

Estherville Lincoln Central Alternative Program

1520 Central Avenue
Estherville, Iowa
(712) 362-2659



Description and Policies

The mission of the Estherville Lincoln Central Community School District is to ensure that all students maximize their learning potential in becoming confident, productive citizens with good character.

Estherville Lincoln Central Community School District does not discriminate based on race, color, creed, national origin, religion, sex, gender identity, age, disability, marital status, sexual orientation, physical attributes, physical or mental ability or disability, military affiliation, political party preference, socioeconomic status, or familial status. Inquiries or grievances may be directed to Mr. Andrew Armstead, Superintendent, 1814 7th Avenue, Estherville, Iowa 51334.

Dear Prospective Student & Parent/Guardian(s),

Welcome to Estherville Lincoln Central Alternative High School. This handbook is intended to make you aware of the policies, procedures, rules and regulations that will help you adjust to our school and become an integral part of it. It is our hope that you will become familiar with all that our school has to offer, follow the rules and build memories and friendships that will last a lifetime.

The rules and regulations contained within this handbook are not all-inclusive, and the principal reserves the right to address other discipline acts in a fair and equitable manner, and determine consequences accordingly.

WE EXPECT STUDENTS TO:

1. Attend regularly and be on time to school.
2. Assume responsibility for their success in the program.
3. Respect others and treat them as they would wish to be treated.

Hard Rules:

1. We will follow DOE regulations that state students are not allowed phones in the classroom.
2. Students not in attendance by 9:00 am will be counted absent and not allowed to attend that day.
3. Alternative school services will be complete at 1:00, students wishing to attain additional credits will be placed in period 6, or 7 courses at the high school.
4. Students will work in only designated work areas.
5. Coursework is the sole responsibility of the student, the minimum 60% threshold on quizzes and tests will determine if a student is able to move forward.

ELIGIBILITY

To be eligible for enrollment a student must not be of compulsory age (16 before the start of the school year), and not be on track for graduation from ELC high school. Exceptions to this may be made through meeting with the Principal, Guidance Counselor, and parents.

ALTERNATIVE DIPLOMA

Students will work towards a tiered high school diploma. This diploma is equivalent to a regular high school diploma with six less elective options. The diploma will be awarded to the student once they have completed 42 credits which include:

- 8 English credits
- 6 Science credits
- 6 Social Studies credits
- 6 Math Credits
- 4 Physical Education credits (.5 each semester)
- 1 Career Tech Credit
- 1 Fine Arts Credit
- 1 Computer Credit

- ❑ 1 Health Credit plus CPR
- ❑ 1 Personal Finance Credit

Those receiving an alternative diploma will not participate in ELC's Commencement, and will be given their diploma upon completion. In order to attain PE credits required for graduation students must be enrolled in online PE every semester of HS.

Graduation

Students wishing to walk at graduation ceremony on Sunday with their classmates **MUST** complete 70% of their coursework in the high school classroom. They also **MUST** meet the requirement of 48 credits.

REPORTS

Parents will be notified when students are not making progress toward courses. This is independent work and the sole responsibility of the student to make progress.

EXPECTATIONS WHILE WORKING ON COURSEWORK:

1. Headphones are on while lectures are being taught.
2. This is independent work.
 - a. Students need to achieve at least 60% in order to move on to the next section of their class.
 - b. If a student does not achieve 60% the program will redirect them again to the initial learning.
 - c. If you do not pass the summative assessment with 60% accuracy you will be redirected.

PRODUCTIVITY GUIDELINES

1. Students determined to be unproductive will be notified, along with parents. If unproductivity continues students will be removed from the program to allow space for those who will better utilize the opportunity. asked to leave.

DAILY SCHEDULE

Alternative hours will run from 7:45 - 1:00 daily. Students who are not in attendance by 9:00 will not be allowed in for the day as they will not be able to achieve the minimum of 4 hours of daily work. Any exception to the 4 hour expectation can only be made by the high school principal.

BREAKFAST / LUNCH / PARKING

Breakfast is served in the high school cafeteria each day from 7:30 am - 8:00 am. Students wishing to eat breakfast must be at school during those times in order to receive breakfast. Lunch will be served each day.

Students will use the main parking lot and enter through the main HS doors.

ACADEMIC CREDIT

Course requirements consist of attendance, daily assignments, and test scores. Students must achieve at least 60% on daily assignments and test scores will receive a passing score and attain credit. It is the student's responsibility to make corrections and complete all assignments accurately. Students who have completed a course will print the page, bring it to the office to enter credit and receive their next course.

ATTENDANCE POLICY

Regular attendance is expected as is punctuality. Productivity and progress are directly associated with good attendance and promptness. **Prospective employers are interested in attendance habits and patterns.** In order for students to complete classes, they need to attend school on a regular basis. **If a student is sincere about wanting an education, earning credits and graduating, daily attendance is a must.**

For all students / parents:

1. Parents are expected to notify the HS main office when a student will not be in attendance 362-2659.
2. Students who are absent 10 consecutive days without a valid reason will be dropped from the program.
3. Considerations and Exceptions:
 - Any extended absence or chronic medical condition accompanied by a doctor's note or a judge will not count against the student.
 - Arrangements may be made for a student with an extended health issue. A note from the students' Physician requesting those services will be required.
 - Any family going on an extended family trip must provide communication to the main HS office prior to leaving for said trip. We strongly encourage families to take vacations outside of the alternative school calendar. Due to the nature of learning students are only earning credit when they are in school, in the seat working through coursework.***

DISCIPLINE POLICY

Students are expected to conduct themselves in a manner which permits the orderly and efficient operation of the learning center. Mature and responsible conduct is expected. Students are expected to demonstrate proper care of the equipment, facilities, and grounds. Failure to do so will result in disciplinary action.

GUIDELINES FOR STUDENT CONDUCT

Discipline and conduct policies of Estherville Lincoln Central Community Schools will be followed at all times. Please refer to the High School Parent / Student handbook.

Repeated disruptions or unproductive behaviors while at school may result in the dismissal from the program for an extended period of days. Re-entry to school will take place after a staff, parent/guardian, and student meeting and may be delayed 30 or more school days.

ADVERSE WEATHER CONDITIONS

When inclement weather forces late starts, early dismissals, or cancellation of classes, we will follow the decision of the Estherville Lincoln Central School District.

CALENDAR

Our program will operate on a calendar that mirrors the ELC High School.