

LAGUNA BEACH UNIFIED SCHOOL DISTRICT

Board Policy No. 5017: **CONTINUATION CLASSES/ALTERNATIVE EDUCATION PROGRAMS**

1. **INTRODUCTION**

a. The Governing Board recognizes that high quality education programs and interventions can motivate and support students to attain grade level academic standards, overcome academic deficiencies, and/or acquire critical skills. Such high quality education programs may include remediation or assistance within the classroom, continuation classes, the ability to participate in occupational orientation, independent study or as a last resort, alternative educational programs. It is the intent of the Governing Board that school based education programs and interventions be considered before a student is removed from regular classes and/or the school and placed in an alternative education program.

b. The Superintendent or designee shall establish any additional procedures for the voluntary and involuntary transfer of students to continuation classes or an alternative education program that may be necessary to fully implement this policy.

2. **DEFINITIONS**

a. School based educational programs and interventions include continuation classes such as the District's credit recovery program, regional occupation classes offered at a District supported site and/or independent study.

b. Alternative educational programs, means an educational program located in an alternative setting that provides specialized instruction to students referred by the District. Alternative educational programs include such programs as the alternative, community and correctional educational schools and services (Access) program operated by the Orange County Department of Education or any other District provided program which does not take place on a local school district or ROP campus.

3. **REVIEW OF STUDENT OPTIONS**

a. Before enrolling students in continuation classes or alternative educational programs, a group of persons knowledgeable about the student shall evaluate and recommend to the student an educational program which would best serve the students educational needs.

4. **TRANSFERS TO CONTINUING EDUCATION AND/OR ALTERNATIVE EDUCATION PROGRAMS**

a. **Voluntary Transfers.**

a. A student may, with the final approval of the Superintendent or designee, voluntarily enroll in a school based educational program and intervention or an alternative educational program to receive specialized attention such as individualized instruction and/or to make up serious credit deficiencies.

b. The student may return to his/her regular school program at the beginning of the following school year, and with the consent of the Superintendent or designee, may return at any time.

b. Involuntary Transfers to Continuation Classes.

a. A decision to transfer a student involuntarily to a continuation class(es) shall be based on a finding that the student either:

(1) Committed an act enumerated in Education Code section 48900 and other means failed to bring about student improvement or the school principal determines that the student's presence causes a danger to persons or property or threatens to disrupt the instructional process; or

(2) The student has been habitually truant or irregular in attendance from instruction which he/she is lawfully required to attend.

b. Prior to the transfer, written notice shall be given to the pupil and the pupil's parent or guardian, informing them of the opportunity to request a meeting with the designee of the Superintendent prior to the transfer.

c. At the meeting, if requested, the pupil or the pupil's parent or guardian, shall be informed of the specific facts and reasons for the proposed transfer and shall have the opportunity to inspect all documents relied upon, question any evidence and witnesses presented, and present evidence on the pupil's behalf. The pupil may designate one or more representatives or witnesses to be present with him/her at the meeting.

d. The decision to transfer shall be in writing stating the facts and reasons for the decision, and sent to the pupil and the pupil's parent or guardian. It shall indicate whether the decision is subject to periodic review and the procedure therefore.

e. No involuntary transfer to continuation school shall extend beyond the end of the semester following the semester during which the acts leading directly to the involuntary transfer occurred, unless the Board adopts a procedure for the annual review of the involuntary transfer at the request of the student or his/her parent or guardian.

f. The Superintendent or designee may seek the input of employees of the District regarding the proposed involuntary transfer of the student. However, the persons making the final decision for the involuntary transfer should not be members of the staff of the school in which the student is enrolled at the time the decision is made.

c. Involuntary Transfers to Alternative Educational Programs.

a. Involuntary transfers to alternative education programs may occur if anyone or more of the following conditions exist:

- (1) Pupils expelled for any reason.
- (2) Pupils on probation referred to pursuant to Sections 300 and 602 of Welfare & Institutions Code.
- (3) Referred by a School Attendance Review Board or other District level referral process.

b. Procedures for an involuntary transfer to an alternative education center shall be the same as those set forth above for involuntary transfer to continuation classes.

Legal Reference:

Education Code section: 48432.5, 48660, et seq

Date Policy Adopted By The Board: November 28, 2000.

Date Policy Revised By The Board: October 26, 2010