



May 1, 2025

Dear West40 District Superintendents,

Thank you for your continued dedication and partnership. Together, we breathe life into our shared mission to uplift the most underserved youth and families in West Cook County. With over 3,200 students served and programs embedded in more than 50 district schools, our efforts are a testament to our collective commitment.

**Our Mission:**

*We will meet you where you are.*

*We will be what you need.*

*We walk further with you.*

*We will stand strong with you.*

To live this mission fully, West40 has diligently expanded and enriched our Continuum of Student Services. We've made thousands of home visits to maintain strong, supportive connections. We've provided essential resources directly to families, helping them thrive and ensuring their voices are heard within their schools and communities. We've also delivered technological tools to ensure every family member can access educational and work-related platforms efficiently.

Our commitment extends through the robust array of services we offer:

**West40 Regional Safe Schools Program:** *Supports students in grades 6-12 at risk of suspension or expulsion, providing intensive academic and mental health support.*

**West40 High Needs Alternative Learning Opportunities Programs:** *Available both onsite and remotely, these programs cater to students in grades 6-12 who require focused social-emotional learning and mental health support.*

**West40 Alternative Learning Opportunities Program:** *Supports students in grades K-12 in developing academic and social-emotional skills, deeply integrating with the school community.*

**West40 Alternative Learning Opportunities Program, Seniors Plus:** *Helps students who are off-track to graduate, offering flexible learning options for credit recovery and acceleration.*

Enclosed, you will find the Intergovernmental Agreements for the fiscal year 2026. Please review and ensure a representative from your school board signs the document to confirm your district's participation in these transformative programs. **Please note:** In order to ensure service availability throughout the year, we strongly recommend enrolling in the RSSP and the High Needs ALOP by selecting "yes" on the signature page.

For any questions or further discussion about these programs, please reach out to Joe Gage at [jgage@west40.org](mailto:jgage@west40.org) or (708) 638-0299. We are grateful for the trust you place in us and are excited to continue this meaningful journey with you, enhancing the lives of every young person and family we serve.

Dr. Mark Klaiser

This Agreement is between the West40 Intermediate Service Center ("West 40") and the Board of Education of a participating school district in West Cook County, Illinois (named on the signature page of this document).

#### RECITALS

A. In 1995, the Legislature adopted Article 13A of the Illinois School Code, the "Safe Schools Law" (SSL).

B. Pursuant to Section 10 of SSL, West40 is responsible for administering SSL programs within the Intermediate Service Center No. 2 Region.

C. West40 has submitted a "Regional Safe Schools Program Proposal for the West40 Intermediate Service Center No. 2 Region" (the "Proposal"). A description of the Regional Safe Schools Program is set forth on Exhibit "A," attached hereto and made a part hereof.

D. The participating district agrees to cooperate with West40 ISC #2 in making its claim for evidence-based funding so that funds will be properly appropriated to West40 for the services provided in this Agreement.

E. The District participating in the "Regional Safe Schools Program" in the West40 ISC #2 Region shall pay tuition to West40 ISC #2 set forth on Exhibit "B" attached hereto and made a part hereof.

F. West40 Regional Safe Schools Program operates as established by 105 ILCS 5/13A of the Illinois School Code.

Program capacity is determined by evaluating safety and instructional needs. The program standard is one classroom instructor for every ten students. To expedite enrollment, referrals to the program should be done well in advance of the end of a suspension period. If enrollment exceeds the acceptable instructor/student ratio or creates a safety concern, then a waiting list may be created.

NOW, THEREFORE, IT IS HEREBY AGREED BY AND BETWEEN WEST40 AND THE DISTRICT, as follows:

**Section 1: Incorporation of Recitals.** The Recitals set forth herein above are incorporated herein.

**Section 2: Agreement to Administrative Transfer of Students.** District agrees to the Administrative Transfer of students to the West40 Regional Safe Schools Program for the duration of the students' enrollment in the Alternative Program.

**Section 3: Term.** This Agreement shall run for the 2025-2026 school term as determined by the West40 Regional Safe Schools Program calendar.

**Acceptance by Parties:** See pages 16-18. ***Choosing Yes on the Signature Page allows participation in this program; there is no financial obligation unless the district utilizes this service.***

#### EXHIBIT "A"

#### West40 Intermediate Service Center #2 Regional Safe Schools Program

### **West40 Regional Safe Schools- High School Program**

The West40 Regional Safe School-High School, provides academic instruction, academic and personal counseling, service-learning activities, physical education, and college and career directed instruction. These courses are instructed by members of the West40 Regional Safe School team. Alternative Education Plans, or AEPs, are created by students, parents and West40 staff. Social Services are provided by West40 Regional Safe School staff and mental health partnership agencies.

### **West40 Regional Safe Schools- Middle School Program**

The West40 Regional Safe School-Middle School serves students in sixth through eighth grade who fit the Regional Safe School guidelines. These students may be referred by any of the thirty elementary school districts and one unit district located in West Cook County. The West40 Regional Safe School-Middle School Program provides academic instruction, academic and personal counseling, service-learning activities, physical education, and career development instruction. These courses are instructed by members of the West40 Regional Safe School team. Alternative Education Plans, or AEPs, are created by students, parents and West40 staff. Social Services are provided by West40 Regional Safe School staff and mental health partnership agencies.

## **EXHIBIT “B”**

### **West40 Intermediate Service Center Regional Safe Schools Program**

#### **Tuition Schedule 2025-2026**

Tuition: \$115.00 per day after initial enrollment

- The 2025-2026 school year constitutes 9.5 months not to exceed 180 days.
- Tuition invoices will be calculated based on student enrollment dates.
- Tuition invoices will be sent on a monthly basis.

This Agreement is between the West40 Intermediate Service Center ("West40") and Board of Education of a participating school district in West Cook County, Illinois (named on the signature page of this document).

#### RECITALS

A. The Illinois School Code at 105 ILCS 5/13B et seq. (Alternative Learning Opportunities Law) provides for the operation of alternative learning opportunities programs (ALOP), which are intended to provide youth, who are at risk of academic failure, with the education and support services needed to meet Illinois Learning Standards to complete their education in a safe and secure learning environment.

B. Pursuant to Section 13B-20.10, West40 may, in conjunction with a school district(s), establish a continuum of ALOP services within the Intermediate Service Center #2 Region.

C. West40 has submitted an ALOP proposal for West40 Intermediate Service Center #2 and the district, as part of a consortium of school districts. A description of the program West40 High-Needs Alternative Learning Program (HNA) is set forth herein.

D. The District and West40 are authorized to enter into this Agreement pursuant to Article VII, Section 10(a) of the Illinois Constitution of 1970 and the Intergovernmental Cooperation Act (5 ILCS 220/1 et seq.), and does so pursuant to 105 ILCS 5/13B-35.5 and 23 Ill. Admin. Code 250.10.

NOW, THEREFORE, IT IS HEREBY AGREED BY AND BETWEEN West40 AND THE DISTRICT AS FOLLOWS:

#### **Section 1 Incorporation of Recitals.**

The Recitals set forth herein above are incorporated herein.

#### **Section 2 Scope of Services Provided.**

West40 provides enrolled district students an alternative learning opportunities program through two different lanes of service, the onsite HNA program or the virtual HNA program. Both the onsite and the virtual HNA programs are designed to provide support services through a flexible standards-based learning environment, innovative and varied instructional strategies, a student-centered yet technologically-driven curriculum, supplemental social, health and support services and social programs to improve the educational achievement of students who are at risk of academic failure. The West40 HNA onsite program is designed to serve students in grades 6-12+ with challenges to learning which include but are not limited to: poor attendance, behavioral referrals, credit deficiencies, poor academic performance, and/or social/emotional well-being. Academic and social emotional support services for students and families shall be provided at the West40 Regional Safe Schools building. The West40 virtual program is designed to serve students in grades 6-12 that have been identified by the referring district as medically or emotionally fragile, therefore not able to attend in-person learning at the home school. Members of the programs include teachers, restorative interventionists, social workers and administrators. West40 Staff along with students, parents/guardians and home schools staff design student success plans. The success plans' goals are based on assessments of students' educational and social needs. Students receive progress monitoring, daily feedback and reflection on these established goals.

#### **Section 3 Placement of Students.**

Working with West40, the District, will identify students that may be eligible for and would benefit from placement at the West40 HNA onsite or virtual program pursuant to state legal requirements. After the participating district,

receives parental consent to share student information with West40 about a potential placement and if there are current openings for the student in the program, a referral form will be completed and submitted to West40 (West40 will seek permission to communicate with parents/guardians of students over the age of consent wanting to enter the High Needs ALOP). West40 staff will then convene a student intake meeting, at which time HNA placement will be discussed with the student, family and sending district. If all parties are in agreement that HNA referral placement is appropriate, then a Student Success plan will be created collaboratively using the student, parent and sending district input. Administrative transfer papers will be signed by parent, student and sending district prior to admission into the West40 HNA.

The initial meeting and intake will establish:

- 1) the reason the school district referred the student to the program, which shall be consistent with the district's admission criteria developed pursuant to 23 Ill. Admin. Code 252.20(d);
- 2) a determination of the needs and strengths exhibited by the student;
- 3) the expected academic, social and behavioral outcomes to be achieved as a result of the student's participating in the program;
- 4) the assessment procedures to be used to determine the degree to which the student has achieved his or her goals;
- 5) an estimate of the length of time the student is expected to be enrolled in the program;
- 6) a description of the commitments that the student's parent or guardian will make to support the student in successfully completing the program;
- 7) a description of the commitments that the home school will make to support the student in successfully completing the program;
- 8) a description of the commitments that West40 will make to support the student in successfully completing the program

#### **Section 4 Student Success Plan.**

A Student Success Plan shall be developed for each student based on an assessment of the student's educational and social needs.

The Student Success Plan shall include the following:

- 1) specify the curriculum and instructional methods to be used in improving the student's educational performance;
- 2) outline the support services needed to remove barriers to learning;
- 3) specify, when appropriate, the career development experiences the student will receive to enhance his or her career awareness,
- 4) set goals to ensure a successful transition back to the regular school program or to post-secondary

educational options,

5) outline the student's responsibilities under the Plan;

### **Section 5 Student Progress Reporting.**

Each student's progress is evaluated daily using a variety of qualitative and quantitative measures that will be reflected on goal reports. Instructional strategies, resources, and academic and social skill intervention will be adjusted as needed to ensure each student meets all requirements of enrollment. West40 will provide the sending school with goal/grade/attendance reports, on the following timelines:

(1) Onsite HNA High School goal/academic/attendance reports will be sent every four weeks in the form of progress reports for quarters 1 and 3, and goal/grade/attendance reports for semesters 1 and 2;

(2) Onsite HNA Middle School goal/academic/attendance reports will be sent every six weeks in the form of progress reports and goal/grade/attendance reports at the end of each trimester.

(3) All Virtual HNA Middle School and High School goal/academic/attendance reports will be sent at the end of each quarter with progress reports sent minimally at the same frequency as that of the home school.

### **Section 6 Student Discipline.**

Students enrolled in the West40 HNA program shall be subject to all West40 HNA and home-school behavioral expectations. Consequences for engaging in misconduct will be enforced as per the policies of West40 HNA and home school while participating in the West40 HNA.

### **Section 7 Evaluation.**

West40 HNA and home school shall participate fully in the data collection necessary for measuring the effectiveness of the Program. Data so collected and developed shall be forwarded to West40. West40 will meet with and assist home school representatives in this data collection and share the analysis and evaluation.

### **Section 8 Student Record Confidentiality.**

The District agrees to provide students information for participants enrolled in the West40 HNA related to the development of Student Success Plans and the implementation of those plans with said students and their parents. West40 agrees at all times to comply with applicable federal and state privacy and records laws, including but not limited to: 1. The Family Educational Rights and Privacy Act, 20 U.S.C. 1232g; 2. The Illinois School Student Records Act, 105 ILCS 10/1 et seq.; and 3. The Illinois Mental Health and Developmental Disabilities Confidentiality Act, 740 ILCS 110/1 et seq.

**Section 9 Cooperation regarding Evidence-Based Funding.**

The District agrees to cooperate with West40 in making its claim for evidence-based so that funds will be properly appropriated to West40 to defray costs of services provided in this Agreement (See Appendix 1).

**Section 10 Funding.**

Tuition for the West40 HNA *onsite program* will be paid by the District based on a rate of \$115.00 per day after initial enrollment, not to exceed 180 days. Tuition for the West40 HNA *virtual program* will be paid by the District based on a rate of \$75 per day after initial enrollment, not to exceed 180 days. Additionally, the West40 HNA virtual program will invoice the District a one-time material and technology fee of \$750.00 for new students, or \$400.00 for returning students billed and payable after the first month of enrollment. Tuition will be calculated based on student enrollment dates, and invoices will be sent to the District on a monthly basis.

**Section 11 Term.**

This Agreement shall run for the school term as determined by the West40 calendar.

**Acceptance by Parties:** See pages 16-18. ***Choosing Yes on the Signature Page allows participation in this program; there is no financial obligation unless the district utilizes this service.***

High Needs ALOP Appendix 1

If, during the March 1 enrollment period, the net total of students recorded with ISBE for this program is less than the actual amount served by West40 on March 1, then by the end of the fiscal year of this agreement, if West40 provides



an invoice to the District, the District will reimburse West40 for services rendered to its students on a cost-per-pupil basis for students not realized in the March 1 enrollment count.

For FY26, the cost-per-pupil is \$7,102 as calculated below:

*Per-Pupil-Cost Calculation:*

Total FY25 EBF / Total FY25 Program Capacity

\$23,473,146 / 3,305 = \$7,102

## WEST40 ALOP INTERGOVERNMENTAL AGREEMENT 2025-2026

This Agreement is between the West40 Intermediate Service Center #2 ("West40"), 415 W Lexington, Maywood, Illinois 60153, and the Board of Education of the District.

### RECITALS

A. The *Illinois School Code* at 105 ILCS 5/13B et seq. (Alternative Learning Opportunities Law) provides for the operation of Alternative Learning Opportunities Programs (ALOPs), which are intended to provide youth, who are at risk of academic failure, with the education and support services needed to meet Illinois Learning Standards to complete their education in a safe and secure learning environment.

B. Pursuant to Section 13B-20.10, West40 may, in conjunction with a school district(s), establish an ALOP within the Intermediate Service Center #2 Region.

C. West40 has submitted an ALOP proposal for West40 Intermediate Service Center #2 and the District as part of a consortium of school districts. A description of the ALOP program (historically known as West40/Tapestry and Seniors Plus) is set forth herein.

D. The District and West40 are authorized to enter into this Agreement pursuant to Article VII, Section 10(a) of the Illinois Constitution of 1970 and the Intergovernmental Cooperation Act (5 ILCS 220/1 et seq.), and does so pursuant to 105 ILCS 5/13B-35.5 and 23 Ill. Admin. Code 250.10.

NOW, THEREFORE, IT IS HEREBY AGREED BY AND BETWEEN WEST40 AND THE DISTRICT, AS FOLLOWS:

#### **Section 1: Incorporation of Recitals.**

The Recitals set forth herein above are incorporated herein.

#### **Section 2: Scope of Services Provided.**

West40 provides enrolled students an alternative learning opportunities program designed to provide support services through a goal oriented, research-based, trauma-informed, individualized approach. Also incorporated are supplemental social-emotional support services designed to help bridge a connection to school for students who are at risk of academic failure. The West40 ALOPs as described below are designed to serve students in grades K-12+ with poor attendance, excessive behavioral referrals, credit deficiencies, poor academic performance, and/or needs related to social emotional well being, and each shall be provided onsite. Members of the programs may include a West40 area director, site coordinators, student advocates, teachers and teaching assistants working in partnership with District teachers and support staff.

#### **Section 3: Placement of Students.**

Working with West40, the participating district will identify students that may be eligible for and would benefit from placement at West40 ALOP and Seniors Plus programs pursuant to state legal requirements. Through a variety of mechanisms (including but not limited to: student service team referrals, problem-solving team referrals, universal screeners, articulation meetings, and teacher team meetings) students are identified by the District as needing support with academics, behavioral struggles, attendance issues, and/or social emotional well being in order to stay on track toward meeting graduation requirements. Priority for placement in the ALOP shall be provided to

students who received any ALOP, RSSP or truancy services the previous school year. To increase the likelihood of a successful outcome, every effort should be made to identify students as early as possible for ALOP support.

Enrollment into an ALOP requires parental consent if under the age of 18. After the participating district receives parental consent to share student information with West40 about a potential placement and if there are current openings for the student in the program, a referral form will be completed and submitted to West40. A designated student advocate from West40 will then meet with the parents and student for initial contact and to obtain necessary consent. Upon receiving parental consent for the student's enrollment, a Student Success Plan will then be initiated.

#### **Section 4: Student Success Plan.**

A Student Success Plan (SSP) shall be developed for each student based on an assessment of the student's educational and social functioning and that establishes goals and objectives for satisfactory performance in the West40 ALOP and Seniors Plus program. The Student Success Plan shall include the following: 1) (i) specify the curriculum and instructional methods to be used in improving the student's educational performance, (ii) outline the support services needed to remove barriers to learning, (iii) specify, when appropriate, the career development experiences the student will receive to enhance his or her career awareness, (iv) set objectives to ensure a successful transition back to the regular school program or to post-secondary educational options, and (v) outline the student's responsibilities under the Plan; 2) the reason the school district referred the student to the program, which shall be consistent with the district's admission criteria developed pursuant to 23 Ill. Admin. Code 252.20(d); 3) a determination of the needs and strengths exhibited by the student; 4) the expected academic, social and behavioral outcomes to be achieved as a result of the student's participating in the program; 5) the assessment procedures to be used to determine the degree to which the student has achieved his or her learning objectives and other specified outcomes; 6) an estimate of the length of time the student is expected to be enrolled in the program; 7) a description of the commitments that the student's parent or guardian will make to support the student in successfully completing the program; and 8) for any student who is initially to receive less than five clock-hours of school work per day, both: i) identification of objectives that must be achieved so that the student can resume receiving five hours of school work daily, and ii) a description of the instructional support that the student will receive to assist him or her in making sufficient academic progress to permit a successful transition back into the regular school program or post-secondary career as applicable.

In addition to creating goals, each student is given the Insights Student Measurement Tool by 7 Mindsets to assess the level of current difficulty a student is experiencing and assess the types of interventions that will be most effective. Program staff communicate regularly with parents regarding academic progress, attendance, and behavior. Daily calls are made to the parents of students who are absent from school without prior notice. Parents are also contacted when other concerns emerge.

#### **Section 5: Student Progress Reporting.**

#### **Section 6: Student Discipline.**

Students enrolled in the West40 ALOP and Seniors Plus program shall be subject to all the District behavioral expectations and consequences for engaging in misconduct as per the policies of the District while participating in the West40 ALOP and Seniors Plus program.

#### **Section 7: Evaluation.**

The District shall participate fully in the evaluation plan for measuring the effectiveness of the Program. Data so collected and developed shall be forwarded to West40. West40 will meet with and assist the District representatives in this data collection, analysis and evaluation.

**Section 8: Student Record Confidentiality.**

The District agrees to provide access to student records, including access to the student information system, for students enrolled in the ALOP program to West40 Student Advocates, their immediate supervisors, and Parent Liaisons related to the development of Student Success Plans and the implementation of those plans with said students and their parents. West40 agrees at all times to comply with applicable federal and state privacy and records laws, including but not limited to: 1. The Family Educational Rights and Privacy Act, 20 U.S.C. 1232g; 2. The Illinois School Student Records Act, 105 ILCS 10/1 et seq.; and 3. The Illinois Mental Health and Developmental Disabilities Confidentiality Act, 740 ILCS 110/1 et seq.

**Section 9: Cooperation Regarding Evidence-Based Funding.**

The District agrees to cooperate with West40 in making its claim for evidence-based so that funds will be properly appropriated to West40 for the services provided in this Agreement.

**Section 10: Funding.**

West40 will use its Evidence-Based Funding dollars to fund this program except that the district will continue to provide adequate space for the number of students and staff in the program including the cost of the utilities in that space(s). It is understood that this commitment can be collectively modified or nullified by either party if a significant reduction of West40's state funding occurs. If, during the March 1 enrollment period, the net total of students recorded with ISBE for this program is less than the actual amount served by West40 on March 1, then by the end of the fiscal year of this agreement, if West40 provides an invoice to the District, the District will reimburse West40 for services rendered to its students on a cost-per-pupil basis for students not realized in the March 1 enrollment count. (See Appendix 1)

**Section 11: Term.**

This Agreement shall run for the school term as determined by the District calendar in conjunction with the West40 calendar. The District understands and agrees that West40 ALOP and Seniors Plus staff may not be able to provide services on certain days throughout the school year due to their professional development obligations with West40. On such days, enrolled students will remain in the regular school program. Seniors Plus will work remotely.

**Acceptance by Parties:** *Signature obligates the district and West40 to the applicable terms outlined in this Intergovernmental Agreement.*

West 40 Intermediate Service Center #2

A handwritten signature in black ink, appearing to be "J. P. Brown", written over a horizontal line.

By: \_\_\_\_\_

Executive Director

Date: 5/1/25

Board of Education, School District

By: \_\_\_\_\_

Superintendent

Date \_\_\_\_\_

#### Appendix 1

If, during the March 1 enrollment period, the net total of students recorded with ISBE for this program is less than the actual amount served by West40 on March 1, then by the end of the fiscal year of this agreement, if West40 provides an invoice to the District, the District will reimburse West40 for services rendered to its students on a cost-per-pupil basis for students not realized in the March 1 enrollment count.

For FY26, the cost-per-pupil is \$7,102 as calculated below:

*Per-Pupil-Cost Calculation:*

Total FY25 EBF / Total FY25 Program Capacity

\$23,473,146 / 3,305 = \$7,102

**Intergovernmental Agreement for Alternative Education Services FY 2026**

West 40 Intermediate Service Center #2 and the District

Review each section and choose Yes Or No for each program; sign and send back to West40 to Joe Gage at [jgage@west40.org](mailto:jgage@west40.org).

	Choosing Yes to the following	Choosing Yes to the	
--	-------------------------------	---------------------	--