# MOON AREA SCHOOL DISTRICT

SECTION: PUPILS

TITLE: STUDENT ASSISTANCE

**PROGRAM** 

ADOPTED: October 10, 2000

**REVISED:** 

#### 236. STUDENT ASSISTANCE PROGRAM

# 1. Purpose

# **Philosophy**

The Moon Assistance Program for Students (MAPS), a component of the Moon Area School District educational program, includes professional staff and administrators trained to recognize and assist students who exhibit a wide variety of behaviors which interfere with academic performance and social, emotional, and physical development. The primary focus of the program is to assess students whose behavior raises concern and to develop a plan for intervention and referral.

The Moon Assistance Program for Students, in cooperation with the family, professional staff, and other appropriate community agencies, will enable students to better develop their social responsibilities and academic potential.

### 2. Guidelines

#### Goals

Students who are troubled by problems which interfere with their educational performance as well as their physical, mental, social, and emotional development need help. When students are troubled so are teachers, counselors, administrators, and other school staff. The Moon Assistance Program for Students (MAPS) in the Moon Area School District is designed to respond to that need in a systematic, professional, and realistic manner. This support program will:

- 1. Improve the quality of education in our schools by providing assistance to students troubled by physical, social, emotional, or chemical use problems.
- 2. Focus on educational concerns resulting from inappropriate behavior rather than attempting to resolve major social problems.
- 3. Enlist the support and involvement of district staff, parents, and/or guardians.
- 4. Utilize existing school staff and community resources.

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# 3. Delegation of Responsibility

The Core Team, together with the school administration, will be responsible for implementing the goals that have been determined for the program. Close cooperation and communication among Core Team members is essential for effective implementation.

Specifically, the Core Team will:

- 1. Receive referrals from:
  - a. School personnel.
  - b. Parent/guardian.
  - c. Self-referral.
  - d. Discipline policy.
  - e. Drug and alcohol policy.
- 2. Solicit information via:
  - a. Student behavioral forms.
  - b. Parental contact and notification (interview preferred).
  - c. Student interview.
  - d. Student assessment questionnaires (use is optional).
  - e. Student background counselor, principals, attendance officer, nurse.
- 3. Assess information:
  - a. Why was the referral initiated?
  - b. To what extent are these problems observed?
  - c. Is it appropriate to handle this problem though the Moon Assistance Program for Students?
  - d. If not appropriate, direction will be given to the referring party.
- 4. Develop a plan of action:
  - a. What is the recommendation of the Core Team?
  - b. What are the alternatives for drug related problems and non-drug related problems?
  - c. What resources are available in the school and community?
- 5. Conduct a meeting with the parents (student inclusion optional):
  - a. Presentation of the inappropriate behavior and learning problems resulting from this behavior.
  - b. Presentation of the plan of action.

# 6. Monitor the plan of action:

- a. Solicit information from all resources.
- b. Solicit information from teachers on the student's progress. Information will be required in writing from teachers two (2) weeks after recommendation or two (2) weeks after student returns to school.
- c. Evaluate the effectiveness of the plan of action.
- 7. Provide follow-up information to those involved.

#### 4. Definitions

**Aftercare** - A re-entry support system for students who have completed an outside treatment program.

**Confidentiality** - An assurance that confidential information will be maintained in the best interest of the student.

**Contract** - A written or oral agreement between students and school personnel intended to help improve student performance.

**Core Team** - A multdisciplinary team of school professionals trained to recognize behavior which could inhibit a student's educational, social, and emotional growth.

**Educational Group** - A group of students exhibiting behavior not requiring outside referral, monitored by a professional facilitator.

#### Confidentiality

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Maintaining assurance that a student's privacy is protected shall be the responsibility of all staff involved in the Moon Assistance Program for Students (MAPS). The Student Records Policy is based on the Pupil Records Policy Reviewer Checklist, Pennsylvania Department of Education Guidelines. The prime purpose for keeping student records is to help the student succeed in school. Student records are also maintained to supply such information as may be required by law. These written guidelines will be interpreted and administered with professional judgment to assure that these purposes remain foremost in the application of these guidelines. Information will be shared only for the benefit of the student under these controlled conditions. Pupils and parents can expect that the actions of the professional staff will reflect concern for the individual's welfare and right to privacy.