

The Learning Lab on the Chisholm Trail Campus is designed to encourage and support students, in grades third through sixth who need additional assistance in the classroom to be successful and meet grade level expectations. A Learning Specialist facilitates this program and works closely with enrolled students, classroom teachers, parents, and administrators to ensure educational needs are being met. There is an additional fee required for these services above tuition. At the elementary level, a separate curriculum is not offered. The program offers support at two levels:

- Level I students may struggle with time or materials management, have weak foundational skills, difficulty or limited success in the classroom.
- Level II students require a current medical or educational diagnosis completed by an Educational Diagnostician or other health professional.

## Enrollment

To be considered for acceptance in the CTC Learning Lab, a parent must submit a Learning Lab application. Administration review of academic support needs necessary prior to placement in the program. To be considered for Level II support, a complete current battery of diagnostic evaluations by a qualified diagnostician is required. To continue enrollment, a new diagnostic report is required every three years. Following these requirements, a conference will be scheduled to meet the new applicant and parents to discuss his or her placement.

## Acceptance Process

Learning Lab enrollment is limited so that the necessary, appropriate attention and guidance can be devoted to each individual student. Upon acceptance, a mandatory yearly fee is required and is payable in the Finance Office. Admission to or withdrawal from the program is permitted throughout the year, after administrative review. A student's enrollment is automatically renewed each school year, if testing is current (within 3 years), unless the parent requests removal. If, for any reason, a student withdraws from the Learning Lab, but later requests re-admittance, the original enrollment process must be completed.

## Structure

At the elementary level, the Learning Lab is scheduled as a part of the regular school day. Level II students may utilize the Learning Lab periodically throughout the day for administration of quizzes and tests.

## Level One—\$1,305 per year

Designed for students who struggle with time management, have weak foundational skills in a particular subject, or have had previous difficulty or limited success in the classroom.

- Meet with specialist 2 times per week
- Provide help with study and organizational skills
- Monitor grades
- Ongoing communication with teachers and parents

## Level Two—\$2,195 per year

Designed for students with either a medical diagnosis or an educational diagnostic evaluation that reveals a learning difference.

- Meet with specialist 2-3 times per week, plus occasional drop-in support on an as needed basis
- All above services for Level One
- Test in the Learning Lab with support of the learning specialist
- Available for reteach and retest on classroom assignments
- Accommodations provided to all classroom teachers per diagnostic recommendations that the campus staff can support
- The Learning Lab Specialist becomes the advocate to the student and is the liaison among teachers, parents, and administration on behalf of the student

# Learning Lab Enrollment Form

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2024–2025

Student Name: \_\_\_\_\_

2024-2025 Grade: \_\_\_\_\_ DOB: \_\_\_\_\_

Parent Name(s): \_\_\_\_\_

Preferred Phone number(s): \_\_\_\_\_

Preferred E-mail(s): \_\_\_\_\_

**Please select level of Learning Support:**

**Level 1** | \$1,305 per year

**Level 2** | \$2,195 per year

\*Please note that in order for students to qualify for Level 2 support services, they must have a current (within the past three years) medical or educational diagnosis, with corresponding paperwork on file that was completed by an Educational Diagnostician or other Health Professional.

Parent Signature: \_\_\_\_\_

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