

ALTERNATIVE LEARNING EXPERIENCE PROGRAMS

The district establishes the Skagit Family Learning Center as an alternative learning experience program provided onsite, over the Internet, or by other electronic means as defined in Washington Administrative Code 392-121-182.

1. 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 plan must be supervised, monitored, assessed, and evaluated by school staff. As defined by WAC 392-121-188, "school staff" refers to certificated instructional staff of the school district or a contractor. The student learning plan must meet the following minimum criteria:
 - A. Include the beginning and ending dates for the learning experience;
 - 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 estimated 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. High school alternative learning plans must specify whether the experience meets state and district graduation requirements.
2. Annually, during a public meeting, the board will approve (a) curriculum and course requirements; and (b) the ratio of certificated instructional staff to full-time equivalent students enrolled in alternative learning experience programs and courses.
3. Student performance will be supervised, monitored, assessed, evaluated, and recorded by school staff. Students at Skagit Family Learning Center will have monthly progress reviews to demonstrate satisfactory or unsatisfactory progress. In addition, for secondary students at Skagit Family Learning Center, a portfolio review may be used to establish grades and to meet criteria.
4. Until completion of the course objectives or the requirements of the learning plan, each student enrolled in an alternative learning experience program shall have direct personal contact with school staff at least weekly for instruction, review of

assignments, testing, reporting of student progress, or other learning activities. Direct personal contact may be accomplished through the use of telephone, e-mail, instant messaging, interactive video communication or other means of digital communication, a face-to-face meeting with the student and, if appropriate, with the parent(s) or guardian.

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 parents or guardians of students in K-8 programs. 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(s) or Guardian Responsibilities:
 - A. The parent(s) or guardian must approve their child's alternative learning experience plan;
 - B. Under the supervision of certificated instructional staff, or a contractor as defined in WAC 392-121-188, the parent(s) or guardian must provide or supervise those portions of their child's plan for alternative learning experiences that are identified in the plan; and
 - C. The parent(s) or guardian must meet with school staff 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(s) or guardian cannot or will not participate in the program, the supervisor of the program may appoint another suitable adult who agrees to meet the policy and program requirements set out for parent(s) on behalf of the student.

7. District Supervision:

The district shall designate one or more persons 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 school district 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 alternative learning experience students;
- C. A description of how the written student learning plan is developed and student performance supervised and evaluated by school staff;
- D. A description of how the alternative learning experience program supports the district's overall goals for academic achievement; and

- E. Results of periodic 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 State Board of Education's high school graduation requirements.
 9. Expenditures that can be reimbursable by the district must be supported by the written student learning plan and follow state and district guidelines.

Legal Reference:	WAC 392-121-182	Alternative learning experience requirements
	WAC 180-50-300	Equivalency Course of Study—Credit for learning experiences conducted away from school or by persons not employed by the school district
	WAC 180-51-110	Equivalency course credit for alternative learning experiences, no high school courses, electronically mediated courses, work experience, and challenges
	RCW 28A.320.230	Instructional Materials-Instructional Materials Committee
Cross Reference:	Board Policy 2020	Curriculum Development and Adoption of Instructional Materials