



*AMHS Extended  
Day Program*

**2024-2025**

# Quick Links

Dates & Times

Staffing

Courses & Rosters

Teacher Responsibilities

Grade Change Instructions

Program Screening Tools

Recapture Contracts

Discipline

Health Conditions

## Additional Hyperlinks

- \*[Registration Form](#)
- \*[SLP & Compact](#)
- [AMHS Program Proposal](#)
- Staffing Spreadsheet
- HS Memo
- Transportation- Caleb Friend  
~~Dennis Grad~~
- [Snack Form](#)- Janis  
Campbell-Aikens
- Nurse- health alerts (Ricca & Sondra)
- Building Usage form- Kristie & Lance

# *Dates & Times*

**November 18 ~ May 22**

**Monday, Tuesday,  
Wednesday &  
Thursday**

**3:10pm ~ 4:40pm**



# Title I & LAP Funded Extended Learning

Ensuring extended learning opportunities for students at-risk is supported in District Strategic Plan 2017-2022 stating, “We believe each child can learn at high levels and each staff member has a responsibility to make this a reality.”

During the 24/25 school year Auburn has the unique opportunity to leverage Title I, LAP, and LAP HP funding for planning and implementing activities related to supplemental afterschool programs, including addressing the needs of low-income students, students with disabilities, English learners, migrant students, students experiencing homelessness, and children in foster care.

## **Funding per school:**

- *\$15,000 Title I, LAP, or LAP HP Funds*
- *\$500 from Basic Ed for snacks*

## **Program Focus:**

- *Math, ELA , Credit Recapture and Recovery first*
- *Enhancements include science, the arts,*
- *Other content areas supporting identified student needs and/or interest.*

# Discipline

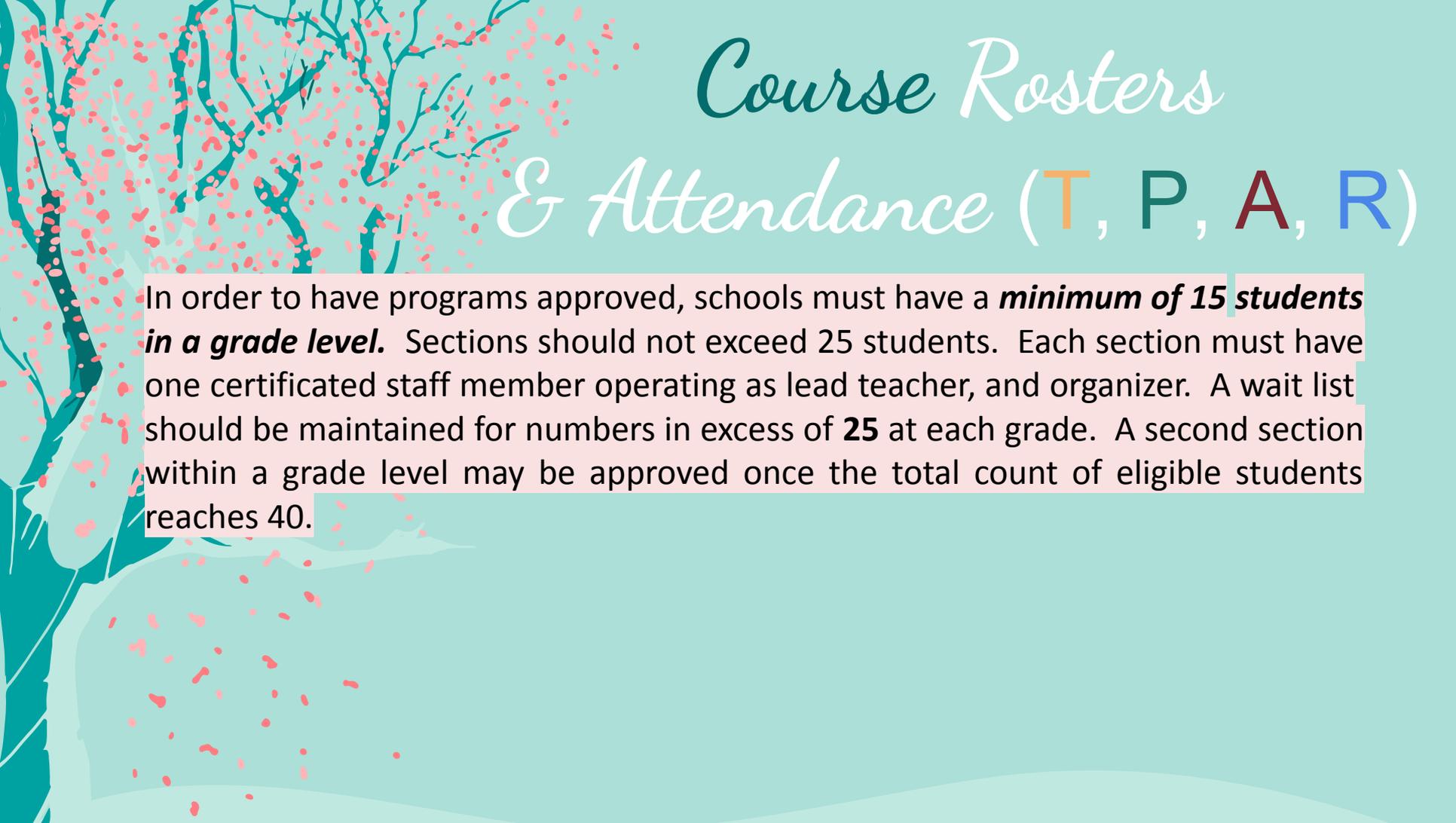


1. Behavioral issues...etc can be directed to Terri; 1st incident is a warning (**document it** )
2. 2nd incident the student is exited from the program (**document it** )
3. Contact home and add it to your guardian communication log: Log & Responses

# Staffing & Room numbers

Teacher planning and program prep: (15 minutes of planning per 1 hour of instruction + 6 hours of pre-program preparation).

Teacher Last Name	Teacher First Name	Course/s	What day/s	room number
Bendt	Heidi	Language Arts, Social Studies	Monday, Tuesday, Wednesday, Thursday	234
Bowden	Michael	Math	Monday, Tuesday, Wednesday, Thursday	316
Furth	John	Math	Monday	304
Hagen	Abigail	Science, Math	Monday, Tuesday	420
Hostetter	Jayme	science	Tuesday	407
Koziol	Alec	Math	Tuesday, Thursday	911
LaFayette	Leslie	French & Spanish	Thursday	306
Lee	Jessica	misc	Monday, Wednesday, Thursday	303
Lewis	Shanessy	Multiple Language Learner*	Monday, Wednesday	315
Preston	David	Math	Monday	901
Schlagel	Viktoriya	Math	Monday, Tuesday, Wednesday, Thursday	235



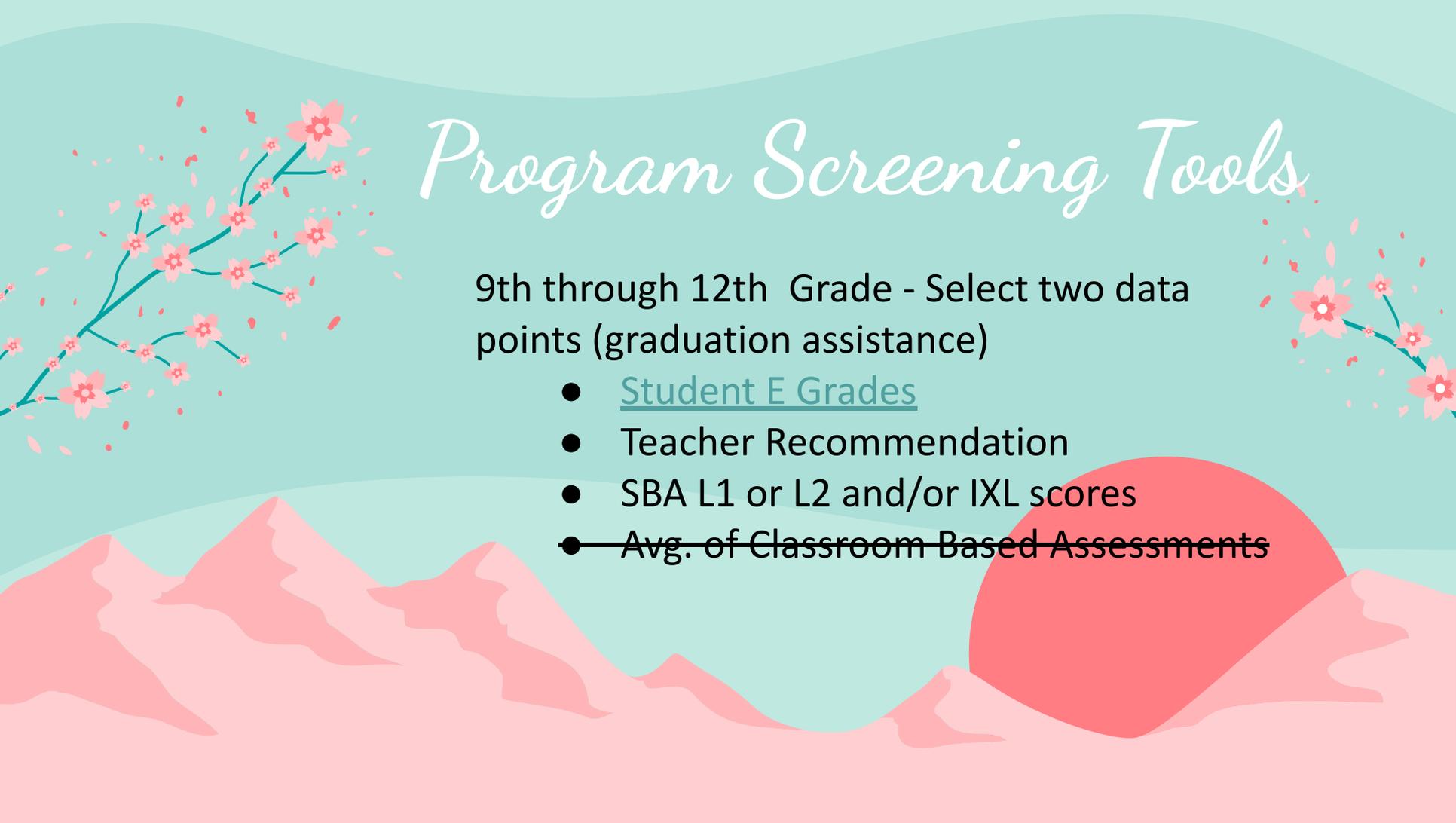
# Course Rosters & Attendance (T, P, A, R)

In order to have programs approved, schools must have a **minimum of 15 students in a grade level**. Sections should not exceed 25 students. Each section must have one certificated staff member operating as lead teacher, and organizer. A wait list should be maintained for numbers in excess of **25** at each grade. A second section within a grade level may be approved once the total count of eligible students reaches 40.

# Teacher Responsibilities

Please let me know if you are not set up in Skyward yet. Teacher planning and program prep: **(15 minutes** of planning per 1 hour of instruction + **6 hours** of pre-program preparation). Enter **Ext Lrn LAP** not to exceed **18 hours**

- Get roster from coordinator
- Planning: Communicate with original teacher to establish skills required
- Send a reminder to students before beginning the program (suggestion- place them in a RECAP classroom or REMIND app to streamline communication)
- Walk students to the FRONT of the building for parent pick-up or bus
- ~~Send home Student Parent Compact/Student Learning Plan (Track returns with at least 3 attempts made.)~~ This is already part of registration materials
- Complete compliance documents provided by the Coordinator (Attendance, Lesson Plans, Pre/post results)
- Send home Student Progress Report at the end of program or end of trimester. ([Student Learning Plan with updated scores](#))- 3 points of contact home
- Give Student Records to the Coordinator (Communications, Invitations, School Parent Compact/Students Learning Plans with tracking, Assessments used for Progress Monitoring, Completed Progress Report [Extended Learning Student Records - Google Docs](#)



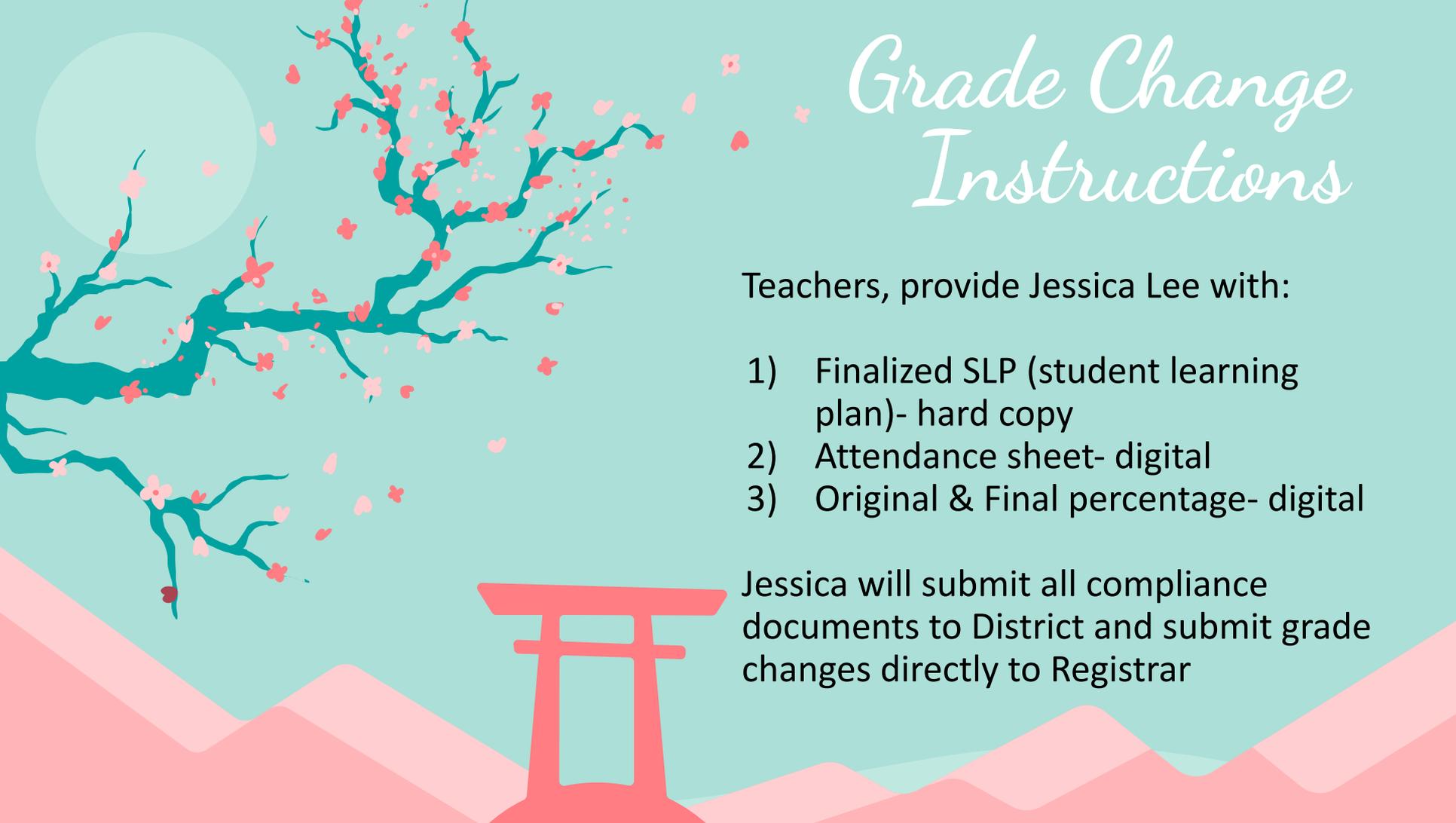
# Program Screening Tools

9th through 12th Grade - Select two data points (graduation assistance)

- [Student E Grades](#)
- Teacher Recommendation
- SBA L1 or L2 and/or IXL scores
- ~~Avg. of Classroom Based Assessments~~

# Recapture Contracts

1. Check the attached list to see what is needed
2. Ask the original teacher for the work
3. Once the student has completed the work go back to the ALL STUDENTS tab to see if there is another class they need to recap

A decorative background featuring a teal sky with a large light teal circle in the upper left. A dark teal branch with pink cherry blossoms extends from the left side. At the bottom, there are stylized pink and red mountains and a red torii gate.

# Grade Change Instructions

Teachers, provide Jessica Lee with:

- 1) Finalized SLP (student learning plan)- hard copy
- 2) Attendance sheet- digital
- 3) Original & Final percentage- digital

Jessica will submit all compliance documents to District and submit grade changes directly to Registrar

# *Health Conditions*



# End of Program Results

[LINK](#)

Add your students to this spreadsheet to indicate growth (if any). There are two tabs, one for **recapture** and another for **support**.

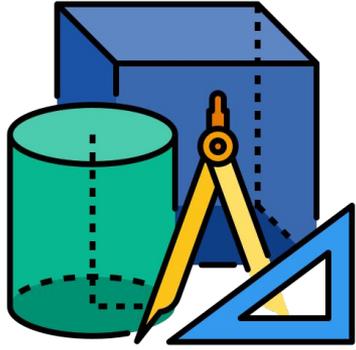


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# Extended Learning

Recapture & Homework Support  
3:10PM - 4:40PM

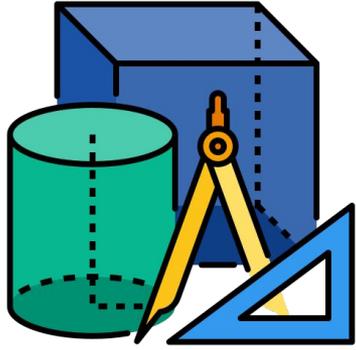
<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>
Language Arts & Social Studies (234)			
Math (901, 316, 304, 235)	Math (316, 235)	Math (316, 235)	Math (911, 316, 235)
Science (420)	Science (407 & 420)	MLL (315)	French & Spanish (306)
MLL (315)	MLL (911)	Misc (303)	Misc (303)
Misc (303)			



Geometry  
Mr. Furth  
Room 304



*Mondays*  
3:10~4:40PM

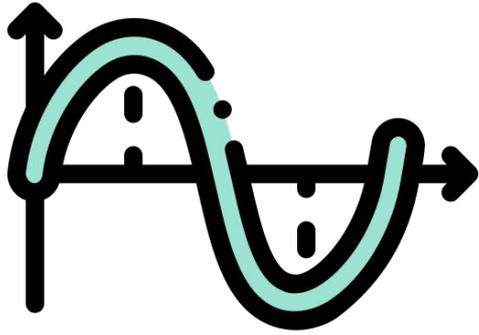


Geometry  
Mr. Bowden  
Room 316



*Mon, Tues,*  
*Wed & Thurs*  
3:10~4:40PM

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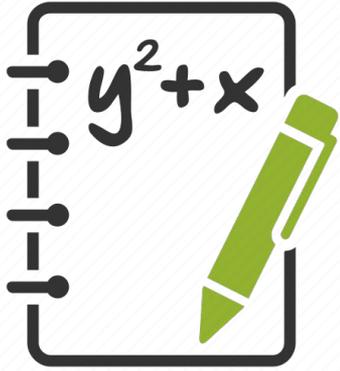


Trigonometry  
Mrs. Schlagel  
Room 235



*Mon, Tues,*  
*Wed & Thurs*

3:10~4:40PM



Algebra  
Mr. Preston  
Room 901



*Mondays*  
3:10~4:40PM



Social Studies &  
Language Arts  
Mrs. Bendt  
Room 234



*Mon, Tues,*  
*Wed & Thurs*  
3:10~4:40PM



Science  
Ms. Hagen  
Room 420



*Monday  
& Tuesday*

3:10~4:40PM



Language Arts & Biology

Mr. Lewis

Room 315



*Monday &  
Wednesday*

3:10~4:40PM





Chemistry  
Mrs.  
Hostetter  
Room 407



*Tuesdays*  
3:10~4:40PM



**Xello & Misc**  
**Lee Sensei**  
**Room 303**



*Mon, Wed*  
*& Thurs*

**3:10~4:40PM**



**French & Spanish**  
**Mrs. LaFayette**  
**Room 306**



*Thursdays*  
3:10~4:40PM