

Students: Please read through this packet thoroughly. Complete the applicable (student) areas, and have your parent/guardian fill out the applicable (parent/guardian) areas.

- **Completed applications** should be returned to your SHS, West JH or East JH guidance counselor, or to the TLC at 1110 Shakopee Town Square Mall.
- **Questions?** Call 952-496-5982, fax 952-496-5985, or visit www.shakopee.k12.mn.us/tlc.

Shakopee Schools' Tokata Learning Center Enrollment Information and Application 2019-20

Enrollment Process

1. Eligible* student in grades 9-12 completes student sections of this packet – parent/guardian completes parent/guardian sections. **Students NOT currently enrolled in Shakopee Schools must also complete a general enrollment packet, and are encouraged to start their Shakopee enrollment at Shakopee High School.**
2. **Students currently or recently on an IEP** (Individualized Education Program):
 - a) **who are NEW to Shakopee Schools** must enroll at SHS and notify the SHS registrar of their interest in transferring to the TLC – once required IEP meetings and review have taken place, IF he/she is approved to transfer, he/she will be added to the waitlist.
 - b) **who are enrolled in Shakopee or were most recently enrolled in Shakopee** must notify their case manager of their interest in transferring to the TLC – after Special Services staff reviews the student's request, IF he/she is approved to transfer, he/she will be added to the waitlist.
3. Student has parent/guardian complete the parent/guardian sections of this packet, unless the student is no longer living with a parent/guardian, in which case the student completes the parent/guardian sections.
4. Student returns this packet, fully completed, to his/her Shakopee guidance counselor. **Incomplete applications will not be processed.** If you have any questions about completing the application, call 952-496-5982.
5. TLC staff reviews applications on a rolling basis and admits new students at the start of each quarter. **Immediate admission is not guaranteed.**
6. Family of student applicant is notified of status and when the student could begin enrollment at the TLC.
7. **Student must confirm his/her continued interest in enrollment and have a Continual Learning Plan meeting with TLC staff before beginning his/her education at the TLC.** Delaying confirmation and the CLP meeting may change the term in which a student can begin his/her TLC enrollment.

***Eligibility criteria** for high school students (age 21 & under), per Minnesota Statute 124D.68 (interested students must meet at least one of the following to apply):

- Performs substantially below the performance level for pupils of the same age
- Is behind in satisfactorily completing coursework or obtaining credits for graduation
- Is pregnant or is a parent
- Has been assessed as chemically abusive and/or dependent
- Has been excluded or expelled
- Has been referred by a school district staff member for enrollment in a nontraditional program
- Has been a victim of physical or sexual abuse
- Has an assessed mental health condition
- Has experienced homelessness within the six months before applying to the alternative learning program
- Speaks English as a second language or has limited English proficiency (LEP)
- Has withdrawn from school or been chronically truant
- Is being treated at a hospital in the metro area for a life-threatening illness

Once FULLY COMPLETED, return pages 3 and 4 to your guidance counselor, or to the TLC at the Shakopee Town Square Mall.

Helpful Information

How the Tokata Learning Center is different from a traditional high school:

- Smaller class sizes
- Extended class times for more in-depth learning and teacher contact
- More individualized attention and personalized instruction
- Little to no homework in regular classes, provided students follow teacher instructions
- Personal Learning Plan for each student that creates a custom path to graduation and success
- Online learning options for students who learn well in this capacity
- Independent study options for students who learn well in this capacity
- Schedule flexibility, allowing us to create a plan for students to start later, end earlier, attend fewer days, and so on, provided students complete all work required (this schedule must be approved before starting at the TLC)
- Free breakfast and lunch are provided for all students

How the Tokata Learning Center is similar to a traditional high school:

- TLC students must meet the same graduation requirements as Shakopee High School students, and receive a Shakopee High School diploma upon satisfactory completion of graduation requirements
- Licensed teachers lead all courses
- The curriculum is designed to be challenging and rigorous while remaining achievable for students
- Students have a variety of options available to them for elective courses
- Transportation is available to students who live outside a two-mile radius of the school
- Behavioral and attendance expectations help students grow into responsible adults
- Guidance counselors, chemical health specialists, social workers, school resource officers, Special Services staff and cultural liaisons are all available to students
- Students can participate in work study courses to earn credit for working at their jobs
- Shakopee TLC students are able to participate in programs, events and activities at Shakopee High School with preapproval of the SHS principal, including:
 - Dances (for students enrolled in grades 10-12)
 - Events outside of school hours, such as football games
 - Academic activities
 - Athletics
 - Fine arts activities
 - Classes

Student Questionnaire

Please be honest - we want to make sure the Tokata Learning Center is the right fit for you, so that you can get to graduation and your future goals as soon as possible!

STUDENT, please provide ALL of the following information:

Student Name (First Middle Last): _____

Student Birthdate (MM/DD/YY): _____ Email Address(es): _____

Home Phone: _____ Cell Phone: _____

Street Address: _____ City: _____ Zip: _____

Are you on an IEP plan? YES NO (circle one)

Are you on a 504 plan? YES NO (circle one) | What is your class (grad year)? 2020 2019 2018 2017 (circle one)

How are you working to become a stronger learner?

How would you describe the level of effort you put in to your work?

How creative and resourceful are you? Give an example of a time when your resourcefulness and/or creativity allowed you to attain a goal of yours.



What did you struggle with at your last school?

Tell us why you would like to attend the Tokata Learning Center.

What commitments are you willing to make in order to be successful at the TLC?

Please describe any concerns we should know about you (psychological, physical, academic, social, etc).

By signing below, I verify that the information I am providing is accurate. I realize that ANY misinformation or lack of information will invalidate my application and/or terminate my enrollment.

Student ID: _____ Student Signature: _____ Today's Date: _____

Once FULLY COMPLETED, return pages 3 and 4 to your guidance counselor, or to the TLC at the Shakopee Town Square Mall.

Parent/Guardian Questionnaire

Please be honest - we want to make sure the TLC is the right fit for your student, so that he/she can get to graduation and his/her future goals as soon as possible! Keep this page with the Student Questionnaire.

****Students: If you are no longer dependent on your parent/guardian, please fill out the Student Eligibility Criteria & History section below. Your application is not complete without this information.****

STUDENT Name: _____ **STUDENT ID:** _____

How do you believe the Tokata Learning Center will be able to serve your student better than a traditional high school?

Please describe any concerns or anything we should know about your student (psychological, social, academic, physical).

PARENT(S)/GUARDIAN(S), please provide your contact information:

Name(s) (First and Last): _____

Email Address(es): _____

Home Phone: _____ Cell Phone: _____

Street Address: _____ City: _____ Zip: _____

Student Eligibility Criteria & History

Please select any of the following that apply to your student. *(Your student must meet at least one criterion to attend an ALC.)*

____ Performs below the performance level for pupils of the same age

____ Is behind in satisfactorily completing coursework or obtaining credits for graduation

____ Is pregnant or is a parent

____ Has been assessed as chemically abusive and/or dependent

____ Has been excluded or expelled

____ Has been referred by a school district staff member for enrollment in a nontraditional program

____ Is a victim of physical or sexual abuse

____ Has an assessed mental health condition

____ Has experienced homelessness within the six months before requesting a transfer to the alternative learning program

____ Speaks English as a second language or has limited English proficiency (LEP)

____ Has withdrawn from school or been chronically truant

____ Is currently being treated at a hospital in the metro area for a life-threatening illness

Has the student participated in other alternative learning center(s)/program(s) (e.g., PAWS, Connections, CSEC, Bridges)? Yes No **IF YES, what center(s)/program(s)?** _____

Please sign below to indicate you understand your student is applying to attend the Shakopee School District's alternative learning program (parent/guardian signature is required if student is under 18):

Parent/Guardian Signature: _____ **Today's Date:** _____

Once FULLY COMPLETED, return pages 3 and 4 to your guidance counselor, or to the TLC at the Shakopee Town Square Mall.