

TRIO WOLF CREEK APPLICATION FORM



TRIO Wolf Creek Distance Learning Charter School #4095

www.triowolfcreek.com

Mailing Address: 29678 Karmel Avenue, Chisago City, MN 55013

Campus Location: 10363 Liberty Lane, Chisago City

Phone: (651) 213-2095 Fax: (651) 257-0576

Authorized by Chisago Lakes Area Schools ISD #2144

What is TRIO Wolf Creek Distance Learning Charter School?

TRIO Wolf Creek Distance Learning Charter School #4095 is a tuition-free public charter school authorized by Chisago Lakes School District #2144. Wolf Creek is fully accredited by NCA through Advanced Ed. Instruction is technology based and all school work can be completed off campus. Our curriculum is available 24/7 over the internet but students have the option to work on campus each week. For students to be most successful they must spend a minimum 25 hours a week on class assignments. It is recommended that students spend five hours per week on campus; this time can include individual and group projects, technology workshops, testing, concurrent class time, and goal planning sessions. Some students will choose to come to campus, while other students are successful completing all coursework via “distance learning”.

Our school is based on a “small community” philosophy. Students are led by one individual who helps them in academic, as well as, non-academic areas of their lives. This caring individual is called a Learning Manager and is the center of our school model. Our small school philosophy is shown in our student-to-teacher ratio of approximately twenty five students per Learning Manager. This Minnesota licensed teacher works in partnership with students and their families to develop and individualize graduation plans and calendars. Learning goals are aligned with state and district requirements, as well as, curriculum outcomes. Our online courses offer the same rigorous academic standards that a student would receive at an on-campus high school.

What is the School Mission and Vision?

TRIO Charter School’s **Mission Statement** is: “To provide students with a personalized and flexible online education that will prepare them for future success”. TRIO Charter School’s **Vision Statement** is: “To motivate and empower students to reach their full potential”.

Our school is based on a “small community” school philosophy. Our philosophy includes the belief that each student, even if they have not been successful in a traditional school setting, will make significant progress with us. This progress will be led by one caring individual who helps them in academic, as well as, non-academic areas of their lives. This caring individual is called a Learning Manager and is the center of the model on which we base our educational program. Learning Managers use what is referred to as an IGP (Individual Graduation Plan) to help students gain credits, create high stakes testing score goals, create short term and long term goals, and to think about their future. Our small school philosophy is shown in our student-to-teacher ratio of twenty students per Learning Manager. We believe that small numbers allow each Learning Manager to build a long-lasting relationship with their students. We also believe that each student must begin to make progress from where they begin and that progress will be self-paced for each individual. Some of our former students have seen their graduation dates pass where others graduate early. We work with each student on an individual basis, starting from where they came from and take them to where they want to go.

What Do I Need To Know Before Enrolling My Student?

The learner’s goal in this program is to achieve a NCA accredited High School diploma.

Students need to have access to a computer with the capacity to meet the requirements set forth in the program. At a minimum the student will need internet access should have an e-mail account and Word document capability.

The Learning Manager will coordinate the learning by assigning various learning modules, readings, projects, and activities. Communication with the student and family will occur mainly through e-mail or the telephone. It is required that there will be ongoing communication, both from the family/student and from the Learning Manager. The Learning Manager will keep the families updated on student progress. Families/students will be informed about how and when the Learning Manager can be reached if emergencies, concerns or problems should arise.

Parents/guardians of distance learners must have significant involvement to help assure the student’s success. They must be available to help on a daily basis, as well as for special project assignments.

A minimum of 20-25 hours per week on school work is needed for distance learning. It may be necessary for students to increase the time to document adequate progress throughout the year. Students may work on their coursework during the day, evenings, weekends, or holidays (Anytime 24-7). The instructors will monitor and document the lesson content, time on task and accuracy of the work

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completed. Students not attending to their school work will be put on academic probation and then will be referred to county truancy officers as appropriate.

Academic progress will be reported to the parent/guardian and student at weekly intervals. Report cards will be mailed home at the conclusion of each quarter. Parents/guardians, as well as students, should also be checking academic progress weekly through the online grade book. Students who are not independently motivated and conscientious about their work can fall behind and not receive credit due to lack of work completion. A student will earn a diploma when the credit requirements for graduation have been met.

Students may choose to participate in extra-curricular or co-curricular activities via an agreement with Chisago Lakes Schools. Wolf creek requires that students interested in participating in a sport/activity through the cooperative agreement with Chisago Lakes must notify the Charter School Director at least one month before the first practice for the sport/activity. In addition, the student must pay \$50.00 to Wolf Creek for the paperwork involved in registering with the MSHSL. If the student participates in the sport/activity for at least one month they will be refunded \$25.00 from Wolf Creek. All other Chisago Lakes fees pertaining to sports/activities will apply to the student as well.

The transcript of a student graduating from TRIO Wolf Creek Charter School #4095 will show all courses completed. These courses will apply to a student's overall grade point average (GPA). Home school grades will not count toward a GPA on the student transcript, but will be evaluated for equivalency for purposes of determining the placement of a student, courses to take, credits and standards. Class rank for Wolf Creek students will be calculated using only full-time students as markers.

Students planning on attending college should arrange with our Dean of Students to take the ACT and/or SAT test, as most post-secondary schools use the data from these tests for admission and placement purposes.

Distance learning is not for everyone. Students who are highly motivated and conscientious about completing their work will be successful.

Who Is The Authorizer of Wolf Creek?

TRIO Wolf Creek Distance Learning Charter School #4095 is a tuition-free public charter school authorized by Chisago Lakes School District #2144; since June 2002. Questions regarding the authorizer can be directed to Chisago Lakes School District at 651-213-2010 or visit their website at www.chisagolakes.k12.mn.us.

How And When Can I Enroll?

There are a limited number of enrollment positions available. Applications are accepted before the start of the school year and at the beginning of each quarter. Throughout the school year students will be expected to be on campus for assigned testing dates and must arrange transportation to and from Wolf Creek for those days.

Students enrolled in another public school and can use Wolf Creek as an Online Learning Provider to access online learning curriculum in accordance with the online learning legislation. Students must complete all paperwork and follow all procedures as outlined in the most recent format of the legislation.

Based on policy 624, as a charter school entity TRIO Wolf Creek Distance Learning Charter School will accept enrollment based on 85% enrolling students and 15% providing students (Supplemental services). As a charter school, TRIO Wolf Creek Distance Learning Charter School may close for enrollment when the student numbers warrant closure. A lottery will be held each spring if necessary for enrollment purposes. Priority enrollment will be given to students enrolled the previous year at the charter school and siblings of students enrolled the previous year at the charter school. After that lottery or enrollment period students will be accepted on a first come-first serve basis. When necessary a waiting list will be created based on these same principals. TRIO Wolf Creek Distance Learning Charter School will accept enrollment until full based on predetermined student numbers and staffing capacities.

What Are Some Recommendations For Attending TRIO Wolf Creek Distance Learning Charter School?

- Student has basic computer competencies including word processing, e-mail, etc.
- Parent is available for supervision.
- Student is conscientious about completing work and can work independently.
- Student history indicates distance learning may be a beneficial alternative.
- Student does not have a history of truancy problems.

For additional information and an application form, visit our website, www.triowolfcreek.com or contact:

- ≈ Director, Tracy Quarnstrom: (651) 213-2017 or tquarnstrom@wolfcreekhs.org
- ≈ Dean of Students, Brenda Swanson: (651) 213-2037 or bswanson@wolfcreekhs.org

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Return completed application form to:

- **US MAIL:**
WOLF CREEK ONLINE CHARTER SCHOOL
29678 KARMEL AVENUE
CHISAGO CITY, MN 55013
- **FAX: 651-257-0576**
- **EMAIL: bswanson@wolfcreekhs.org**

<i>Office Use Only:</i>
Date Received: _____
Date Enrolled: _____
LM Assigned: _____
Previous School: _____
Status: _____

**TRIO WOLF CREEK DISTANCE LEARNING CHARTER #4095
APPLICATION FORM**

Date: _____

Student Name (Legal): _____

What grade do you intend to enroll your student in? _____

(Please note that we only serve grades 9-12.)

Requested Start Date: _____

Previously enrolled at Wolf Creek YES/NO

Address: _____ Phone: _____
(Home)

City/Zip: _____ County: _____

Student E-mail: _____

Referred to TRIO Wolf Creek by: _____

Parent/Guardian Name: _____

P/G E-mail: _____ Phone: _____

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Upon receipt of this Application Form the student will be sent an Enrollment Packet when an enrollment position is available, or the student may be placed on our waiting list. The information in the enrollment packet must be completed prior to scheduling a meeting to develop graduation plans and to starting school at TRIO Wolf Creek. Please be advised that this process can take up to two weeks; it is beneficial to complete the packet as soon as possible and return it to TRIO Wolf Creek. ***If the Enrollment Packet is not completed and returned within 7 calendar days, the student's enrollment position at TRIO Wolf Creek may be forfeited.***

** Parents/guardians, please ensure that your student **continues attendance** in his/her current school placement while this application is being processed; this process **may take up to two weeks**. In the event that enrollment is full, the student will be placed on a waiting list and placement will take longer. The student will be notified when an enrollment position is available.

- Student is enrolling full time at TRIO Wolf Creek Charter School.**
(A student using this option is taking all courses at TWC)

- Student is using the Supplementary Services legislative option.**
(A student who is enrolled at another school can choose this option to take supplementary courses at TWC. The student can take up to 50% of their classes at TWC.)

- Student is Over-Enrolling at a Tuition Cost.**
(A student which is enrolled full-time at another school can choose this option to take more classes than state funding allows. The student must pay for the class prior to enrollment; see attached pages for details.)

Student Name (Print) _____

Student Signature _____

Parent/Guardian Name (Print) _____

Parent/Guardian Signature _____

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Only for Students Over-Enrolling at a Tuition Cost

Student Name: _____

Class requested: _____

Class start date requested: _____

Class end date requested: _____

Please note that Wolf Creek reserves the right to start students at the beginning of each term and when enrollment space is available.

When enrolling in a Wolf Creek class, the parents and student commit to using Wolf Creek curriculum for individual academic purposes only. Any duplication of Wolf Creek curriculum for other purposes will be considered illegal use of copyrighted material.

The fee per half credit class is \$499. Under special circumstances, the Director can adjust the fee. Full payment must be received at least 1 week before the start date. If a student requests a refund within five days of starting the course a 50% refund will be issued. Lastly, if payment does not clear the bank grades will be withheld from the student.