

**The John H. Emhuff Opportunity Center  
MSD Mt. Vernon**

**Honesty - Integrity - Self-Discipline - Self-Respect**

**Welcome to the OC! We are happy you are here and look forward to a successful and fulfilling school year. We will prepare our students to be educated, successful, and responsible citizens. We envision our students actively participating in the quality instruction and curriculum designed to meet their diverse needs and interests. We provide our students with the opportunity to question, create, think, and learn mutual respect that will help prepare them for a positive future.**

1. Students have the responsibility to maintain regular school attendance, make a conscientious effort in classroom work, and adhere to school rules and regulations.
2. Students share with school staff a responsibility for developing a conducive learning climate.
3. No student has the right to disrupt the education of their fellow students.
4. Students have the responsibility to respect the rights of fellow students, teachers, administrators, and all others involved in the educational process.
5. Each person is entitled to respect regardless of race, religion, culture, gender, disability, or sexual orientation.
6. Students have the responsibility to attend class with all required materials, be prepared to work, and stay on task for the entire session.
7. Students shall demonstrate honest and responsible citizenship at all times.
8. Fighting or antagonistic behavior may result in suspension or immediate withdrawal from the program.
9. MVOC students are not permitted on MVHS's campus during the school day without permission from the school administration, including the parking lots.
10. Students must attend classes each day. Students/parents/ guardians must call the MVOC before the assigned arrival time in an illness or emergency.
11. Students have seven sick days for illnesses, doctor appointments, court dates, family emergencies, counseling sessions, and other emergencies approved by the director. **Parents** are required to notify the school when their student is absent. Any student not present at school at any time or not in class for any period without a valid reason is truant. Please contact the OC at 812-833-3350 to report absences.
12. Missing days may affect student graduation date.
13. Truancy over the required limit of day requires informing the prosecuting attorney.
14. The school hours for morning OC are 8:00-11:00, and the school hours for afternoon OC are 12:00-3:00. We begin promptly and are expected to work. The doors of the OC will not open until 7:30 in the morning and 11:45 in the afternoon. Do not ring the bell to enter early. If this is an issue, please let us know.
15. If you are more than five minutes late without prior notification, you will not be allowed to attend class that day.
16. The school dress code applies.
17. If you cannot apply by the rules you may be sent home and parents will be notified.
18. Students will follow the district website's policies on Student Rights, Expectations, and Responsibilities and Responsible Use.
19. Phones are not allowed during instructional time. If you cannot keep your phone put away, it will be stored away for you. Your phone must be surrendered to use the restroom. You may have your phones out during your 15 minute break. If students do not comply with this rule, their phones will be taken to the office and must be picked up by a parent/guardian.
20. Lunch for AM classes will be at 10:55 on regularly scheduled days and 10:50 on club days. Lunch for PM classes will be at 11:55.
21. Do not pack up early. We are here for a limited time.

22. Every day is a new day and a new opportunity to begin again. We hold no grudges, applaud successes, and learn from our mistakes.

**Academic progress and goals:**

1. Students must earn a MINIMUM of six credits per semester to remain in the OC program.
2. Each student must understand that they are occupying a seat in the Opportunity Center that another student may be waiting to use.
3. If a student is not using their time effectively to complete coursework and further their educational growth, they will be withdrawn from the Opportunity Center.
4. All students are expected to behave appropriately at MVOC functions and events.
5. Placement at MVOC is determined one semester at a time. The MVOC staff reviews my progress at the end of each semester to determine my placement for the next semester. I also understand that my performance at MVOC is key in deciding my placement for future semesters.

The undersigned director or designee agrees to the following terms and conditions:

- a. The student may begin attending MVOC on a probationary basis from the date this agreement is signed.
- b. The student agrees to comply with school rules and regulations outlined in the student handbook and on this form.

**Signatures:**

_____ Student signature	_____ DATE
_____ Parent signature	_____ DATE
_____ Director signature	_____ DATE

Mrs. Erica Thomas  
Opportunity Center Director  
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