

**Harmony Grove SCHOOL DISTRICT**  
**SUPPLEMENTAL INSTRUCTION PROGRAM PLAN**

This plan is a supplemental instructional program for students seeking assistance in their academic classes at Harmony Grove High School. The classes will meet Monday-Thursday afternoons from 3:30-5:00 pm.

Certified personnel will monitor, tutor, and be in charge of each session. The session will be conducted on the high school campus. Students will receive a minimum of 100 minutes instructional support each week. A student will have no unexcused absences for the semester. An absence is defined as being unexcused if the student fails to provide documentation verifying the absence based on one of the following three reasons: (1) medical (professional care); (2) legal (court summons); (3) family emergency. All absences must be verified by the high school principal. Attendance will be kept by the instructors and an attendance report will be given to the principal and SIP Director.

A student will have no disciplinary infractions that lead to any suspensions from the regular school day, including in-school suspension (ISS) or Out-of-School Suspension (OSS).

If at any point during the semester the student fails to comply with any criteria, the student will be immediately suspended from competition for the remainder of the semester and must remain in the supplemental instructional program in order for his/her eligibility to be reconsidered at the end of the semester.

The program will be directed by the Athletic Director with assistance by a member of the administration.

- A. Students at Harmony Grove High School involved in the supplemental instructional program will attend the program which will be held Monday-Thursday for a minimum of 100 minutes per week. Certified teachers will monitor the program and an attendance report is given to the principal.
- B. Students at Harmony Grove High School involved in the supplemental instruction program will be monitored by a certified teacher and the student will be assessed by the number of minutes spent on inadequate performance subjects, progress in subjects, and performance in related subjects. Progress reports will be presented to the Program Director bi-quarterly. Assessment tools consist of, but are not limited to, written exams, homework assignments, teacher observations, and student portfolios.
- C. Students at Harmony Grove High School involved in the supplemental instruction program will have an Individual Instruction Plan (IIP) prepared by a committee consisting of the program director, teachers in the subject area(s) of concern, counselor, and relevant activity sponsor. The IIP will include, but is not limited to identifying academic deficiencies, specific strategies to

improve identified academic deficiencies, and ways to assess improvement. Certified teachers will provide services with monitoring by subject teachers. Peer (student) tutors may also be utilized. A peer tutor will only tutor a student in a subject area if the tutor has previously taken the subject.

- D. The supplemental instruction program director will be responsible for contacting parents or guardians to explain the supplemental instruction program and for documenting the process.
- E. The activity sponsor will monitor the progress of students involved in the supplemental instruction program by reviewing IIP portfolios and weekly progress reports in identified subjects needing assistance, monitoring the amount of time spent on identified subjects, and visiting with teachers and tutors of students involved in the program. All files of the students will be kept in the Athletic Director's office.
- F. To maintain eligibility under the supplemental instruction program, the student must show improvement of at least one tenth of one point in their GPA after the first semester of participation in the supplemental program. To continue to participate following the second semester in SIP, the student must have reached the 2.0 GPA.

**Harmony Grove High School**  
**Supplemental Instructional Program**

**Option 1.**

A Copy of the AAA eligibility waiver and the supplemental instructional program was made available.

After reading the information, we are giving permission for our student to participate in the program. We understand that all requirements stated in the handout must be followed and failure to adhere could lead to dismissal from the program and immediate loss of eligibility.

\_\_\_\_\_  
Parent (Guardian's) Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

**Option 2**

A Copy of the AAA eligibility waiver and the supplemental instructional program was made available.

After reading the information, we would like to decline the opportunity to participate in the supplemental instructional program. We acknowledge that our student athlete is ineligible for the Spring 2019 semester and the only way he/she will regain eligibility for the Fall 2019 semester is by obtaining a 2.0 GPA for the Spring 2019 semester.

\_\_\_\_\_  
Parent (Guardian's) Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date