

## ENROLLMENT PROCESS AT PROVE HIGH SCHOOL

PROVE High School is a school of choice and is an important alternative option in the Lake Stevens School District. Students enrolled in this program must be in compliance with the Health Contract and the Student Agreement Contract. Parents/Guardians and students who are not willing to follow these expectations may want to consider other educational options.

PROVE High School does not accept students beginning their freshman year. We encourage students And families to first make a solid effort at their home high school.

### Person responsible

### Action

#### At LSHS/CAVELERO MID HIGH/OR OTHER CURRENT SCHOOL

Student	<ol style="list-style-type: none"> <li>1. Meet with counselor</li> <li>2. Complete application</li> <li>3. Write 1 <i>paragraph</i> explaining why you feel you will be more successful at PROVE</li> <li>4. Parent/Guardian completes statement regarding belief of why PROVE is a better choice for his/her student.</li> </ol>
Counselor	<ol style="list-style-type: none"> <li>1. Review application</li> <li>2. Counsel student – ask <i>why</i></li> <li>3. Check:           Transcript / Attendance history / Mid-Semester grade report                           Discipline history / Student Achievement / Social / emotional factors</li> <li>4. Write a statement on student regarding why you feel he/she would benefit attending PROVE</li> <li>5. List issues currently inhibiting students success at current school.</li> <li>6. Give completed file to LSHS administrator</li> </ol>
Administrator	<ol style="list-style-type: none"> <li>1. Contact PROVE and discuss applicant</li> <li>2. Forward completed file</li> </ol>

#### At PROVE

Student	<ol style="list-style-type: none"> <li>1. Complete application packet</li> <li>2. Attend information meeting/interview</li> <li>3. Agree to abide by school rules/expectations</li> <li>4. Complete onsite urinalysis. Discuss results</li> <li>5. Complete withdraw/enrollment process as previous and new school require</li> </ol>
Administrator	<ol style="list-style-type: none"> <li>1. Review application, schedule meeting with student and parent</li> <li>2. Discuss student's rationale for requesting PROVE High School</li> <li>3. Check:           Transcript / Attendance history / Mid-Semester grade report                           Discipline history / Student Achievement / Social emotional factors</li> <li>4. Discuss :       Graduation Requirements, attendance/BECCA, school rules/expectations                           Drug and Alcohol Intake Assessment                           Outside options:   SnoIsle, CBL, work credit, correspondence courses   Running Start, Youth Re-Engagement, Job Corps</li> <li>5. Discuss UA results and potential follow up programs as required</li> </ol>
Secretary	Collect completed application – create student folder

**If Special Education Student – Meeting will be scheduled to consider placement**

**If Out of District Student - Contact Daloris Waltz at the District Office**

**\*This must take place and be approved before interview**

# APPLICATION

Lake Stevens School District #4  
**PROVE High School**  
 8220 24<sup>th</sup> ST SE  
 Everett, WA 98205  
 (425)335-1540 Fax (425)397-9178

2009
2010

Day Program \_\_\_ Contract Based \_\_\_

**\*\*\* This page must be completed in full with attachments prior to consideration.**

Student's Name \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Age \_\_\_\_\_ Date of Birth \_\_\_\_\_ Social Security # \_\_\_\_\_ Sex \_\_\_\_\_ Phone No. \_\_\_\_\_

Name of Parent(s) or Guardian(s) \_\_\_\_\_

IF YOU ARE CURRENTLY ENROLLED IN A SCHOOL: \_\_\_\_\_  
 NAME OF SCHOOL Phone # Credits Earned

IF YOU ARE NOT ENROLLED IN A SCHOOL: \_\_\_\_\_  
 SCHOOL LAST ATTENDED Phone # Credits Earned

City \_\_\_\_\_ State \_\_\_\_\_

**Documents to include with application**

Transcript  
 Attendance History  
 Last Report card  
 Discipline History  
 Immunization

**PARENT / GUARDIAN PERMISSION**  
 I have discussed the alternative school program with \_\_\_\_\_

Student's Name \_\_\_\_\_

I support his/her decision to participate in this program

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

**10<sup>th</sup> GRADE WASL TEST**  
 Taken ? Yes \_\_\_ No \_\_\_  
 If yes, where ? \_\_\_\_\_

**School Information**

Current Grade \_\_\_\_\_ Total Credits \_\_\_\_\_  
 GPA \_\_\_\_\_ Total Absences \_\_\_\_\_

\_\_\_\_\_  
 Contact Counselor Signature

\_\_\_\_\_  
 Contact Administrator Signature

**SPECIAL NEEDS:** Yes \_\_\_ No \_\_\_  
 Attach copy of IEP and evaluation \_\_\_\_\_  
 Written approval from PEG stating that placement at PROVE is appropriate. \_\_\_\_\_  
 \_\_\_\_\_  
 Case Manager

STUDENT STATEMENT

In a one paragraph statement, describe your primary reasons for wanting to attend PROVE High School.

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PARENT STATEMENT

Please Identify your primary reasons for wanting your student to attend PROVE.

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SCHOOL COUNSELOR STATEMENT

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# PROVE High School

PROVE High School is designed to give students the opportunity to learn responsible behavior, to meet their academic requirements for graduation, and increase their skills that lead to a high school diploma. Likewise, we create an environment where students have access to and participate in programs that will promote success in their chosen careers and future education.

PROVE is an acronym for "People Receiving Opportunities and Vocational Education." Students who graduate from PROVE High School receive a high school diploma from the Lake Stevens School District. Both the day program and the contract-based program require parent/family support of the student's efforts and the school's guidelines.

Day Program: The PROVE day program provides a smaller setting for students with diverse educational needs such as childcare, re-entry to school, or access to resources that support their success. Our goal is to provide an alternative means of continuing their education.

Our support staff and teachers provide a nurturing family atmosphere that encourages students to be responsible for their academic and personal growth. Because our day school capacity is 100 students, we as a staff have a unique opportunity to get to know each student and work together for their success.

Contract Based Learning Program: **CBL is a program designed to provide at-risk 11-12 grade level students** with structured, independent learning opportunities to meet their academic needs and intellectual growth outside the school environment. Students meet with the CBL teacher a minimum of once per week for 60 minutes and commit to 25 hours of schoolwork weekly. The students, parent/guardian, and teacher develop a contract. Students must satisfactorily complete the required assignments. Appointments are scheduled Monday through Friday between 2:50 and 5:20 p.m.; other times by special arrangement with instructor.

Graduation Requirements: PROVE High School is a fully accredited High School and students are required to meet all graduation requirements with the Lake Stevens School District. The classes of 2010, 2011, 2012, and 2013 must meet the following requirements in order to graduate from PROVE High School:

- Earn 22.5 credits in the designated curriculum areas.
- Meet standard on the reading and writing WASLs, or HSPE, or one of the state approved alternatives.
- Meet standard on the math WASL, or HSPE, or one of the state approved alternatives, or continue to earn one math credit and take the WASL or an approved math assessment every year until graduation.
- Develop, maintain 13 year plan.
- Write 1 page VIP paper.
- Successfully complete, present culminating exhibition.
- 45 hours of documented community service.

**PROVE High School**  
**Academic Expectations**  
**2009-10**

Student Name: \_\_\_\_\_ Starting Date: \_\_\_\_\_

PROVE High School is committed to helping each student find success and will work with students and parents/families to provide the best education possible. In order to be successful, the student must agree to meet the standards set out in these expectations. The student is responsible for his/her education and it will require an active and supportive partnership of parents/guardians, and family to ensure that students are successful.

As a PROVE Student:

I understand that I am expected to pass a minimum of 5 out of 7 or 4 out of 6 classes each semester. This work may be completed both during class and outside of school hours. Two weeks prior to the end of each grading period, I will be asked to complete a grade check form. If I am not passing all of my classes at that time, I will complete a daily grade check sheet and make arrangements to complete all my assignments on a daily basis. If I am unable to meet these expectations, upon request, a parent/guardian/student meeting will be scheduled. Together we will review my academic progress, academic goals, and discuss other options which may better fit my need. Options available for Lake Steven's students include: returning to LSHS, Everett Community College GED Preparation and Youth Re-Engagement Program, Correspondence Classes, Northwest Regional Learning Center, Job Corps, Credit Retrieval, Re-Entry, and Contract Based Learning.

I understand that, if at the end of the grading period, I am not successful at passing 5 out of 7 or 4 out of 6 classes at semester, an individual academic program will be created that outlines my specific requirements I must complete by the next grading period in order to remain at PROVE.

I acknowledge that I have read, understand, and agree to the above "Academic Expectations Contract".

\_\_\_\_\_  
Student

\_\_\_\_\_  
Parent/Guardian

\_\_\_\_\_  
Date

8/25/2009

**PROVE High School  
Health Care Contract  
2009-10**

Student Name: \_\_\_\_\_ Starting Date: \_\_\_\_\_

1. I understand that prior to attending PROVE High School, I must complete a urinalysis to determine the current status of my health.
2. If my UA is not clean, I understand that I must complete an intake with a State of Washington certified agency licensed to provide drug and alcohol evaluations for adolescents. If recommendations for treatment are made as a result of this evaluation, I agree to comply with these recommendations.
3. I understand that to remain enrolled at PROVE, I must stay in compliance with my Health Care Contract as required.
4. I understand that a staff member at PROVE will be tracking my progress in my treatment program. If I decide to change treatment agencies, I must notify the school principal.
5. I understand that if I am out of compliance with my Health Care Contract, I will be suspended from classes at PROVE High School.
6. I understand that once my regular participation in the treatment program is reestablished, I will be reinstated in classes. If after reinstatement, I continue to be out of compliance, I will be withdrawn from PROVE.
7. I understand that if there is reasonable suspicion that I am under the influence of drugs and/or alcohol I will be directed to complete a secure UA test administered by trained staff. Failure to do so will result in the school determining the sample as problematic as outlined in the student handbook.

I acknowledge that I have read, understand, and agree to the above "Health Care Contract."

\_\_\_\_\_  
Student

\_\_\_\_\_  
Parent/Guardian

\_\_\_\_\_  
Date