

What is the DRP Process?

1. All LEAs apply for Alternative School Status

If the Arizona State Board sponsors a charter district for Charter Schools:

The charter holder shall submit a program of instruction amendment request to the Arizona State Board for Charter Schools that adds methods of instruction for the dropout recovery program.

- If necessary, the Arizona State Board for Charter Schools shall amend the charter agreement to be consistent with the addition of a dropout recovery program. Amendments necessary may include but not limited to:
 - Expansion requests
 - Charter mission amendment request
 - Instructional days amendment request

2. All LEAs (including charters) shall submit the following annually to DropoutRecovery@azed.gov:

- Signed and completed Dropout Recovery Program **Assurances**
- Actual **student learning plans** submitted through a secure site.
 - Plans must include:
 - Start date and anticipated graduation date
 - Credits student entered with
 - Courses (# of credits) to be completed by the pupil each semester during the academic year
 - Whether courses will be taken sequentially OR concurrently
 - State competency exams to be taken, as required
 - Expectations for satisfactory monthly progress
 - Expectations for pupil's contact with their assigned mentor (schedule of meetings, when, how often, method of contact)
- LEA definition of **Satisfactory Monthly Progress**
- If LEA uses a 3rd party provider (EMO), name and documentation of EMOs regional accreditation
- List of the School Names and School identification numbers operating DRPs
- Charter Districts must include Program of Instruction and any amendments

3. ADE reviews the required documents and approves or rejects

4. If approved, ADE School Finance office is notified