



# FALLS HIGH SCHOOL

## ALTERNATIVE LEARNING CENTER

## CONTINUAL LEARNING PLAN (CLP)

*Individual Graduation, Engagement, and Career Success Plan*

**Purpose:** Created with the student, family, and school team upon enrollment, this plan serves as the student's roadmap for credit recovery, attendance, course completion, graduation, work-based learning, and increasing independence. Review it at least once each trimester and whenever needs or the graduation timeline change.

Student Name

Student ID

Grade

Date of Birth

Enrollment Date

Expected Graduation Date

Parent/Guardian

Primary Phone

ALP Teacher/Mentor

School Counselor

Case Manager/Other Support

Initial ALP Level

**ATTEND. WORK. ACHIEVE. GRADUATE.**

**Be Responsible. Earn Independence. Build Your Future.**

### 1. Student Profile and Planning Team

Student preferred name/pronouns \_\_\_\_\_

Home address \_\_\_\_\_

Student phone/email \_\_\_\_\_

Parent/guardian name(s) \_\_\_\_\_

Parent/guardian phone/email \_\_\_\_\_

Emergency contact \_\_\_\_\_

Transportation plan to/from school \_\_\_\_\_

| Planning Team Member | Role | Best Contact Method | Responsible for Follow-Up |
|----------------------|------|---------------------|---------------------------|
|----------------------|------|---------------------|---------------------------|

## 2. Student Strengths, Interests, and Voice

*Complete through conversation with the student and family.*

Student strengths and skills

Interests, hobbies, activities, and talents

What helps the student learn and stay engaged?

What has made school difficult in the past?

What does the student want adults to understand?

Student's vision for life after high school

### 3. Graduation Credit Audit and Completion Status

**Use:** Attach the most current transcript or graduation audit. Record only credits verified by the school.

| Graduation Requirement                                                                                                                                                                                                                                                                                                                                                                                                                                             | Required | Earned | Remaining | Notes / Courses Needed |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|--------|-----------|------------------------|
| English / Language Arts                                                                                                                                                                                                                                                                                                                                                                                                                                            |          |        |           |                        |
| Mathematics                                                                                                                                                                                                                                                                                                                                                                                                                                                        |          |        |           |                        |
| Science                                                                                                                                                                                                                                                                                                                                                                                                                                                            |          |        |           |                        |
| Social Studies                                                                                                                                                                                                                                                                                                                                                                                                                                                     |          |        |           |                        |
| Physical Education / Health                                                                                                                                                                                                                                                                                                                                                                                                                                        |          |        |           |                        |
| Arts                                                                                                                                                                                                                                                                                                                                                                                                                                                               |          |        |           |                        |
| Electives                                                                                                                                                                                                                                                                                                                                                                                                                                                          |          |        |           |                        |
| Other local/state requirements                                                                                                                                                                                                                                                                                                                                                                                                                                     |          |        |           |                        |
| <b>TOTAL CREDITS</b>                                                                                                                                                                                                                                                                                                                                                                                                                                               |          |        |           |                        |
| <input type="checkbox"/> State or district testing requirements reviewed<br><input type="checkbox"/> Community service requirement reviewed<br><input type="checkbox"/> Senior deadlines and graduation obligations reviewed<br><input type="checkbox"/> IEP/504 transition requirements reviewed, when applicable<br><input type="checkbox"/> Graduation ceremony participation requirement reviewed (minimum 3 courses each trimester unless approved exception) |          |        |           |                        |

### 4. Expected Graduation Date and Course Load

Expected graduation month/year

Current credit deficit

Total courses planned this school year

Courses remaining after this school year

Is a reduced schedule anticipated?

Administrator approval date

Graduation eligibility reviewed by

Date reviewed

**Course-load expectation:** Students may take up to 5 courses per trimester and 15 courses per school year. Additional courses or credit require building-administrator approval and must address a documented credit deficit. Students must maintain enrollment in at least 3 courses each trimester to remain eligible for graduation participation unless an exception is approved.

## 5. Trimester-by-Trimester Course and Credit Plan

### TRIMESTER 1

| # | Course | Requirement Area | Credit | Delivery | Status / Notes |
|---|--------|------------------|--------|----------|----------------|
| 1 |        |                  |        |          |                |
| 2 |        |                  |        |          |                |
| 3 |        |                  |        |          |                |
| 4 |        |                  |        |          |                |
| 5 |        |                  |        |          |                |

Total planned credits: \_\_\_\_\_ Minimum 3-course enrollment met? ☐ Yes ☐ No ☐ Administrator-approved exception

### TRIMESTER 2

| # | Course | Requirement Area | Credit | Delivery | Status / Notes |
|---|--------|------------------|--------|----------|----------------|
| 1 |        |                  |        |          |                |
| 2 |        |                  |        |          |                |
| 3 |        |                  |        |          |                |
| 4 |        |                  |        |          |                |
| 5 |        |                  |        |          |                |

Total planned credits: \_\_\_\_\_ Minimum 3-course enrollment met? ☐ Yes ☐ No ☐ Administrator-approved exception

### TRIMESTER 3

| # | Course | Requirement Area | Credit | Delivery | Status / Notes |
|---|--------|------------------|--------|----------|----------------|
| 1 |        |                  |        |          |                |
| 2 |        |                  |        |          |                |

3  
4  
5

Total planned credits: \_\_\_\_\_ Minimum 3-course enrollment met? ☐ Yes ☐ No ☐ Administrator-approved exception

Courses requiring additional-credit approval and rationale

Building administrator decision / date

## 6. Annual Goals and Success Measures

**Directions:** Set measurable goals that can be reviewed with the student at progress meetings.

| Goal Area                      | Goal Statement | Baseline | Target / Measure | Supports / Responsible Person | Review Date |
|--------------------------------|----------------|----------|------------------|-------------------------------|-------------|
| Attendance                     |                |          |                  |                               |             |
| Course completion / pace       |                |          |                  |                               |             |
| Academic skill                 |                |          |                  |                               |             |
| Organization / self-management |                |          |                  |                               |             |
| Behavior / engagement          |                |          |                  |                               |             |
| Career / postsecondary         |                |          |                  |                               |             |

I will \_\_\_\_\_

When I need help, I will \_\_\_\_\_

The adults supporting me will \_\_\_\_\_

## 7. Attendance and Engagement Plan

Current attendance rate

Attendance target

Daily arrival/departure schedule

Procedure when absent or late

Barriers and planned solutions

**Campus expectation:** Students must remain in approved locations. A student who leaves the building or campus without permission may not return that day and will be marked truant. Document any approved release schedule, transportation plan, and return-to-campus permission below.

Approved release schedule / locations

Return-to-campus conditions or permissions

## 8. Level of Independence and Readiness Plan

| Level | Learning Format      | Primary Expectations                                                                                             | Current Placement / Notes                                                |
|-------|----------------------|------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------|
| 1     | On-campus learning   | Daily in-person instruction, structured support, regular staff check-ins.                                        | <input type="checkbox"/> Current <input type="checkbox"/> Goal<br>Notes: |
| 2     | Blended learning     | In person Monday/Wednesday/Friday; approved virtual learning Tuesday/Thursday; regular communication and pace.   | <input type="checkbox"/> Current <input type="checkbox"/> Goal<br>Notes: |
| 3     | Independent learning | Primarily online; scheduled weekly conference; strong attendance, pace, responsibility, and graduation progress. | <input type="checkbox"/> Current <input type="checkbox"/> Goal<br>Notes: |

| Indicator                   | Current Data | Target | Evidence / Notes |
|-----------------------------|--------------|--------|------------------|
| Attendance                  |              |        |                  |
| Assignment completion       |              |        |                  |
| Course pass/progress status |              |        |                  |
| Independent work habits     |              |        |                  |
| Behavior / citizenship      |              |        |                  |
| Communication with staff    |              |        |                  |

Conditions or skills needed to advance

## 9. Supports, Services, and Accommodations

- |                                                               |                                                              |
|---------------------------------------------------------------|--------------------------------------------------------------|
| <input type="checkbox"/> ALP teacher/mentor check-ins         | <input type="checkbox"/> Tutoring / reteaching               |
| <input type="checkbox"/> School counselor                     | <input type="checkbox"/> Transportation support              |
| <input type="checkbox"/> Special education services / IEP     | <input type="checkbox"/> Technology / internet access        |
| <input type="checkbox"/> Section 504 accommodations           | <input type="checkbox"/> Attendance intervention             |
| <input type="checkbox"/> English learner services             | <input type="checkbox"/> Behavior support / restorative plan |
| <input type="checkbox"/> School social worker / mental health | <input type="checkbox"/> Family conference schedule          |
| <input type="checkbox"/> Health plan / school nurse           | <input type="checkbox"/> Other                               |

Specific supports, frequency, accommodations, and staff responsible

## 10. Career, Postsecondary, and Work-Based Learning Plan

Primary career interest(s)

Postsecondary goal

Training / education needed

Career exploration activities

Industry credentials / skills

Next action step and deadline

**Eligibility:** Juniors and seniors may participate when in good standing in coursework, attendance, and behavior. Sophomores require prior building-administrator approval. Participation must support the CLP, graduation plan, and career goals.

Student grade / eligibility

☐ Yes ☐ No ☐ N/A

Coursework good standing

☐ Yes ☐ No ☐ N/A

Attendance good standing

☐ Yes ☐ No ☐ N/A

Behavior good standing

☐ Yes ☐ No ☐ N/A

Employer / placement

☐ Yes ☐ No ☐ N/A

Schedule and transportation

☐ Yes ☐ No ☐ N/A

Required paperwork / training

☐ Yes ☐ No ☐ N/A

School staff supervising placement

Employer contact information

Performance expectations / reasons participation may be paused

## 11. Communication and Family Partnership Plan

Preferred family contact method

Frequency of progress updates

Who receives attendance alerts

Student check-in routine

Scheduled conference dates

Family strengths, concerns, or commitments

Student communication expectations

## 12. CLP Progress Review Log

### Review cycle:

Review the CLP regularly and at least once each trimester. Update goals, course plans, supports, level

placement,  
work-based  
learning  
status,  
and  
expected  
graduation  
date as  
needed.

| Date | Attendance | Course Pace | Credits Earned | ALP Level | Decision / Changes | Initials |
|------|------------|-------------|----------------|-----------|--------------------|----------|
|------|------------|-------------|----------------|-----------|--------------------|----------|

- |                                                                 |                                                                           |
|-----------------------------------------------------------------|---------------------------------------------------------------------------|
| <input type="checkbox"/> Continue current plan                  | <input type="checkbox"/> Revise course load or sequence                   |
| <input type="checkbox"/> Advance to a higher independence level | <input type="checkbox"/> Add academic/attendance/behavior or intervention |
| <input type="checkbox"/> Remain at current level with supports  | <input type="checkbox"/> Refer for additional support review              |
| <input type="checkbox"/> Return to a more structured level      | <input type="checkbox"/> Update graduation date or eligibility status     |

Summary of progress \_\_\_\_\_

Changes to goals, supports, schedule, or level

Student reflection \_\_\_\_\_

Family input \_\_\_\_\_

Next review date \_\_\_\_\_

## 13. Initial Agreement and Signatures

- ☐ Credit status, expected graduation date, and course plan were reviewed.
- ☐ Attendance, engagement, campus, and truancy expectations were reviewed.
- ☐ The 3-course-per-trimester graduation participation requirement and exception process were reviewed.
- ☐ Greater independence is earned through attendance, academic progress, communication, and responsible behavior.
- ☐ Work-based learning eligibility and expectations were reviewed, when applicable.
- ☐ The team agrees to review and update this CLP as needs or progress change.

| Signature | Printed Name / Role | Date |
|-----------|---------------------|------|
|-----------|---------------------|------|

Student

Parent/Guardian

ALC Teacher/Mentor

Counselor / Case Manager