



LIBERTY UNION HIGH SCHOOL DISTRICT
Community Education Center
"Creating A Culture Where We Thrive"

High School Learning Center 2024-2025
Student Information Packet and Application

The curriculum offered through the Learning Center (LC) adheres to the school board-mandated Liberty Union High School District 9th-12th grade courses of study.

Fourth Year Limitation - Students may earn no more than 90 units from all sources in the calendar year prior to their graduation (September-June). Appeals for exception to this policy may be approved by the site principal under special circumstances. BP 6146.1

- ***Assuming your full-time student is enrolled in 80 credits, anything beyond 10 credits in LC will need to be approved by your site principal.***

If you are requesting beyond the 90 credits, you must email CEC Secretary, Hermelinda Meraz with all specifics including the site principal's approval date.

IMAGINE EDGENUITY is an online video-based credit recovery program. **All students are required to attend the in-person lab once a week, in addition to working online at home.** Students must take one course (semester) at a time. The average course completion is 10-12 weeks.

LC Labs will be held on your site Tuesdays or Thursdays from 3:30-5:00 pm.

Enrollment

Please see student's counselor at home site to enroll in the Learning Center

Enrollment Criteria (who can apply)

- LUHSD students by priority – 12th grade, 11, 10, 9 (in this order)
- Counselor/parent/student conference (prior to enrollment)
- Parent/student agreement to all policies including the Academic Integrity Policy (AIP)
- Credit recovery (previously "F" - failed course)
- CORE courses (9-12)
- Elective credits needed for graduation (12th grade only)
- Counselor unable to fit the course in the current schedule (i.e. student has a full load of 8 periods)
- Summer School "NM" earned (9-12)
- Grade improvement (improve "D" grades for a-g purposes)

Application Process (to be completed by counselor)

1. Student, parent, and counselor have a conference surrounding how LC works, select the course(s)
2. Site Counselor will submit the on-line LC application.
3. **CEC Secretary, Hermelinda Meraz** will notify counselors, students and parents via email of acceptance and provide a welcome packet that contains the starting date, location, and teacher information.

Expectations and Additional Information (to be discussed with family)

- Students must adhere to the AIP (policy included). Respect classroom teacher rules.
- Students must attend the scheduled in-person LC Lab(s), be on time, and stay the entire time period.
- Students are expected to continue to follow all LUHSD behavior guidelines set forth each school year.
- Non-LC Lab students (visitors) are not allowed in the Lab or on campus (no waiting for the student).
- Food or drink is not allowed in the LC Lab (water is permitted).
- Absences and/or lack of progress may result in dismissal from the program (see below).
- **If student will be absent for whatever reason, parent must call 925-634-2589, x1037 (prior to class). Reminder, missed LC Lab hours may result in dismissal from the program.**

* While enrolled in Imagine Edgenuity courses, the parent and home site counselor/administrator will have access to view student progress and will need to be proactive with continuous support and motivation.

Lack of positive progress and failure to attend Lab or follow rules may result in one or more of the following:

First Offense:

- Teacher phone call home and home site counselor notification.

Second Offense:

- Teacher parent contact and home site counselor/administrator notification.
- If student is deemed in jeopardy of not completing the course, the LC Lead Teacher and/or administration will be notified as well.

Third Offense:

- LC Lead Teacher/administration notification, course inactivated from Imagine Edgenuity and student dismissed from the LC.
- Home site counselor/administrator communicates the dismissal with the student and parent.

***If student is dismissed for attendance reasons, site administrator must contact Guy Rognlien.**