

Huron City Schools Credit Flexibility Proposal

Credit flexibility options are designed for students who demonstrate the ability, interest, and maturity to accept personal responsibility for their learning in a selected curricular area and have the opportunity to pursue it outside of Huron High School with a Huron Board of Education approved program. The purpose of the credit flexibility option is to develop learners who devise their own research, learning objectives, and a plan whereby they will attain those objectives outside of the traditional classroom. Students will implement their plan outside of the traditional classroom setting that require specific work or “seat time,” by taking part in an alternative learning experience in which they will demonstrate achievement of identified learning standards. Students will be required to complete a Proposal for Credit Flexibility form in which they will define their educational goals, identify the standards they will demonstrate, and create a timeline for completion. Students may work independently or with a credit flexibility partner. Individuals and organizations wishing to partner with the student in an instructional plan will need to seek approval from the Huron City Schools.

Credit Flexibility Requirements:

1. Approved, written plan or agreement between the student, high school guidance counselor, principal, parents, possible off-site program provider and a licensed, Highly Qualified Teacher employed by the Huron City Schools and licensed by the State of Ohio.
2. Plans must include clearly defined goals that are tied directly to Ohio’s Academic Content Standards and clearly describe activities that lead to successful attainment of described goals. Academic Content Standards are located on the Ohio Department of Education webpage at www.ode.state.oh.us.
3. Grades will be reported to the guidance office and will be recorded on the student’s report card and transcript. The teacher of record will submit a grade at the end of each quarter. This grade will be reported on the student’s grade card and will be used to determine athletic eligibility.
4. All credit flex classes must be added and dropped within the same timelines of dropping and adding other classes – ten (10) days after the semester has started or within the timelines provided by the educational program provider. Otherwise, the student will receive an “F” for the class if work is not completed.
5. All requests for credit flexibility must be made in advance. No credit will be awarded on the retroactive basis.

How to Apply for a Credit Flexibility Program:

1. The student will obtain the necessary Credit Flexibility Proposal from the Guidance and complete the agreement. The student should return the proposal to building

principal when completed. All credit flex plans must be submitted by the **April 1 in the year preceding** the proposed plan unless approved by the principal.

2. A conference must be scheduled to evaluate and finalize the proposal. The conference team consisting of the parent, student, high school principal and/or guidance counselor, teacher of record will review the plan, address any modifications, and make suggestions to the plan. The superintendent may also be a member of the conference team. The student, parent/guardian, teacher of record, counselor, and principal/superintendent must sign the approved proposal. The school reserves the right to alter the proposed timeline, and/or assessments required for flexible credit prior to signing the proposal and creating the agreement.
3. The student is responsible for completing all assignments agreed upon in the Credit Flexibility Plan in order to receive grades and credits. A student who does not complete the requirements by the agreed upon due dates will receive an "F" for the course which will be reported on the official transcript.
4. At the completion of activities and/or assessments for the proposed flexible credit, the student will meet with the teacher of record. The student will present the proposed evidence and will respond to questions or requests for demonstration of skill and/or knowledge asked by the teacher of record. The teacher of record will grant or deny credit and issue a final grade for the proposed credit within five (5) school days upon student demonstration of mastery.
5. Students may only attempt the credit flexibility option once (1) for a particular course.
6. All appeals regarding denial of participation in the credit flexibility option or denial of credit in the credit flexibility option or issuance of a contested grade in the credit flexibility program will be placed in writing by the student and parent and submitted to the High School principal within ten (10) school days. A review board will consult with the teacher of record regarding work submitted and rationale for grade earned. The decision of the Review Board will be the final determination in the appeal process.
7. Students will not receive academic credit for Huron City School clubs, extra-curricular activities, band or athletics.

Credit Flexibility Options and Procedures

A. Testing Out/Demonstrating Proficiency of an Existing Huron High School Class

This option exists for a student who believes he/she is ready to demonstrate proficiency of all the Academic Content Standards required in a Huron City Schools course. Students selecting this option must complete a Proposal for Credit Flexibility Plan. The Credit Flexibility Plan will outline the way the student plans to demonstrate proficiency. Arrangements will be made by the principal for the student to complete the necessary assessment(s) to show

proficiency. Testing out may include, but is not limited to, a combination of an end of course exam and/or portfolio, demonstration of skills, presentation, or timed writings. Students wanting to demonstrate mastery in English Language Arts will present a reading and writing portfolio and participate in required timed writings. The portfolio and timed writings will exemplify the grade specific, Ohio Academic Content Standards in reading, writing, communication and technology.

Final grades and credits will be recorded on the student's transcript and calculated in the student's GPA and class rank. A panel consisting of a highly qualified teacher in the subject matter, building administrator, and counselor will conduct grading appeals, if requested. Any student, using this option, who scores below a 70% on combined assessments will not be given credit for the course at Huron High School. Test scores will be reported as follows on the transcript: A+ = 100-98%; A = 97-93%; A- = 92-90%; B+ = 89-87%; B = 86-83%; B- = 82-80%; C+ = 79 – 77%; C = 76-73%; C- = 72-70%; D+ = 69-67%; D = 66-63%; D- = 62-60%; F = 59-0%.

If a student does not wish to accept the outcome of the Credit Flexibility Plan assessment and wishes to enroll in the subsequent class, the test grade will be replaced by the grade earned in the class on the Huron City Schools grading scale on the transcript. All assessments agreed upon through the Credit Flexibility Plan must be completed before the 10th day after the semester has started.

Testing out of Physical Education is not available under this option.

B. Creating a Flex Plan for a New Course

This option is for students who wish to develop a plan to study a topic of interest that is not offered at Huron High School. Students are required to complete a Proposal for Credit Flexibility Plan and prior approval for the proposal is required; there will be no awarding of retroactive credit. Off-site instruction providers must receive prior approval by the Huron Board of Education. In their proposal, students must list the goals/objectives of their proposed course, list methods of instruction, timeline segments of learning, and describe assessment measures. Quarterly assessment results must be reported at the end of each quarter. Please check the school calendar for these dates. The Huron High School teacher of record will evaluate student work. Final grades and credits will be recorded on the student's transcript and calculated in the student's GPA and class rank. Credit may be awarded as an elective credit, as a core credit, or a combination of both.

C. Selecting a Huron Board Approved Educational Option

Students may choose to participate in any of the following alternate means to earn credits: distance learning, on-line coursework, independent study, summer school, correspondence school, mentorship programs, and early college entrance. Some of these options may require the student to meet admission standards at the university or other educational option provider and are required to assume all monetary fees associated with these options. Students are required to complete a Proposal for Credit Flexibility Plan and must demonstrate proficiency

which may include, but is not limited to taking the Huron High School final assessment, completing written essays and research papers, developing examples of subject area projects, portfolios and other items as specified in the proposal agreement. The Huron High School teacher of record will evaluate student work and assign a grade. Using this option for an independent study in physical education will require students to complete a Personal Fitness Proposal for $\frac{1}{4}$ credit under the direction of someone other than a family member.

Credit Flexibility Fee: Additional costs associated with student proposed activities, materials, and assessments for credit flexibility will be the sole responsibility of the student and his/her parent(s). Credit flexibility could also include teacher pay per negotiated teacher contract.

Athletic Eligibility: Students participating in interscholastic athletics must follow the following guidelines:

- Student must be currently enrolled;
- In the preceding grading period the student must be enrolled in and PASSING course work that will receive the equivalent of five (5) one-credit courses; and
- Work closely with your guidance counselor and athletic director regarding these requirements.

Proposal for Credit Flexibility

Today's Date: _____

Student Name: _____ Current Grade: _____

Home Address: _____

Parent/Guardian Name(s): _____ Phone: _____

Reason for pursuing this program:

Plan Option: Please check one. A new proposal form must be completed for each course.

_____ A. Demonstrating proficiency of an existing Huron High School course (testing one)

_____ B. Create Flex plan for a new course not currently offered at Huron High School

_____ C. Pursue Huron Board approved Educational Option (Internship, Independent Study, online option, etc.)

A parent who secures an outside provider under an educational option plan and who will have unsupervised access to a student for other than momentary or incidental periods, or who will at any time be providing transportation to the student, shall be required to provide the results of a BCI/FBI criminal record check which is not more than one year old. Costs for any required records check shall be borne by the parent/guardian or by the outside provider. The parent/guardian of a student who, under an educational option plan, is to receive educational services from an outside provider (non-school personnel) may be required to sign a waiver and release of claims, on behalf of themselves and their minor child, for harm or injury arising from the conduct of such non-school provider.

If an outside provider is involved, please complete the following section:

Name of Instructor: _____

Location of Instruction: _____

Address of Location of Instruction: _____

Telephone Number of Instructor: _____

****BCI/FBI clearance must be submitted to principal prior to approval of credit flexibility plan.***

Time Line/Segments of Learning

Outline your timeline of study for this course. Be sure to include start date, activity dates, measurement dates, and final presentation date.)

Describe Assessment Measurements (Must show quarterly progress and due dates)

What will be your method of assessment? How do you propose showing mastery of your topic? Explain how your choice of assessments will be aligned to Ohio's Academic Content Standards.

Comments/Notes:

Date of Meeting: _____

_____ Approved _____ Amended _____ Disapproved

This course will ____ will not ____ be counted toward OHSAA eligibility quarterly assessments.

Amounts of credit to be earned for this course in equivalent Carnegie Units. _____

_____ Elective credit awarded.

_____ Core credit awarded.

CREDIT FLEXIBILITY SIGNATURE PAGE

Flexible course students will be expected to work on their credit flex each week. Students will need to be in communication with their assigned teacher of record weekly. Should weekly communication not occur or student begins to show regular poor performance on activities, then the school reserves the right to require student attendance at school in a traditional classroom setting. Truancy regulations may be applied.

If the student is unable to meet timeline, then he/she may submit a request in writing to alter the timelines. The school reserves the right to revise the contract as requested, OR require student attendance at school in a traditional classroom setting.

Approval of credit is pursuant to the completion of the flexible course option requirements as outlined.

The Ohio High School Athletic Association bylaw governing student eligibility will be used in determining the eligibility of a student participating in this Credit Flexibility course.

Course credit received through this Credit Flexibility program may not meet NCAA eligibility requirements. Any student desiring to participate in NCAA athletics following high school graduation should investigate NCAA eligibility requirements prior to pursuing course credit through Credit Flexibility.

Signature of Student _____
Date

Signature of Parent _____
Date

Signature of Teacher of Record _____
Date

Signature of Principal/Superintendent _____
Date

Signature of Counselor _____
Date

Upon the approval of the Credit Flexibility Plan, the school guidance counselor will notify the EMIS department that the student has been enrolled in a credit flexibility option.