

Alternative Learning Experience Programs (Generic)

The district establishes _____, an alternative learning experience program, provided on site or over the internet or by other electronic means, as defined in WAC 392-121-182, operating at 80% of Basic Education Full Time Equivalent (FTE).

The responsible monitoring officials designated for this program are the District Superintendent and/or High School Principal. The Program Director will correlate and report in conjunction with the monitoring officials.

1. Every student enrolled in the program shall have an individual Written Student Learning Plan (WSLP) developed by a certificated teacher, which may be developed with assistance from the student, the student's parents, or other interested parties in the design and implementation of a student's learning experience. The certificated teacher, as defined in WAC 392-121-188, must approve the plan and has primary responsibility and accountability for the plan, defines the requirements of an individual student's alternative learning experience. The written student learning plan must include at least the following elements:
 - A. A beginning and ending date for the student's alternative learning experience;
 - B. An estimate by a certificated teacher of the average number of hours per week the student will engage in learning activities to meet the requirements of the written student learning plan. This estimate must consider only the time the student will engage in learning activities necessary to accomplish the learning goals and performance objectives specified in the written student learning plan;
 - C. A description of how weekly direct personal contact requirements will be fulfilled;
 - D. A description of each alternative learning experience course included as part of the learning plan, including specific learning goals, performance objectives, and learning activities for each course, written in a manner that facilitates monthly evaluation of student progress. This requirement may be met through the use of individual course syllabi or other similarly detailed descriptions of learning requirements. The description must clearly identify the requirements a student must meet to successfully complete the course or program. Courses must be identified using course names, codes, and designators specified in the most recent Comprehensive Education Data and Research System (CEDARS) data manual published by the Office of Superintendent of Public Instruction (OSPI);
 - E. Identification of the certificated teacher responsible for each course included as part of the plan;
 - F. Identification of all instructional materials that will be used to complete the learning plan;

- G. A description of the timelines and methods for evaluating student progress toward the learning goals and performance objectives specified in the learning plan; and
- H. Identification of whether each alternative learning experience course meets one or more of the state essential academic learning requirements or grade-level expectations and any other academic goals, objectives, and learning requirements defined by the school district. For each high school alternative learning experience course, the written student learning plan must specify whether the course meets state and district graduation requirements.
2. 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 (Ratio currently at __. __ to __ FTE students).
 3. Student performance will be supervised, monitored, assessed, evaluated, and recorded by certificated instructional staff, or by certificated staff of a contractor. Please refer to the annually submitted current Policy/Program Handbook.
 4. Each student enrolled in an alternative learning experience (ALE) program shall have contact with school certificated staff at least weekly, pertaining to student progress, until completion of the course objectives or the requirements of the learning plan. _____
_____ direct personal contact may be accomplished through the utilization of any of the following methods: telephone, e-mail, instant messaging, interactive video communication, or other means of digital communication or face-to-face personal contact. Direct personal contact must be for the purposes of instruction, review of assignments, testing, evaluation of student progress, or other learning activities or requirements identified in the written student learning plan, and must be at a minimum a two-way exchanged of information between a certificated teacher and the student. All required direct personal contact must be documented; please refer to the annually submitted current Policy/Program Handbook.
 5. 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. If a student does not make satisfactory progress in the activities identified in his or her plan, a revised plan may be implemented.
 6. Parent Responsibilities
 - A. In recognition of the significance of students, parents, and other interested adult participation in the design and implementation of the WSLP, the school board sets forth the responsibilities of the students, parents or guardian to include, but not be limited to:
 1. When applicable, the parent or guardian must approve their child's plan;
 2. When applicable, the parent or guardian must be highly involved in the implementation of 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
 3. If applicable, the parent/guardian must meet with certificated instructional staff as prescribed in their child's plan for purposes of evaluating their child's performance
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and/or receiving instructions on assisting with their child's alternative learning experience.

- B. 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, which may include certified district staff.

7. 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 districts overall goals for academic achievement; and
 - E. Results of any self-evaluations conducted pursuant to WAC 392-121-182(7).
- 8. 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.
 - 9. The district shall identify expenditures, directly related to the student learning plan, paid for by the district. Please refer to the annually submitted inexhaustive lists of substantially similar expenditures approved by the school board and the annually submitted current Policy/Program Handbook.

10. Weapons/Firearms

This ALE program adheres to the identical Weapons Policy of the local high school, school board, and OSPI mandates for all public and private schools in Washington, which shall include mandatory 1-year expulsion of student, subject to type of weapon/firearm per OSPI classifications.

Cross Reference(s)

Board Policy 2020 – Curriculum Development and Adoption of Instructional Materials

Legal Reference(s)

WAC 392-121-182 – Alternative Learning Experience Requirements

RCW 28A.320.230 – Instructional Materials – Instructional Materials Committee

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