



## **Instruction – Series 2000**

### **Alternative Learning Experience Programs – 2255**

The District establishes the Peninsula Internet Academy Program as the alternative learning experience program, 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 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 performances will be supervised, monitored, assessed, evaluated, and recorded by certificated instructional staff, or by certificated staff of a contractor.

IV. Each student enrolled in the Peninsula Internet Academy shall have their progress reviewed at least weekly by their local certificated supervisor, to evaluate student progress, until completion of the course objectives or the requirements of the learning plan. The weekly contact may be accomplished through the use of telephone, e-mail, instant messaging, interactive video communication, or other means of digital communication. The weekly progress reports will be maintained and archived by the student's certificated supervisor as a part of each student's academic record in the Peninsula Internet Academy. When a course of study is completed, the results of that study will be included in the student's academic record.

The results of the reviews shall be shared with the students and with the parent or guardian of students. If a student does not make satisfactory progress in the activities identified in his or her plan, a revised plan may be implemented.

### **Parent Responsibilities**

V. Parents or guardians are required to participate in the program on behalf of their student(s) in at least the following ways, or their student(s) may be excluded or removed from the program:

- A. The parents or guardians must approve their student's plan;
- B. The parent or guardian must provide or implement those portions of their student'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 student's plan for purposes of evaluating their student's performance and/or receiving instructions on assisting with their student'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.

### **District Supervision:**

VI. 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 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-evaluation conducted pursuant to WAC 392-121-182(7).

VII. The District alternative learning programs 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 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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