

**WHITE RIVER SCHOOL DISTRICT #416
BOARD POLICY**

No. 2255

2000 - INSTRUCTION

School Organization

2255 - Alternative Learning Experience Programs

The district establishes White River Alternative Programs as an alternative learning experience program, provided on-site or over the internet or by other electronic means, as defined in Washington Administrative Code (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 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:
 - 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.

Every student in a White River Alternative Program has an individual learning plan. For students in grades 4 – 8 the certificated instructor co-writes the plan with the student and parent or guardian. For students in grades 9 – 12 the certificated instructor co-writes the plan with the student and as often as possible, the parent. The certificated instructor supervises the ongoing progress of the plan. Progress for all students is reviewed and evaluated on a monthly basis. Determination of progress is recorded and filed records are kept on each student. Students remain in

good standing when progress is satisfactory based on the content of the plan. The improvement plan process is implemented when progress becomes unsatisfactory.

Collins High School is a 9 – 12 school offering a full curriculum of vocational and general education classes. The structure of the program dictates a certificated staff/student ratio range of 1 to 28-34.

Collins Extension Center Transition Program is a 9 – 12 program serving students in transition primarily from their home high school to Collins High School. This program is also used as a credit retrieval option. The certificated staff/student ratio range is 1 to 50-85.

White River Online Learning is an electronic learning option provided for students in grades 9 – 12. A full curriculum is available to serve students on a part or full time basis. The certified staff to student ratio range is approximately 1 to 35-50.

The Choice Program is a parent partnership program serving students in grades 4 – 12. The certified staff to student ratio range is 1 to 20-32.

- IV. 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 through use of telephone, e-mail, instant messaging, interactive video, or other means of digital communication, and if appropriate, with the parent(s) or guardian.
- 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 of students in K-8 programs. If a student does not make substantially satisfactory progress in the activities identified in his or her plan, a revised plan may be implemented.
- VI. Parent Responsibilities:

Parent(s) 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(s) or guardian must approve their child's plan;
 - B. The parent(s) 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
 - C. 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 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 parents on behalf of the student.

VII. 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 board of directors on the program. The annual report shall contain:

- A. The alternative learning experience student headcount and full-time equivalent enrollment claimed for basic education funding;
- B. 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;
- C. A description of how the written student learning plan is developed and student performance supervised and evaluated by certificated staff;
- D. A description of how the alternative learning experience program supports the district's overall goals for academic achievement; and
- E. Results of any self-evaluations conducted pursuant to WAC 392-121-182(7).

VIII. 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.

Legal References: WAC 392-121-182
RCW 28A.320.230

Alternative learning experience requirements
Instructional Materials – Instructional Materials
Committee

Cross References Board Policy 2020

Curriculum Development and Adoption of
Instructional Materials

Original Adoption: August 26, 1996
Revised: August 20, 2003, January 11, 2006
Revised: June 9, 2010