

5075 AREA LEARNING CENTER

Area Learning Center Designation

In 1989, the Duluth Public Schools applied for and received State of Minnesota designation as an Area Learning Center provided for in M.S. 129B.52-129B.55. The Duluth ALC also has state approval to offer an Independent Study program for students ages 16 and older and Targeted Services programs for students in middle and elementary schools.

Description

Area Learning Centers are designed to meet the needs of learners five years through twenty who have fallen behind in satisfactorily completing coursework and for those whose experience in traditional schools is not or has not been successful or who desire to attend a program which better addresses their individual needs. Area Learning Centers may also assist students who are enrolled in a regular school. They are open year-round and during the day and evening to accommodate those who need flexible hours. The purpose of ALCs is to provide a full range of services that will lead to satisfactory completion of high school.

Programs and Services

Individualized programs are developed to fit a student's specific needs, and may include:

- academic and learning classes taught using alternative methods,
- applied learning opportunities,
- trade and vocational skills,
- work experience, and work-based learning opportunities,
- youth service to the community,
- transition services,
- PSEO program for students who meet the enrollment criteria.

In addition, the ALC will coordinate with the district's regular and special education services and with community program to offer increased opportunities to learners.

Eligibility (State Graduation Incentives Criteria)

- at least two grade levels below the performance level for students of the same age in a locally determined achievement test, or
- at least one year behind in satisfactorily completing course work or obtaining credits for graduation, or
- are pregnant or a parent, or
- have been assessed as chemically dependent, or
- have been physically or sexually abused, or
- have experienced mental health problems, or
- -have experienced homelessness anytime within the past six months.
- have limited English proficiency or speak English as a Second Language, or
- have been chronically truant or have withdrawn from school; or
- have been referred by your school district.

An individual who has obtained a General Educational Development (GED) certificate is eligible to enroll in a diploma program.

Stipulations--ISD 709 Area Learning Center

1. 1. The ALC offeres several enrollment options based on the age and grade level of

the student.

High School students ages 16-20 may be served as an Area Learning Center Student, a Concurrently Enrolled Student, or a Dually Enrolled Student through the ALC Independent Study Program.

High School students under the age of 16 may be served as Concurrently Enrolled (FOCUS) and/or Dually Enrolled (attendance-based classes).

Middle School students may be served as either Concurrently Enrolled (FOCUS) and/or Dually Enrolled through Targeted Services (EXCEL).

Elementary School students may be served as Dually Enrolled Students through Targeted Services (EXCEL).

a. Area Learning Center Student: This learner (age 16-20) is enrolled only in the ALC. In order to enroll, he/she must meet the state Graduation Criteria for eligibility. A student who has been in a home high school during the current school year must bring a referral from the high school with a copy of his/her transcript. Any student who has an active Individual Education Plan (IEP) will be referred to the ALC only after a Special Services team meeting which includes consultation with an ALC staff member to determine a change in placement.

b. Concurrently Enrolled Student: This learner continues to study part-time at the home school and enters an ALC program part-time during the school day. The ALC program may be offered at the main ALC site or may be a special program designed to meet the needs of a group of students at the high school and middle school and offered on the school site (e.g. Habitat, FOCUS). Students must have a referral signed by the school administrator or counselor and the IEP case manager when applicable as well as by the parent/guardian.

c. Dually Enrolled Student: The dually enrolled high school student continues to study at home high school full-time while attending the ALC to make up credits needed to graduate on time. This student must have a referral from the home high school principal or counselor and the IEP case manager when applicable. The referral must indicate which credits are to be earned at the ALC. These students may attend summer or school-year programs as needed. Dually enrolled middle and elementary school students attend Targeted Services Programs (EXCEL) at their school site beyond the regular school day and year. Students must have a referral signed by a school administrator or counselor and the IEP case manager when applicable as well as by the parent/guardian. To participate in the summer programs, Targeted Services students must also attend during the school year.

2. When a learner enrolls to attend only the Area Learning Center, the ALC requires a copy of his/her transcript and immunization record. All other records will remain at the home school. If a learner completes all requirements for graduation at the ALC and requests an ALC diploma, the ALC will request the student's cumulative record. If the student requests a home high school diploma, the ALC will forward a record of all credits earned to the home high school and the student's cumulative record will remain there.
3. Students expelled under the Pupil Fair Dismissal Act of 1974 are not eligible to attend the ALC until the beginning of the next semester following the expulsion.
4. When a student elects to attend only the Area Learning Center, he or she retains the right to re-enroll in the home high school the following semester.
5. In the case that a dually enrolled student stops attending the home high school and

is still attending the ALC, the home high school will notify the ALC. If the student meets state eligibility criteria and chooses to continue attending the ALC, the high school will provide a new referral for enrollment as an ALC-only Student and a copy of the student's complete transcript and current report card.

6. The advisor at the Area Learning Center will write an individualized Continual Learning Plan with each student who is enrolled only at the ALC. This plan will be written with input from the student and parent and will take into account any information provided by the home school and will be updated at least twice a year. Dually and Concurrently enrolled students will have a continual learning plan for the classes for which they are enrolled at the ALC; their overall graduation plan will remain the responsibility of the home school. For students in middle and elementary school programs, the learning plan will also indicate other school services provided to enhance their school success.
7. The Area Learning Center shall have access to the district's regular education programs, technology facilities, and staff. This includes the opportunity to refer ALC students to other high schools for classes not available at the ALC.
8. All ALC students are expected to make continuous progress on their learning plans. If they fail to attend regularly or to complete their studies, they will either (a) negotiate a revised learning plan; or (b) be dropped from the ALC. ALC students who are dropped can apply for readmittance after a 30-day waiting period and may then renegotiate their learning plan. Dually enrolled students will need a new referral from the home high school to finish a class at the ALC if they have been dropped. Middle school students may be referred to other services within their school if the ALC program is not an appropriate match for their needs.
9. The ALC will report all credits earned by dually enrolled students within two week after the credit is complete. No grade or credit report will be provided for students who have not completed a course at the ALC. Every semester the ALC will provide each home high school with a list of their students who are studying at the ALC.
10. Dually enrolled ALC students will continue to be counted in their home high school for attendance. The ALC will claim all hours beyond the regular school day that are allowed by state law. Concurrently enrolled students will be counted for that class by that school for purposes of staffing and supplies.
11. The graduation requirements for the Area Learning Center are the same as the requirements set by the School Board for all ISD 709 graduates. Students over the age of 19 or whose class has graduated are eligible to apply for "Competency-Based Credits for Experiential Learning" following the procedures and guidelines approved by the School Board in February 1994.
12. Duluth residents who enroll in the ALC may choose to receive a diploma from their home high school or from the ALC. To participate in a home high school commencement program, the student's Learning Plan must include home school attendance for at least three (3) credits during the senior year.
13. Non-Duluth residents may choose to receive a diploma from their community of residence or from I.S.D. 709 ALC. They must meet the graduation requirements for the diploma they choose. An ALC student who cannot identify a Minnesota high school as a home school will receive an ALC diploma.

Adopted: 04-17-1990 ISD 709

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