

PROCEDURE FOR CHANGING WLE

Problem solve:

1. The Academic Seminar Teacher will assess the situation.
2. ***IF the student isn't safe, emotionally or physically***, the AS teacher should notify Joel and he will facilitate the WLE switch.
3. ***IF the mentor isn't giving the student engaging/authentic work***, The AS teacher can meet with the mentor and student to brainstorm more authentic work. Also once the team decides on a project for the student to do, sometimes the work they are doing becomes more meaningful because they have to meet benchmarks, gather artifacts, photos, documentation, meet with the mentor for feedback, etc.
4. ***IF the student wants to switch because they don't like their mentor or WLE experience***: The AS teacher should coach the student to stick it out. This can turn into a learning experience around communicating with others and being part of a team regardless of your role. Also, the student might want to switch because of the problem stated in #3 above...so problem solve per #3.

If the AS teacher, student, and mentor have tried all the above, the student can propose a switch in their WLE by doing the following:

1. Apply/search for a new WLE placement
2. Write a proposal for switching
3. Get the proposal signed by the AS teacher, parent, and mentor
4. Get a new agreement form signed for the new WLE placement

The student's TYPED, EDITED proposal must include the following:

1. A paragraph describing your current WLE placement including:
 - a. Total # of hours worked
 - b. What you do at WLE each day
 - c. What you have completed so far on your WLE project
2. A paragraph describing why you want to switch including:
 - a. What is currently going wrong
 - b. Specific actions you have taken to try to make it work
 - c. Why you mentor, AS teacher, and parent should support this decision
3. A paragraph describing what your new WLE will be:
 - a. Where it will be and what you will do
 - b. Who your new mentor will be
 - c. What your new hours will be
 - d. How you will complete your WLE project at your new WLE.