

## POLICY SERIES 2000 - INSTRUCTION

## ALTERNATIVE LEARNING EXPERIENCE PROGRAMS

## I) Avanti High School

The District establishes Avanti High School as an alternative learning experience school, provided onsite or over the Internet or by other electronic means, as defined in Washington Administrative Code (WAC) 392-121-182.

- A) Every student enrolled in the school shall have a written individual plan. The written plan may be developed in collaboration with the student, the student's parent(s) or guardian, and other interested parties. The student's supervisor, who must be certificated instructional staff or a contractor as defined in WAC 392-121-188, must approve the plan and has primary responsibility and accountability for the plan. The student learning plan must meet the following minimum criteria. The plan must:
- 1) Include a schedule of the duration of the program, including the beginning and ending dates.
  - 2) Describe the specific learning goals and performance objectives of the alternative learning experience. This requirement may be met through course syllabi or other detailed descriptions of learning requirements.
  - 3) Describe the average number of hours per week that the student will engage in learning activities to accomplish the objectives of the plan.
  - 4) Describe how weekly contact requirements will be fulfilled.
  - 5) Identify instructional materials essential to successful completion of the learning plan.
  - 6) Include a timeline and method for evaluating student progress toward the learning goals and performance objectives specified in the learning plan.
  - 7) Identify whether the alternative learning experience meets one or more of the state essential academic learning requirements defined by the district. High school alternative learning plans must identify whether the experience meets state and District graduation requirements.
- B) Annually, during a public meeting, the Board will approve the ratio of certificated instructional staff to full-time equivalent students enrolled in alternative learning experience programs and courses.
- C) Student performance will be supervised, monitored, assessed, evaluated, and recorded by school staff, including the method for grade reporting if different from other District programs. Certificated staff will meet regularly with students scheduled into their classes and record progress on the student's learning plans.

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- D) Each student enrolled in an alternative learning experience program shall have direct personal contact with school staff, at least weekly, to discuss and evaluate student progress, until completion of the course objectives or the requirements of the learning plan. Direct personal contact means a face-to-face meeting with the student, or if appropriate, with the parent(s) or guardian; or through the use of telephone, e-mail, instant messaging, interactive video communication, or other means of digital communication.
- E) Each student's educational progress will be reviewed at least monthly. If a student does not make satisfactory progress in the activities identified in his or her plan, a revised plan may be implemented.
- F) District Supervision:  
The District shall designate one or more person(s) responsible for approving specific alternative learning experience programs or courses, monitoring compliance with WAC 392-121-182 and reporting at the end of each school year to the school district Board of Directors on the program. The annual report shall contain:
- 1) The alternative learning experience student headcount and full-time equivalent enrollment claimed for basic education funding.
  - 2) A description of how certificated and classified staff are assigned program management and instructional responsibilities that maximize student learning; including the ratio of certificated instructional staff to full-time equivalent students.
  - 3) A description of how the written student learning plan is developed and student performance supervised and evaluated by certificated staff;
  - 4) A description of how the alternative learning experience program supports the districts overall goals for academic achievement; and
  - 5) Results of any self-evaluations conducted pursuant to WAC 392-121-182(7).
- G) The District alternative learning program shall satisfy the State Board of Education requirements for courses of study or equivalencies; and if the program offers credit or a high school diploma, the alternative learning program must meet the minimum high school graduation requirements.

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**II) Olympia Regional Learning Academy**

The District establishes the Olympia Regional Learning Academy as an alternative learning experience program, provided onsite or over the Internet or by other electronic means, as defined in Washington Administrative Code (WAC) 392-121-182.

- A) Every student enrolled in the school shall have a written individual plan. The written plan may be developed in collaboration with the student, the student's parent(s) or guardian, and other interested parties. The student's supervisor, who must be certificated instructional staff or a contractor as defined in WAC 392-121-188, must approve the plan and has primary responsibility and accountability for the plan. The student learning plan must meet the following minimum criteria. The plan must:
- 1) Include a schedule of the duration of the program, including the beginning and ending dates.
  - 2) Describe the specific learning goals and performance objectives of the alternative learning experience. This requirement may be met through course syllabi or other detailed descriptions of learning requirements.
  - 3) Describe the average number of hours per week that the student will engage in learning activities to accomplish the objectives of the plan.
  - 4) Describe how weekly contact requirements will be fulfilled.
  - 5) Identify instructional materials essential to successful completion of the learning plan.
  - 6) Include a timeline and method for evaluating student progress toward the learning goals and performance objectives specified in the learning plan.
  - 7) Identify whether the alternative learning experience meets one or more of the State Essential Academic Learning Requirements (EALRs) defined by the District. High school alternative learning plans must identify whether the experience meets state and District graduation requirements.
- B) Annually, during a public meeting, the Board will approve the ratio of certificated instructional staff to full-time equivalent students enrolled in alternative learning experience programs and courses.
- C) Student performance will be supervised, monitored, assessed, evaluated, and recorded by school staff, including the method for grade reporting if different from other District programs. Certificated staff will meet regularly with students

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scheduled into classes and/or through scheduled appointments, and are responsible for recording progress on the students' learning plans.

- D) Each student enrolled in an alternative learning experience program shall have direct personal contact with school staff, at least weekly, to discuss and evaluate student progress, until completion of the course objectives or the requirements of the learning plan. Direct personal contact means a face-to-face meeting with the student, or if appropriate, with the parent(s) or guardian; or through the use of telephone, email, instant messaging, interactive video communication, or other means of digital communication.
- E) Each student's educational progress will be reviewed at least monthly. The results of the reviews shall be shared with the students and with the parents or guardians of students in K-8 programs. If a student does not make satisfactory progress in the activities identified in his or her plan, a revised plan may be implemented.
- F) Parent(s) or Guardian Responsibilities:  
Parent(s) or guardian are required to participate in the program on behalf of their children in K-8 programs in at least the following ways, or their children may be excluded or removed from the program:
- 1) The parent(s) or guardian must approve their child's plan.
  - 2) The parent(s) or guardian must provide or supervise those portions of their child's plan for alternative learning experiences that are identified in the plan.
  - 3) The parent(s) or guardian must meet with school staff as prescribed in their child's plan for purposes of evaluating their child's performance and/or receiving instructions on assisting with their child's alternative learning experiences.

If a student's parent(s) or guardian cannot or will not participate in the program, the supervisor of the program may accept another suitable adult who agrees to meet the policy and program requirements set out for parent(s) on behalf of the student.

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G) District Supervision:

The District shall designate one or more person(s) responsible for approving specific alternative learning experience programs or courses, monitoring compliance with WAC 392-121-182 and reporting at the end of each school year to the school district Board of Directors on the program. The annual report shall contain:

- 1) The alternative learning experience student headcount and full-time equivalent enrollment claimed for basic education funding.
- 2) A description of how certificated and classified staff are assigned program management and instructional responsibilities that maximize student learning, including the ratio of certificated instructional staff to full-time equivalent students.
- 3) A description of how the written student learning plan is developed and student performance supervised and evaluated by certificated staff;
- 4) A description of how the alternative learning experience program supports the District's overall goals for academic achievement; and
- 5) Results of any self-evaluations conducted pursuant to WAC 392-121-182(7).

H) The District alternative learning program shall satisfy the State Board of Education requirements for courses of study or equivalencies; and if the program offers credit or a high school diploma, the alternative learning program must meet the minimum high school graduation requirements.



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*CROSS REFERENCE*                      *Policy 2020*                      *Adoption of Instructional Materials*

*LEGAL REFERENCES*                      *WAC 392-121-182*                      *Alternative Learning Experience Requirements*  
*WAC 392-121-106*                      *Definition - Enrolled Student*  
*WAC 392-121-107*                      *Definition - Courses of Study*



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