

EXTENDED IN-  
STRUCTIONAL RE-  
MEDIATION PRO-  
GRAMS

Schools may offer extended instructional programs in the core areas, where there is a demand, for students who are in danger of not passing/earning credit and/or lack of mastery of the TEKS. These remediation programs may be offered before school, after school, Saturdays, fall intersession, spring intersession, and/or summer school. These remediation programs may also be used to meet the 90% attendance requirement for earning credit.

GRADE REMEDIA-  
TION PROGRAM

Grade Remediation Program (grades 1-12):

Teachers may provide students in grades 1-12 the opportunity to remediate assessments or assignments after school, before school, during Saturday school and/or intersession. Grade remediation may not be offered during summer school. Students who receive failing or incomplete daily grades, major grades and/or nine weeks test grades may be invited to attend a grade remediation program to makeup work due to an absence and/or complete late work not related to an absence. The teacher of record is directly involved in the student's remediation program and shall create the program guidelines for the student. Teachers will follow grading guidelines as stated in EIA Regulation. The grade earned when redoing an assignment or test shall be averaged with the grade earned on the first attempt and the averaged grade will replace the failing grade. After the teacher of record enters the averaged grade(s) into the grade book, a new making period grade (M1, M2, M3, or M4) will be generated by the grade book. The newly calculated marking period grade will replace the prior marking period grade. If the grade posting window is closed, the teacher of record will submit a grade change form to the campus clerk. The clerk will post the grade change(s) after the campus University Interscholastic League (UIL) failure report is generated.

ACCELERATED IN-  
STRUCTION  
(EOC)

Accelerated Instruction (End-of Course):

The campus shall provide accelerated instruction to an enrolled student who has taken an end-of course (EOC) assessment instrument and has not performed satisfactorily or is at risk of dropping out of school. The campus shall offer before the next scheduled administration of the assessment instrument, without cost to the student, additional accelerated instruction to each student in any subject in which the student failed to perform satisfactorily on an end-of-course assessment instrument required for graduation. Accelerated instruction may require participation of the student before or after

normal school hours and may include participation at times of the year outside normal school operations. If accelerated instruction is offered during the school day, the campus will enroll students in the appropriate EOC course. The campus is required to obtain parent permission documentation. Assignments, tests, projects, classroom activities, and other instructional activities for the EOC course shall be designed so that each student's performance indicates the level of mastery of the designated instructional objectives that relate to the Texas Essential Knowledge and Skills. (see Policy EIA Local)

MINIMUM RE-  
QUIREMENTS  
GRADES 9-12

Students in grades 9 – 12 shall attend a program for accelerated instruction in the appropriate subject area. See TEC39.025§B.1. The minimum requirements for state assessment accelerated instruction are as follows:

1. The program shall offer 15 contact hours per EOC content area; and
2. Students may be counted absent but not dropped from the program for accelerated instruction.

Each time a student fails to perform satisfactorily on an assessment instrument the campus shall provide accelerated instruction in the applicable subject area as indicated above. (see Policy EHBC Legal)

SSI ACCELERATED  
INSTRUCTION  
(5<sup>TH</sup> AND 8<sup>TH</sup> )

MINIMUM RE-  
QUIREMENTS  
GRADES 5 & 8

SSI Accelerated Instruction (5<sup>th</sup> & 8<sup>th</sup> Grades):

Students in 5<sup>TH</sup> and 8<sup>th</sup> grades that did not demonstrate satisfactory performance on a state assessment (STAAR Mathematics and/or Reading) shall attend a program for accelerated instruction in mathematics and/or reading. The minimum requirements for state assessment accelerated instruction are as follows:

1. The extended instructional program shall total no less than 15 hours; and
2. The campus shall provide the student accelerated instruction in the applicable subject area (s); and
3. Students may be counted absent but not dropped from the program for accelerated instruction.

If accelerated instruction is offered during the school day, the campus will enroll students in the appropriate STAAR course. The campus is required to obtain parent permission documen-

tation. Assignments, tests, projects, classroom activities, and other instructional activities for the STAAR course shall be designed so that each student's performance indicates the level of mastery of the designated instructional objectives that relate to the Texas Essential Knowledge and Skills. (see Policy EIA Local)

The grade promotion requirements under policy EIC Legal shall apply.

NON-SSI ACCELERATED INSTRUCTION

Non-SSI Accelerated Instruction (Grades PK-4, 6, and 7):

Campuses may offer accelerated instruction for students that did not demonstrate satisfactory performance on a state assessment, district benchmark, and/or are lacking mastery in core subject area TEKS. The extended instructional program will be designed to remediate designated instructional objectives that relate to the Texas Essential Knowledge and Skills. If accelerated instruction is offered during the school day, the campus will enroll middle school students in the appropriate STAAR course. The campus is required to obtain parent permission documentation. Assignments, tests, projects, classroom activities, and other instructional activities for the STAAR course shall be designed so that each student's performance indicates the level of mastery of the designated instructional objectives that relate to the Texas Essential Knowledge and Skills. (see Policy EIA Local)

CREDIT RECOVERY PROGRAM  
(GRADES 9-12)

Credit/Course Recovery Program:

High schools may offer courses for credit before school, after school, Saturdays, fall intersession, spring intersession, and/or summer school. The courses shall include all TEKS and be taught by a certified teacher in the appropriate content area. The campus will enroll the student in the required credit recovery course and the certified teacher will take attendance and post grades.

Students in grades 9-12 who receive a failing grade for one semester of a one or two semester course may attend a credit recovery program. The minimum requirements for credit recovery through direct teacher instruction are as follows:

1. The one semester course shall meet for a minimum of 60 hours during the extended instructional program period; and
2. Students are required to be in attendance 90% of days offered during the extended instructional program. Ex-

tenuating circumstances may be appealed to the assistant superintendent; and

3. Credit recovery courses may also count for accelerated instruction for students who have failed to meet satisfactory performance on a state assessment.

The grades earned shall reflect the student's level of mastery of the assignments completed. Credit earned shall be added to the student's Academic Achievement Record (AAR) as an attempt with the course type code "R". A course type "R" represents a course completed in summer school, night school, or other instructional arrangement outside the regular school year and/or day.

COURSE RECOVERY PROGRAM  
(GRADES 1-8)

For students in grades 1 – 8 requiring promotion to the next grade level and course recovery for a failed course, the minimum requirements shall apply:

1. Students will complete the prescribed intervention program as indicated during the campus Grade Placement Committee (GPC) meeting; and
2. The intervention program shall include a minimum of 60 collective hours during the fall, spring, and/or summer instructional programs; and
3. Students are required to be in attendance 90% of the days offered during the extended instructional program. Extenuating circumstances may be appealed to the assistant superintendent.
4. Course recovery may also count for accelerated instruction for students who have failed to meet satisfactory performance on a state assessment.

The grades earned shall reflect the student's level of mastery of the assignments completed. The certified course remediation teacher will submit a grade change form to the campus clerk. The final grade earned for the course recovery program will replace the failing grade for the one semester course (i.e. two marking periods for one course).

Loss of Credit Program (K-12)

Loss of Credit (90% Attendance) Program: Education Code 25.092

A student may not be given credit for a class unless the student is in attendance for at least 90 percent of the days the class is offered. Compulsory attendance (Education Code 25.085) applies to students who are at least six years old as

of September 1 of the applicable school year. The law requires a student to attend public school until the student's 18<sup>th</sup> birthday, unless the student is exempt under Education Code 25.086. The attendance guidelines also apply to students below or above the age for compulsory attendance during any period that the student is voluntarily enrolled in kindergarten or attends school after the person's 18<sup>th</sup> birthday. These students are required to attend each school day for the entire period the program of instruction for which the student is enrolled is offered. (see FEA Local)

A student who is in attendance for at least 75 percent but less than 90 percent of the days a class is offered may be given credit for the class if the student completes a plan approved by the school's principal that provides for the student to meet the instructional requirements of the class. Review FEC Regulation for specific credit recovery guidelines.

A student may attend an extended instructional program (i.e. course recovery, credit recovery, grade remediation, and/or accelerated instruction) to meet the 90% attendance requirement. The grade(s) earned will be used in accordance to the extended instructional program's grading guidelines.

GRADE PLACEMENT  
COMMITTEE REMEDIATION PROGRAM  
(GRADES 1-8)

Grade Placement Committee (GPC) Remediation Program:

Students in grades 1 – 8 that have failed a course(s) and lack mastery in core area TEKS, can be placement to the next grade level by the campus GPC. The student must successfully complete all components of an intervention program developed by the campus GPC. The extended instructional program may be offered before school, after school, Saturdays, fall intersession, spring intersession, and/or summer school. The student's failing grade(s) will not be changed. A GPC member will provide documentation to the campus clerk to code the student as placed in the next grade level.

ON-LINE  
INSTRUCTION

Students may accrue credit for district approved on-line course work for credit recovery, original credit and/or accelerated credit. Credit recovery, original credit, and/or acceleration accrued in this manner shall not substitute as credit by examination as stated in policies EHDB (Legal and Local), EHDC (Legal and Local), EHDD (Legal and Local), and EHDE (Legal and Local). Credit acceleration requires the approval of the campus principal. Once a student is approved for an on-line course, the counselor will submit the course request to the campus registrar for enrollment purposes.

Students who are assigned to on-line instruction because they are not on track to graduate in four years or are assigned to an alternative education program shall be required to obtain a 70 or higher in each on-line course in order to receive credit. Students who are scheduled to graduate with their cohort in four years or are assigned an alternative education program but need an additional course(s) because the student transferred from out of state/country, enrollment in a special program or other requirement shall be required to obtain a 70 or higher in each on-line course in order to receive credit.

Students who are enrolled at a comprehensive high school shall submit an application for consideration for online credit acceleration. The campus principal shall give final approval on all applications for credit acceleration to accommodate early graduation. No applications will be accepted for accelerated credit from an alternative educational setting. Students enrolled in an alternative educational setting who complete all course work prior to the end of the school year shall not be considered early graduates.

Students enrolled in credit acceleration shall be required to obtain a 90 or higher in each on-line course in order to receive credit. A waiver to this rule may be granted only by the superintendent or designee. Students shall submit an application for consideration for online credit acceleration to the campus principal for approval. The approval of credit acceleration shall be based on the following:

- 85 GPA or above
- Passed all required STAAR EOC exams to date
- 3 Teacher/Counselor recommendation(s)
- Transcript with no failing courses
- Parent/guardian conference
- Student essay

Students enrolled in credit recovery, original credit and/or credit acceleration on-line courses shall complete all coursework on site and under the supervision of an instructor. The instructor shall log all students onto the appropriate on-line course to validate each student's work. Students shall keep a notebook for all coursework notes and activities to further validate individual coursework. Students shall not be provided unsupervised on-line interventions through the same on-line program for the course in which the student is enrolled for

credit recovery, original credit, or credit acceleration. Students at comprehensive high school campuses shall be assigned one semester course at a time and shall complete each semester course within a nine week period from the date of enrollment. The time needed to complete a semester course may be extended with principal approval only. Course weights for credit recovery, original credit, and credit acceleration shall be weighted as 80% coursework and 20% final exam grade. Refer to EIA Regulation for nine weeks grading guidelines. All students enrolled in the district approved on-line learning program for credit shall have unique logins using district developed criteria and enrolled in district approved courses.

Upon course completion online learning instructors will gather the documentation to include a copy of the student's online grade book, extension contract (if used), post-test, objective based summary, contract, the standard grade change form and submit to the campus clerk for recording purposes. All online coursework must be completed and submitted to the campus clerk by the end of each calendar year (i.e. June 30<sup>th</sup>). Students that receive a failing grade or do not complete the online course will have the online course recorded in their Academic Achievement Record (AAR/transcript) as a failed attempt.

Approved:  
Jose Espinoza, Ed. D., Superintendent  
April 30, 2014

Board Policy Committee Review:  
May 12, 2014