

SAVE High School Handbook



SAVE High School
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Ed ucating All S tudents for Lif e

Anchorage School District

Educating All Students for Success in Life

N -D

As a conciliation with the Office of Civil Rights, the following statement must be included in all ASD publications, including student handbooks, administrative manuals, parent documents and other District publications.

8/2005; 7/2009; Revised 06/2010

The Board is committed to an environment of nondiscrimination on the basis of race, color, religion, sex, age, national origin, economic status, union affiliation, dis-

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Philosophy

The SAVE philosophy is to enhance student learning and success through individualized academic programs and vocational training. We believe that each student





Diagnostic and placement tests in math and reading are administered to all incoming students. Test results determine the student's learning level and help identify strengths and specific problems. Test results assist the staff in planning the student's individualized curriculum.

Vocational Requirement

Work experience is 50 percent of the student's required SAVE school program. The SAVE staff operates a three-part vocation educational system, which includes career guidance, job placement and job evaluation follow-up. SAVE job coordinators act as a liaison between the business community and the school. SAVE serves the needs of the student by utilizing job placement techniques and maintaining continuous contact with the student and his/her employer. All job sites must be approved through the job coordinator.

On-site job evaluations for students are conducted every two to three weeks by the job coordinator. The employer completes the evaluation form regarding student progress and returns it to the job coordinator. The job coordinator and the student discuss the evaluation, and it becomes part of the student's work record. In addition to helping the students find a job, the job coordinators spend time and effort to develop new job sites in addition to maintaining current job sites. The job is an extension of SAVE High School; therefore, SAVE rules and regulations apply on the job site as well as at school. Students must turn in their check stubs to the job coordinators at least once a month. It is the responsibility of the student to record these job hours.

Work experience credit is issued in accordance with the State of Alaska guidelines; i.e., 225 verified hours on the job equals one work experience credit. Verification of hours worked on the job is documented through student pay stubs. A King Career Center class may



Prearranged absences are given based on individual circumstances. *These absences are counted against the fifteen (15) allowable absences.* Each request is reviewed individually.

After-school Program

