

ALTERNATIVE LEARNING EXPERIENCE PROGRAMS

The district establishes the Explorer Academy and Discovery Alternative High School, alternative learning experience programs, provided on site or over the internet or by other electronic means, as defined in WAC 392-121-182.

- I.** Every student enrolled in the program shall have a written individual plan developed in collaboration with the student, the student's parents, 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:
 - A.** Include a schedule of the duration of the program, including the beginning and ending dates;
 - B.** 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.
 - C.** Describe the average number of hours per week that the student will engage in learning activities to accomplish the objectives of the plan;
 - D.** Describe how weekly contact requirements will be fulfilled;
 - E.** Identify instructional materials essential to successful completion of the learning plan;
 - F.** Include a timeline and method for evaluating student progress toward the learning goals and performance objectives specified in the learning plan; and
 - G.** 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.
- II.** 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.
- III.** Student performance will be supervised, monitored, assessed, evaluated, and recorded by certificated instructional staff, or by certificated staff of a contractor. South Kitsap Alternative Programs use a variety of ways to supervise and evaluate student performance. Online and parent partner program meets a minimum of monthly one on one with students to review academic progress. The Alternative High School, in addition to monthly student progress reviews, will meet quarterly one on one with students to review academic progress at a parent/student/teacher conference. In addition, all students have classes either scheduled daily or independently, that are graded by or in conjunction with certificated staff. Each school uses information from state and national assessments including the W.A.S.L./H.S.P.E., M.S.P. and ACCUPLACER which gives us data annually of student improvement and goals for future progress. All students who graduate from our programs must complete and present a portfolio that includes a 13th year plan and includes works that represent competency in our states E.A.L.R.S. Finally, all students receive report cards

for each grading period that describe their completion/grades of required and elective courses according to our districts requirements.

- IV.** Each student enrolled in an alternative learning experience program shall have 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. Personal contact may be accomplished through the use of telephone, e-mail, instant messaging, interactive video communication, or other means of digital communication as long as it does not compromise the educational quality, student health or safety, or the fiscal integrity of the district.
- V.** 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 parent or guardian. If a student does not make satisfactory progress in the activities identified in his or her plan, a revised plan will be implemented within five school days.

The following is criteria Discovery Alternative High School will use to determine monthly Satisfactory Progress towards an individuals Written Student Learning Plan.

The student must exhibit the following:

- Weekly contact with student: face to face, phone, email, instant messaging, and interactive video communication.
 - **Weekly contact** needs to be with student directly, not parent. It must be a reciprocal contact. Phone text's are OK, however teachers are to record date and information provided from the text.
- Students must be on track to earn credit in 60% of classes as determined by Advisor/Credit teacher who will review monthly progress using the form, Monthly Student Self Progress Review. Student and Advisor /Credit Teacher signature is necessary for monthly review.

The following is criteria Explorer Academy will use to determine monthly Satisfactory Progress towards an individuals Written Student Learning Plan.

- A student making satisfactory progress will be on track to complete a minimum of 10% of annual course work during that month as defined by their Written Student Learning Plan at the time of the Monthly Review.
- A student making satisfactory monthly progress will have weekly contact with a teacher. All other communication may be face to face, by email, by phone or other digital media. Reciprocal contact must be directly with the student as defined by state law.

VI. Parent Responsibilities:

Parents or guardians are required to participate in the program on behalf of their children in at least the following ways, or their children may be excluded or removed from the program:

- A.** The parent or guardian must provide or implement those portions of their child's plan for alternative learning experiences that are identified in the plan under the supervision of certificated instructional staff; and

- B.** The parent or guardian must meet with certificated instructional 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 experience.

If a student's parent 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 parents on behalf of the student.

- VII.** 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.

- VIII.** The district shall identify expenditures, directly related to the student learning plan, paid for by participants that are reimbursable by the district.

- A.** South Kitsap Alternative programs will not reimburse any expenditure to families or program participants.

Legal Reference:	WAC 392-121-182	Alternative learning experience requirements
	RCW 28A.320.230	Instructional Materials – Instructional Materials Committee
Cross References	Board Policy 2020	Curriculum Development and Adoption of Instructional Materials

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