



DENALI PEAK HANDBOOK 2009-2010

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Contact Information

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Denali Borough School District

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Denali PEAK Program Overview

The Denali PEAK home school/correspondence program was developed through combining the best of many Alaskan home school programs. The need for the Denali Borough School District to provide families a home school alternative stems from a growing demand for diverse educational settings within our own district and the State of Alaska. Offering students and parents individualized choices in educational programs is central to the philosophy of the Denali PEAK program. Denali PEAK utilizes current educational research and technology to provide a high level of quality assistance and support to our home school parents and students.

Program Eligibility

Enrollment with the Denali PEAK program is open to school age students who reside in Alaska and are not enrolled full-time in another public school. The academic year begins on July 1, 2009 and ends on June 30, 2010.

Enrollment Process

Once an on-line enrollment application is completed, a parent agreement form will be mailed. An enrollment is not complete until PEAK receives the signed form back. Then, a meeting with parent(s) and the PEAK teacher will be scheduled to complete an Individualized Learning Plan. Parents work with a Denali PEAK Teacher Consultant to complete the study program. **The Individualized Learning Plan lists the student's courses and activities and the curricular materials that will be used.** This is presented in a format reflecting the student's GLE's (Alaska's Grade Level Expectations) by ability level. Curricular materials not available from PEAK are reviewed to meet State of Alaska Education Standards. If the materials meet these standards, they are approved and purchased through individual student allotments.

Enrollment Requirements

- Denali PEAK will accept Kindergarten students who are at least five years old by September 1 of the current school year.
- Denali PEAK students must be able to prove that they are residents of Alaska.
- All Denali PEAK parents must complete an Individualized Learning Plan with a PEAK Teacher Consultant who is an Alaskan certified teacher.
- All Denali PEAK students are required to take state and/or district-required programs, **especially testing programs.**
- All Denali PEAK parents are required to complete semester grade reports, as well as reimbursement requests and quarterly progress evaluation. All Denali PEAK parents are expected to be in compliance in order to receive reimbursements.
- All Denali PEAK parents must maintain monthly contact with a Denali PEAK Teacher Consultant.
- All parents of newly enrolled students must agree to assist Denali PEAK in obtaining education records from previous schools (or provide required information themselves) for each child enrolled.
- All Denali PEAK parents are required to have Internet access.
- All Denali PEAK parents acknowledge that all materials purchased or

reimbursed with District funds are the property of Denali PEAK. All material will either be returned or purchased from Denali PEAK upon withdrawal from the program.

- Denali PEAK will accept students concurrently enrolled in any other public school in Alaska, providing the student is not enrolled full time at either school. A student may not be counted as more than one full time equivalent for state funding purposes. One PEAK course is equivalent to 0.25 full time equivalent.

FAILURE TO COMPLY WILL RESULT IN A REIMBURSEMENT FREEZE AND YOUR CHILD MAY BE DROPPED FROM OUR PROGRAM.

Individualized Learning Plan (ILP)

In addition to serving as the student's study plan, the Individualized Learning Plan serves as a checklist for reporting requirements and a tool for ensuring that reimbursements are authorized based on a direct relationship to the student's educational activities (4 AAC 33.421g).

- Enrollment information is used to create the draft Individualized Learning Plan.
- Parents are encouraged to create an ILP utilizing our Student Information System, (SIS). A PEAK Teacher will be available for consultation.
- Parents consult with a Denali PEAK Teacher Consultant (certified teacher) with any questions or changes to the student's Individualized Learning Plan.
- The Individualized Learning Plan outlines specific goals as well as identifies the items to be reviewed in progress reporting.
- The Individualized Learning Plan will be consulted monthly throughout the year to validate reimbursement requests and to verify reports.
- A student must enroll in four courses to be a full-time student in Denali PEAK.
- At least 50% of the courses must be core course, which are: English, math, social studies, science, technology, world languages or required IEP courses. (4 AAC 33.426)

Reporting

Monthly Contact (12/year)

- State regulations require monthly contact be maintained between the parent and the Denali PEAK Teacher Consultant.
- Contact may take one of the following forms: a phone call, email, fax, personal visit, or other contact as arranged with PEAK staff (including disability accommodations).

Quarterly (4/year)

- State regulations require that Denali PEAK review student progress on a quarterly basis.
- Denali PEAK utilizes on-line evaluations for reporting quarterly progress in Language Arts and Mathematics for grades 3-10.
- Students may also print out the evaluation complete it on paper and enter their answers on-line.
- These evaluations must be completed in a timely manner at the end of each

quarter. For details concerning the on-line evaluations, please visit the Denali PEAK website or contact any Denali PEAK office.

- Work samples will be requested quarterly, and may be used as a component of course assessment.
- For High School courses, adequate work samples will be required in order to receive credit.
 - 1) Correspondence courses from vendors such as BYU, North Dakota Independent Study, etc will assign a grade that we can accept directly. We only need a couple of samples of work in our files.
 - 2) Music/PE grades will be assigned as Pass/Fail provided the elective course journal reflects sufficient hours (74 hours for 1/2 credit). We do not need samples of music or PE.
 - 3) Life Skills courses would require some samples, the nature and quantity would depend on the content of the course (talk to a PEAK teacher for details).

Semester Requirements (2/year)

- Semester grade reports are available online to submit.
- Grade reports are required at the end of each semester.

If you expect to have an extended absence, please contact the Denali PEAK office prior to departure. Parents who do not respond to emails, messages or letters within 30 days OR do not meet minimum reporting requirements will be dropped from the Denali PEAK rolls and may be required to reimburse funds disbursed.

State Annual Testing

State regulations specify that students who receive public education funds must take state mandated performance and achievement tests. School districts must obtain a minimum of 95% compliance in testing attendance. This is a critical issue for all schools, but is of paramount importance for home school programs. If you **cannot agree** to this requirement, please **do not enroll** with Denali PEAK at this time.

Here is some general information (subject to change) concerning annual testing.

- Standards Based Assessments (all students in 3 – 10) **April 5-8, April 13, 2010**
(only 4th and 8th graders will take Science SBA on April 5 and 10 graders will take Science SBA on April 13)
- High School Graduation Qualifying Exam (all students in grade 10) **April 6-8, 2010**
- 11th and 12th graders who have not passed all portions of the HSGQE are required to retest in the fall, and possibly again in the spring.
October 6-8, 2009
April 6-8, 2010
- High school students who have taken the HSGQE are not required to retest any section that they have already passed.
- The Terra Nova exam, which will take place **February 8-11, 2010**, is required of 5th and 7th graders.

- Denali PEAK strives to coordinate with local educational institutions throughout the state to provide testing sites for students.
- Parents must plan for their students to be available for testing and must work cooperatively to meet state-testing requirements.
- Scores will be made available as soon as possible.
- Failure to participate in mandatory testing will result in refusal of enrollment privileges such as allotments and may result in immediate withdrawal from the PEAK program. You may also be required to repay Denali PEAK for allotment reimbursements.

Academic Year

The academic year for Denali PEAK begins on July 1, 2009. In general, no receipts for reimbursement dated before July 1, 2009 can be considered. If a student has enrolled early for PEAK 09-10 (between March 1, 2009 and May 1, 2009) and has an approved Individual Learning Plan (ILP) for 09-10, this allows for purchasing of materials for the 09-10 school year between April 15 and July 1, 2009. The receipts will be processed after July 1, 2009. This will enable parents to purchase discounted materials in April, May, and June. However, one must realize that reimbursements may not arrive until late July 2009. The academic year for Denali PEAK ends on June 30, 2010. All monthly progress reports, quarterly progress evaluations, and semester grades must be submitted by this date. The fiscal year for Denali PEAK ends on April 15, 2010. All requests for payment or reimbursement must be submitted to Denali PEAK on or before this date. No exceptions can be made for this date due to audit requirements. Staff training, holiday, and vacation closures for Denali PEAK are posted on the website calendar as well as at each site office.

Curricular Materials

State regulations mandate that all curricular materials, including textbooks and other instructional aids, be reviewed and selected by the District School Board. Partisan, sectarian or denominational doctrines are prohibited in curricular materials (AS 14.03.090) as well as any discrimination based on gender (AS 14.18.060). The Denali Borough School District reviews and obtains approval for all existing, and any additional, vendor listings that the Denali PEAK program uses for curriculum materials.

Denali PEAK offers a wide variety of approved materials to support the philosophy of choice in education, and reviews any new materials/curriculum parent's request for acceptance for use under the DBSD approved materials/curriculum listing. Religious, doctrinal, and/or private school materials cannot be submitted for reimbursement. Denali PEAK Teacher Consultants are familiar with a wide variety of vendors and local resources and are available for personal consultation concerning appropriate curricula choices. Curricula chosen by Denali PEAK parents must support the Individualized Learning Plan. Curricula may be ordered at any time during the academic year prior to the reimbursement cut-off date of April 15, 2010. All materials are subject to Denali PEAK approval. State regulations prohibit the purchase or reimbursement of religious or doctrinal materials by a school district. Parents may use religious materials but Denali PEAK and the Denali Borough School District assume no responsibility for the content or application of these materials. These materials may be listed on the ILP, but they are not considered as the primary material for instruction.

Grade Level Placement

Denali PEAK will accept Kindergarten students who are at least five years old by September 1st, 2009. Grade level placements up to and including grade 8 will be based on age unless otherwise specified by the parent. For advanced placement, documentation, assessment scores, or work samples may be required prior to approval. High School students will be placed according to credits achieved with proper documentation:

| | | | |
|-----------------|------------------|---------------|---------------|
| <u>Freshman</u> | <u>Sophomore</u> | <u>Junior</u> | <u>Senior</u> |
| 9th Grade | 10th Grade | 11th Grade | 12th Grade |
| 0-5 credits | 6-11 credits | 12-17-credits | 18-22 credits |

Grading Scales

There are several methods of grading used by a wide variety of vendors, school districts and parents. The most important thing to remember about grading is that it is simply a fast and easy way to list the student's progress in a given area. After review and consideration of any recommendations submitted by the student and parents the student's grades are determined and assigned by a certified teacher. High school student grades are different because some institutions use them for program eligibility, placement or other requirements. For this reason, high school level classes must be graded by a certified teacher and/or through a certified program that meets Alaska state requirements for credit. For high school students, an adequate number of work samples must be turned in each quarter in order to receive a grade and credit. Please consult with a PEAK Teacher to determine the appropriate amount of work samples needed for each course.

Grading Scale K-12

- A (90-100%) Outstanding Achievement or Advanced 4.0 grade points
- B (80-89%) Above Average Achievement or Proficient 3.0 grade points
- C (70-79%) Average Achievement or Developing 2.0 grade points
- D (65-69%) Below Average Achievement or Emerging 1.0 grade points
- F (0-64%) No Credit 0.0 grade points
- INC Incomplete 0.0 grade points

For Standards Driven Classes

- ADV (90-100%) Advanced 4.0 grade points
- PRO (80-89%) Proficient 3.0 grade points
- DEV Developing 0.0 grade points
- EMG Emerging 0.0 grade points

For Music, PE, Art and some Life Skills Classes (consult with PEAK Teacher)

- Pass
- Fail

High School Graduation Requirements-Revised 5/21/2009

Denali Borough School District has established the following credit requirements for PEAK high school graduation:

Language Arts (4 Credits)

Math (4 Credits)

Science (3 Credits)

Social Studies (3Credits to include 1/2 credit of Alaska Studies)

Tech/Career (1Credit)

PE (1 Credit)

Health (1/2Credit)

Electives (5.5 Credits)

22 Credits Total

Denali PEAK high school credits will be assessed using the Individualized Learning Plan, report information, sufficient work samples/evidence of course completion, and Denali PEAK Teacher Consultant review. Those students who have completed the required credits and have passed the Reading, Writing, and Mathematics portions of the state HSGQE will be awarded a high school diploma through Denali Borough School District.

College Classes

Students enrolled and receiving 3 credits for a semester college class may also receive concurrent 0.5 high school credit. Students must submit proof of successful completion to receive Denali PEAK high school credit.

Graduation Ceremony

Denali PEAK will annually conduct a graduation ceremony within the Denali Borough School District geographical boundaries for any graduating Denali PEAK student wishing to participate. Denali PEAK does not reimburse for graduation related expenses (i.e. student photos, announcements, transportation, lodging).

Transcripts

The term "Transcript" refers to the course records and grades for high school students. Transcripts are based on work completed with Denali PEAK, approved vendors, and records received from other high schools attended. Transcripts are prepared and sent upon request. Please allow a minimum of two weeks for transcript requests to be processed. All transcript requests must be made to the Healy Denali PEAK office. Denali PEAK is not responsible for obtaining course credit information from outside vendors. It is your responsibility to ensure that Denali PEAK receives this information.

Release of Records

In compliance with the Family Education Rights and Privacy Act of 1974, Denali PEAK will request records from a student's indicated previous school. Parents (including guardians) have the right to see, obtain copies from, and contest the contents of education records (for additional information, contact the PEAK principal). Upon parent/guardian request, notice of transfer to another school, or a request for records from another educational institution, Denali PEAK will forward education records in accordance with governing regulations.

Standards-Based Education

The Alaska Re-Inventing Schools Coalition (RISC) is a group of districts that are working in partnership with the Alaska Staff Development Network to meet high-standards. Coalition districts have demonstrated a commitment to change through implementation of the RISC Model. The model is aligned closely with the Alaska Quality Schools Initiative, the state's standards-based, systemic reform effort.

The RISC Model has five elements:

- a. Standards
- b. Appropriate instructional strategies
- c. Assessments tied to standards
- d. Reporting student progress
- e. Sustainability/continuous improvement

DBSD has developed a comprehensive list of educational standards that are tied the Alaska GLE's for grades K-12. Training and materials will be made available at the Denali PEAK Site Offices for those interested in Standards-Based Education. We strongly encourage any person seeking information concerning standards-based education to contact a Denali PEAK office. Parents have the option of using either the standards based educational model or a traditional school model for 2009-2010.

Special Education

If you are interested in enrolling a student in Denali PEAK who is eligible for special education services, please contact the District Special Education Director at 907-683-2278 to ensure your student's needs are addressed completely in compliance with the student's Individualized Education Plan.

If your student is currently enrolled with Denali PEAK, and you feel they may need to be assessed for the existence of a recognized handicapping condition, please contact the District Special Education Director at 907-683-2278 to discuss available options for your student.

Appeals Process

While participating in the Denali PEAK program, parents are entitled to appeal any restriction within the program model to the Denali PEAK Principal. If there is no written policy for a specific situation, the Denali PEAK Principal will determine the response, which is also subject to appeal. Appeals must be submitted to the Principal in writing, clearly outlining the area of concern and the effect this decision has on the student. If an appeal is based on the Principal's decision, the matter will be forwarded to the District Superintendent. Regardless of the outcome, all appeals will be responded to in writing and include the information used to render the final decision. The decision rendered by the Denali Borough School District Superintendent can be appealed to the DBSD school board (BP 1312, BP 4344 these are at our website).

Withdrawal

A parent may withdraw their student from Denali PEAK at any time by notifying any Denali PEAK office. Parents will be informed at the time of withdrawal that:

- All materials purchased with allotment funds must be purchased or returned to Denali PEAK within 30 days of the withdrawal date.
- If materials are not returned or paid for within 30 days, a certified letter will be sent requesting their return or purchase of the materials.
- After 60 days Denali PEAK will take corrective action to solve the problem of materials not being returned or purchased. Parents are financially liable for damaged or missing items. Technology equipment on loan from Denali PEAK must be returned to Denali PEAK in the original packing. Parents will be financially liable for technology equipment and/or software that are missing or damaged. Purchase requests or reimbursements dated on or after the withdrawal date will not be honored. Student records may not be released until all parent obligations are fulfilled and financial obligations met.

When a student withdraws from PEAK, they usually are enrolling in another school or correspondence program. Students will be dropped from the program in conjunction with Alaska state law, which states that the exit date is the earlier of

- a) the date when notice is received from the parent or guardian that the student will no longer participate;
- b) the date when the student enters and attends another school full-time;
- c) 30 calendar days after which no contact is made or correspondence is received from the student, parent or guardian.

Students will also be dropped for not participating in the mandated statewide testing program. Students will be dropped if a parent defrauds the school.

If materials are not returned or paid for within 30 days, a certified letter will be sent requesting the return or purchase of the materials. After 60 days Denali PEAK will take corrective action to solve the problem of materials not being returned or purchased.

Accidents

Denali PEAK and the Denali Borough School District can assume no responsibility for accidents occurring during home school classes, workshops, field trips, or any other activities supervised by parents or a private vendor/contracted service provider.

Non-Discrimination

No parent, guardian, student, applicant, or employee shall be discriminated against. The Denali PEAK program and the Denali Borough School District comply with all Federal and State Anti-Discrimination Statutes and Regulations.

Enrolled Families with Preschool Aged Children-

Ask us about scholarships available to get a start on your child's education.

Allotment Amounts

| | |
|-------|------------------------------------|
| Pre K | Ask us about possible scholarships |
| K-2 | \$1600.00 |
| 3-8 | \$1800.00 |
| 9-12 | \$2100.00 |

(Per Student)

Internet Monthly Max

| |
|---------|
| None |
| \$50.00 |
| \$50.00 |
| \$50.00 |

(Per Month)

Allotment Spending

The following are submitted as guidelines for appropriate allotment spending. Final approval of all spending is subject to program administration approval.

- No reimbursements/purchase requests can be considered prior to student enrollment approval and an approved Individualized Learning Plan.
- In general, receipts dated prior to July 1, 2009 cannot be considered for the 2009-2010 school year.
- Allotment funds to be reimbursed must be directly related to the Individualized Learning Plan.
- Student allotment funds are dedicated to the individual student and may not be used for siblings.
- Items used by multiple sibling students may have the cost evenly distributed between the different student accounts (such as internet expenses).
- Denali PEAK maintains a detailed account of allotment funds available for each student enrolled. This information will be available to parents via the Internet through DBSD student information system (SIS) using a district supplied user account. Parents may also contact any Denali PEAK office to inquire about their balance. Items pending actions will not be reflected until processed.
- The cut-off date for allotment spending is April 15, 2010. No purchase requests or reimbursements will be processed after this date. No exceptions can be made.
- Allotment funds from one school year are not carried over into another school year.
- As of September 19, 2008, the state lifted the % allowed for PE/Sports, Music and Art (previous State Regulations 4 ACC 33.421g and 4 AAC 33.421m). To comply with new state regulations PEAK has lifted the 25% maximum amount to be spent per class. In addition, the state has indicated that money must still be spent on “core” courses. All expenses must relate directly to the ILP and be reflected in work samples and journals.
- \$250.00 is the maximum amount allowed to be spent on general supplies.
- For every child that is referred to PEAK and remains in compliance with the program for an entire semester, the referring family will receive an additional \$200.00 into allotment funds.

Purchasing Guidelines

Here are general guidelines:

- all educational materials must relate directly to the student’s Individualized Learning Plan and align with the State of Alaska standards for education.
- No religious, doctrinal or related materials are permitted. (AS 14.03.090 & AS 14.18.060)
- If a parent is in doubt about materials, call any Denali PEAK office before purchasing curriculum or materials.
- Materials purchased are intended for the current school year use only (Parents may continue to use any item as long as they are with PEAK).
- Materials purchased are Denali PEAK property. Care of these materials is the responsibility of the parent.

- If an item is returned to a manufacturer or supplier, Denali PEAK must be notified or it will remain on your inventory.
- Items purchased may not be discarded, donated, or resold without permission from PEAK in writing.

Reimbursement Procedure

Reimbursements require approval. The parent will complete the online PEAK reimbursement form (available on the Denali PEAK website) and mail it, with ORIGINAL receipts, to one of the PEAK offices.

Some reminders about receipts:

- Provide all necessary information including student's first and last name, vendor name, paid by whom, amount, date of payment, what the request is for, time period the services occur, and to whom reimbursement should be made.
- All receipts, invoices, and sales slips are ALL VERIFIED. Fraudulent submissions are a crime and will be reported to law enforcement officials.
- Before **dropping off or mailing** receipts, please mark which student(s) the receipt is for and to whom reimbursement should be made.
- Approved monthly bills that do not change may be paid to the vendor for the entire school year.
 - Missing or illegible information will result in processing delays.
- Price tags, estimates, generic receipts, and check carbons are NOT acceptable receipts.

Financial Record Keeping

The Denali PEAK Business Office will keep a record of all financial transactions pertaining to the allotment of each enrolled student and all spending related to that student.

Original receipts (includes invoices, statements or other submitted proof of payment information), are confirmed to be approvable items based on the student's Individualized Learning Plan and logged under accounting codes in accordance with the correspondence/home school regulations governing accounting. These items are kept on file in accordance with state bookkeeping procedures. The parent may request a copy of these records. Parents are encouraged to keep their own copies before submitting documentation to the Denali PEAK office in the event a document is lost in the mail or otherwise not received.

Parents requesting a copy of specific financial information must do so in writing and allow a minimum of 4 to 6 weeks for processing, as this action is outside standard operating procedures.

At the time a student departs Denali PEAK, financial records are used to verify inventory items still in the family's possession for return or purchase. The family's purchase amount will vary for each item's depreciated value, but generally is equal to 10% each year for a maximum of four years. For specific information regarding financial matters, please contact the Healy Denali PEAK office at 907-683-7325.

Examples of Allowable Expenses

- Paper, pencils, rulers, notebooks
- Curriculum Supplies (workbooks, references, user resource books)
- Photocopying (legal reproduction materials)
- Computer media (disks, ink, paper, standard peripherals)

- Internet Access fees (up to \$50 per month)
- Lessons/ Tutoring (limitations apply – please contact Denali PEAK for details)
- Approved instructional materials or programs
- Curriculums, courses, texts, teacher manuals and/or supplements
- Computer instructional software
- Calculators
- Instrument rentals (Limitations apply – please contact Denali PEAK for details)
- Supplementary teaching materials
- Computer printer/fax, (Limitations apply – please contact Denali PEAK)

Examples of Non-Allowable Expenses:

A statewide correspondence study program (4 AAC 33.421(k)) may not pay for or provide money for:

- (1) Family travel, including transportation, food, or lodging; or for expenses during, or for any travel out-of-state unless a governing body or superintendent of the district approves expenses incurred in the out-of-state travel that are associated with direct instructional activities; in this paragraph, "family travel" does not include travel in which a student is accompanied by the student's family for assessments or other required, activities initiated by the district;
- (2) Annual passes or family memberships to a sports or recreational facility; however, an annual pass or membership for the student may be purchased for entry into a sports or recreational facility in which the student is provided lessons under the student's individual learning plan, if the cost of the pass or membership is prorated to include only the cost of the student's instructional time;
- (3) Fees that allow entrance to a facility in which no instruction directly connected to a student's individual learning plan under (e)(1) of this section is given;
- (4) Religious, partisan, sectarian, or denominational textbooks or other curriculum materials;
- (5) Services provided to a student by a family member; in this paragraph, "family member" means the student's spouse, guardian, parent, stepparent, sibling, step sibling, grandparent, step-grandparent, child, uncle, or aunt;
- (6) Clothing, uniforms, physical education equipment, or personal items;
- (7) Pets and other animals;
- (8) Furniture
- (9) Taxes, testing other than educational assessments required by the district, or parking fees;
- (10) Entertainment;
- (11) Permanent items that adhere to or enhance the value of a non-school facility; or
- (12) Items that are considered excessive by the school administrator.

Also, for the sake of clarity, the following are non-allowable expenses:

- (13) Toys with no obvious educational value
- (14) Any education equipment not specified for usage in relationship to the

- Individualized Learning Plan
- (15) Technology equipment not specified in the Individualized Learning Plan
 - (16) Building, craft, cooking, or art materials not specified in the Individualized Learning Plan
 - (17) Tools for a home business
 - (18) Cleaning supplies or equipment
 - (19) Picture frames, matting, or related services
 - (20) Parent classes or training
 - (21) Computer upgrades or other hardware without specific prior approval
(Please consult with the Denali PEAK Principal for any computer related expense that is not educational software).
 - (22) Equipment maintenance or warranty

Teacher Consultants

All Denali PEAK parents/students may contact any Denali PEAK office. Each site office is staffed with a PEAK Teacher Consultant, who is certified by the State of Alaska and Highly Qualified in their content area(s). PEAK Teacher Consultants are available in person, by phone, email, and fax. PEAK Teacher Consultants provide assistance with: curriculum selection, education content planning, instruction tips and pointers, allotment spending, reimbursement guidance, testing information, testing accommodations as required, contact information concerning Special Education Services/Child Find Activities, and referral to additional services. Denali PEAK Teacher Consultants are considered the “Primary Teacher” of record.

Denali PEAK Teacher Consultants work cooperatively to review, report information, and maintain parent contact as necessary. Any parent concerned with the actions of a PEAK Teacher Consultant is encouraged to contact the PEAK Principal at 907-683-7325.

Counselor Services

All students seeking a diploma through Denali PEAK will have access to the Denali Borough School District Counselor. The Denali Borough School District Counselor/ PEAK Principal will assist in maintaining transcripts, transferring credit, and, upon request, with college testing and scholarship information.

Computers

We believe the integration of educational technology can enhance the effectiveness of student learning. There is a yearly \$65 computer use fee for all the computer options that will be taken out of the student’s allotment when enrolled. Students enrolled in the PEAK program will have the following options to choose from:

OPTION A:

Denali PEAK will purchase a NEW Apple laptop with a maximum value of \$1500. Families submit a 25% cash deposit for each computer based on the purchase price. Each year for three years PEAK deducts 25% from the student’s allotment. At the end of three years, the family can forfeit the deposit and keep the computer or turn in the computer and have their original deposit refunded. Denali PEAK will provide technical support for the computer. This option allows for 1 computer/family for every 2 children

enrolled in PEAK. If a third and fourth child enrolls, another computer can be obtained through this option (one computer for 1-2 kids, two computers for 3-4 kids, three computers for 5 plus kids). Maximum of 3 computers/family of 5 or more children enrolled.

OPTION B :

Denali PEAK will purchase a NEW Apple laptop with a maximum value of \$1500. Families submit a 50% allotment deduction for each computer based on the purchase price. Each year for three years PEAK deducts 25% from the student's allotment. At the end of three years, the family can keep the computer. Denali PEAK will provide technical support for the computer. This option allows for 1 computer/family for every 2 children enrolled in PEAK. If a third and fourth child enrolls, another computer can be obtained through this option (one computer for 1-2 kids, two computers for 3-4 kids, three computers for 5 plus kids). Maximum of 3 computers/family of 5 or more children enrolled.

***With the above options, families can choose for PEAK to purchase a different computer of choice up to \$1500 and Denali PEAK will NOT provide technical support for the computer. We will not reimburse for any software with this added option that is not directly related to the student's ILP. Families choosing this option need to acquire productivity software such as Microsoft office as part of the purchase price of the computer. Denali PEAK reserves the right to refuse any software and computer requests.

OPTION C:

Families can choose to request a loaner computer from the PEAK inventory. The machine will likely be at least two years old but functional. Yearly, the computer must be checked back into the PEAK office for maintenance and reissued when the family reenrolls. Denali PEAK will provide technical support for the Apple computer. This option allows for 1 computer/family for every 2 children enrolled in PEAK. If a third and fourth child enrolls, another computer can be obtained through this option (one computer for 1-2 kids, two computers for 3-4 kids, three computers for 5 plus kids). Maximum of 3 computers/family of 5 or more children enrolled.

Computer sales in the event of excess computers

Seniors who have been students in PEAK for at least two consecutive years can purchase their laptop when they graduate provided the laptop is at least two years old. A two-year-old laptop can be purchased for 50% of the purchased price. A three-year-old laptop can be purchased for 25% of the purchased price. A four-year-old laptop can be purchased for \$1.

In the event the PEAK Principal determines there is a surplus of machines that are four years old, they will be offered for sale at fair market value in the following order: a) machines will first be offered to the families to which they are assigned b) if families don't want them, the laptops will open for purchase by anyone enrolled in PEAK on a first-come first-served basis c) any machines still available will be offered for sale to DBSD families NOT enrolled in PEAK d) any remaining machines will be offered for sale to the general public.

Denali PEAK is not liable for **intentional or accidental damage or misuse**. Conditions indicating improper use are outlined in the documentation available online from the computer manufacturer. Denali PEAK and the Denali Borough School District accept no responsibility for the actions of students, parents or persons allowed access to a Denali PEAK computer.

Actions of the operator are exclusively the responsibility of that individual; this includes, but is not limited to; illegal software or music media; internet related financial fraud or identity theft; access to illicit sites by minors; hacking, cracking or activities related to these general terms; copyright infringements on student, parent or user sites or postings; or virus distribution activities (known or unknown involvement). Replacement assistance will be limited to existing stock. Allow for shipping time and costs when considering repair and replacement options. Do not attempt to repair or replace hardware without first consulting with Denali PEAK (this may void a warranty). Do not install third-party hardware such as DVD drives, CD burners, wireless cards, sound or graphic cards, etc., or software without first consulting Denali PEAK. All computers must be returned upon withdrawal from the Denali PEAK program. A signed computer use agreement is required from every parent/guardian, who is issued a computer.

Internet Service

Denali PEAK utilizes record-keeping and student quarterly progress evaluations. Parents are authorized to obtain Internet services as an approved educational expense, not to exceed \$50.00 per month. Denali PEAK can assist parents with this process. An email address is required for Denali PEAK parents. Persons without an email address may receive one provided by Denali PEAK or may be assisted in obtaining one from an on-line email service provider (no-cost). Email is the standard method of parental notification for PEAK events and activities. Reporting forms, access links for web-based services and resources, as well as Denali PEAK information are available at the Denali PEAK website: <http://educate.dbsd.org/peak>.

Record Keeping

Denali PEAK utilizes an online record-keeping system that provides detailed information concerning the reporting and financial records for students in the Denali Borough School District, including Denali PEAK. The student will be issued a User Name and Password to access this system.

Information available via SIS that is commonly requested by parents includes:

1. Transcript information for secondary students
2. Finance account balances
3. Progress report status

Appendix A – School Calendar

| **PEAK** Proposed School Calendar 2009-2010 ***PEAK*** | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|----|----|----|----|----|----|------------------------|----|----|----|----|----|----|------------------------|----|----|----|----|----|----|------------------------|----|----|----|----|----|----|---|
| Due Date: July 1, 2009 | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| District Name: | | | | | | | | | | | | | | School: | | | | | | | | | | | | | | |
| Approved By: | | | | | | | | | | | | | | Title: | | | | | | | | | | | | | | |
| Jul-09 | | | | | | | Aug-09 | | | | | | | Sep-09 | | | | | | | Oct-09 | | | | | | | |
| S | M | T | W | T | F | S | S | M | T | W | T | F | S | S | M | T | W | T | F | S | S | M | T | W | T | F | S | |
| | | | 1 | 2 | 3 | 4 | | | | | | | 1 | | | | | | | | | | | | | | | |
| | | | F | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | |
| | | | | | | | | | | | | | | | H | | | | | | | | | | | | | |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | |
| | | | | | | | | | | | | | | | | | | | | | | | | | 16 | | | |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | |
| | | | | | | | | | | IS | IS | IS | | | | | | | | | W | | | | | | | |
| 26 | 27 | 28 | 29 | 30 | 31 | | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 27 | 28 | 29 | 30 | | | | 25 | 26 | 27 | 28 | 29 | 30 | 31 | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | 30 | 31 | | | | | | | | | | | | | | | | | | | | |
| # of Inservice Days: 3 | | | | | | | # of Inservice Days: 0 | | | | | | | # of Inservice Days: 0 | | | | | | | | | | | | | | |
| # of Student Days: 7 | | | | | | | # of Student Days: 21 | | | | | | | # of Student Days: 21 | | | | | | | | | | | | | | |
| # of Teacher Days: 9 | | | | | | | # of Teacher Days: 22 | | | | | | | # of Teacher Days: 22 | | | | | | | | | | | | | | |
| Nov-09 | | | | | | | Dec-09 | | | | | | | Jan-10 | | | | | | | Feb-10 | | | | | | | |
| S | M | T | W | T | F | S | S | M | T | W | T | F | S | S | M | T | W | Th | F | S | S | M | T | W | T | F | S | |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | | | | 1 | 2 | 3 | 4 | 5 | | | | | | 1 | 2 | | | | | | | 6 |
| | | | | | | | | | | | | | | | | | | | | H | | | | | | | | |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | |
| | | | | | | | | | | | E | W | | | | | | | | | | | | | | | | |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | |
| | | | | H | H | | | V | V | V | V | H | | | | | | | | | | | | | | | | |
| 29 | 30 | | | | | | 27 | 28 | 29 | 30 | 31 | | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 28 | | | | | | | | |
| | | | | | | | | V | V | V | V | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | 31 | | | | | | | | | | | | | | | |
| # of Inservice Days: 2 | | | | | | | # of Inservice Days: 0 | | | | | | | # of Inservice Days: 2 | | | | | | | # of Inservice Days: 1 | | | | | | | |
| # of Student Days: 19 | | | | | | | # of Student Days: 13 | | | | | | | # of Student Days: 20 | | | | | | | # of Student Days: 20 | | | | | | | |
| # of Teacher Days: 21 | | | | | | | # of Teacher Days: 15 | | | | | | | # of Teacher Days: 21 | | | | | | | # of Teacher Days: 20 | | | | | | | |
| Mar-10 | | | | | | | Apr-10 | | | | | | | May-10 | | | | | | | Jun-10 | | | | | | | |
| S | M | T | W | T | F | S | S | M | T | W | T | F | S | S | M | T | W | Th | F | S | S | M | T | W | T | F | S | |
| | | | | | | | | | | | | | 1 | 2 | 3 | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | |
| | W | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 28 | 29 | 30 | 31 | | | | 25 | 26 | 27 | 28 | 29 | 30 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 27 | 28 | 29 | 30 | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | 30 | 31 | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | H | | | | | | | | | | | | | | | |
| # of Inservice Days: 2 | | | | | | | # of Inservice Days: 0 | | | | | | | # of Inservice Days: 0 | | | | | | | # of Inservice Days: | | | | | | | |
| # of Student Days: 18 | | | | | | | # of Student Days: 22 | | | | | | | # of Student Days: 14 | | | | | | | # of Student Days: | | | | | | | |
| # of Teacher Days: 18 | | | | | | | # of Teacher Days: 22 | | | | | | | # of Teacher Days: 15 | | | | | | | # of Teacher Days: | | | | | | | |

This calendar is NOT the Denali Borough School District Calendar. The sole purpose of this calendar is to alert PEAK homeschool families to our deadlines, office closures, and testing dates.

- F First Day of 2009-2010 School Year
- E End of Quarter: Work Samples, Course Journals, and Quarterly Progress Evaluations Due
- H Legal Holiday
- T Testing October-HSGQE Retakes February-Terra Nova April-SBA, HSGQE
- V Vacation Day
- W Teacher Work Day
- IS Teacher Inservice
- \$ Last Day for orders (reimbursement requests and requisitions)
- L Last Day of 2009-2010 School Year

Note: The Anchorage office will be closed on all holidays, inservice days and workdays.