mentoring/job shadowing;
3. A liability release and tutoring/mentoring/job shadowing application form must be signed and returned to the A+ office before beginning tutoring/job shadowing. The liability release is needed for off campus sites only;
4. Student must furnish his/her own transportation to the tutoring/mentoring/job shadowing site if off campus;
5. Regular and prompt attendance is required;
6. It is the student's responsibility to notify the supervising teacher of any absence.
7. Student will cooperate fully with the supervising teacher;
8. Student will dress appropriately for the placement;
9. Student will submit an activity report to the A+ Coordinator (required to report hours) from any tutoring/mentoring/job shadowing placement;
10. The tutoring /mentoring/job shadowing placement must be approved by the A+ Coordinator before tutoring/mentoring /job shadowing begins;
11. All fifty (50) hours will be academic in nature; twelve and one half hours (12.5 hours) may be completed by job shadowing;
12. Tutoring must take place on St. Louis Public School District property under the supervision of a certified teacher;
13. Job shadowing may occur off campus, however the off campus site shall be approved by the Building Level A+ Coordinator;
14. Training to be a tutor shall be completed prior to tutoring;
15. Job Shadowing responsibilities shall be reviewed by the Building Level A+ Coordinator prior to job shadowing.

## **Tutoring Placement Possibilities**

1. Tutoring at your high school during the school year – may include collaborative learning in your class during the school day or in a class you are tutoring in during regular school hours.
2. Tutoring at your high school during summer school.
3. Tutoring at another SLPS high school if your assigned high school has no summer school.
4. Tutoring during or after school at SLPS high schools for advanced placement (AP) classes.







ST. LOUIS PUBLIC SCHOOLS A+ SCHOOLS PROGRAM

A+ SCHOOLS PROGRAM STUDENT ELIGIBILITY CHECKLIST

Name \_\_\_\_\_ School \_\_\_\_\_ Grade \_\_\_\_\_ Date of Status Review \_\_\_\_\_

Assuming state funds are available, you meet A+ criteria for A+ Student Eligibility and your SLPS High School continues as an A+ Designated high school, you can be eligible to receive reimbursement for your unpaid balance of the cost of tuition, and general fees subject to legislative appropriation by the state of Missouri after federal post-secondary financial assistance funds have been applied to attend any Missouri Public Community College or Postsecondary Career-Technical School. This is on condition that you meet the following requirements.

- \_\_\_\_\_ 1) Complete and provide appropriate signatures on an A+ **Student Application/Agreement**.
- \_\_\_\_\_ 2) Attend an A+ designated Missouri High School for **two years prior to graduation**.
- \_\_\_\_\_ 3) Graduate with a non-weighted, **cumulative grade point average of 2.5 or higher** on a 4.0 scale; beginning with the class of 2016, students must “**pass**” – **score proficient or advanced on the official Algebra I EOC Exam** to be certified A+ Eligible at graduation – students may retake the official Algebra I EOC Exam more than once (Repeats can be excluded from AYP) prior to high school graduation in order to attain A+ eligibility. Proposed changes to Administrative Rules regarding Algebra I EOC and Algebra I EOC eligibility alternatives proposed by the Missouri Department of Higher Education and Workforce Development (MDHEWD) may change. We will notify the graduating class as to the rule changes and eligibility alternatives as they are made available by the Missouri Department of Higher Education. **For seniors, if you meet all of the eligibility requirements except the end of course exam requirement, you may establish eligibility by achieving a combined ACT math score and high school GPA in accordance with the following scale.**

<u>ACT Math Score</u>		<u>High School Score</u>
17	and	2.5 or greater
16	and	2.8 or greater
15	and	3.0 or greater

\_\_\_\_\_ 4) Graduate from a SLPS High School with a cumulative hourly **attendance record of 95% or better**; (**May be Appealed**)

\_\_\_\_\_ 5) Perform at **least fifty (50) hours** of district-supervised unpaid tutoring/mentoring (12.5 hours of the tutoring/mentoring component can be completed through job shadowing;

\_\_\_\_\_ 6) Maintain a record of good citizenship and avoidance of unlawful use of drugs and alcohol; (**May be Appealed**)

\_\_\_\_\_ 7) Complete the **Free Application for Federal Student Aid (FAFSA)** making a good faith effort to first secure all available federal financial aid that does not require repayment; (The student must turn in the FAFSA document to us that says they have been “Processed Successfully” to be eligible)

\_\_\_\_\_ 8) Student has completed the Admission Application and taken the Assessment for Community College Placement.

**Designation indicators used: Yes-(Y), No-(N), In Progress- (IP) To Be Done- (TBD)**

Student Signature \_\_\_\_\_ Date \_\_\_\_\_ Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

A+ Status Reviewer \_\_\_\_\_ Date \_\_\_\_\_

**(Once your parent has signed please return to your school's A+ Coordinator)**



## **A+ Program Compliance**

**Please note that students have until they graduate to become A+ Eligible. We encourage seniors to complete their Tutoring/Job Shadowing (50) hours as early in the year as possible. We allow teachers and students to count any time the student is in a cooperative learning situation, helping others, working on a project with others or whatever the teacher feels comfortable with counting as Tutoring/Job Shadowing time. Students may double up on Tutoring/Job Shadowing until they have accumulated 12.5 hours of Job Shadowing (a form is available for students to use to record their hours on).**

**The A+ Schools Coordinator in each building (or principal's designee) must complete each A+ Eligible Student SIS A+ Window prior to the "Final Official Transcript" being stamped with the A+ Eligibility Stamp.**

**The A+ Eligibility Stamp must be signed and dated properly. The SIS A+ Window must include the following:**

- **A Yes noted that the student has agreed to be A+.**
- **The date of the participation agreement.**
- **Recognition that the student is an A+ Eligible Graduate.**
- **The date that the FAFSA was "Processed Successfully",**
- **Indication that the student has good citizenship.**
- **The years the student has attended an A+ designated high school,**
- **That the student was trained,**
- **The number of hours the student has tutored/job shadowed A+ MHours (under the years column).**

**A final list of all A+ Eligible Graduating Senior students who meet all A+ Schools program financial incentive requirements for A+ Eligibility and are deemed to be A+ Eligible is developed.**

The A+ Eligible graduating senior students who meet all A+ Schools program financial incentive requirements for A+ Eligibility are deemed to be A+ Eligible. **Their transcripts, SIS and the January/ June Student Core file via MOSIS must indicate this.** Please note that each A+ eligible student has this designation noted on their transcript. In addition, the student's final official transcript must be stamped with the A+ Program stamp as well as the school's official stamp indicating graduate status. The A+ Eligible stamp for the graduating class must be dated May of graduation year to May of four years later and signed by the Final Transcript preparer. For example, 2020 graduates must be dated 5-20 to 5-24.

For those students graduating A+ Eligible in their senior class, their transcript should be dated from May of senior year through May of four years from senior year. Example: Senior class of 2011 their transcript should be dated 5-11 to 5-15, those graduating in 2012 should have their transcripts dated 5-12 to 5-16, those graduating in 2013 should have their transcript dated 5-13 to 5-17 and so forth. All transcripts with an A+ Eligible stamp must be dated and signed by the transcript preparer in the A+ Eligible stamp.

The A+ Coordinator in the building or a designee of the building level principal shall complete the SIS A+ Screen prior to Final Transcripts being printed and mailed. Specific A+ Data will be transferred from the A+ SIS Screen to the final transcript indicating the student's A+ Eligibility. This screen must include A+ Agreed- Yes; A+ Agreed Date- \_\_\_\_; A+ Status -Eligible Graduate; A+ FAFSA "Processed Successfully" Date - \_\_\_\_; A+ Citizenship -Good; A+ Full Year Enrollment 9-12 and Training -Yes; A+ MHours --50.

**Send a copy of the A+ Eligible Graduates list to those persons in each building preparing the Final Official Transcripts, the Data Processing person, the building principal, the person designated by the principal to enter the appropriate data in SIS, the building level A+ Coordinator, building level counselors for entry into MOSIS. Please note that the list is alphabetized, and each student is identified by their District Student ID - 8 Digits.**

**Requirement VIII of the A+ Schools Program requires that a local ongoing evaluation system must be established that will determine the effectiveness of the activities utilized to implement the A+ Schools Program.**

**The A+ Annual Report is updated yearly for the A+ Schools Program.**

**For the past several years we have developed a partnership with St. Louis Community College (STLCC). We have participated in their Mobile Enrollment Program to enroll those SLPS students wanting to go to STLCC prior to their graduation from high school. Without this partnership some of students might not follow through on their own navigating the pathway to college.**

**Finally, The A+ Team has worked closely with our A+ students seeking eligibility to complete their FAFSA's "Processed Successfully".**

**SLPS A+ Eligible Seniors in the graduating Classes of 2011 - 2020 numbered as follows:**

**2011 ----109**

**2012 ----228**

**2013 ----290**

**2014 ----351**

**2015 ----369**

**2016-----378**

**2017-----278**

**2018-----336**

**2019-----220**

**2020-----379**

**2021-----350**

**Total ----3,288**

**A+ Eligible Missouri Public Two-Year Community Colleges**

**Crowder College**

**East Central College**

**Jefferson College**

**Metropolitan Community College**

**Mineral Area College**

**Missouri State University – West Plains**

**Moberly Area Community College**

**North Central Missouri College**

**Ozarks Technical Community College**

**St. Charles Community College**

**St. Louis Community College**

**State Fair Community College**

**State Technical College of Missouri**

**Three Rivers Community College**

<http://dhe.mo.gov/publicandindependent-colleges.php>

**A+ Eligible Missouri Public Career and Technical Schools**

Arcadia Valley Career Technical Ctr

Boonslick Technical Educ. Center

Brookfield Area Career Center

Cape Girardeau Car & Tech Center

Car. & Tech. Center At Ft. Osage

Carrollton Area Career Center

Carthage Technical Center

Cass Career Centerp

Clinton Technical Sch.

Columbia Area Career Center

Crowder College

Current River Career Center

Dallas County Career Center

Davis H. Hart Career Center

East Central College

Eldon Career Center

Excelsior Springs Career Center

Four Rivers Career Center

Franklin Technology Center

Gibson Technical Center

Grand River Technical Sch.

Hannibal Career & Tech. Center

Herndon Career Center

Hillyard Technical Center

Kennett Career & Tech. Center

Kirksville Area Tech. Center

Jefferson College

Lake Career & Technical Center

Lamar Area Voc.-Tech. Sch.

Lebanon Tech. & Career Center

Lewis & Clark Career Center

Lex La-Ray Technical Center

Linn State Technical College

Macon Area Voc. Sch.

Metropolitan Community College

Mineral Area College

Missouri State University - West Plains  
Moberly Area Community College  
Moberly Area Technical Center  
Nevada Regional Tech.-Ctr.  
New Madrid R-I Tech Skills Ctr  
Nichols Career Center  
North Central Career Center  
North Central Missouri College  
Eligible A+ Community Colleges and Vocational Technical Schools  
North Technical  
Northland Career Center  
Northwest Technical Sch.  
Ozark Mountain Technical Center  
Ozarks Technical Community College  
Pemiscot Co Career & Tech Ctr  
Perryville Area Car & Tech Ctr  
Pike/Lincoln Technical Center  
Poplar Bluff Tech. Career Center  
Ranken Technical College  
Rolla Technical Inst.  
Saline Co. Career Center  
Sikeston Career & Tech. Center  
South Central Career Center  
South Technical  
Southwest Area Career Center  
St. Charles Community College  
St. Louis Community College  
State Fair Community College  
Three Rivers Community College  
Unitec Career Center  
Warrensburg Area Career Center  
Waynesville Technical Academy  
<http://dhe.mo.gov/documents/EligibleApl>

**A+ Eligible Private Technical School**

Ranken Technical College  
[www.ranken.edu](http://www.ranken.edu)