

AGENDA REQUEST FORM
Chattooga County Board of Education

Meeting Date
July 21, 2022

Agenda Item Number
C-10

TITLE:	Update Board Policy JBC(4): Awarding Units and Transferring Credit
REQUESTED ACTION:	Board consideration of Superintendent's recommendation to update Board Policy JBC(4): Awarding Units and Transferring Credit (policy will lay until the August board meeting, to allow for public input).
SUMMARY EXPLANATION AND BACKGROUND:	See Attached
MAJOR SYSTEM PRIORITY:	Establishing internationally competitive standards
FINANCIAL IMPACT:	N/A
EXHIBITS: (List)	See Attached
BOARD ACTION: (For Official School Board Records Only)	SOURCE OF ADDITIONAL INFORMATION Michelle Helie <u>Chief Academic Officer</u> (706) 857-3447 Name Phone

OFFICE OF THE SUPERINTENDENT OF SCHOOLS

Approved in Open Board Meeting on: _____
Date

By: _____
School Board Chairman

Board Policy JBC(4): Awarding Units and Transferring Credit

Status: DRAFT

Original Adopted Date: 05/08/2006 | Last Revised Date: 07/11/2013

The Board of Education ("Board") shall fully comply with the requirements of Georgia Board of Education Rule 160-5-1-.15 Awarding Units of Credit and Acceptance of Transfer Credit and/or Grades and the State Department of Education's *Guidelines for Awarding Units of Credit*. All terms used in this policy are defined in the Rule and its *Guidelines*.

The requirements of this policy shall apply to all students regardless of the date they first entered ninth grade.

I. DEFINITIONS

1. **Accredited School** - An elementary, middle or secondary school accredited by or holding provisional status from the Georgia Accrediting Commission and/or one of the accrediting agencies that is a member of the Georgia Private School Accreditation Council and/or one of the following regional accrediting agencies named in O.C.G.A. § 20-3-519(6)(A) or O.C.G.A. § 20-3-519(6)(B). The term does not include entities that are accredited as home study programs or non-traditional educational centers.
 - a. Middle States Association of Colleges and Schools (MSA)
 - b. New England Association of Schools and Colleges (NEASC)
 - c. North Central Association of School and Colleges (NCA)
 - d. Northwest Association of Schools and Colleges (NASC)
 - e. Southern Association of Colleges and Schools (SACS)
 - f. Western Association of Schools and Colleges (WASC)
2. **Home Study Program** - An educational choice option conducted in Georgia in accordance with O.C.G.A. §20-2-690(c) or conducted in another state in accordance with the laws applicable to that state.
3. **Non-traditional Education Center** - Educational institutions that support home study programs or other independent learning initiatives. This term does not include alternative/non-traditional education programs operated by local boards of education.
4. **Validation** - The process of verifying credits earned and confirming content mastered.

The Board of Education ("Board") shall accept student course credit earned in an accredited school and under specific instructional options outlined in Georgia Board of Education Rule 160-1-.15 to the extent not waived in the school system's flexibility contract.

II. TRANSFER CREDIT FROM TRADITIONAL ACCREDITED SCHOOLS

Course credit earned through traditional sources (public or private schools) that are accredited as defined in this policy will be accepted without further validation. Credit from all other schools or programs must be validated in accordance with this policy.

III. TRANSFER CREDIT FROM ALTERNATIVE DELIVERY SYSTEMS (includes correspondence courses, distance learning and supplementary educational programs)

- a. The school or program must be accredited as defined by this policy.
- b. An official transcript of credits earned from the school or program is required.
- c. Credit must be validated by examination or scholastic performance. Validation examinations will be required for all other courses. Examinations may be standardized or locally developed tests. The principal is authorized to develop procedures for selection of appropriate examinations and determining the satisfactory level of performance for validation of credit.

IV. VALIDATION OF TRANSFER CREDIT FROM ANY NON-ACCREDITED SCHOOL OR HOME STUDY

PROGRAM

~~Determining That Transfer Credit Meets Required Minimum Core Curriculum:~~ Transfer credit must be validated for courses taken at non-accredited schools, home study programs, and non-traditional educational centers in accordance with the following:

The Superintendent's office in consultation with the school shall determine if transfer courses from a non-accredited school or home study program meet the required core curriculum by reviewing the content of the courses in question and by comparing it to the required curriculum developed by the State Board of Education. Carnegie Unit credit for graduation shall be awarded only for courses that include concepts and skills contained in the approved state curriculum. No credit shall be accepted for individual instruction or private tutoring.

1. High School Student:

High school students will be placed in the appropriate grade level and courses based on the number of units earned toward graduation and validated by the administration as meeting state-adopted curriculum standards for grades 9-12. The validation process includes:

- a. ~~In order to meet accreditation standards by both the Georgia Accrediting Commission and Southern Association of Colleges and Schools, all transfer credit from non-accredited schools shall be validated by examination or scholastic performance. Credit earned at non-accredited schools or programs shall be validated using standardized tests, if available. If standardized tests are not available, locally developed tests may be used. School tests shall focus on group placement, subject area and/or grade level.~~
- b. Grade placement shall be based upon the number of units accumulated and shall be consistent with local promotion criteria.
- c. Credit earned shall be validated using standardized tests. In the absence of standardized tests, locally developed tests may be used. School tests shall focus on group placement, subject area and/or grade level.
- d. In sequenced courses, successful completion of the next course in the sequence may be used to validate credit for the preceding course in the subject area.

High school students who plan to graduate must be enrolled in the Chattooga County School System during the entire senior year and in residence for six consecutive semesters to be eligible for Valedictorian or Salutatorian. Upon entry, their record will be evaluated and the student and parents advised of the student's status regarding graduation requirements in this area.

High school transfer students must take any state-mandated assessments, including applicable End of Course assessments.

2. Elementary and Middle School Students:

Grade placement for students in grades K-8 entering the system from non-accredited schools will be determined by considering recommendations from the last school attended, teacher prepared examinations or by ~~nine~~ 4 1/2 weeks scholastic performance. Initial placements may be changed following the ~~nine~~ 4 1/2 week scholastic performance review. Final decisions on placement will be made by the principal.

3. Transfer of Grades: Grades for courses from non-accredited schools and home study programs for which the student receives credit from the Chattooga County School System shall be converted to the system's grading system and averaged with grades earned in the Chattooga County School System courses for determining grade point average or any other purpose.

V. AWARDING UNITS OF CREDIT BY "TEST OUT" OPTION

An eligible student may earn course credit by "testing-out", which means scoring at the "Exceeds" level on a state End of Course Test ~~EOCT~~ assessment prior to taking the course. Students attempting to test-out must have parent permission and their parents shall be informed of potential costs prior to the EOCT administration. The cost of EOCT administration to students who attempt to test out, but who do not score at the "Exceeds" level shall be paid by the parent or student. Course credit earned through testing-out shall be reported in the same way as credit earned through course completion. A student's numerical grade for a course in which the student tests out shall be determined by converting the student's EOCT scale score to a prorated numerical score using the state EOCT conversion scale for that subject. Student eligibility criteria for earning credit by EOCT "testing-out" and information regarding grade assignment and collection of any associated fees shall be included in the advisement materials provided by the school counselor.

VI. SUBSTITUTIONS

All transfers to high school must meet state graduation requirements ~~in order~~ to receive a diploma. Substitutions may be considered for transfer students who, due to scheduling problems, cannot meet high school requirements before the student's regular graduation time ~~as long as~~ if such substitutions are in the same academic area as the required course and are of equal or greater difficulty. A substitution or waiver/variance for a course or assessment required by the State graduation policy must be submitted to the State Board of Education.

VII. RIGHTS TO APPEAL

If a parent or legal guardian disagrees with the decision concerning grade placement or credit awarded or denied for course work completed at a non-accredited school or home study program, an appeal may be made to the principal of the school and then, to the superintendent of schools. The decision of the superintendent is final.
