

PELHAM SCHOOL DISTRICT POLICY

IHBI – ALTERNATIVE LEARNING PLANS

Category: Priority

Purpose

In an effort to reduce the number of students who do not complete the requirements to graduate from high school and earn a diploma, the Board establishes a program for alternative learning plans for students to obtain a high school diploma or its equivalent. The District, through its leadership team, is directed to identify students who may be at risk for dropping out of high school, for developing alternative learning plans consistent with this policy, and for assisting students who are participating in alternative learning plans.

Roles and Responsibilities

Alternative learning plan components shall have specific instructional objectives aligned with the State minimum standards and District curriculum standards. All alternative learning plans will comply with applicable laws and regulations, including child labor laws and regulations governing occupational safety.

The Guidance Counselor or Principal's designee is responsible for assisting students and their parents/guardians in preparing a draft alternative learning plan. The alternative learning plan components will be determined through a team consisting of the student, a designated administrator in charge of alternative learning plans, the student's school counselor, the parent/guardian, and other appropriate school personnel based on the individual student need.

The Superintendent will have primary responsibility and authority for approval of alternative learning plans. The team will oversee all aspects of such programs.

Parents/guardians and/or students may appeal decisions rendered by the Principal within the provisions set forth below (see Appeal Process).

Students approved for alternative learning plans must have parent/guardian permission to participate in such a program. For alternative learning plans that require off-campus attendance, the District will require a signed agreement among the school, the student, and a designated agent of the third-party host. The agreement should specify the roles and responsibilities of each party. Students engaged in alternative learning plans will remain as enrolled students of their district.

Approval Process

1. The student/parent/guardian seeking an alternative learning plan shall meet with the guidance counselor or principal to discuss alternative learning plan options and initiate the formation of an alternative learning plan team. The team, including the student and parent/guardian, will meet to design the alternative learning plan designed to enable the student to continue to work towards fulfilling high school graduation requirements.
2. The Superintendent will review the paperwork and will determine whether or not to approve the alternative learning plan. The Superintendent decision will be made within ten (10) days of receipt of the paperwork. The student and parent/guardian will be notified in writing of the decision. If additional

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information is requested, the information must be submitted within ten (10) days of receipt of the request.

3. It is the student's responsibility to maintain academic standing and enrollment in any approved program. Any failure to complete an approved program may jeopardize the student's ability to remain in the program and receive credit towards obtaining a high school diploma or its equivalent. The student and parent/guardian recognize that in the event the student withdraws from an approved program, the District cannot guarantee placement in an equivalent District-offered course.

Evaluation Criteria

The Superintendent will evaluate all applications of students wishing to participate in an alternative learning plan or program. At a minimum, any alternative learning plans must meet the following criteria:

- Provides for proper administration and supervision of the program or plan
- Provides that certified school personnel oversee and monitor the program
- Includes age-appropriate academic rigor and the flexibility to incorporate the student's interests and manner of learning
- Are developed and amended, if necessary, by the Alternative Learning Plan Team.

Appeal Process

If the submitted plan is rejected, the Superintendent will provide the student/parents with a rationale as to why the proposal was rejected. Students whose application has been denied by the Superintendent may appeal that decision to the School Board. If the School Board upholds the Superintendent's determination, the decision of the School Board may be appealed to the State Board of Education, consistent with applicable law. The School Board will inform the student/parents of their appeal rights.

Program Integrity

In order to ensure the integrity of the learning experience approved under this program, the student will be required periodically or upon demand to provide evidence of progress. The designated administrator in charge of alternative learning plans will be responsible for certifying completion of the plan or program and the award of credits, consistent with the District's policies on graduation.

If a student is unable to complete the alternative learning plan for valid reasons, the designated administrator in charge of alternative learning plans will evaluate the experience completed to date and make a determination for the award of partial credit or recommend an alternative experience on a case-by-case basis. If a student ceases to attend or is unable to complete their alternative learning plan for

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insufficient reason (lack of effort, failure to follow through, indecision, etc.), the designated administrator in charge of alternative learning plans may determine that the student's transcript be adjusted to reflect the experience as a failure.

In order to certify completion of curricular programs and activities based upon specific instructional objectives aligned to the standards, the designated administrator in charge of alternative learning plans will develop appropriate mechanisms to document student progress and program completion on student personnel records.

District Policy History:

Adopted: October 21, 2020

Revised: September 29, 2021

Legal References:

RSA 193:1, Duty of Parent; Compulsory Attendance by Student

Ed 306.04(a)(13), Alternative Means Of Earning Credit Toward A High School Diploma

Ed 306.04(a)(14), Alternative Means Of Demonstrating Achievement Of Competencies

Ed 306.21, Alternative Programs
