

**Visalia Unified School District**  
**Linked Learning Academies**  
Exit Procedure Checklist

Student Name (Last, First) \_\_\_\_\_ Student ID # \_\_\_\_\_

Linked Learning Academy \_\_\_\_\_ Grade level \_\_\_\_\_

Student ☐ does or ☐ does not have a 504 Plan or IEP plan. If **yes** an IEP, Ed Specialist has been invited ☐

<input type="checkbox"/> <b>Student Initiated</b>	<input type="checkbox"/> <b>Academy Staff (teacher) Initiated</b>
<div style="margin-bottom: 10px;"><input type="checkbox"/> Meeting was held with guardians and student Date of Meeting _____</div> <div style="margin-bottom: 10px;"><input type="checkbox"/> Review of records (grades, behavior, etc) to resolve conflicts  <input type="checkbox"/> Conflict resolved  <input type="checkbox"/> Conflict unresolved</div> <div style="margin-bottom: 10px;"><input type="checkbox"/> Individual student's Linked Learning contract was reviewed. If current school is not the student's school of residence and student attends based upon enrollment in a LL Academy, student will return to school of residence at the end of the school year.  <input type="checkbox"/> _____ is school of residence  <input type="checkbox"/> _____ is NOT school of residence - by initialing below it is acknowledged that the student will return to school of residence _____ at the end of the current school year.   <div style="display: flex; justify-content: space-between; width: 100%;"> <span>_____ student initials</span> <span>_____ date</span> </div> <div style="display: flex; justify-content: space-between; width: 100%;"> <span>_____ guardian initials</span> <span>_____ date</span> </div> </div> <div style="margin-bottom: 10px;"><input type="checkbox"/> Exit from the LL Academy is in the best interest of the student. (check only if this was the decision)</div> <div><input type="checkbox"/> Student has been provided and completed the <a href="#">Exit Survey</a> and is ready to be exited from the LL Academy at the end of the current school year.</div>	<div style="margin-bottom: 10px;">Reason for teacher initiated exit from LL program.  <input type="checkbox"/> GPA below a 2.0 for grading period  <input type="checkbox"/> Academy &amp; academic class grades below  <input type="checkbox"/> Student behavior issues  <input type="checkbox"/> 5 unexcused absences &amp;/or more that 4 unexcused tardies in a semester</div> <div style="margin-bottom: 10px;"><input type="checkbox"/> Student has been placed on probation and an email has been sent to the student and guardians listing reason(s) for probation.  <input type="checkbox"/> Probation dates _____ start &amp; _____ end.  <input type="checkbox"/> Probation email has been sent to the counselor, admin over LL academy, and Vicki Leoni.</div> <div style="margin-bottom: 10px;"><input type="checkbox"/> Meeting was held with teacher, guardian(s) and student Date of Meeting _____</div> <div style="margin-bottom: 10px;"><input type="checkbox"/> <a href="#">Intervention Plan Outline</a> completed _____ (date)</div> <div style="margin-bottom: 10px;"><input type="checkbox"/> Teacher communication with parent regarding student progress</div> <div style="margin-bottom: 10px;"><input type="checkbox"/> Revisit probation standing scheduled for _____ (end date)</div> <div style="margin-bottom: 10px;"><input type="checkbox"/> Probation progress meeting was held with teacher, guardian(s) and student Date of Meeting _____</div> <div style="margin-bottom: 10px;">The decision of the team is:  <input type="checkbox"/> Another <a href="#">Intervention Plan Outline</a> will be completed (check only if this was the decision)  <input type="checkbox"/> Student will be exited from the Linked Learning program and returned to their school of residence at the end of the school year. (check only if this was the decision)  <input type="checkbox"/> LL Teacher has completed the <a href="#">Exit Survey</a> and the student is ready to be exited from the LL Academy at the end of the current school year.</div>

The above process was completed with fidelity by the \_\_\_\_\_ team, guardian(s), and student.  
It is agreed that the option selected above is in the best interest of the student AND the LL Academy program.

<div style="margin-bottom: 10px;">_____ Student signature <span style="float: right;">_____ date</span></div> <div style="margin-bottom: 10px;">_____ Guardian signature <span style="float: right;">_____ date</span></div> <div><input type="checkbox"/> Unable to secure Guardian signature after _____ attempts. <span style="float: right;">_____ date</span></div>	<div style="margin-bottom: 10px;">_____ LL Lead Teacher signature <span style="float: right;">_____ date</span></div> <div style="margin-bottom: 10px;">_____ Ed Specialist signature (as needed) <span style="float: right;">_____ date</span></div> <div>_____ Supervising Admin signature <span style="float: right;">_____ date</span></div>
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