



Individual Learning Plan Addendum - ILPA

Office of Continuous Improvement and Support
Division of Student Success

Overview

The Individual Learning Plan Addendum (ILPA) is an action plan recorded in Infinite Campus that addresses the changed educational needs of a student based upon entry into or exit from an alternative education program.



ILPA Components

- ▶ **The ILPA should include:**
 - appropriate academic and behavioral needs of the student,
 - criteria for the student's re-entry into the traditional program, and
 - the provisions for regular review of the student's progress throughout the school year while in an alternative education program.



Sample ILPA document



Enter District Name Here
Enter School Name Here
Individual Learning Plan Addendum

This form is for the purpose of enrolling the student in the alternative program. The ILPA form is mandated by 704 KAR 19:002 and shall be completed on every student enrolled in a district operated alternative program. Information contained on this form is subject to all confidentiality laws.

Student's Full Name:		SSID:
Date of Birth:	Gender:	Race/Ethnicity:
Grade:	Total Credits Earned To Date:	
Withdrawal Date (previous educational setting):		Enrollment Date (to alternative setting):
Placement: <input type="checkbox"/> Voluntary <input type="checkbox"/> Involuntary		Location: <input type="checkbox"/> On-site <input type="checkbox"/> Off-site, specify
Reason for Placement: <input type="checkbox"/> Academics <input type="checkbox"/> Behavior <input type="checkbox"/> Credit Recovery <input type="checkbox"/> Other, specify		

Emergency Contact Information:

Parent/Guardian:	
Home Address:	
Home Phone:	Work Phone:
Relationship to the Student:	

Transferring District/School Information:

District Name:	
School Name:	
Address:	
Phone:	Fax:

Transition Information:

Criteria for re-enrollment in previous school:
Anticipated Date of Transition:

Individual Learning Plan Addendum

Student's Full Name:	SSID:
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Progress Monitoring:

Academic Goals and Objectives:
Long Term Goals:
Short Term Goals:

Behavioral Goals and Objectives:

Long Term Goals:
Short Term Goals:

Student's Full Name:	SSID:
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Student Records: (Indicate if the available in student's school record)

Individual Learning Plan (ILP): <input type="checkbox"/> Yes <input type="checkbox"/> No	Individual Education Plan (IEP): <input type="checkbox"/> Yes <input type="checkbox"/> No
504 Plan: <input type="checkbox"/> Yes <input type="checkbox"/> No	Official Transcript: <input type="checkbox"/> Yes <input type="checkbox"/> No
Current Report Card: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Assessment Scores: <input type="checkbox"/> Yes <input type="checkbox"/> No	Explore/Plan: <input type="checkbox"/> Yes <input type="checkbox"/> No
ACT: <input type="checkbox"/> Yes <input type="checkbox"/> No	MAPS: <input type="checkbox"/> Yes <input type="checkbox"/> No
Other: <input type="checkbox"/> Yes <input type="checkbox"/> No Specify:	Other: <input type="checkbox"/> Yes <input type="checkbox"/> No Specify:

Current Class Schedule:

Course Name:	Withdrawal Date:
Course Name:	Withdrawal Date:
Course Name:	Withdrawal Date:
Course Name:	Withdrawal Date:
Course Name:	Withdrawal Date:
Course Name:	Withdrawal Date:

Student's Strengths:

Student's Needs:

Individual Learning Plan Addendum

Student's Full Name:	SSID:
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Review/Recommendations:

Date of Review:
Date of Review:
Date of Review:
Date of Review:

Signature	Title	Date
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Signature	Title	Date
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Infinite Campus

- All student data, during the time of enrollment in the alternative program, must be tracked in **Infinite Campus**.
- A student placed in an off-site alternative program must be withdrawn from the **A1** school and enrolled into the alternative program.
- All students placed in alternative education programs must have an ILPA and a transition plan with the components required by regulation.



Requirements

Alternative programs are **REQUIRED** to complete an ILPA in Infinite Campus for any student enrolled as a long term placement, as defined by their local board policy and is classified as:

- ▶ Off-site alternative programs or,
- ▶ On-site alternative programs (located within an A1 school)



Transition Team



Anyone who has an impact on the educational process of the student should be invited to the meeting.



Both the traditional school and alternative programs should be represented on the team.



Parents must be invited to be on the team.



The student should be included when appropriate.



Outside agencies when involved – court designated workers, social workers, or counselors



On-site Alternative Programs

- ▶ Programs **within** an existing A1 school are considered to be an on-site alternative program.
- ▶ A student placed in an on-site alternative program must be withdrawn from their current course sections in Infinite Campus and enrolled into alternative placement course sections.
- ▶ Course sections must be created designating Alternative Classroom as the Special Type and students must be enrolled in the appropriate course depending on their schedule.



Off-site Alternative Programs

- ▶ Programs that are not located within an existing A1 school or not located on the same campus as an existing A1 school are considered to be off-site alternative programs.
- ▶ All off-site programs must have a school number.
- ▶ Districts should request a school number for any off-site alternative program in the district.
<http://education.ky.gov/districts/data/Pages/School-Change-Requests.aspx>



Resources

- ▶ The [Alternative/ILPA Data Standards](#) detail the requirements and instructions for completing the ILPA document in Infinite Campus.
- ▶ KDE's Alternative Education Programs [website](#) has additional guidance and information in regard to the statute, regulations, data standards, training documentation, and etc.

Hint:

To open hyperlinks, **RIGHT** click on the link and select [Open Hyperlink](#)



Resources

[Alternative Education Regulation](#)

[School Number/Change Request](#)

[ILPA Data Standards](#)

[Alternative Programs website](#)

