

ILLINOIS STATE BOARD OF EDUCATION
 Special Education and Support Services Division
 100 North First Street, N-253
 Springfield, Illinois 62777-0001

**ALTERNATIVE LEARNING OPPORTUNITIES PROGRAM (ALOP)
 APPLICATION FOR PROGRAM APPROVAL**

INSTRUCTIONS: Complete all sections of this application. An overview of the program and rules governing the program can be found at <http://www.isbe.net/spec-ed/html/alop/htm>.

Mail to: V. Sue Taylor, Principal Consultant Special Education and Support Services Division Illinois State Board of Education 100 North First Street, N-253 Springfield, Illinois 62777-0001	If you have questions, you may call V. Sue Taylor at 217-782-5589 or submit your questions via e-mail to vtaylor@isbe.net .
	DATES Start Date _____ End Date _____
DISTRICT NAME AND NUMBER	SUPERINTENDENT NAME
ADDRESS (Street, City, State, Zip Code)	TELEPHONE (Include Area Code)
	FAX (Include Area Code)
CONTACT PERSON NAME	TELEPHONE (Include Area Code)
ADDRESS (Street, City, State, Zip Code)	FAX (Include Area Code)
	E-MAIL

School districts may establish Alternative Learning Opportunities Programs or may contract with other appropriate agencies to provide a range of learning opportunities for students who are at risk of academic failure and who demonstrate a need for educational support or social services beyond those provided by the regular school program. On the left, indicate with a check (✓) the configuration that most accurately describes the applicant(s) for this Alternative Learning Opportunities Program. On the right, indicate with a check (✓) the agency operating the program.

Check only one in this column.	Check all the agencies involved.	Check the agency that will operate the program.
<input type="checkbox"/> Single School District	<input type="checkbox"/> Regional Office of Education	<input type="checkbox"/> School District(s)
<input type="checkbox"/> Consortium of School Districts	<input type="checkbox"/> Intermediate Service Center	<input type="checkbox"/> Regional Office of Education
	<input type="checkbox"/> Public Community College	<input type="checkbox"/> Intermediate Service Center
	<input type="checkbox"/> Non-profit Education Provider	<input type="checkbox"/> Public Community College
	<input type="checkbox"/> For-profit Education Provider	<input type="checkbox"/> Non-profit Education Provider
	<input type="checkbox"/> Community-based Organization	<input type="checkbox"/> For-profit Education Provider
	<input type="checkbox"/> Other (specify type of agency)	<input type="checkbox"/> Community-based Organization
		<input type="checkbox"/> Other (specify type of agency)

_____ _____

Date *Original Signature of District Superintendent*

PART I - PLANNING PROCESS

Describe the planning process conducted to determine the type of Alternative Learning Opportunities Program needed. Provide a list of those who participated in the process and the role of each entity.

PART II - DISTRICT PLAN

A. Description of Program (105 ILCS 5/13B-25.20; 23 Ill. Adm. Code 240.70)**Abstract**

Describe the program (in terms of the goals and objectives), the population to be served (including the grade levels of the students), and the number of staff to be employed.

Rationale/Problem Statement

Provide statistical information that supports the need for the program within the area served. Describe how this program will assist students at risk of academic failure to improve their academic achievement.

PART II - DISTRICT PLAN (continued)

Measurable Outcomes

State in measurable terms the outcomes, related to the goals and objectives, that will be accomplished through this program.

B. Organizational Chart/Staffing Plan

Provide an organizational chart that reflects the governance, administration, educational and support structure of the program, and describe the responsibilities of each entity involved in the program.

Provide a job description for each staff member that reflects the experiences, competencies, and qualifications of certified and non-certified staff and emphasizes their individual and collective abilities to work with students at risk of academic failure.

(Additional pages may be attached if there is insufficient space on this page.)

PART II - DISTRICT PLAN (continued)

C. Instructional Approaches

Describe the instructional approaches that will be used for the students who are at risk of academic failure. Reference specific research that discusses the types of services and strategies to be offered by the program as effective in addressing the needs the district has identified among the students it plans to serve.

D. Curriculum

Identify the specific curriculum to be used and describe how it differs from the regular school program in regard to the program sequence, pace, and method of instructional delivery. If a non-profit or for-profit entity will be providing instructional services, provide evidence that the entity is recognized by the State Board of Education.

PART II - DISTRICT PLAN (continued)

E. Educational and Other Support Services

Describe the educational and other service interventions that the district currently uses to assist students who are experiencing difficulty with academic achievement. Provide a description and schedule of support services that will be available to students as part of their instructional program. Describe the procedures for accessing services required for students on an as-needed basis.

F. Student Admission and Transition

Discuss the criteria used for admitting students into the program and the procedures for transitioning enrolled students into the regular school program.

PART II - DISTRICT PLAN (continued)

G. Student Assessment

Identify the procedures that will be used to review student progress on a regular basis, including how the district will address individual parents' requests for meetings to discuss their students' progress. State how the process conforms to the type and frequency of the progress reports sent to parents and guardians of students enrolled in the regular school program.

Describe the procedures that will be used to ensure students are included in the administration of the Illinois Standards Achievement Test and the Prairie State Achievement Examination, as applicable. Indicate whether the program is located at a recognized state assessment site or if students will take the assessments at their home schools. Describe the process that ensures the test results for each student will be shared with the staff of the Alternative Learning Opportunities Program.

PART II - DISTRICT PLAN (continued)

I. Location of the Alternative Learning Opportunities Program

Describe the location of the program. If the program is to be located outside the regular school, provide a rationale stating how the proposed site is in the best educational interests of the students to be served.

J. Continuance of Services

Identify the plan for ensuring that students enrolled in the program will continue to receive other services for which they qualify.

K. Parent and Community Support

Describe how parents and community members will be involved in the program.

PART II - DISTRICT PLAN (continued)

L. Academic Credit

Describe the policies and procedures used by the district to grant credit for student work satisfactorily completed while in the program.

M. Evaluation

Describe the plan for evaluating the effectiveness of the program in improving academic performance of the students enrolled and in successfully returning them to the regular school program.

- Methods to be used to conduct the evaluation:

- Data to be collected:

- Specific procedures for evaluating individual achievement levels to ensure students, including students with Individualized Education Programs, are making progress as described in the Student Success Plan (Section 245.70(c)(12)(D):

PART II - DISTRICT PLAN (continued)

O. Cooperative and Intergovernmental Agreements

In the case of a cooperative involving two or more school districts, describe how the **District Plan** is consistent with each school district's mission and is aligned with the local school improvement plans of each participating school. Include copies of all cooperative and intergovernmental agreements and subcontracts with eligible entities (including, if applicable, the intergovernmental agreement to enable a Regional Office of Education operating a program on behalf of a school district(s) to claim General State Aid). **After approval has been granted**, submit a copy of the **District Plan** to the Regional Office(s) of Education serving each district participating in the Alternative Learning Opportunities Program.

P. Student Success Plan

Attach a sample of the Student Success Plan to be developed for each student enrolled in the program.

Q. Funding

Anticipated Program Costs and Funds Allocation Plan
Complete Attachment 1.

Funding Narrative and Estimated Costs
Complete Attachment 2.

FUNDING INFORMATION

ANTICIPATED PROGRAM COSTS AND FUNDS ALLOCATION PLAN

Directions: Provide a detailed program budget reflecting the costs associated with staff, contractual services, supplies and materials, hardware, classroom and office space, utilities, and other relative expenditures. Identify the source of funds for each budget item.

BUDGET ITEMS	TOTAL COST	SOURCE OF FUNDING

FUNDING NARRATIVE

Directions: In a narrative, not to exceed two pages, provide a plan that outlines how funding for the Alternative Learning Opportunities Program will be coordinated with other state and federal funds to ensure the efficient and effective delivery of the program. Describe the sources of revenue the district will allocate to the program.

ESTIMATED PROGRAM COSTS

Estimate the total cost per student for the program: \$ _____ per student

Estimate any gap between existing revenue available for the program and the cost of the program.

Existing revenue available from all sources: \$ _____

Anticipated cost of program submitted on Attachment 1: \$ _____

Difference between anticipated revenue and program cost: \$ _____