ALTERNATIVE EDUCATION EVIDENCE CRITERIA REVIEW

SITE INFORMATION

District_____   District Site Code_____

LEA or COOP _____   Sending School(s)_____

Days Program Meets_____   Hours Program Meets_____

Date of Visit_____   SDE Specialist_____

STUDENT INFORMATION

Student Slots Available_____   Number of Students Enrolled_____

Number in Attendance Today_____   Dropouts to Date_____

Number of:

IEP Students_____   District IEP Rate_____

Pregnant/ParentingStudents_____   504 Students_____

Concurrent Enrolled Students_____   CTE Students_____

Service Learning Students_____   Internships/Job Shadowing_____

Employed Students_____   Students Receiving Work Study Credit_____

REQUIRED DOCUMENTS   YES NO

A. District Wide Student Needs Assessment - Date Certified:_____   ☐ ☐

B. Alternative Education Plan - Date Certified: _____   ☐ ☐

C. Approved waiver for serving fewer than 10 students (if applicable)   ☐ ☐
   Date Approved _____ Approval Year(s)_____

D. Approved Deregulation for Abbreviated Day (If applicable)   ☐ ☐
   Date Approved _____ Approval Year(s)_____

E. Copy(ies) of Memorandum of Understanding between LEA & sending school(s)   ☐ ☐

F. Copy(ies) of Authorization to Pay form from sending school(s)   ☐ ☐

G. Copy of District Calendar   ☐ ☐

SIGNATURES

_____   _____
Evaluation Committee Signature   Signature Date

_____   _____
Evaluation Committee Signature   Signature Date

_____   _____
Evaluation Committee Signature   Signature Date

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CRITERIA 1 - Allow class sizes and student/teacher ratios which are conducive to effective learning for at-risk students.

	YES	NO
A. List of names & grades of all students being served in the current year	☐	☐
B. List of teachers and subjects taught	☐	☐

CRITERIA 2 - Incorporate appropriate structure, curriculum, interaction and reinforcement strategies designed to provide effective instruction.

	YES	NO
A. Reward systems and motivational strategies used to provide targeted supports to struggling students, such as a multi-tiered system of supports (MTSS)	☐	☐
B. Record keeping for attendance, course completion and behavior	☐	☐
C. Intervention strategies and meeting agendas that reflect discussion of student progress	☐	☐
D. Parent contact sheets with contact dates	☐	☐

CRITERIA 3 - Include an intake and screening process to determine eligibility of students.

	YES	NO
A. Intake packets for 25% of current students (include signed and dated contracts for current year)	☐	☐
B. At-risk identification form on file for **every** student coded as an Alternative Education student in the WAVE student record system	☐	☐

CRITERIA 4 -Demonstrate that teaching faculty are appropriately certified teachers.

	YES	NO
A. Copy of instructor certification or approved teaching out certification form for all Alternative Education teachers.	☐	☐

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CRITERIA 5 - Demonstrate that teaching faculty have been selected on the basis of a record of successful work with at-risk students, or personal and educational factors that qualify them for work with at-risk students.

	YES	NO
A. Clearly defined professional development plan for Alternative Education teachers and support personnel (examples: trauma-informed practices, managing aggressive behavior, working with homeless youth)	☐	☐
B. Evidence of teacher participation in Alternative Education professional development (examples: sign-in sheets, agendas, participation certificates)	☐	☐

CRITERIA 6 - Reflect appropriate collaborative efforts with state agencies and local agencies serving youth.

	YES	NO
A. List of state and local organizations partnering with the Alternative Education program	☐	☐
B. Evidence of activities with these organizations (examples: list of meeting agendas, photos, community service projects, dates and sign-in sheets)	☐	☐

CRITERIA 7 - Provide courses that meet the academic curricula standards adopted by the State Board of Education and additional remedial courses.

	YES	NO
A. Current Oklahoma Academic Standards (OAS) curriculum being used Online Curriculum_____	☐	☐

CRITERIA 8 - Offer individualized instruction.

	YES	NO
A. 25% of current students' schedules from the student information system	☐	☐
B. Individual learning plans detailing student goals, academic plans, graduation plans, individualized instruction	☐	☐

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CRITERIA 9 - State clear and measurable program goals and objectives.

	YES	NO
A. Clearly stated and aligned mission and vision with defined SMART goals written, published and posted (Specific, Measurable, Achievable, Relevant, Time-Bound)	☐	☐

CRITERIA 10 - Include counseling and social services components.

List of Outside Agencies:_____

	YES	NO
A. Counseling session dates and topics for academic and group sessions	☐	☐
B. Copy of counseling providers certificate or license (current school counselor's teacher certification, or LPC, LADC, LCSW, LMFT of any outside provider(s) partnering with the Alternative Education program)	☐	☐

CRITERIA 11 -Require a plan leading to graduation be developed for each student in the program which will allow the student to participate in graduation exercises at the sending school or district after meeting the requirements of the school district as specified in the individual graduation plan for that student.

	YES	NO
A. Compliance with 70 O.S 1210.508-4 Individualized Career Academic Plan (ICAP)	☐	☐

CRITERIA 12 - Offer Life skills instruction.

	YES	NO
A. Clearly defined curriculum to help students plan for life after high school (self-sufficiency, employment, etc.) Curriculum: _____	☐	☐

CRITERIA 13 - Provide opportunities for hands-on arts education to students, including artist in residency programs coordinated with the Oklahoma Arts Council.

	YES	NO
A. Documentation of monthly integrated art activities (hands-on art activities, field trips or visiting artists/performers, etc.)	☐	☐

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CRITERIA 14 - Provide a proposed annual budget.

	YES	NO
A. Copy of annual proposed budget	☐	☐

CRITERIA 15 -Be appropriately designed to serve middle school, junior high school, and high school students in grades seven through twelve who are most at risk of not completing a high school education for a reason other than identification as a student with disabilities under 70 O.S 13-101.

(Identification as a student with disabilities does not in itself disqualify a student from Alternative Education services, but special education status cannot be the basis for identification as an at-risk student).

	YES	NO
A. Completed end-of-year data survey from previous school year	☐	☐
B. Photos of Alternative Education program classroom(s), facilities, activity spaces, etc.	☐	☐

CRITERIA 16 - Allow students in the Alternative Education program, who otherwise meet all of the participation requirements, to participate in vocational programs and extracurricular activities at the sending school or district, including but not limited to athletics, band, and clubs.

	YES	NO
A. Roster/schedule of students enrolled in Career Tech Education Programs	☐	☐
B. Roster/schedule of students in athletics, band, or other activities at the sending school or district (include samples of schedules verifying enrollment activities)	☐	☐

NOTES: