

INSTRUCTION ALTERNATIVE LEARNING EXPERIENCE PROGRAMS

The district establishes the Deer Park High School Contract Education Program and the Deer Park Home-Link Program, alternative learning experience programs as defined in WAC 392-121-182.

Every student enrolled in the program shall have a written individual plan approved by the student's supervisor, who must be an employee of the district, that meets the following minimum criteria:

1. The plan must include a schedule of the duration of the program, including the beginning and ending dates;
2. The plan must describe the learning activities that the student is expected to complete that is of sufficient detail to guide and advise the student;
3. The plan must describe the teaching components of the program, including where and when teaching activities will be conducted by district staff;
4. If, on average, the student attends school less than five hours per week, the plan must require that the student shall meet one-on-one with qualified district staff for at least sixty minutes per school week or the equivalent (two hours if two students meet with one staff member, three hours if three students are present, etc.) for instruction, review of assignments, testing or other learning activities.
5. The plan must include a reasonably accurate estimate of the average number of hours per month that the student will be engaged in learning activities required by the plan.

The curriculum and course requirements for the program must be approved by the district pursuant to policy.

Student performance will be supervised, evaluated and recorded by school district staff in the following ways:

1. The certificated staff at the Deer Park Alternative School will supervise the contract education program through weekly meetings with students, conferences with parents, and regular staff meetings.
2. The staff will also evaluate the program through these staffings and meetings, analysis of attendance and credit progress, and successful completion of program with earned diploma.
3. Student performance and progress is recorded by the certificated staff through standard means of grading policy, percentages and completion criteria. For the Home-Link Program, student performance and progress is recorded by portfolios and conferences as staff work closely with parents.

Each student's educational progress will be reviewed at least once during the student's first twenty days in the program, and at least every 45 days thereafter. 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 is not substantially

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successful in the activities identified in his or her plan, a revised plan may be implemented. If the student's performance does not improve in the ninety days after the first date he or she has been determined to be failing (or sooner at the district's discretion), the program staff will develop a plan to remove the student from the program no later than at the end of the current school year and for not less than one school term. Students have the right to enroll in other district programs.

Each student's records, including his or her plan, enrollment records, attendance records and records of total hours of participation in educational activities must be maintained and kept available for audit in the district.

For students in grades K-8, their parents or guardians shall submit written statements at least monthly reporting the hours the student engaged in planned learning activities. Students in grades 9-12 shall submit their own written statements at least monthly reporting the hours they engaged in planned learning activities. Timely submission of such reports is a condition of participation in the program.

Students may be reported to the state for funding purposes based on the number of hours their plans call for them to engage in planned learning activities. If, over the course of two months, a student's actual number of hours of work varies from that estimated in the plan by more than five hours per week, the student's full-time equivalency shall be adjusted to the actual two month average. If a student fails to meet with district staff for twenty consecutive school days, he or she will no longer be reported as enrolled for funding purposes.

The staff shall not report students for funding from alternative learning experience programs that do not meet one of the two following criteria:

1. The program maintains a ratio of full-time equivalent certificated instructional staff which is at least equal to the district's basic education funding ratio for the grade band of students in the program; or
2. There is evidence available for audit that the district expends at least 70% of the basic education entitlement claimed for students enrolled in the program on program expenses. Such expenditures must be direct expenditures from Programs 01, 31 and/or 45 as defined in the Accounting Manual for Public School Districts in Washington State for the specific year.