



## Student Progression Plan

**Dr. Todd Bowden**

**Superintendent of Schools**

**2018 – 2019 ~~2017-2018~~**

Sarasota County School Board Approval Required Public Notice [\[F.S.1008.25\(8\)\(b\)\]](#)

The School Board of Sarasota County, Florida will annually publish on the district website and in the local newspaper the following information on the prior school year:

The provisions of this section relating to public school student progression and the district school board's policies and procedures on student retention and promotion.

By grade, the number and percentage of all students in grades 3 through 10 performing at Levels 1 and 2 on the statewide, standardized English Language Arts assessment.

By grade, the number and percentage of all students retained in kindergarten through grade 10.

Information on the total number of students who were promoted for good cause, by each category of good cause as specified in paragraph ~~(6)(b)~~. ~~(6)(b)~~.

Any revisions to the district school board's policies and procedures on student retention and promotion from the prior year.



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**Superintendent of Schools**  
Dr. Todd Bowden

**The School Board of Sarasota County**

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Dear Parents,

In Sarasota County Schools, we are guided by three key areas of focus. The first area of focus is maintaining a tradition of excellence. Second, we ensure that the tradition of excellence extends to all our students. We have a moral obligation to provide the resources necessary for all our students, teachers and schools to be successful. We believe all students can meet their full potential if we provide them with the resources and opportunities they need to succeed. Finally, we have a commitment to our students, and to this community, that extends beyond graduation. We work to ensure that our students not only graduate on time, but that they graduate with the knowledge and skills necessary to be successful in college and the workforce. "College and Career Readiness" is not just a phrase; it is our promise to our students. Each student should graduate with a career plan that leads him or her to be a contributing member of our community.

The purpose of the K-12 Student Progression Plan is to provide information that explains how we create a successful educational experience for every child each year he/she works toward graduation while enrolled in Sarasota County Schools. Details pertaining to progression from grade to grade, acceleration, and graduation can be found in this document.

We believe that the more information you have about our educational offerings, the better choices you and your child will make through the years you are involved with the Sarasota County Schools.

Sincerely,

Dr. Todd Bowden  
Superintendent of Schools

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## I. GENERAL INFORMATION

### ADMISSION, ENROLLMENT, AND TRANSFERS [[F.S.1003.21](#)]

#### Kindergarten

Students must be five years of age on or before September 1 of the school year. Parents/guardians must have documentation of the following:

- evidence of child's date of birth,
- evidence that the parent/guardian are legal residents of the school's attendance area or have district-approved registration through the School Choice procedures,
- evidence of immunizations, and
- evidence of a medical examination completed within the last twelve months.

#### First Grade

Prior to placement in first grade, students are required to:

- be six years of age on or before September 1 of the school year and
- have successfully completed a public school kindergarten program, or who otherwise meets the criteria through ACCEL.

#### Grades 2-10

The grade placement of any student transferring from another state or private school will be determined by the principal (or designee) of the receiving school.

#### Grades 11-12

Students who enter a Florida public school in grade 11 or 12 from out-of-district or from a foreign country shall not be required to spend additional time in high school to meet Florida high school course requirements if the student has met all requirements of the school district, state or country from which he/she is transferring. However, to receive a Florida standard high school diploma, a transfer student must earn an unweighted 2.0 grade point average and pass the Florida Standards Assessments in English Language Arts and Mathematics or have state approved concordant scores and/or other alternate assessments scores described in [F.S. 1008.22\(8\)](#). End of course assessments are required unless specific assessments have been taken in the state the student transfers from and are accepted in the State of Florida. The school counselor and registrar will determine the course and assessment requirements for the transferring student.

#### Student Re-Enrollment

A student eighteen years of age or older who has interrupted his or her education and who subsequently desires to enter Sarasota County Public Schools shall physically enroll either in the adult day school or an adult evening school. The student may not enroll in a regular high school. In extenuating circumstances, a principal may recommend an exception to this policy to the Executive Director of High Schools. Students may not be enrolled in a regular high school for more than 10 semesters, unless the principal approves the enrollment beyond 10 semesters. The principal will consider the reason the student wants to continue high school, the educational progress to date, and the commitment to education. Semesters begin when the student first enrolls in grade 9 at any public or private school.

Students may not enroll/reenroll in a regular high school if they cannot meet the graduation requirements to graduate by their 20th birthday, unless enrollment is approved by the principal.



A student who has earned a high school or equivalent diploma in their native country may not enroll in a high school.

For students with disabilities who have not graduated with a standard diploma, the district will provide services until the end of the school year in which the student turns 22 years old or upon receipt of standard diploma whichever comes first.

The Superintendent or designee is authorized to assign a student to any program or school as deemed to be in the best interest of the student or school district.

#### **Screening Activities for All New Enrollees**

Kindergarten students will participate in the STAR Early Literacy upon entry into kindergarten within 30 instructional days.

Students in grades K-12 may need to participate in additional screening activities to assist with grade level placement. Screening may include, but is not limited to, the following measures and observations of:

- Academic performance (Grades)
- Communication competence
- Social/emotional behavior
- Health and physical development
- Previous academic records (transcripts)

Students entering school from a foreign nation or from a public, private or home school, and who are not able to provide a valid transcript or original report cards, shall identify and describe all courses taken in previous years.

#### **Transfers from Out-of-State Schools or Out-of-Country Schools**

Students who transfer from an out-of-state or out-of-country school must meet age requirements for admission to Florida public schools. The grade placement shall be age appropriate for English Language Learner (ELL)/Limited English Proficient (LEP) students.

Students who transfer from an out-of-state school/country who met the age requirements in that state/country may be admitted if parent/guardians provide documentation of:

- Proof of residency from that state/country at the time of their child's enrollment
- Child's date of birth
- Immunization
- A medical examination completed within the last twelve months
- An official transcript or letter from school authorities which shows a record of attendance, academic information, and grade placement of the student

For students transferring from a foreign school, credits will be evaluated based on comparability to local courses in terms of course length and content in some cases, communications with the previous school will be necessary and a translation of transcripts required. Students transferring from another country shall receive English credit (Language Arts) for primary language study. English or a language other than student's native language as it appears on a foreign transcript will be reflected as foreign language credit.

The grade placement shall be age appropriate for students identified as ELL students who were born in a foreign country and are registering for the first time in Sarasota County Schools and who do not have academic records for placement. Students from a foreign country registering at a high school and who have academic records (i.e., credit transcript) from their country of origin will be placed accordingly. If no documentation is available nor is there a possibility of the previous school sending a transcript, grade level placement will be age appropriate [\[6A-6.0902 F.A.C.\]](#). Students who cannot complete credits by 20th birthdate will be referred to adult high school.

#### **Transfers from Home Education and Private Schools**

When a student who meets legal age requirements transfers from a home education or private school, the principal is responsible for appropriate grade level/program placement. Placement in the same grade as that recommended by the former school is not automatic. Student performance during the first quarter of enrollment will be considered in accordance to [F.S. 1003.25](#) and Florida Administrative Code [6A-1.09941](#) and [6A-1.09942](#). A placement decision may be made in consultation with teachers, other appropriate staff members, and parents/guardians.

A student entering a Sarasota County high school from a home education program must present documentation (i.e., the student's portfolio with dated samples of work, official transcripts from district approved accredited programs and curriculum logs) which indicates the courses in which the student received home instruction. High School credits may not be given solely based on time spent in a home education program. The decision regarding credits will be made by the high school principal. Parents shall provide to the school a detailed course description for each course, indicating objectives, instructional materials, and methods of student performance evaluation. Courses will be evaluated based on comparability to local courses in terms of course length and content. Parents shall provide evidence that each course eligible for one high school credit consisted of at least 135 (or 120 in a flexible/block schedule) hours of instruction. If the receiving school cannot validate course/credit attainment through a portfolio assessment, the student shall be placed in an age appropriate course(s).

Work or credits from non-accredited home schools, private schools (other than affiliated institutions), as well as tutorial agencies, and correspondence school programs, shall be validated by performance assessment conducted during the first grading period. If requested, home education students shall be provided up to ninety days to prepare for the required assessment(s).

A transferring student shall be placed at the appropriate sequential course level and should have a minimum grade point average of 2.0 at the end of the first grading period. For students who do not meet this requirement, any of the following alternatives may be used by the District to validate credits:

- Portfolio evaluation by principal or designee.
- Written recommendation by a Florida-certified teacher selected by the parent and approved by the principal.
- Demonstrated performance in courses taken through dual enrollment or at other public or private accredited schools.
- Demonstrated proficiencies on nationally-normed subject area assessments.
- Written review of the criteria utilized for a given subject provided by the former school.

The district's Office of School Choice, Virtual School, and Charter Schools and the district Curriculum and Instruction Department will assist with the evaluation of student credit. If letter or numerical grades were not awarded at the prior school, the student will be awarded a grade that is equivalent to his/her end-of-

course summative performance in the next sequential course. The final decision regarding credit is the responsibility of the school principal.

### Transfer of High School Credits

The following procedures shall govern transfer of credit: All evidence of work or credits earned at another public school, community college, or university offered for acceptance shall be based on an official transcript authenticated by the principal (or designee).

Credits earned through [accredited](#) institutions ~~affiliated with the following accrediting agencies will be automatically approved.~~

- ~~• Accrediting Association of Seventh-day Adventist Schools, Colleges and Universities~~
- ~~• Accrediting Commission International~~
- ~~• Association of Christian Schools International~~
- ~~• Association of Christian Teachers and Schools, Assemblies of God~~
- ~~• Association of Independent Schools of Florida~~
- ~~• Association of Waldorf Schools of North America~~
- ~~• Christian Schools International~~
- ~~• Christian Schools of Florida~~
- ~~• Council of Bilingual Schools~~
- ~~• Episcopal Diocese of Florida~~
- ~~• Florida Association of Christian Colleges and Schools~~
- ~~• Florida Association of Christian Colleges and Schools (FACCS)~~
- ~~• Florida Catholic Conference~~
- ~~• Florida Coalition of Christian Private Schools~~
- ~~• Florida Conference of Seventh-day Adventist Schools~~
- ~~• Florida Council on Independent Schools (FCIS)~~
- ~~• Florida League of Christian Schools~~
- ~~• International Christian Accrediting Association~~
- ~~• Kentucky Nonpublic School Commission~~
- ~~• Lutheran Schools of Florida-Georgia District (FLGA-LCMS)~~
- ~~• Middle States Association of Colleges and Schools~~
- ~~• Montessori School Accreditation Commission~~
- ~~• National Council on Private School Accreditation (NCPSA) member agencies~~
- ~~• National Independent Private School Association~~
- ~~• National Lutheran School Accreditation~~
- ~~• National Private Schools Association Group~~
- ~~• New England Association of Colleges and Schools~~
- ~~• North Central Association of Colleges and Schools~~
- ~~• Northwest Association of Accredited Schools~~
- ~~• Southern Association of Colleges and Schools~~
- ~~• Western Association of Colleges and Schools~~

~~Credits earned from the following agencies and local member schools are also accepted at face value:~~

- ~~• The Achievement Center~~
- ~~• American School (Chicago)~~
- ~~• Bishop Verot (Ft. Myers)~~

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- ~~Bradenton Christian School~~
- ~~Brickhouse Academy~~
- ~~The Broach School Bradenton~~
- ~~Cardinal Mooney Catholic High School~~
- ~~Community Christian School~~
- ~~Community Day School (formerly Goldie Feldman Academy)~~
- ~~Concordia Lutheran School~~
- ~~Florida Virtual School (FLVS)~~
- ~~Heritage Christian Academy (Englewood)~~
- ~~Incarnation Catholic School~~
- ~~The Keystone School~~
- ~~Morningstar Academy~~
- ~~New Gate International Montessori IB School~~
- ~~Port Charlotte Adventist School~~
- ~~Prew Academy~~
- ~~Sarasota Christian School~~
- ~~St. Joseph Catholic School~~
- ~~St. Stephen's Episcopal School~~
- ~~Sylvan Learning Center~~
- ~~Tabernacle Christian (closed 2016)~~
- ~~The Out of Door Academy~~
- ~~University of Florida~~
- ~~University of Nebraska~~
- ~~West Florida Christian~~

Additionally, ~~the~~ the following are approved summer education programs:

- University of Florida Student Science Training Program
- University of Florida Young Entrepreneurs for Leadership and Sustainability Program

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Courses that cannot be reasonably aligned with the requirements of the courses listed in the [Florida DOE Course Code Directory](#) may be accepted as transfer elective credit.

The Sarasota County grade weighting system will apply to all courses that are equivalent to or that are identified in the [Florida DOE Course Code Directory](#) and designated as weighted courses by the Sarasota County District School Board.

Credits from non-accredited schools will be evaluated based on comparability to local courses in terms of course length and content in some cases, communications with the previous school will be necessary and a translation of transcripts required.

#### **Transfer of Credit for Foreign Exchange Students**

Foreign Exchange students (entering on a J-1 Visa and participating in an approved exchange program listed in the most current [Council on Standards for International Education Travel \[CSIET\]](#) Advisory List) who wish to enroll in a Sarasota County school must show proof of English Language proficiency in

listening, speaking, reading, and writing prior to enrolling. Foreign exchange students do not qualify for Title III supplementary services or accommodations.

Foreign exchange students (non- U.S. citizens) shall be given the option of accepting the grades earned in course work at the local district school or accepting a pass/fail designation. Special note: Acceptance of pass/fail would prohibit student eligibility for all interscholastic competition due to the inability to calculate and meet the minimum 2.0 grade point average requirement.

Foreign exchange students from other countries (in an approved exchange program listed in the most current Council on Standards for International Education Travel Advisory List) shall receive a valid transcript of their work while in the district when departing from Sarasota County schools. Students in their fourth year of high school, and who provide a valid transcript of three previous years' work, translated in English, shall be eligible for a Sarasota County diploma if they meet all requirements for graduation. The student must earn the required grade point average and pass the appropriate state test(s) required for graduation and have met the minimum state of Florida graduation credits.

Students who wish to enroll in a Sarasota County school and who have been foreign exchange students (i.e., U.S. citizens who left the U.S.A. through a recognized program for one or more years) must present a valid transcript or original report card upon their registration in a Sarasota County school. All grades for these high school students will have the option to be converted to pass/fail. Special note: Acceptance of pass/fail would prohibit student eligibility for all interscholastic competition due to the inability to calculate and meet the minimum 2.0 grade point average requirement.

#### **Transfer of Dependent Children of Active Military Personnel [F.S. 1000.36]**

It is the purpose of the [Interstate Compact on Educational Opportunity for Military Children](#) to remove barriers to educational success imposed on children of military families because of frequent moves and deployment of their parents by:

- Facilitating the timely enrollment of children of military families and ensuring that they are not placed at a disadvantage due to difficulty in the transfer of education records from the previous school district or variations in entrance or age requirements.
- Facilitating the student placement process through which children of military families are not disadvantaged by variations in attendance requirements, scheduling, sequencing, grading, course content, or assessment.
- Facilitating the qualification and eligibility for enrollment, educational programs, and participation in extracurricular academic, athletic, and social activities.
- Facilitating the on-time graduation of children of military families.
- Providing for the adoption and enforcement of administrative rules implementing this compact.
- Providing for the uniform collection and sharing of information between and among member states, schools, and military families under this compact.
- Promoting coordination between this compact and other compacts affecting military children.
- Promoting flexibility and cooperation between the educational system, parents, and the student in order to achieve educational success for the student.

#### **ATTENDANCE [F.S. 1003.24]**

All students must attend a full day of instruction unless approved otherwise by the principal in consideration of extenuating circumstances. Students enrolled in the Sarasota County schools are obligated to attend classes regularly and punctually and to participate in classroom activities.

- Excused Absences:** Schools shall require written explanations or personal communication from parents when students are absent. This should occur upon the student’s return to school. Absence from instructional time to attend a school function is considered excused if that absence is part of an approved school program such as those services provided by exceptional student education or student services personnel. All other absences from school shall be considered unexcused and shall be dealt with according to the [Code of Student Conduct](#). Failure to provide requested documentation will result in unexcused absences. In the case of excessive absences, upon request of the principal a parent must provide documentation (doctor’s statement) of a student’s illness. Students who have an excused absence(s) from instructional time will be provided the opportunity to demonstrate mastery of student performance standards using either the same or an equivalent method as provided during the missed instructional time. Students are guaranteed the right to make up work at full credit and to demonstrate mastery of such student or course performance standards as may have been introduced and/or measured during their excused absence. Such demonstration of mastery of student performance standards shall take place within a reasonable period of time as specified by the [Code of Student Conduct](#). If a student has an excused absence from one or more classes, the teacher may permit the student to complete make-up work in traditional ways (e.g. in class or outside of school). The student and/or their family is responsible for asking the teacher for assignments and make-up tests. The teacher shall specify a reasonable period of time for completion of make-up work. In no case shall the time be less than one full calendar day for each day missed.

- Unexcused Absences:** All absences, which have not been specifically identified as excused, are unexcused absences. A student who has 15 unexcused absences within 90 calendar days is a habitual truant under state law. In addition, the parent/guardian may be subject to criminal prosecution under Florida law [\[F.S. 1003.24\]](#). Students will be afforded an opportunity to make up work for an unexcused absence. There may be some academic penalty in accordance with attendance policies and procedures. When students are late to school or leave school early without an adequate excuse the tardy or early dismissal will be unexcused. ~~English Language Learners (ELL), including refugees and other immigrants, racial and national origin minority students, shall be entitled to equal access to programs and services other than ESOL, such as, but not limited to compensatory, exceptional, early childhood, pre first grade, vocational, adult education, dropout prevention, extended day, and supportive services regardless of the funding sources.~~

**No Academic Exceptions Based on Attendance [\[F.S.1003.33\]](#)**

Schools shall not exempt students from academic performance requirements based on practices or policies designed to encourage student attendance. A student’s attendance record may not be used in whole or in part to provide an exemption from any academic performance requirement (e.g., final exams).

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## **STUDENTS RIGHTS TO INSTRUCTION**

All Sarasota School District classes shall be available to all students without regard to race, color, religion, sex, national origin, age, disability, marital status, or sexual orientation. This is not intended to eliminate the provision of programs designed to meet the needs of students with limited proficiency in English or exceptional education students. [\[F.S. 1000.05\]](#)

No student will be denied appropriate use of his/her primary language [\[F.S. 1003.56\]](#). No national language minority or English Language Learner/Limited English Proficient student shall be subjected to any disciplinary action based on his/her use of a language other than English.

Any student who believes that he/she has been denied participation in or access to an educational program or activity, or has otherwise been discriminated against due to age, sex, race, color, religion, national or ethnic origin, disability, handicapping condition, pregnancy, parenthood, marriage, political beliefs, social and family background, or for any other reason not related to his/her individual capabilities, may file a grievance according to the procedure established in School Board policy and published in the brochure entitled Policy Against Discrimination for Students, which may be accessed at: <http://www.sarasotacountyschools.net/departments/hr/default.aspx?id=13822>.

In cases of alleged discrimination and/or harassment, nothing in this policy shall prohibit a student, applicant for admission to an educational program or service, or parent from pursuing a grievance through the complaint and/or grievance procedures as may be established by federal and/or state statutes or regulations. No student, applicant for admission to an educational program or service, parent, or employee shall be subject to adverse action in retaliation for having filed a grievance or for having testified, assisted, or participated in any manner in an investigation, proceeding, or hearing conducted under the authority of this policy.

## **INSTRUCTIONAL PROGRAM**

The School Board of Sarasota County Curriculum is directly correlated to the standards/benchmarks of the Florida State Board adopted Florida Standards in English Language Arts and Mathematics and Next Generation Sunshine State Standards in Science/Health, Social Studies, Physical Education, Career and Technical Education (CTE) and the arts. In addition, the following components are also considered in designing curriculum: the instructional methods, materials, and assessments. See [Appendix A](#) for additional information pertaining to required instruction in Florida schools.

All teachers shall provide instruction that supports student mastery of the Florida Standards and the Next Generation Sunshine State Standards. Students shall have regular study of mathematics, science/health, language arts, art, music, social studies, career and technical education, and physical education. Technology skills will be taught in the above subjects.

## **DIGITAL MATERIALS AND CAPE DIGITAL TOOL CERTIFICATES [\[F.S. 1003.4203\]](#)**

Sarasota County Schools offer digital materials, CAPE Digital Tool certificates, and CAPE industry certifications for students in pre-kindergarten through grade 12 to enable students to attain digital skills. The digital materials, CAPE Digital Tool certificates, and CAPE industry certifications may be integrated into subject area curricula, offered as a separate course, made available through open-access options, or deployed through online or digital computer applications.

Digital and instructional materials, including software applications, are available to students with disabilities who are in prekindergarten through grade 12.

**ASSESSMENT [F.S. 1008.22]**

The primary purpose of the student assessment program is to provide student academic achievement and learning gains data to students, parents, teachers, school administrators, and school district staff. This data is to be used by districts to improve instruction; by students, parents, and teachers to guide learning objectives; by education researchers to assess national and international education comparison data; and by the public to assess the cost benefit of the expenditure of taxpayer dollars.

Students in grades K-12 will participate in ongoing state, district, and classroom assessments including reading, math, writing, social studies, science, and career and technical education.

**Participation in the statewide testing program, which consists of the FSA, State End-of Course (EOC) assessments and alternate assessments, is mandatory for all K-12 students attending public schools. [F.S.1008.22(3)]**

The Florida Standards Assessment (FSA) in English Language Arts shall be administered annually in grades 3-10 for the Reading portion and in grades 4-10 for the Writing portion. The FSA in mathematics shall be given in grades 3-8 and the Statewide Science Assessment shall be administered in grades 5 and 8. Student grade level classification at the end of the first semester will generally determine at which grade level the FSA or Florida Standards Alternate Assessment (FSAA) is will be administered. Courses at middle school and high school determine which End of Course (EOC) examination is administered.

Each student must participate in the statewide, standardized assessment program required by statute. Each student who does not achieve a Level 3 or above on the statewide, standardized English Language Arts assessment, the statewide, standardized Mathematics assessment, or the Algebra 1 EOC assessment must be evaluated to determine the nature of the student’s difficulty, the areas of academic need, and strategies for providing academic supports to improve the student’s performance. [F.S. 1008.25(4)(a)]

Students will participate, as appropriate, in the screening, diagnostic assessment, intervention, remediation, and enrichment processes as published in the district’s K-12 Comprehensive Reading Plan.

**ENGLISH FOR STUDENTS OF OTHER LANGUAGES (ESOL) [F.S. 1003.56]**

~~Sarasota District schools will provide English Language Learners (ELL)/Limited English Proficiency (LEP) students with comprehensive instruction that is equal in amount, sequence, and scope as that provided to non-ELL/LEP students. The district will enroll ELL/LEP students who are reading below grade level in English and who score Level 1 or Level 2 on the English Language Arts portion of the Florida Standards Assessment in courses appropriate to their level of English proficiency and reading ability.~~

~~English for Speakers of Other Languages (ESOL) services are designed to meet the communicative, academic, and social needs of English Language Learners (ELL) as defined in [F.S. 1003.56]. Services will be provided as outlined in the District ELL/LEP Plan. No ELL/LEP student will be retained solely due to a lack of English language proficiency.~~

Diagnostic assessment, placement, progress monitoring and evaluation of ELL/LEP student performance in reading will be conducted as specified in the district’s K-12 Comprehensive Reading Plan.

**Commented [CE3]:** Is this only at the end of first semester...are they sometimes switched early in second semester? (from Denise)  
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~~English Language Learners (ELL) shall be given credit toward fulfilling Language Arts promotion and graduation requirements in English for each Language Arts through ESOL course completed satisfactorily. ELL students shall be given elective credit for Developmental Language Arts through ESOL and for Developmental Language Arts through ESOL Reading.~~

~~English Language Learners may not receive a failing grade if instructional strategies, materials, and assessment have not been modified to make content comprehensible to meet their instructional and linguistic needs. In addition, these modifications and strategies must be documented in teacher lesson plans. School administrators in charge of teacher evaluation are responsible for ensuring that teachers are modifying instruction and assessment to provide comprehensive instruction to ELL students.~~

English for Speakers of Other Languages (ESOL) services are designed to meet the communicative, academic, and social needs of English Language Learners (ELL) as defined in [F.S. 1003.56]. Services will be provided as outlined in the District ELL/LEP Plan. No ELL/LEP student will be retained solely due to a lack of English language proficiency. English Language Learners shall be classified according to their levels of English language proficiency, academic achievement, and special needs, and shall be placed in appropriate instructional services for these levels. Basic ESOL instruction may be provided in heterogeneous classroom settings, such as multiple language groups. [6A-6.0904].

Sarasota District schools will provide English Language Learners (ELL)/Limited English Proficiency (LEP) students with comprehensive instruction that is equal in amount, sequence, and scope as that provided to non-ELL/LEP students. The district will enroll ELL/LEP students who are reading below grade level in English and who score Level 1 or Level 2 on the English Language Arts portion of the Florida Standards Assessment in courses appropriate to their level of English proficiency and reading ability. Diagnostic assessment, placement, progress monitoring and evaluation of ELL/LEP student performance in reading will be conducted as specified in the district's [K-12 Comprehensive Reading Plan](#).

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English Language Learners shall receive an instructional program which includes basic ESOL instruction and understandable instruction in basic subject areas. Each course is taught by qualified personnel and that appropriate instructional materials are available to such personnel. Basic ESOL programs shall include instruction to develop sufficient skills in speaking, listening, reading and writing English to enable the student to be English proficient. [6A-6.0904] The focus of instruction shall be substantive subject matter knowledge parallel and comparable to that provided to English proficient students in basic subject areas, consistent with the Florida Standards and Next Generation Sunshine State Standards as incorporated by reference in Rule 6A-1.09401, F.A.C., and English Language Proficiency Standards consistent with Rule 6A-6.0903, F.A.C. Such instruction shall incorporate appropriate instructional materials.

Basic ESOL services shall seek to prepare students for reclassification as soon as the student has attained a sufficient level of English language proficiency and academic achievement according to the entry and exit standards set forth in Rules 6A-6.0902 and 6A-6.0903, F.A.C. [6A-6.0904]

A district that provides instruction, in whole or in part, through ESOL strategies shall assure and be able to document that: each course has been structured in conformity with ESOL strategies for teaching English Language Learners basic subject matter; each course is taught by qualified personnel and that appropriate instructional materials are available to such personnel; and, English Language Learners are learning and progressing towards completion of requirements as specified in the school district's Student Progression Plan. [6A-6.0904]

An English Language Learner shall be provided basic ESOL programming for the minimum number of hours per day or week, as specified in the individual ELL student plan. Such plans shall specify that each student receive, at minimum, the amount of basic ESOL instruction which may include special or alternative language arts necessary to attain parity of participation with English proficient students in language arts. The English Language Learner shall not receive less than the total amount of instruction received by an English proficient student at the same grade level. [6A-6.0904]

English Language Learners (ELL) shall be given credit toward fulfilling Language Arts promotion and graduation requirements in English for each Language Arts through ESOL course completed satisfactorily. ELL students shall be given elective credit for Developmental Language Arts through ESOL and for Developmental Language Arts through ESOL-Reading.

- English Language Learners may not receive a failing grade if instructional strategies, materials, and assessments have not been modified to make content comprehensible to meet their instructional and linguistic needs. In addition, these modifications and strategies must be documented in teacher lesson plans. School administrators in charge of teacher evaluation are responsible for ensuring that teachers are modifying instruction and assessment to provide comprehensive instruction to ELL students.

- English Language Learners (ELL), including refugees and other immigrants, racial and national origin minority students, shall be entitled to equal access to programs and services other than ESOL, such as, but not limited to compensatory, exceptional, early childhood, pre-first grade, vocational, adult education, dropout prevention, extended day, and supportive services regardless of the funding sources. [6A-6.0908] The grade placement shall be age appropriate for English Language Learner (ELL)/Limited English Proficient (LEP) students.

- ELL students, like non-ELL students, should be considered potential candidates for gifted programs and services from the beginning of their school attendance, regardless of their English proficiency. It is not appropriate to wait until the student has mastered or even begun to master English before considering him or her as a possible gifted student. English-language acquisition or proficiency may not be deemed a prerequisite to consideration of gifted programming. Screening of an LEP student is initiated by a request of the teacher, parent, or an interested individual and, as defined by Rule 6A-6.03411(2)(b), FAC, is that process by which a rapid assessment is made to identify candidates for formal evaluation.

Gifted screening may include survey, review and assessment of a student's behavior, history, and current strengths and weaknesses. These data assist school personnel in determining whether a referral should be initiated for a full evaluation as required under one of the two plans defined by Rule 6A-6.03019(2), FAC.

- The school district shall ensure that an exceptional student referred for placement into programs for English Language Learners shall have an individual educational plan (IEP) review prior to that placement. A staff representative of the ELL Committee shall be invited to participate in that review. [6A-6.0908]

An English Language Learner's teacher, parent or parent's designee, or other school personnel may request the convening of an ELL Committee at any time after the end of the student's first semester in the program to identify any special problems which may be hindering a student's progress in ESOL. An ELL Committee shall make appropriate recommendations, as necessary, for the modification of the student's

ELL Student Plan. The nature and basis of such modification, if any, shall be documented in each student's ELL Student Plan. [6A-6.0904]

National origin minority or English Language Learners shall not be subjected to any disciplinary action because of their use of a language other than English. [6A-6.0908]

All written and oral communication between a school district's personnel and parents of current or former English Language Learners shall be in the parents' primary language or other mode of communication commonly used by the parents unless clearly not feasible. [6A-6.0908]

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### **EXCEPTIONAL STUDENT EDUCATION**

Sarasota District Schools shall provide for an appropriate program of special instruction, facilities, and services for exceptional students (ESE) as prescribed by the State Board of Education as acceptable. A student may not be given special instruction or services as an exceptional student until after he or she has been properly evaluated and found eligible as an exceptional student in the manner prescribed by rules of the State Board of Education and consent for placement is obtained from parent. The parent of an exceptional student who has been evaluated and found eligible or ineligible shall be notified of each such evaluation and determination. In addition to the services agreed to in a student's individual educational plan, the district school superintendent shall fully inform the parent of a student having a physical or developmental disability of all available services that are appropriate for the student's disability. The superintendent shall provide the student's parent with a summary of the student's rights. [\[F.S. 1003.57\]](#) More information can be found on the [Pupil Support Services webpage](#).

### **COMMUNICATION TO PARENTS, LEGAL GUARDIANS, AND STUDENTS**

Annually, the school district will report to parents/guardians in a language they understand, unless clearly not feasible, the following information:

- the progress of each student toward achieving state and district expectations for proficiency in reading and mathematics; and
- the results on each statewide assessment test; and
- the evaluation of each student's progress based upon classroom work, observations, tests, and other relevant information.

Teachers must contact parent(s) by phone call, email or letter any time during a grading period when it is apparent that the student may fail. Formal notification may include progress reports as well as letters, documented phone calls, report cards and parent conferences. The opportunity for a conference with the teacher or principal must be provided to the parent of any student who may be retained.

### **REPORT CARDS [\[F.S. 1003.33\]](#)**

Each district school board shall establish and publish policies requiring the content and regular issuance of student report cards for all elementary school, middle school, and high school students. These report cards must clearly depict and grade:

- The student's academic performance in each class or course, which in grades 1 through 12 must be based upon examinations as well as written papers, class participation, and other academic performance criteria, and must include the student's performance or nonperformance at his or her grade level.
- The student's conduct and behavior.

- The student’s attendance, including absences and tardiness.

A student’s final report card for a school year shall contain a statement indicating end-of-the-year status regarding performance or nonperformance at grade level, acceptable or unacceptable behavior and attendance, and promotion or non-promotion.

District school boards shall not allow schools to exempt students from academic performance requirements based on practices or policies designed to encourage student attendance. A student’s attendance record may not be used in whole or in part to provide an exemption from any academic performance requirement.

## II. ELEMENTARY SCHOOL (GRADES K – 5)

### CURRICULUM AND INSTRUCTION [F.S.1003.42]

Each elementary school student shall be placed in classes appropriate to his or her developmental level and demonstrated mastery of the Florida Standards. The course of study in elementary school includes instruction in the four core academic areas of language arts, mathematics, science and social studies. Elementary students also receive instruction in music, art, physical education and health, media/library skills, and technology. All instruction is centered on the benchmarks of the NGSSS and Florida Standards. Individual learning styles, interests and talents help determine students' learning paths while in elementary school. Instruction required by statute is included in [Appendix A](#).

### INSTRUCTIONAL SUPPORT

Schools are expected to provide, with school district assistance, a variety of strategies to meet the individual needs of students. These strategies may include but are not limited to extended school year, dropout prevention services, tutorial programs, exceptional student education, modified curriculum, reading instruction, after-school instruction and other extended day services, tutoring, mentoring, class size reduction, and intensive skills development programs.

All diagnostic, placement, progress monitoring, and reading program strategies will be conducted in accordance with the [Sarasota K-12 Comprehensive Reading Plan](#) as required by [F.S.1011.62\(9\)\(d\)](#).

Students who scored Level 1 or Level 2 on past state-wide standardized Reading assessments may also receive remediation. This remediation may be part of a required English Language Arts course or in addition to the required course.

Instructional and assessment accommodations must be provided as indicated on an eligible students' 504 Plan, IEP (Individual Education Plan). ELL students shall be provided accommodations as defined in [\[F.S. 1003.56\]](#).

[English Language Learners \(ELL\), including refugees and other immigrants, racial and national origin minority students, shall be entitled to equal access to programs and services other than ESOL, such as, but not limited to compensatory, exceptional, early childhood, pre-first grade, vocational, adult education, dropout prevention, extended day, and supportive services regardless of the funding sources. \[6A-6.0908\] The grade placement shall be age appropriate for English Language Learner \(ELL\)/Limited English Proficient \(LEP\) students.](#)

[The school district shall ensure that an exceptional student referred for placement into programs for English Language Learners shall have an individual educational plan \(IEP\) review prior to that placement. A staff representative of the ELL Committee shall be invited to participate in that review. \[6A-6.0908\]](#)

A variety of instructional techniques and instructional media consistent with the needs of individuals or student groups shall be utilized. In particular, varied instructional strategies, special communications equipment, or modification of methods of evaluation may be used to accommodate those students in exceptional student education and/or alternative education programs, and ELL.

Procedures and guidelines are in place at each school to offer Academically Challenging Curriculum to Enhance Learning (ACCEL) options: whole-grade and mid-year promotion, subject matter acceleration,

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virtual instruction in higher grade-level subjects, and the Credit Acceleration Program (CAP). Program specifics are available through the student’s school counselor. Such placement shall be made after review and approval by the school principal (or designee) and school counselor. [\[F.S. 1002.3105\]](#)

### DAILY UNINTERRUPTED ELEMENTARY READING BLOCK INSTRUCTION

All elementary students receive a minimum of 90 minutes of uninterrupted, scientifically-based reading instruction daily which includes the components of reading: phonemic awareness, phonics, fluency, vocabulary and comprehension. The balance of these components may vary depending on the developmental level of the students at that grade level. The 90 minutes may include but are not limited to whole group, small group, or independent formats and the integration of science and social studies content.

### GRADING AND REPORTING PROCEDURES [\[F.S. 1008.34\]](#)

The teacher shall be the authority in assigning each student a grade. The report card is an evaluation of the student’s progress towards mastery of Florida Standards and Next Generation Sunshine State Standards. Report cards shall be issued quarterly. Additionally, mid-grading period notices shall be issued for students who are in danger of failing a subject.

The [elementary report card](#) contains a narrative explanation of the grading system. The format and grading information will look different for kindergarten and grade 1 than for grades 2-5. The teacher will be the authority in assigning each student a grade.

The subjects that are included on the elementary report cards are Language Arts, Mathematics, Social Studies, Science, Art, Music and Physical Education.

Language Arts is a subject composed of the following strands:

- Reading
- Writing
- Speaking and Listening
- [Language](#)
- [Foundational Skills](#)

Mathematics is composed of the following domains:

- Counting and Cardinality (Kindergarten Only)
- Operations and Algebraic Thinking
- Numbers and Operations
- Measurement and Data
- Geometry

Parent-teacher conferences shall be scheduled as requested by parents and/or teachers. Any parent or guardian, after consulting with the teacher, may request the principal to review any grade given a student at the end of a reporting period. However, such grade may not be changed or altered by the principal unless there was an apparent error in the grade calculation. If further appeal is requested, a review panel as described in the [S.C.T.A./School Board of Sarasota County Instructional Bargaining Unit Agreement](#) shall be charged to investigate and render a binding judgment.

### Performance Grade

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Grades K and 1 only will use a Performance Standards Grade Key based on student mastery of the Florida Standards (Language Arts and Mathematics) and the Next Generation Sunshine State Standards Social Studies, Science, Art, Music, and Physical Education. The Performance Standards Grade Key uses the following rubric:

- 4 = Exceeds End of Year Standard: The student independently exceeds grade level concepts and skills with high quality work reflecting higher thinking skills.
- 3 = Meets End of Year Standard: The student demonstrates proficiency of grade level concepts and skills with accuracy, quality, and independence.
- 2 = Progressing toward End of Year Standard: The student demonstrates progress toward grade level concepts and skills, given support and assistance.
- 1 = Beginning demonstration of End of Year Standard: The student demonstrates a beginning understanding of grade level concepts and skills, given support and assistance.
- NA = Not assessed at this time. May be used during Quarter 1 only for Language Arts only when the teacher feels he/she has not yet sufficiently addressed the instructional process for specific report card standards. In all other subjects, the teacher may determine if NA is appropriate each quarter based on the same criteria as Language Arts. Once a teacher assesses a student's performance on a standard, it must be evaluated each subsequent quarter.

#### Academic Grade

The academic grade represents the [progress-achievement](#) made on mastery of grade level content. The designation included on the quarterly report card will indicate the student's progress towards mastery of Florida Standards and Next Generation Sunshine State Standards predominately for that level. Kindergarten students will not receive academic grades and Grade 1 students will receive academic grades in quarters 2 and 4 only. The grades reflecting achievement for academic subjects in grades 1-5 with numerical equivalents will be:

|           |   |  |
|-----------|---|--|
| <b>A</b>  | <b>90-100%</b>  | <b>Outstanding <a href="#">Progress Achievement</a></b>  |
| <b>B</b>  | <b>80-89%</b>   | <b>Above Average <a href="#">Process Achievement</a></b> |
| <b>C</b>  | <b>70-79%</b>   | <b>Average <a href="#">Progress Achievement</a></b>      |
| <b>D</b>  | <b>60-69%</b>   | <b>Lowest Acceptable <a href="#">Achievement</a></b>     |
| <b>F</b>  | <b>59% and below</b>  | <b>Failure</b>   |
| <b>NA</b> | <b>Not Assessed at this Time</b>                                |  |
| --        | <b>Missing instruction in that subject (ESE students only).</b> |  |

The academic grades reflecting achievement for art, music and physical education in Grades 2-5 will use the following rubric:

- O = Outstanding Achievement
- G = Good Achievement
- S = Satisfactory Achievement
- U = Unsatisfactory Achievement

Grades K-1 students will not receive academic grades for art, music, and physical education.

#### Achievement Level

**Commented [CE5]:** In the past, the Academic Grade section read, "The academic grade represents the progress made on a student's instructional level; it does not reflect achievement on grade level. The instructional level of the student will be indicated by the designation on, above or below. These designations will be reflected in grade 1-5 quarterly. The designation will indicate the student is working on mastery of Florida Standard and Next Generation Sunshine State Standards predominately for that level. " Now that the Academic Grade section reads differently, is this designation level necessary? Wouldn't the letter grade explain/represent a student's progression towards mastery of grade level standards?  
From ESOL

**Commented [CE6]:** This is correct.

Students will receive an achievement level for Language Arts and Mathematics at all grade levels, and for Language Arts, Mathematics, Science and Social Studies in grades 2-5. The designation of on, above or below level is explained in the following rubric:

- Above Level: The student is performing and being instructed at an instructional level above what is expected for the current grade placement.
- On Level: The student is performing and being instructed at the expected instructional level for the current grade placement.
- Below Level: The student is performing and being instructed at an instructional level below what is expected for the current grade placement. The strategies and materials used are also below level.

#### Effort Grade

An effort grade will be given each quarter in grades K-5. Student effort will be indicated by the following codes:

- E (Excellent) - Demonstrates consistent outstanding participation. Strives beyond classroom expectations with class assignments and homework. Is highly motivated and well organized.
- G (Good) - Participates much of the time. Completes class assignments and homework. Is attentive, motivated, and organized.
- S (Satisfactory) - Usually participates. Completes class assignments and homework. Is attentive.
- N (Needs Improvement) - Rarely participates. Frequently does not complete assignments or homework. Is often inattentive and poorly organized.
- NA - Not assessed at this time.

#### Teacher Comments

Teacher comments on the report card can be generated for each subject area (K-5). The report cards for students in grade K and grade 1 also address the Responsibilities of the Learner which are indicated by a yes/no.

#### ASSESSMENT [\[F.S. 1008.22\]](#)

The primary purpose of the student assessment program is to provide student academic achievement and learning gains data to students, parents, teachers, school administrators, and school district staff. This data is to be used by districts to improve instruction; by students, parents, and teachers to guide learning objectives; by education researchers to assess national and international education comparison data; and by the public to assess the cost benefit of the expenditure of taxpayer dollars.

Students in grades K-12 will participate in ongoing state, district, and classroom assessments including reading, math, writing, social studies, and science.

**Participation in the statewide testing program, which consists of the FSA, State End-of Course (EOC) assessments and alternate assessments, is mandatory for all K-12 students attending public schools.**

[\[F.S.1008.22\(3\)\]](#)

The Florida Standards Assessment (FSA) in English Language Arts shall be administered annually in grades 3-10 for the Reading portion and in grades 4-10 for the Writing portion. The FSA in Mathematics shall be given in grades 3-8 and the Statewide Science Assessment shall be administered in grades 5. Student grade level classification at the end of the first semester will determine which grade level the FSA ELA or Florida Standards Alternate Assessment ELA (FSAA) is administered.

**Commented [CE7]:** What does “the strategies and materials used are also below level” imply? For example, students that are ELL and have the right to receive appropriate and purposeful language support in the form of strategies, modifications, and accommodations in order to make grade level content comprehensible may or may not be performing below grade level. Would a teacher be expected to indicate “below level” for every student that is ELL that receives a form of differentiated instruction? Given the fact that the Academic grade is no longer a reflection of a student’s instructional progression, rather it indicates a student’s mastery of grade level expectations as per the state standards, is this designation level necessary? Wouldn’t the letter grade automatically indicate that the student is below level if he/she receives an “F”? The way this read previously seemed to provide (somewhat) a quantifiable measure of a student’s individual progress according to the instructional designation. My concern with the present is that it may be interpreted as though “every ELL” must be identified as “below level” because of ESOL eligibility which identifies the student as possibly requiring linguistic supports in class which is not the equivalence of below level performance. Also, does this mean that students will not be receiving on grade level instruction? (Remediation vs Acceleration= Learning in the Fast Lane) Teachers seek these clarifications every year... our office has discussed and provided guidance on an individual basis, but perhaps questions are stemming from different interpretations of this content(?).

**Commented [CE8]:** This language is the language from the report card, but there is no reference to “strategies and materials” in on or above level. Consider removing reference to “strategies” (here and on report cards) as “below level.”



Each student must participate in the statewide, standardized assessment program required by statute. Each student who does not achieve a Level 3 or above on the statewide, standardized English Language Arts assessment or the statewide, standardized Mathematics assessment must be evaluated to determine the nature of the student's difficulty, the areas of academic need, and strategies for providing academic supports to improve the student's performance. [F.S. 1008.25(4)(a)]

Students will participate, as appropriate, in the screening, diagnostic assessment, intervention, remediation, and enrichment processes as published in the district's K-12 Comprehensive Reading Plan, K-12 Comprehensive Reading Plan.

### READING DEFICIENCY AND PARENTAL NOTIFICATION [F.S. 1008.25]

~~The parent/guardian of any student who exhibits a substantial deficiency in reading, must be notified in writing of the following:~~

- ~~• That the child has a substantial deficiency in reading~~
- ~~• A description of the services to be provided to the child~~
- ~~• A description of the proposed supplemental services and supports that will be provided to the child that are designed to remediate the identified area of deficiency~~
- ~~• That if the child's deficiency is not remediated by the end of grade 3, the child must be retained unless exempt from mandatory remediation for good cause~~
- ~~• Strategies for parents to use in helping their child succeed in reading proficiency.~~

~~Parents and guardians will be provided strategies to use in helping their child succeed. Schools will provide frequent monitoring of student progress, and upon subsequent evaluation, if the deficiency has not been remediated, the student may be retained. Students will continue to receive remedial or supplemental (Tier 2 and/or Tier 3) instruction.~~

~~Any student in kindergarten through grade 3 who exhibits a substantial deficiency in reading based upon screening, diagnostic, progress monitoring, or assessment data; statewide assessments; or teacher observations must be provided intensive, explicit, systematic, and multisensory reading interventions immediately following the identification of the reading deficiency. The parent/guardian of any student who exhibits a substantial deficiency in reading, must be notified in writing of the following:~~

- ~~• That the child has a substantial deficiency in reading, including a description and explanation, in terms understandable to the parent, of the exact nature of the student's difficulty in learning and lack of achievement in reading.~~
- ~~• A description of the services to be provided to the child~~
- ~~• A description of the proposed intensive intervention and supports that will be provided to the child that are designed to remediate the identified area of deficiency~~
- ~~• That if the child's deficiency is not remediated by the end of grade 3, the child must be retained unless exempt from mandatory remediation for good cause~~
- ~~• Strategies, including multisensory strategies, through a read-at-home plan the parent can use in helping his or her child succeed in reading.~~

~~Parents and guardians will be provided strategies to use in helping their child succeed. Schools will provide frequent monitoring of student progress, and upon subsequent evaluation, if the deficiency has not been remediated, the student may be retained. Students will continue to receive remedial or supplemental (Tier 2 and/or Tier 3) instruction.~~

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**PROMOTION [F.S. 1008.25 (2)]**

With the exception of grade 3, promotion to the next higher-grade level should be based upon the following factors:

- Adequate progress in reading, writing, mathematics, science, and social studies as demonstrated by student performance as measured by the Florida Standards Assessments (FSA), State Science Assessment (SSA, grade 5), and/or district and classroom assessments. Measures of adequate progress may include, but are not limited to: standardized assessments, classroom performance assessments, performance tasks, computer assisted instruction, and reading comprehension level.
- Specific levels of adequate progress in English-Language Arts, Mathematics, Science, and Social Studies are defined for grades kindergarten through 5.

No student may be assigned to a grade level based solely on age or other factors that constitute social promotion [F.S. 1008.25 (6)(a)].

No promotion or retention decisions may be made for any individual student classified as ELL/LEP based solely on a score on any single assessment instrument, whether such assessment instrument is part of the statewide assessment program or of a district's formal assessment process. A formal retention recommendation regarding an ELL/LEP student may be made through action of an ELL/LEP committee. This committee meeting is held prior to Good Cause decision for grade 3 affecting ELL/LEP students.

Grade Level Progression guides are available as a reference and utilized by support staff in all elementary grades (K-5). These charts identify levels of academic performance as documented by grade appropriate academic measures (e.g., Dolch sight word recognition, fluency probes, running records, Lexiles, iReady data, and FSA scores).

Students in grade 3 will be promoted to grade 4 by scoring level 2 or higher on the Florida Standards Assessment – English Language Arts or by meeting a Good Cause Exemption. Level 3 or higher on the FSA-ELA is considered proficient. (F.S.1008.22)

**MID-YEAR PROMOTION OF STUDENTS RETAINED IN GRADE THREE [F.S. 1008.25(7)(B)(3)]**

Any student in Grade 3 who has been retained at least once in grades K-3 may be eligible for mid-year promotion. The principal will recommend mid- year promotion for all eligible students. The executive director for elementary schools will review and sign all mid -year promotion recommendations.

**Promotion On or Before November 1:** A retained Grade 3 student may be recommended for promotion if the student has mastery of third grade reading skills as presented in the English Language Arts Florida Standards. Evidence is as follows:

- Satisfactory performance on locally selected standardized assessment(s) measuring English Language Arts Florida Standards;
- Satisfactory performance on a state approved alternative assessment as delineated in [State Board Rule 6A-1.094221](#); or
- Successful completion of portfolio elements that meet state requirements.

To promote a student mid-year using a student portfolio, there must be evidence of the student's mastery of third grade English Language Arts Florida Standards. Sarasota County Schools use a district

developed and state approved portfolio which is aligned to the portfolio requirements of the Florida Department of Education. The student's portfolio must meet the following requirements:

- Be selected by the school district and the child's teacher;
- Be an accurate picture of the student's ability and only include student work that has been independently produced in the classroom;
- Include evidence of mastery of the standards assessed by the grade three English Language Arts Florida Standards assessment as required by [Rule 6A-1.094221, F.A.C.](#) Evidence can include successful completion of multiple choice items and text-based responses, chapter or unit tests from the district or school adopted core reading curriculum, or the state-provided third grade student portfolio. Portfolios should contain 60% literary and 40% informational texts.
- Be signed by the teacher and the principal as an accurate assessment of the child's mastery of the required reading skills.

**Promotion after November 1:** Students may be recommended for promotion to Grade 4 at any time from November 1 until the last school day of the first semester.

A retained Grade 3 student may be recommended for promotion based on the student's mastery of third grade tested Florida Standards for English Language Arts and mastery of the Florida Standards for fourth grade consistent with the month of promotion to fourth grade.

A Progress Monitoring Plan for any retained third grade student who has been promoted mid-year to fourth grade must continue to be implemented and monitored for the entire academic year.

## RETENTION

If a student's reading deficiency is not remediated by the end of grade 3 as demonstrated on the statewide assessment test in reading for grade 3, the student must be retained unless determined to be exempt for good cause. In addition, students who receive a failing grade or have excessive absences may be considered for retention. The district school board may only exempt students from mandatory retention for good cause in grade 3.

### Third Grade Good Cause Exemption from Mandatory Retention [\[F.S. 1008.25\(6\)\(b\)\(1-7\)\]](#)

A third grade student cannot be promoted to grade 4 unless they score Level 2 or higher on the English Language Arts portion of the FSA or meet a Good Cause Exemption. Students without an FSA score must also meet a Good Cause Exemption to be promoted to grade 4.

Requests for Good Cause Exemptions for grade 3 shall be submitted to the school principal with appropriate documentation. The principal shall review and discuss the recommendation and make the determination as to whether the student should be promoted or retained. If the principal determines that the student meets the requirements for a Good Cause Exemption and should be promoted, the principal shall make such recommendation in writing to the superintendent. The superintendent or designee shall accept or reject the principal's recommendation in writing.

Good cause exemptions are limited to the following:

1. Limited English proficient students who have had less than 2 years of instruction in an English for Speakers of Other Languages program based on the initial date of entry into a school in the United States.

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2. Students with disabilities whose individual education plan indicates that participation in the statewide assessment program is not appropriate, consistent with the requirements of statute. ([F.S.1008.212](#))
3. Students who demonstrate an acceptable level of performance on an alternative standardized reading or English Language Arts assessment approved by the State Board of Education.
4. A student who demonstrates through a student portfolio that he or she is performing at least at Level 2 on the statewide, standardized English Language Arts assessment.
5. Students with disabilities who take the statewide, standardized English Language Arts assessment and who have an individual education plan or a Section 504 plan that reflects that the student has received intensive instruction in reading or English Language Arts for more than 2 years but still demonstrates a deficiency and was previously retained in kindergarten, grade 1, grade 2, or grade 3.
6. Students who have received intensive reading intervention for 2 or more years but still demonstrate a deficiency in reading and who were previously retained in kindergarten, grade 1, grade 2, or grade 3 for a total of 2 years. A student may not be retained more than once in grade 3.
7. ~~Students who have received intensive remediation in reading or English Language Arts for 2 or more years but still demonstrate a deficiency and who were previously retained in kindergarten, grade 1, grade 2, or grade 3 for a total of 2 years. Intensive instruction for students so promoted must include an altered instructional day that includes specialized diagnostic information and specific reading strategies for each student. The district's program specialists shall assist schools and teachers to implement reading strategies that research has shown to be successful in improving reading among low performing readers.~~

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#### **Retention for Students in Grades K, 1, 2, 4, and 5**

Students who receive a failing grade or have excessive absences may be considered for retention.

Retention decisions for students will be made on a case by case basis with the principal having the final decision.

Students who are retained will be provided with an intensive program that is different from the previous year's program which can include, but is not limited to, adapting to a student's learning style, change in teacher, change in delivery models, or other assistance.

In cases when a student has multiple retentions, the district's program specialists shall assist schools and teachers in constructing and implementing an intensive program based on information from diagnostic reading assessments. It must include reading strategies that research has shown to be successful in improving reading among low performing readers.

No student may be assigned to a grade level based solely on age or other factors that constitute social promotion.

No promotion or retention decision may be made for any individual student classified as ELL/LEP based solely on a score on any single assessment instrument, whether such assessment instrument is part of the statewide assessment program or of a district's formal assessment process. A formal retention recommendation regarding an ELL/LEP student may be made through the action of an ELL/LEP committee.

#### **RETENTION WAIVER IN GRADES K, 1, 2, 4, AND 5**

A team of professional staff must conduct a case review for students being considered for retention. No student may be assigned to a grade level based solely on age or other factors that constitute social promotion.

The principal, with input from the ~~school-wide support team~~ School-Wide Support Team (SWST), IEP committee, ELL/LEP committee and/or other professional staff, may waive the promotion requirements for students other than grade three students in reading by meeting any of these good cause conditions:

- Previous retention – a student who has had a prior retention.
- Alternative Programs – a student being considered for placement or currently placed in an approved special program such as ESE, dropout prevention, Section 504, or ESOL may be considered for an exemption. Good cause shall be based on documentation from an ELL/LEP, Section 504 meeting, ESE staffing or IEP review committee. The documentation must contain the recommendation and reasons for the student’s exemption.
- Attendance – a student with problems of a unique nature that causes extended absences.

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### III. MIDDLE SCHOOL (GRADES 6-8)

#### CURRICULUM AND INSTRUCTION [\[F.S.1003.42\]](#)

Each student shall be placed in classes appropriate to his or her developmental level and demonstrated mastery of the Florida Standards. The course of study in middle school includes instruction in the four core academic areas of language arts, mathematics, science and social studies. Encore courses are also offered in the middle schools. Courses may include, but are not limited to, instruction in the following areas of music, theatre, dance, visual art, physical education, foreign language and career and technology education. All instruction is centered on the benchmarks of the NGSSS and Florida Standards. Individual learning styles, interests and talents help determine students' learning paths while in middle school. Instruction required by statute is included in [Appendix A](#).

Students with disabilities are required to meet the same standards as nondisabled students unless they are taking access point classes and participating in alternative assessment instead of the statewide, standardized assessments.

#### INSTRUCTIONAL SUPPORT

Schools are expected to provide, with school district assistance, a variety of strategies to meet the individual needs of students. These strategies may include but are not limited to extended school year, dropout prevention services, tutorial programs, exceptional student education, modified curriculum, reading instruction, after-school instruction and other extended day services, tutoring, mentoring, class size reduction, and intensive skills development programs.

Remediation is offered for students who scored a Level 1 and a Level 2 on past state-wide standardized English Language Arts assessments through an intensive remedial course or content area course in which remediation strategies are incorporated into course content delivery. All diagnostic, placement, progress monitoring, and reading program strategies will be conducted in accordance with the [Sarasota K-12 Comprehensive Reading Plan](#), as required by [F.S.1011.62\(9\)\(d\)](#).

Schools in Sarasota County provide remediation for students who scored a Level 1 or Level 2 on past state-wide standardized Mathematic assessments. This remediation will either be integrated into the student's required mathematics course at the next grade level, or the student will participate in an intensive remedial course.

Instructional and assessment accommodations must be provided as indicated on an eligible students' 504 Plan, IEP (Individual Education Plan). English Language Learners (ELL) shall be provide accommodations as defined in [\[F.S. 1003.56\]](#).

A variety of instructional techniques and instructional media consistent with the needs of individuals or student groups shall be utilized. In particular, varied instructional strategies, special communications equipment, or modification of methods of evaluation may be used to accommodate those students in exceptional student education and/or alternative education programs, and ELL.

Procedures and guidelines are in place at each middle school to offer Academically Challenging Curriculum to Enhance Learning (ACCEL) options: whole-grade and mid-year promotion, subject matter acceleration, virtual instruction in higher grade-level subjects, and the Credit Acceleration Program (CAP). Program specifics are available through the student's school counselor. Such placement shall be made after review and approval by the school principal (or designee) and school counselor. [\[F.S. 1002.3105\]](#)

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## CAREER AND TECHNICAL EDUCATION (CTE)

Each middle school offers a variety of career and technical education programs. The school CTE programs offer a rigorous academic curriculum and career themed courses that can lead to a Digital Tool Certificate. Cape Digital Tool Certificates [F.S. 1003.4203] enable students to attain and demonstrate digital literacy skills. The CAPE Digital Tool certificates may be integrated into subject area curricula or offered as a separate CTE course or sequence of courses.

## HIGH SCHOOL CREDIT IN MIDDLE SCHOOL (SUBJECT MATTER ACCELERATION)

In accordance with Florida statutes [FS 1003.4156] and [FS 1008.22 (3)(c)2.a], middle grades students may be enrolled appropriately in high school credit-earning courses. Courses will adhere to high school grading policy which may be found in the high school program section of the Student Progression Plan.

Middle grades students earning high school credit shall simultaneously be credited with meeting the requirements for the appropriate corresponding pre-grade 9 courses. High school courses taken below grade 9 are included in student's cumulative GPA and may be used to satisfy high school graduation requirements and Bright Futures award requirements. In addition, students in grades 6-8 who successfully complete an online course for high school credit may use that course to satisfy the online course for high school graduation requirement.

**Students who drop a high school course are strongly encouraged to do so during the first grading quarter to avoid academic penalties. Any student dropping a high school course will be returned to a comparable middle school level course.**

Based on [F.S. 1003.4282(5)], Sarasota County middle school students ~~in public, non-charter, schools~~ who attempt ~~Algebra 1, Algebra 1 Honors, Physical Science Honors, Geometry, Geometry Honors, World Languages, Speech I~~ or other approved courses for high school credit in middle school may repeat the same or a comparable course to replace a grade of "C", "D", or "F" through grade forgiveness. ~~The high school grade forgiveness policy will be followed in such cases. Lists of approved courses may be obtained from each middle school.~~

## PROGRESS MONITORING [F.S. 1008.25(4)(b)]

One of three types of progress monitoring shall be developed in consultation with the parent/guardian for any student not meeting district or state proficiency levels in English Language Arts, science or mathematics. Consultation is defined as a conference, a conversation via email, phone, or written exchange. School personnel shall use all available resources to achieve parent understanding of, and cooperation with, the progress monitoring requirements.

The three types of progress monitoring from which to choose are as follows:

- a federally required student plan such as an individual education plan (IEP),
- a school-wide system of progress monitoring for all students, or
- individualized progress monitoring.

All progress monitoring shall be tailored to identify the individual assistance deemed necessary to remedy a student's diagnosed deficiencies. The progress monitoring must clearly identify:

- the specific diagnosed academic need(s) to be remediated,
- the success-based intervention strategies to be used,

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- how, when, how often, by whom and how long intensive remedial instruction is to be provided, and
- the monitoring and reevaluation activities to be employed. Schools shall monitor the progress of students needing reading intervention a minimum of twice a year and adjust interventions based on data.

**GRADING AND REPORTING PROCEDURES [F.S. 1008.34]**

The teacher shall be the authority in assigning each student a grade. Evaluation of achievement will indicate progress toward the mastery of the Florida Standards and Next Generation Sunshine State Standards. The report cards are available quarterly and shall contain a narrative explanation of the grading system. Report cards shall be issued quarterly. Additionally, mid-grading period notices shall be issued for students who are in danger of failing a subject.

Parent-teacher conferences shall be scheduled as requested by parents and/or teachers. Any parent or guardian, after consulting with the teacher, may request the principal to review any grade given a student at the end of a reporting period. However, such grade may not be changed or altered by the principal unless there was an apparent error in the grade calculation. If further appeal is requested, a review panel as described in the [S.C.T.A./School Board of Sarasota County Instructional Bargaining Unit Agreement](#) shall be charged to investigate and render a binding judgment.

**Academic Grade**

The student’s final grade in a course will be determined by quarterly academic grades and other relevant performance criteria. Examples of performance criteria include: exams, projects and other demonstrations of mastery of the Florida Standards or the Next Generation Sunshine State Standards. Teachers have the responsibility to determine final grades using quarter grades and other evaluations as appropriate. The final grade does not always reflect a simple average of quarter grades.

The grades reflecting achievement in academic courses in grades 6-8 with numerical equivalents shall be:

|          |               |   |
|----------|---------------|---|
| <b>A</b> | 90-100%       | Outstanding <a href="#">Progress Achievement</a>  |
| <b>B</b> | 80-89%        | Above Average <a href="#">Process Achievement</a> |
| <b>C</b> | 70-79%        | Average <a href="#">Progress Achievement</a>      |
| <b>D</b> | 60-69%        | Lowest Acceptable <a href="#">Achievement</a>     |
| <b>F</b> | 59% and below | Failure   |
| <b>I</b> | Incomplete    |   |
| <b>N</b> | No Grade      |   |

**Student Work Habits and Effort**

A work habit and effort grade will be given each quarter. The following factors are considered when evaluating student work habits and effort:

- Attends class regularly
- Arrives to class on time
- Comes prepared with required work tools
- Completes assigned homework
- Maintains an assigned notebook or other organization system
- Is dressed appropriately
- Participates in class work and discussions

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- Is motivated and organized
- Shows an attitude of cooperation with teacher and fellow students
- Is respectful of others' class participation and opportunities to learn

This grade will be indicated by the following codes:

- **E** (Excellent) - Demonstrates consistent outstanding participation. Strives beyond classroom expectations with class assignments and homework. Is highly motivated and well organized.
- **G** (Good) - Participates much of the time. Completes class assignments and homework. Is attentive, motivated, and organized.
- **S** (Satisfactory) - Usually participates. Completes class assignments and homework. Is attentive.
- **N** (Needs Improvement) - Rarely participates. Frequently does not complete assignments or homework. Is often inattentive and poorly organized.
- -- (Not Evaluated).

#### **Teacher Comments**

Teacher comments on the report card can be generated for each subject area. Responsibilities of the Learner are indicated by a yes/no.

#### **GRADE CHALLENGE**

No grade or evaluation shall be changed except where an obvious mathematical or clerical error has been made, and the teacher cannot be contacted through normal communication efforts. In the event a grade or evaluation is challenged, the following procedure shall be followed. The teacher's principal shall investigate the challenge, and:

- The grade or evaluation stands, OR
- The grade or evaluation goes to review.

The challenged grade or evaluation will be reviewed by a panel consisting of members with expertise in the area under challenge selected by the teacher (1), the Superintendent (1) or designee, and one selected jointly by the Superintendent and teacher. The review panel shall investigate the challenge and render a binding judgment.

#### **ASSESSMENT [\[F.S. 1008.22\]](#)**

The primary purpose of the student assessment program is to provide student academic achievement and learning gains data to students, parents, teachers, school administrators, and school district staff. This data is to be used by districts to improve instruction; by students, parents, and teachers to guide learning objectives; by education researchers to assess national and international education comparison data; and by the public to assess the cost benefit of the expenditure of taxpayer dollars.

Students in grades K-12 will participate in ongoing state, district, and classroom assessments including reading, math, writing, social studies, and science assessments.

**Participation in the statewide testing program, which consists of the FSA, State End-of Course (EOC) assessments and alternate assessments, is mandatory for all K-12 students attending public schools.**

[\[F.S.1008.22\(3\)\]](#)

The Florida Standards Assessment (FSA) in English Language Arts shall be administered annually in grades 3-10 for the Reading portion and in grades 4-10 for the Writing portion. The FSA in mathematics shall be given in grades 3-8 and the Statewide Science Assessment shall be administered in grades in grades 5 and 8.

Each student must participate in the statewide, standardized assessment program required by statute. Each student who does not achieve a Level 3 or above on the statewide, standardized English Language Arts assessment, the statewide, standardized Mathematics assessment, or the Algebra 1 EOC assessment must be evaluated to determine the nature of the student’s difficulty, the areas of academic need, and strategies for providing academic supports to improve the student’s performance. [F.S. 1008.25(4)(a)]

Students will participate, as appropriate, in the screening, diagnostic assessment, intervention, remediation, and enrichment processes as published in the district’s [K-12 Comprehensive Reading Plan](#).

**End of Course Exams**

- Algebra 1/Algebra 1 Honors (for HS Credit): Middle school students taking Algebra 1 must take the EOC and it will be 30% of the final grade in the course. These students will not take the corresponding standard subject and grade-level Florida Standards Assessment.
- Civics: Middle school students take the state End-of Course (EOC) assessment in Civics and it will be 30% of the final grade in the course.
- Geometry/ Geometry Honors (for HS Credit): Middle school students taking geometry must take the EOC and it will be 30% of the final grade in the course. These students will not take the corresponding standard subject and grade-level Florida Standards Assessment.

Passing the Algebra 1 EOC is a high school graduation requirement. Students with disabilities may qualify for an EOC waiver.

**PROMOTION [F.S. 1008.25 (2)]**

Promotion to the next higher-grade level should be based upon the following factors:

- Adequate progress in reading, writing, mathematics, science, and social studies as demonstrated by student performance as measured by the Florida Standards Assessments (FSA), State Science Assessment (SSA, grade 8), and/or
- District and classroom assessments. Measures of adequate progress may include, but are not limited to: standardized assessments, classroom performance assessments, performance tasks, computer assisted instruction, and reading comprehension level.

No student may be assigned to a grade level based solely on age or other factors that constitute social promotion [F.S. 1008.25 (6)(a)]. No promotion or retention decisions may be made for any individual student classified as ELL/LEP based solely on a score on any single assessment instrument, whether such assessment instrument is part of the statewide assessment program or of a district’s formal assessment process. A formal retention recommendation regarding an ELL/LEP student may be made through action of an ELL/LEP committee.

**Grade-level Classification Requirements:**

- ~~Classification for grade 6 — promotion from grade 5~~
- ~~Classification for grade 7 — successful completion of grade 6 language arts, mathematics, science, and social studies.~~

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- ~~Classification for grade 8 — successful completion of grade 7 language arts, mathematics, science, and social studies~~

To be promoted to grade 6, students are required to be promoted from grade 5.

To be promoted to grade 7, students are required to complete successfully the following courses in grade 6:

- [Language Arts](#)
- [Mathematics](#)
- [Science](#)
- [Social Studies](#)

To be promoted to grade 8, students are required to complete successfully the following courses in grade 7:

- [Language Arts](#)
- [Mathematics](#)
- [Science](#)
- [Social Studies](#)

To be promoted to grade 9, students are required to ~~successfully~~ complete successfully the following courses in grades 6-8:

- three middle school or higher courses in English which emphasize literature, composition, and technical text,
- three middle school or higher courses in mathematics,
- three middle school or higher courses in social studies, including the study of state and federal government and civics education,
- three middle school or higher courses in science, and
- the equivalent of one class period per day of physical education for one semester of each year required for students enrolled in grades 6 - 8.

A student transferring into middle grades after the beginning of the second term is not required to meet all Civics/Social Studies requirements if three social studies courses or two year-long courses that include civics have already been completed.

The physical education requirement shall be waived for students who meet one of following criteria [F.S.1003.455]:

- The student is enrolled or required to enroll in a remedial course.
- The student's parent indicates in writing to the school district that:
  - The parent requests that the student enrolls in another course from among those courses offered as options by the school district, or
  - The student is participating in physical activities outside the school day which are equal to or in excess of the mandated requirement.

### RETENTION

Students who fail more than two of the four core academic courses (Language Arts, Mathematics, Social Studies, and Science) will be retained. Students will NOT be retained for reasons other than course failures.

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Students in grade 6 or grade 7 who fail no more than two of the four core academic courses may attend summer school to recover one or more of the courses or be retained. Students who successfully complete the required course work will be promoted to the next grade level. Students in grade 6 or grade 7 may be conditionally promoted to the next grade upon successful completion of one failed course during summer school. These students are expected to be enrolled in course recovery for the second failed course during the next school year.

Conditionally promoted students in grade 7 or grade 8 who have not passed all courses of the previous grade must be passing all courses at the end of the first quarter to remain at that grade level. Students failing one or more courses will be returned to previous grade.

Students who attend academic summer school in other states or districts may be conditionally promoted based on transcripts or other data indicating that they have successfully completed remediation. This promotion will be validated through student performance in the first quarter of grade 7 or grade 8 through district and classroom assessments.

No promotion or retention decision may be made for any individual student classified as English Language Learner (ELL)/ Limited English Proficient (LEP) solely on a score on any single assessment instrument, whether such assessment instrument is part of the statewide assessment program or of a formal district assessment process. A formal retention recommendation regarding an ELL/LEP student may be made through action of the school's ELL/LEP Committee.

**Commented [CE17]:** Do we do this in practice?

**Commented [CE18]:** Yes, it's the policy

#### IV. HIGH SCHOOL (GRADES 9-12) CURRICULUM AND INSTRUCTION [F.S.1003.42]

Each high school student shall be placed in classes appropriate to his or her developmental level and demonstrated mastery of the standards. All instruction is centered on the benchmarks of the NGSSS and Florida Standards. Individual learning styles, interests and talents help determine students' learning paths while in high school. Instruction required by statute is included in [Appendix A](#).

A course title on a student schedule and transcript means that the student is receiving regular, planned instruction, by a teacher following the course content as defined in the State of Florida Curriculum Course Descriptions (Frameworks).

~~A student must receive a minimum of 135 hours (120 hours in a flexible block schedule) of instruction and complete all course requirements before credit may be earned for the course. However, any student who has not been in attendance for 135 hours (or 120 hours in a flexible block schedule) may be awarded credit if the student has demonstrated mastery of the performance standards specified in the courses. One-half credit courses will use one-half of the instructional hours as specified for a one-credit course.~~

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#### INSTRUCTIONAL SUPPORT

Schools are expected to provide, with school district assistance, a variety of strategies to meet the individual needs of students. These strategies may include but are not limited to extended school year, dropout prevention services, tutorial programs, exceptional student education, modified curriculum, reading instruction, after-school instruction and other extended day services, tutoring, mentoring, class size reduction, and intensive skills development programs.

Remediation is offered for students who scored a Level 1 and a Level 2 on past state-wide standardized English Language Arts assessments through an intensive remedial course or content area course in which remediation strategies are incorporated into course content delivery. All diagnostic, placement, progress monitoring, and reading program strategies will be conducted in accordance with the [Sarasota K-12 Comprehensive Reading Plan](#) as required by [F.S.1011.62\(9\)\(d\)](#).

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Schools in Sarasota County provide remediation for students who scored a Level 1 or Level 2 on past state-wide standardized Mathematic assessments. This remediation will either be integrated into the student's required mathematics course at the next grade level, or the student will participate in an intensive remedial course.

Instructional and assessment accommodations must be provided as indicated on an eligible students' 504 Plan, IEP (Individual Education Plan). English Language Learners (ELL) shall be provide accommodations as defined in [\[F.S. 1003.56\]](#).

A variety of instructional techniques and instructional media consistent with the needs of individuals or student groups shall be utilized. In particular, varied instructional strategies, special communications equipment, or modification of methods of evaluation may be used to accommodate those students in exceptional student education and/or alternative education programs, and ELL.

Procedures and guidelines are in place at each school to offer Academically Challenging Curriculum to Enhance Learning (ACCEL) options: whole-grade and mid-year promotion, subject matter acceleration,

virtual instruction in higher grade-level subjects, and the Credit Acceleration Program (CAP). Program specifics are available through the student’s school counselor. Such placement shall be made after review and approval by the school principal (or designee) and school counselor. [\[F.S. 1002.3105\]](#)

### CAREER AND TECHNICAL EDUCATION (CTE)

~~Each high school offers options to students to enter a Career and Professional Education (CAPE) Academy. CAPE Academies are small, personalized career-themed learning communities within a high school that offer a rigorous academic curriculum and career-themed courses that lead to an industry certification. Industry certifications articulate to postsecondary level coursework and provide instruction to high skill, high wage and high demand careers. CAPE Academies have partnerships with postsecondary institutions, business and industry. The district will make available at least one Career and Professional Academy to students in each high school.~~

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#### Career and Technical Education Program Articulation

The local Articulation Agreement with State College of Florida ensures that students completing identified secondary Career and Technical Education programs and continue into postsecondary A.S. and A.A.S. degree programs at no cost to students, will receive articulated college credit for prior coursework, providing all articulation criteria are met. These requirements may include industry certification, college end- of-course assessments, portfolio review, and other artifacts that indicate student prior knowledge and are outlined in detail in the [Gold Standard Career Pathways Articulation Agreements of Industry Certification to AAS/AS Degree](#).

#### HIGH SCHOOL CREDIT [\[F.S.1003.436\]](#)

For high school credit, it is the intent of the School Board of Sarasota County to utilize student performance standards which are clear and precise statements of what the learner is expected to do by the end of a prescribed learning period; reflective of the essential knowledge, skills, concepts, or behaviors contained in the state- approved course descriptions; and clearly communicated to all learners at the beginning of a course or unit of instruction.

One high school credit is defined in statute as a minimum of 135 hours of bona fide instruction in a designated course of study which contains student performance standards. Courses taught in a block must contain a minimum 120 hours of bona fide instruction in a designated course of study. One high school credit is the equivalent of six (6) semester hours of college credit. One-half credit is defined as one-half of these requirements or three (3) semester hours of college credit.

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No high school student may be granted credit toward high school graduation for enrollment in the following courses or programs: more than a total of nine (9) elective credits in remedial programs, more than three (3) credits in practical arts family and consumer science classes, more than (1) credit in exploratory career and technical courses, or any level 1 courses unless the student’s assessment shows a more rigorous course would not be appropriate (this need must be included in the student’s IEP or performance plan, such as an Academic Performance Plan, and signed by principal, school counselor, student, and parent).

The School Board of Sarasota County curriculum and approved courses and programs are to be the means for granting credits. Some course substitutions are provided through state statute as follows:

| REQUIRED COURSES   | APPROVED SUBSTITUTIONS   |
|--|--|
| 1.0 Credit HOPE (Health Opportunities through Physical Education)  | Participation in two Seasons of an interscholastic sport at the JV and Varsity levels or completion of 2 Full Years ROTC   |
| 1.0 Credit of Performing/Fine/Practical Arts   | Completion of 2 full Years of ROTC   |
| OTHER COURSE(S) WITH ALLOWABLE SUBSTITUTION  | APPROVED SUBSTITUTIONS   |
| 1.0 credit Physical Science  | Successful completion of the JROTC Naval Science Program (Naval Science I, II, III).   |
| .5 credit Physical Education   | Successful completion of the Army JROTC Leadership Educational Training Courses I and II.  |
| Foreign-Born Students entering high school with 1.0 – 4.0 credits in the study of English language                     | 1.0 – 4.0 credits for student’s study of a foreign language (in this case, the foreign language is English for that student).  |
| Foreign-Born Students entering high school with 1.0 – 4.0 credits in the study of their own country’s primary language | 1.0 – 4.0 credits in English (e.g. a French student gets credit for studying French in the same way that an American student gets credit for studying English).  |
| .5 Credit/1.0 Credit Performing/Fine/Practical Arts  | Successful completion of any art form course, that requires manual dexterity, or a course in speech and debate (F.S.1003.43)   |
| Substitutions listed in Annual DOE Course Code Directory   | A student who earns an industry certification for which there is a statewide college credit articulation agreement approved by the State Board of Education may substitute the certification for one science credit, except for Biology 1. The same is true for substitution for up to two mathematics credits, except for Algebra 1 and Geometry. |

A course that has been used to substitute in one subject area may not be used to substitute for any other subject area. Course substitutions may not count toward state university system admissions requirements. ~~PLEASE NOTE: Program substitutions will remain in effect for students entering grade 9 prior to July 1, 2013.~~

A student enrolled in a full-year course shall receive one-half credit if the student successfully completes either the first half or the second half of a full-year course but fails to successfully complete the other half of the course and the averaging of the grades obtained in each half would not result in a passing grade. A student enrolled in a full-year course shall receive a full credit if the student successfully completes either the first half or the second half of a full-year course but fails to successfully complete the other half of the course and the averaging of the grades obtained in each results in a passing grade, provided that additional requirements specified in the School Board of Sarasota County policies, such as class attendance, homework, participation, and other indicators of performance, be successfully completed by

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the student. One credit courses requiring an end of course exam (EOC) will not earn .5 credit through the above method. All courses requiring an EOC will require term 1, term 2, and the EOC for the calculation of the final grade and credit.

**GRADING AND REPORTING PROCEDURES [F.S. 1008.34]**

The teacher shall be the authority in assigning each student a grade. Evaluation of achievement will indicate progress toward the mastery of the Florida Standards and Next Generation Sunshine State Standards. The student’s final grade in a course will be determined by quarterly academic grades and other relevant performance criteria. Examples of performance criteria include: exams, projects and other demonstrations of mastery of the Florida Standards or the Next Generation Sunshine State Standards. Teachers have the responsibility to determine final grades using quarter grades and other evaluations as appropriate. If it is a course that has an End of Course (EOC) exam, then the teacher must use the EOC results as specified when determining the final grade. The final grade does not always reflect a simple average of quarter grades. Additionally, mid-grading period notices shall be issued for students who are in danger of failing a subject.

Parent-teacher conferences shall be scheduled as requested by parents and/or teachers. Any parent or guardian, after consulting with the teacher, may request the principal to review any grade given a student at the end of a reporting period. However, such grade may not be changed or altered by the principal unless there was an apparent error in the grade calculation. If further appeal is requested, a review panel as described in the [S.C.T.A./School Board of Sarasota County Instructional Bargaining Unit Agreement](#) shall be charged to investigate and render a binding judgment.

**Academic Grade**

The grades reflecting achievement in academic courses in grades 9-12 with numerical equivalents shall be:

|          |               |     |   |
|----------|---------------|-----|---|
| <b>A</b> | 90-100%       | 4.0 | Outstanding <a href="#">Progress Achievement</a>  |
| <b>B</b> | 80-89%        | 3.0 | Above Average <a href="#">Process Achievement</a> |
| <b>C</b> | 70-79%        | 2.0 | Average <a href="#">Progress Achievement</a>      |
| <b>D</b> | 60-69%        | 1.0 | Lowest Acceptable <a href="#">Achievement</a>     |
| <b>F</b> | 59% and below | 0.0 | Failure   |
| <b>I</b> | Incomplete    |     |   |
| <b>N</b> | No Grade      |     |   |

**Students** receiving a grade for incomplete work (I) are to satisfy course requirements within ten days of the last day of the previous grading period. The principal may extend the time requirement for extreme hardships.

The final grade for a full-credit course is the mathematical calculation that includes the Term 1, Term 2 grades, the midterm and final exam. For courses with a state required End of Course examination (EOC), the EOC is 30% of the final grade.

**Employability Skills**

For each course taken in high school, twenty percent (20%) of the quarter grade shall be based on the development of employability skills. Those skills will include:

- Attendance

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**Commented [CE22]:** Should we add the grade of T to denote those who CAP an EOC course/AP exam/CLEP exam?

**Commented [CE23]:** No, this appears on the transcript to denote credit earned.



- Coming to school or class on time
- Bringing required work tools, such as paper, pen/pencil, textbooks, notebooks, etc.
- Maintenance of an assignment notebook or similar system
- Completion of homework
- Appropriate dress for class
- Attitude of cooperation with teacher and fellow students
- Time in class devoted to the appropriate task

**Grade Assignment for Dropped Courses**

In a drop/add situation, the receiving teacher assigns the final grade. The teacher of the dropped course will not assign a grade. Courses which are dropped within the add/drop window may not appear on report cards; however, the student information system will retain all drop/add changes. The grade for a dropped course will not be calculated in the Grade Point Averages (GPA) if the course is dropped prior to the end of the first semester.

Exceptions to these rules may be made only by written request to the Principal. In a drop/add situation beyond the first ten school days of the first semester (full-credit course) or the first five school days of the pertinent semester (half-credit course), the Principal (or designee) will determine which teacher assigns the grade. The Principal may determine that the grade will consist of an average between the teacher of the dropped course and the receiving teacher.

**Grade Replacement/Forgiveness [F.S.1003.4282]**

Under local district policy, upon completion of a student’s 7<sup>th</sup> semester and calculation of the athletic GPA, the following forgiveness policy can be instituted: Forgiveness policies for required courses shall be limited to replacing a grade of “D” or “F” with a grade of “C” or higher earned subsequently in the same or comparable course. Forgiveness policies for elective courses shall be limited to replacing a grade of “D” or “F” with a grade of “C” or higher earned subsequently in another course. The only exception to these forgiveness policies shall be made for a student in the middle grades who takes any high school course for high school credit and earns a grade of “C,” “D,” or “F”. In such case, the district forgiveness policy must allow the replacement of the grade with a grade of “C” or higher earned subsequently in the same or comparable course. In all cases of grade forgiveness, only the new grade shall be used in the calculation of the student’s grade point average. Any course grade not replaced according to a district school board forgiveness policy shall be included in the calculation of the cumulative grade point average required for graduation.

In addition, ~~all courses~~ grades for all courses must be included in the GPA calculation unless grade had been forgiven by retake. Under local district policy, if upon retaking a course, improves an “F” with a “D”, only the “D” will be calculated in the GPA. If, upon retaking a course, a student earns a second “D”, only ONE “D” will be counted in the student’s GPA. If a student earns a second F, only one F is counted in the student’s GPA.

Grade forgiveness still applies for courses where participation in the state EOC is required and the score must count for 30% of the final grade. If the student’s final course average, with the EOC assessment included as 30%, results in course grade of “D” or “F”. A student using grade forgiveness for a course with a State EOC requirement must complete the course and retake the EOC for a final grade.

**GRADE CHALLENGE**

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**Commented [CE24]:** Incomplete sentence

**Commented [CE25]:** If they are retaking the course, they typically must retake the EOC. It’s a unit calculation. They must semester 1, semester 2 and the EOC. Maybe it should read ‘retake’.

**Commented [CE26]:** amended

No grade or evaluation shall be changed except where an obvious mathematical or clerical error has been made, and the teacher cannot be contacted through normal communication efforts. In the event a grade or evaluation is challenged, the following procedure shall be followed. The teacher's principal shall investigate the challenge, and:

- The grade or evaluation stands, OR
- The grade or evaluation goes to review.

The challenged grade or evaluation will be reviewed by a panel consisting of members with expertise in the area under challenge selected by the teacher (1), the Superintendent (1) or designee, and one selected jointly by the Superintendent and teacher. The review panel shall investigate the challenge and render a binding judgment.

**GRADE POINT AVERAGES [F.S. 1003.437]**

Grade Point Averages (GPA) are computed as both weighted and unweighted for specific purposes related to athletic eligibility, graduation, class ranking, scholarship opportunities, etc. and are determined by averaging the quality points per credit earned by a student. Pass/fail grades will not be included in GPA calculation. If a student passes the EOC in the second year of its administration or thereafter, without taking the course and therefore earns the credit, the credit will meet the course graduation requirement but will not be included in the GPA calculation. A grade of T or NG will not be calculated in the cumulative GPA.

The achievement of a cumulative unweighted grade point average of 2.0 on a 4.0 scale in the courses need for graduation is required. All courses must be included in unweighted GPA calculation unless the grade has been forgiven or replaced. Semester grades will be averaged for the unweighted GPA calculation.

Grade Point Average weight is dependent upon the course, and all weighted courses must be approved by the School Board and in compliance with statutory requirements and articulation agreement(s) with post-secondary institutions.

High School grade point averages shall be calculated on both a weighted ~~(5 point)~~ and unweighted ~~(4 point)~~ scale. A weighted system for high school courses shall be utilized so students are not penalized in terms of final "average" or class standing if they undertake rigorous academic work. Students earning credits in honors level courses and students earning credits in AP, DE, AICE, and IB courses will earn an additional 1.0 quality point (per 1 credit). In addition, there are some level 3 instructional courses that have a .5 weighting. Students earning credits in honors level courses and all level 3 instructional courses will earn an additional 1.0 quality point. Students earning credit in AP, DE, AICE, and IB courses will earn an additional 1.5 quality points.

All state requirements for reporting grade point averages will be computed and reported on an unweighted ~~(4 point)~~ scale.

~~The chart below provides the quality points that certain courses are worth based on grades that are earned.~~

|   | A   | B   | C   | D   | F   |
|---|-----|-----|-----|-----|-----|
| <del>Unweighted quality points assigned for grades in all courses per one credit earned</del> | 4.0 | 3.0 | 2.0 | 1.0 | 0.0 |

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**Commented [CE27]:** This needs to be changed to reflect 18-19 rule

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**Commented [CE28]:** Fix this for new weights

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**Commented [CE29]:** Change chart below to reflect new weighting for 18-19

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|--|----------------|----------------|----------------|----------------|----------------|
| <del>All Advanced Placement, International Baccalaureate, AICE, and Dual Enrollment courses receive weighted quality points per one credit earned</del>  | <del>5.0</del> | <del>4.0</del> | <del>3.0</del> | <del>2.0</del> | <del>0.0</del> |
| <del>Some School Board of Sarasota County approved level 3 Honors, identified CTE courses, identified Pre-International Baccalaureate and Pre-AICE courses receive weighted quality points per one credit earned</del> | <del>4.5</del> | <del>3.5</del> | <del>2.5</del> | <del>1.5</del> | <del>0</del>   |

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**Commented [CE30]:** Fix these to reflect 1.0 for honors/pre-courses and 1.5 for college credit courses

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**Commented [CE31]:** Check verbiage and chart above for accuracy

**Commented [CE32]:** Chart deleted

**ASSESSMENT** [\[F.S. 1008.22\]](#)

The primary purpose of the student assessment program is to provide student academic achievement and learning gains data to students, parents, teachers, school administrators, and school district staff. This data is to be used by districts to improve instruction; by students, parents, and teachers to guide learning objectives; by education researchers to assess national and international education comparison data; and by the public to assess the cost benefit of the expenditure of taxpayer dollars.

Students in grades K-12 will participate in ongoing state, district, and classroom assessments including reading, math, writing, social studies, and science assessments.

**Statewide Assessment**

The Florida Standards Assessment (FSA) in English Language Arts shall be administered annually in grades 3-10 for the Reading portion and in grades 4-10 for the Writing portion. Student grade level classification at the end of the first semester will determine which grade level the FSA ELA or Florida Standards Alternate Assessment ELA (FSAA) is administered. Courses at high school determine which EOC examination is administered.

**Participation in the statewide testing program, which consists of the FSA, State End-of Course (EOC) assessments and alternate assessments, is mandatory for all K-12 students attending public schools.** [\[F.S.1008.22\(3\)\]](#)

**Commented [CE33]:** Should the Biology and US History EOC components be mentioned in this written section? ELA and Math are prevalent here, but Bio and US History do have a requirement. Is the chart below enough?

Each student who does not achieve a Level 3 or above on the statewide, standardized English Language Arts assessment, the statewide, standardized Mathematics assessment, or the Algebra 1 EOC assessment must be evaluated to determine the nature of the student’s difficulty, the areas of academic need, and strategies for providing academic supports to improve the student’s performance. [\[F.S. 1008.25\(4\)\(a\)\]](#)

To meet graduation requirements, students must pass the grade 10 FSA in English Language Arts and the Algebra 1 EOC. Concordant scores ~~on the SAT/ACT~~ can be used to meet the graduation requirement for reading ~~and Algebra 1 EOC~~. ~~Earning the required comparative score on the Postsecondary Education Readiness Test PERT may be used to meet the Algebra 1 EOC requirement for graduation.~~

**Commented [CE34]:** Email from RAE—this statute is probably changing this month. It may be okay for past scores but not going forward after 8/1

[English Language Learners, who by the end of grade 12 fail to meet the grade 10 statewide assessment achievement requirement, shall be provided appropriate programming as specified in Rule 6A-6.0909, F.A.C.](#)

**Commented [CE35]:** Will need to amended language for past cohorts vs. 18-19 and future cohorts

**Commented [CE36]:** From Peni: The statute states that the PERT or the ALG 1 EOC can be used to meet the math grad req. Make sure there is no verbiage requiring the EOC first before using the PERT.

Any home school student wishing to receive a diploma from his/her districted high school should get specific information about EOC and statewide standardized assessments required for graduation and credits from the School Choice office prior to grade 10. Enrollment in a public school for the entire final or senior year is required to earn a district diploma.

**Commented [CE37]:** Suggestion to add this statement from ESOL



|   |                       |
|---|-----------------------|
| <u>Available for <del>all</del> students who entered grade 9 in 2010-11 through 2017-2018 and beyond:</u> |                       |
| <u>SAT Evidence Based Reading and Writing (EBRW)</u>  | <u>480</u> <u>430</u> |
| <u>SAT Reading Subtest Section</u>  | <u>24</u>             |
| <u>ACT Reading Section</u>  | <u>19</u>             |
| <u>ACT English and Reading subtests</u>   | <u>18</u>             |
| <u>Available <del>only</del> for students who entered grade 9 <del>prior to</del>in 2018-2019:</u>        |                       |
| <u>SAT EBRW</u>   | <u>480</u>            |
| <u>SAT Reading Subtest</u>  | <u>24</u>             |
| <u>ACT English and Reading</u>  | <u>19</u> <u>18</u>   |

|  |                      |
|--|----------------------|
| <u>Algebra 1 EOC (NGSSS or FSA)</u>  |                      |
| <u>Available for all students who entered grade 9 in 2010-11 and beyond through 2017-2018:</u>   |                      |
| <u>PSAT/NMSQT Math</u> <u>PERT Mathematics</u>   | <u>430</u> <u>97</u> |
| <u>SAT Math</u>  | <u>420</u>           |
| <u>ACT Math</u>  | <u>16</u>            |
| <u>Available <del>only</del> for students who entered grade 9 <del>prior to</del>in 2018-19:</u> |                      |
| <u>PERT Mathematics</u> <u>SAT Math</u>  | <u>97</u> <u>420</u> |
| <u>ACT Math Section</u>  | <u>16</u>            |
| <u>PSAT/NMSQT Math</u>   | <u>430</u>           |

**Semester Assessments (Mid-Terms and Final Exams/Local End-of-Course Exams)**

The purposes of giving the mid-term exams are to provide instruction and experience in preparing for and taking comprehensive, cumulative assessments; to prepare students for post-secondary college course work; and to serve as a validation of mastery of the course content.

The design of exams should provide an overview of the major course content and facilitate connections within and among key concepts and processes of the course work and is not limited to any one method.

All teachers are expected to give ~~a~~ mid-term and ~~a~~ final exam. ~~exams~~. Courses that require a state-administered EOC will not require an additional final exam.

**PROMOTION**

Promotion to the next higher-grade level should be based upon the following factors:

- Adequate progress in reading, writing, mathematics, science, and social studies as demonstrated by student performance as measured by the Florida Standards Assessments (FSA) and End-of-Course Exams.
- District and classroom assessments. Measures of adequate progress may include, but are not limited to: standardized assessments, classroom performance assessments, performance tasks, computer assisted instruction, and reading comprehension level.

No student may be assigned to a grade level based solely on age or other factors that constitute social promotion [F.S. 1008.25 (6)(a)].

No promotion or retention decisions may be made for any individual student classified as ELL/LEP based solely on a score on any single assessment instrument, whether such assessment instrument is part of the

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Commented [CE40]: No exam requirement for EOC classes?

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statewide assessment program or of a district's formal assessment process. A formal retention recommendation regarding an ELL/LEP student may be made through action of an ELL/LEP committee.

**Grade-level Classification Requirements at the traditional high schools:**

- Classification for grade 9 – promotion from grade 8
- Classification for grade 10 – successful completion of a minimum of 4 Credits
- Classification for grade 11 – successful completion of a minimum of 10 Credits (1.0 English and 1.0 Math)
- Classification for grade 12 – successful completion of a minimum of 16 Credits (2.0 English and 2.0 Math)

**Grade-level Classification Requirements at Suncoast Polytechnical High School:**

- Classification for grade 9 – promotion from grade 8
- Classification for grade 10 – successful completion of a minimum of 6 Credits
- Classification for grade 11 – successful completion of a minimum of 13 Credits (1.0 English and 1.0 Math)
- Classification for grade 12 – successful completion of a minimum of 20 Credits (2.0 English and 2.0 Math)

**Grade-level Classification Requirements at Pine View School:**

- Classification for grade 9 – promotion from grade 8
- Classification for grade 10 – successful completion of a minimum of 6 Credits
- Classification for grade 11 – successful completion of a minimum of 12 Credits (1.0 English and 1.0 Math)
- Classification for grade 12 – successful completion of a minimum of 18 Credits (2.0 English and 2.0 Math)

A transition meeting will be held with middle school and high school counselors and administrators when an 8th grade student is being considered for promotion to high school when all middle school courses have been recovered to include all academic options prior to the end of the first semester.

Schools may promote retained students from grade 9 to 10, grade 10 to 11, or grade 11 to 12 at the end of the first semester upon documentation of the awarding of required make-up credits.

In no case shall this decision to mid-year promote or reclassify grade level be based on age or based on social promotion. For students who are retained, the school will consider placement in an intensive program that is different from the previous year's program and that considers the student's learning style. When students are retained for two or more years, the school will consider other, more intensive or alternative placements.

**ACCELERATION OPTIONS [F.S.1003.4295]**

Each high school shall advise each student of courses through which a high school student can earn college credit, including Advanced Placement, International Baccalaureate, Advanced International Certificate of Education, dual enrollment, early admission, ~~and career academy courses and courses that lead to industry certification~~, as well as the availability of course offerings through virtual instruction. Students shall also be advised of the early graduation options under [F.S. 1003.4281](#).

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#### **ARTICULATED ACCELERATION MECHANISMS [F.S.1007.27]**

Articulated acceleration mechanisms shall include, but are not limited to, dual enrollment and early admission, advanced placement (AP), credit by examination, the International Baccalaureate (IB) Program, and Advanced International Certificate of Education (AICE) Program. Credit earned through Florida Virtual School shall provide additional opportunities for early graduation and acceleration. The following types of courses are deemed articulation acceleration mechanisms:

- Advanced International Certificate of Education (AICE) courses,
- Advanced Placement (AP) courses,
- International Baccalaureate (IB) courses
- Florida Virtual School (FLVS) courses
- Dual Enrollment (DE) courses
- Early Admission to colleges/universities

#### **Advanced International Certificate of Education (AICE)**

Cambridge's Advanced International Certificate of Education (AICE) is the enrollment of an eligible secondary student in a Cambridge AS or A Level (AICE) course as described by Cambridge International Examinations. State of Florida community colleges or universities may award credit for an AICE course to students who score a minimum of E on the corresponding AICE exam.

Colleges and universities accept and award Cambridge AS/A credit based on the policies of the post-secondary school; graduates are responsible for confirming policies with their selected post-secondary school(s).

Students enrolled in AICE courses shall be exempted from the payment of any fees. Students enrolled in AICE courses may take the AICE exam. If a student chooses to take an AICE exam without taking the course, he or she is responsible for the fee.

#### **Advanced Placement (AP)**

Advanced Placement (AP) is the enrollment of an eligible secondary student in an Advanced Placement course as described by the College Board. State of Florida community colleges or universities may award credit for an AP course to students who score a minimum of 3 on a 5-point scale on the corresponding AP exam. Colleges and universities accept and award college credit based on the policies of the post-secondary school; graduates are responsible for confirming policies with their selected post-secondary school(s).

Students enrolled in AP courses shall be exempt from the payment of any fees. Students enrolled in AP courses may take the AP exam. Any home school, virtual school or any student who chooses to take an AP exam without taking the course is responsible for the fee ~~(\$100.00)~~.

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AP courses meet appropriate subject area graduation requirements and are treated the same in relation to Bright Future Scholarship eligibility and State University System admissions.

#### **International Baccalaureate (IB)**

International Baccalaureate (IB) is the enrollment of an eligible secondary student in a program that includes a comprehensive curriculum of college level courses.

Students accepted into the IB program must take exams in six areas to be considered for an IB diploma (aka: IB Diploma Candidates). IB certificate students may take exams in specific subject areas after they have completed the first and second level of the course (aka: IB Certificate Candidates). Exams are based on broad general understanding of concepts and fundamental themes. Exams and assessments are both written and oral in format. IB exam scores include teacher internal assessments as well as external assessments constructed, moderated and marked by educators throughout the world. Students must be enrolled in an authorized IB school to be eligible for an IB diploma or to earn a certificate.

Colleges and universities accept and award college credit based on the policies of the particular post-secondary school. Students receiving scores of 4 or above on IB exams may be awarded college credit in those subject areas by the post-secondary institution.

### Dual Enrollment

Dual Enrollment is defined as the enrollment of an eligible secondary student in a post-secondary course creditable toward a vocational certificate or an associate or baccalaureate degree. The articulation agreement with the post-secondary institution defines the rules for enrollment and participation. Students may earn high school and college credit simultaneously by enrolling in approved Dual Enrollment courses as specified in the articulation agreements between the School Board of Sarasota County and other accredited post-secondary institutions. Students are expected to adhere to all deadlines and Dual Enrollment requirements published by participating colleges and universities.

Dual Enrollment credits may affect a student's application status and the number of credit hours available in the lower division program of some colleges and universities. Students may take Dual Enrollment courses during school hours, after school hours, and during the summer term as defined by the articulation agreement with the post-secondary institution.

Students seeking to take career [and technical education](#) dual enrollment courses must demonstrate readiness for technical level coursework and have a 2.0 unweighted cumulative GPA for technical credit certificate Dual Enrollment courses.

For academic Dual Enrollment courses, students must have a cumulative 3.0 unweighted GPA and obtain the required PERT/ACT/SAT score where applicable for dual enrollment at the State College of Florida. Articulation Agreements with other post-secondary institutions may have different eligibility requirements.

The maximum course load for Dual Enrollment students will be governed by the current articulation agreement with the post-secondary institutions that is awarding the course credit. Sarasota County adheres to the drop/add procedures and timelines outlined in the Board approved articulation agreements with local post-secondary institutions.

High school students who withdraw after the academic withdrawal deadline or who earn a final grade of a D or a F will not be permitted to enroll in additional dual enrollment courses the following semester.

### Advanced Dual Enrollment (ADE)

The Accelerated Dual Enrollment (ADE) program is a form of dual enrollment through which eligible high school students in grade 11 and 12 enroll at SCF on a full-time basis. This accelerated option allows the student to concurrently complete high school and college credits by attending the State College of Florida.

**Commented [CE42]:** Do we want to mention all schools with articulation agreements or just remove reference to SCF?

**Commented [CE43]:** Do not amend based on following sentence.



The program is available to students enrolled in the district high schools, as well as Sarasota Military Academy, Suncoast Polytechnical High School and Pine View.

#### **Early Admission to Colleges and Universities**

Early Admission is a form of dual enrollment through which eligible secondary students enroll full-time in a post-secondary institution in courses that are creditable toward the high school diploma and the associate or baccalaureate degree. Students on Early Admission are registered and scheduled with the college courses at the high school.

Early Admission to colleges and universities allows the grade 12 student to enroll full time in a college or university provided the student has an unweighted high school weighted grade point average of 3.0 or above, is socially mature, has the joint approval of the high school principal and the college registrar, and has the approval of his/her parents. The local articulation agreement rules apply for the specific post-secondary institutions. Full-time status is determined by the college or university. Early Admission students are:

- Advised to not enroll for more than 15 credit hours per semester.
- Eligible to receive the appropriate honors designation.

Dual Enrollment and Early Admission students must meet all state and district course and graduation requirements to be awarded a high school diploma from the School Board of Sarasota County.

#### **Credit Acceleration Program (CAP)**

The Credit Acceleration Program (CAP) is created for the purpose of allowing a student to earn high school credit in courses required for high school graduation through passage of an end-of-course assessment administered under [F.S. 1008.22](#), an Advanced Placement Examination, or a College Level Examination Program (CLEP). Notwithstanding [F.S. 1003.436](#), a school district shall award course credit to a student who is not enrolled in the course, or who has not completed the course, if the student attains a passing score on the corresponding end of course assessment, Advanced Placement Examination, or CLEP. The school district shall permit a public school or home education student who is not enrolled in the course, or who has not completed the course, to take the assessment or examination during the regular administration of the assessment or examination. A fee will be charged for students taking the AP exam without enrollment in the course. Students and parents interested in this option should contact the school counselor.

The requirements and eligibility process is as follows:

- The EOC will be administered only at the times established by the assessment calendar.
- The score necessary to earn credit will be determined by the state and applied in all situations.
- Only credit (no grade) will be earned by meeting the passing score on the EOC.
- Submission of the Mastery Exam Request ([Appendix E](#)) by stated deadline.

Deadlines for submitting the Mastery Exam Request:

- For the April testing date, Mastery Exam Request must be completed and received by school counselor no later than February 1.
- For the July testing date, Mastery Exam Request must be completed and received by school counselor no later than May 1.

- For the September testing date, Mastery Exam Request must be completed and received by the school counselor no later than July 1.
- For the December/January testing date, Mastery Exam Request must be completed and received by school counselor no later than October 1.

As part of the Mastery Exam Request, students will be required to supply evidence that they are prepared to sit for the EOC or that there is reasonable justification for the request. This evidence includes but is not limited to previous state standard assessment scores and grade in the most recent math or science course taken.

If a student takes the EOC and does not earn credit, the student will not be eligible to apply for further CAP testing for the same course until additional preparation has been documented and evaluated.

## RETENTION

Teachers must contact parent(s) by phone call, email or letter any time during a grading period when it is apparent that the student may fail. Formal notification must include progress reports as well as letters, documented phone calls, report cards and parent conferences. Every effort will be made to provide communication in the child's/parent's home language, if feasible. The opportunity for a conference with the teacher or principal must be provided to the parent of any student who may be retained.

At the end of each semester, the parent or guardian of each student in grades 9, 10, 11, 12 who has an unweighted cumulative grade point average of less than 2.5 must be notified that the student is at risk of not meeting the requirements for graduation. School personnel should attempt to identify those students at each grade level in grades 9 through 12 who have attained a cumulative grade point average at or below the minimum grade point average required for graduation.

High schools must further inform parents of provisions for assisting such students to achieve the required cumulative grade point average. Provisions may include but not be limited to:

- Referral to the ~~school's Intervention Team~~ School Wide Support Team (SWST)
- Remedial groups within existing classes
- Extended School Year programs for students who qualify
- Credit recovery programs for students who qualify
- Remedial programs during the day

No student may be retained based solely on his/her level of English language proficiency. A formal retention recommendation regarding an English Language Learner/Limited English Proficient may be made through the action of an ELL Committee Meeting.

## Dropout Prevention Programs

Graduation requirements for students enrolled in dropout prevention programs are identical to the requirements for other students in grades 9-12. Students who participate in and successfully complete the program shall receive a regular high school diploma. Students must:

- Earn passing scores (as defined by the State of Florida) on the Florida Standards Assessments (FSA) in English Language Arts and Mathematics or scores on other assessments that are approved by the State of Florida AND
- Earn a 2.0 grade point average or better on a 4.0 scale for courses taken while enrolled in the program AND

- Complete the required credits for graduation

Modifications in courses may take one or more of the following forms: the amount of in-class instruction required to earn a credit may be lengthened or shortened; alternative methods of assessing mastery of performance standards may be utilized in addition to meeting state required assessments. **Students enrolled in these programs are not eligible for military and NCAA.**

Student performance standards will be measured on a regular, continuous basis. Such measurements may be made using teacher observations, classroom assignments, and traditional and alternative forms of assessment.

Students with disabilities are required to meet the same standards as nondisabled students unless they are taking access point classes and participating in the Florida Standardized Alternative Assessment (FSAA) instead of the statewide, standardized assessments.

English for Speakers of Other Languages (ESOL) services are designed to meet the communicative, academic, and social needs of English Language Learners (ELL) as defined in [\[F.S. 1003.56\]](#). Services will be provided as outlined in the [District ELL/LEP Plan](#). No ELL/LEP student will be retained solely due to a lack of English language proficiency.

A student will have demonstrated mastery of student performance standards for a district-approved course when through teacher observations, classroom assignments, and examinations, it has been determined that a student has attained a passing score for the course. This score and the procedures to be used to determine semester and yearly averages will be in accordance with the procedures as outlined in this Student Progression Plan and End of Course Examinations as mandated by the state.

Although course preparation is recommended, students are not required to take the course prior to taking an EOC examination.

Students must complete at least one online course within their graduation requirement for high school graduation. Credit recovery courses do not meet this requirement.

### **GRADUATION PLANS AND DIPLOMA OPTIONS**

Seniors will be notified during the first quarter of each school year regarding his or her credit standing in order that he/she can plan for graduation activities. A written graduation credit check will be completed and discussed with each student so that he or she will be able to complete all required course work prior to graduation. For senior transfer students, the graduation credit check should be completed as soon as records are received and evaluated by the school counselor. Each year underclassmen will meet with a school counselor in the spring to discuss credit standing and scheduling requirements.

The State of Florida offers are four plans for students entering Sarasota County high schools to meet graduation requirements for a standard diploma:

1. The traditional four-year plan (26 Credits)
  - requirements determined by the year student enters grade 9
2. ACCEL Diploma Option (18 Credits)
3. Early Graduation Standard Diploma (24 Credits)
4. State Standard Diploma (24 Credits)

**Commented [CE44]:** These options do not match with "9<sup>th</sup> graders must earn 26 credits" in previous paragraph

**The Traditional Four-Year Plan [F.S. 1003.4282]**

In Sarasota County, all students entering grade 9 students must earn at least twenty-six (26) credits. Students who complete 26 credits, achieve a cumulative grade point average (GPA) of a 2.0 on a 4.0 scale, and earn a passing score on the statewide assessments required for high school graduation a Florida standard diploma. Specific graduation requirements cohort can be found in Appendix B.

~~To graduate from high school with a standard diploma, students must successfully complete all required courses for a standard, International Baccalaureate (IB), or Advanced International Certificate of Education (AICE) diploma and earn credits as designated. In Sarasota County, all students entering Grade 9 students must earn at least twenty six (26) credits. Students who attend Pine View School must earn twenty six (26) credits, including a requirement that students complete level 3 of a foreign language. Students at Pine View are not eligible for 18 credit acceleration diploma option because Pine View is a choice magnet school based on eligibility.~~

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The following chart provides the High School Credit Graduation Requirements by School for 2018-2019:-

| BHS | NPHS | PVS | RHS | SHS | SVS | SPHS | VHS |
|-----|------|-----|-----|-----|-----|------|-----|
| 26  | 26   | 26  | 26  | 26  | 26  | 28   | 26  |

~~Students who attend Pine View School must earn twenty-six (26) credits, including a requirement that students complete level 3 of a foreign language. Students at Pine View are not eligible for 18 credit acceleration diploma option because Pine View is a choice magnet school based on eligibility.~~

Commented [CE46]: Sarasota County has the 26 credit diploma but students have the option of 24 and 18 credit accelerated standard diplomas, too

Graduates are recognized for high achievement as follows:

- ~~• Distinguished Scholar is a GPA of 4.0 and above~~
- ~~• Highest Honors is a GPA of 3.75 to 3.99~~
- ~~• High Honors is a GPA of 3.5 to 3.74~~
- ~~• Honors is a GPA of 3.25 to 3.49~~

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Students who meet certain eligibility criteria may elect to graduate early at the request and agreement of the student and parent. To facilitate selection of the appropriate graduation plan option as the student enters grade 9, the school district will provide information to parents and students related to graduation options. Selection of ~~the a graduation option options~~ may be completed by the student at any time between grade 9 and grade 12.

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**ACCEL Diploma Option [F.S. 1003.4282]**

~~The accelerated 18 credit ACCEL Diploma Option may be selected by the student and parent at any time during high school. The requirements of this program are identical to the 24-credit standard diploma program option except:~~

- ~~• 1 credit in PE is not required~~
- ~~• 3 electives are required instead of 8~~
- ~~• Online course is not required~~
- ~~• 18 total credits (student may earn additional credits)~~

~~This diploma program may be completed in three years, but students may take longer to complete it. All other graduation requirements for a 24-credit standard diploma must be met.~~

Students enrolled in the 18-credit graduation program shall not be excluded from activities traditionally provided for graduating students during their anticipated graduation year.

Schools shall not establish requirements for the 18-credit high school graduation program in excess of the requirements in statute 1003.4282. A student choosing the 18-credit graduation program must attend high school as a full-time student for three full school years, which may include virtual school.

Students who choose the 18-credit graduation program may still qualify for acceleration programs (e.g., Advanced Placement, dual enrollment, International Baccalaureate and AICE) and for a Florida Bright Futures Scholarship if they meet the eligibility and/or admissions requirements for those programs and scholarships. They can participate in the National Merit Scholarship Program if they take the PSAT/NMSQT in either the next-to-last year or the last year they are enrolled in high school. Those who take the PSAT/NMSWT in their last year of high school will be entering competition for awards to be offered as they are completing their first year of college. Students who plan to apply to an out-of-state or private in-state college or university and who are interested in the 18-credit graduation program should contact those institutions as early as possible for specific admissions requirements.

Selection of an accelerated high school graduation program may be completed by a student at any time and is entirely up to the student and parent/guardian. Students who fail to select the 18-credit graduation program shall be considered to have selected the 26-credit graduation program.

Prior to selecting the 18-credit graduation program, designated school personnel shall meet with each student and the student's parent/guardian to provide an explanation of the relative requirements, advantages, and disadvantages of this graduation option.

#### **Early Graduation Standard Diploma [F.S. 1003.4282]**

A student who wished to use the 24 credit Early Graduation option may select this plan to graduate prior to the 8th semester of high school. The student is required to complete all course requirements and assessments as specified by the State of Florida.

Parents and students will meet with the school counselor to discuss and select this option. Post-secondary plans and social/emotional readiness need to be addressed prior to the selection of this plan. Additional information:

- The 24 Credit Early Graduation Diploma requires students to earn the 16 core credits required for the standard diploma.
- Eight elective credits are required as well as the assessments and the grade point average that are required for the standard high school diploma.
- All requirements for this diploma MUST be completed before the 8th semester of high school.
- The student will revert to the standard diploma requirements of their high school if all requirements for this plan are not completed before the 8th semester of high school.

#### **State Standard Diploma [F.S. 1003.4282]**

The 24 Credit Diploma requires students to earn the 16 core credits required for the standard diploma. In addition, student must earn:

Eight elective credits are required as well as the assessments and the grade point average that are required for the standard diploma. All requirements for this diploma MUST be completed by the end of the 8th semester of high school.

**Certificate of Completion [F.S. 1003.4282(6)(c)]**

Students who earn a Certificate of Completion may return as a “13th” year student to meet the required GPA and/or earn passing scores (as defined by the State of Florida) on the FSA/FCAT reading and Algebra 1. [F.S. 1003.432] English Language Learners who have completed the credits required for graduation and who have failed to meet the 10th grade standards as measured by the statewide standardized assessment shall be eligible for compensatory education for “a thirteenth year.”

There are two options for receiving a Certificate of Completion:

**Option 1:** Students may earn a Certificate of Completion if they earn the state and district prescribed credits, BUT have not attained the required GPA, and/or have NOT earned passing scores (as defined by the State of Florida) on the Florida Standards Assessment (FSA) in English Language Arts/Florida Comprehensive Assessment Test (FCAT) in Reading and Algebra 1.

**Option 2:** Students may also earn a PERT Eligible Certificate of Completion [F.S. 1008.22] if they meet all requirements for a standard high school diploma except earning a passing score on the Grade 10 FSA in English Language Arts/FCAT in Reading and/or the Algebra 1 end of course exam. Seniors with a PERT Certificate of Completion may enroll in any public community college in Florida by taking the Postsecondary Education Readiness Test (PERT) to determine if they qualify to register for college credit courses or must take remedial courses to continue their college preparatory studies.

Seniors will be notified during the first quarter of each school year regarding his or her credit standing in order that he/she can plan for graduation activities. A written graduation credit check will be completed and discussed with each student so that he or she will be able to complete all required course work prior to graduation. For senior transfer students, the graduation credit check should be completed as soon as records are received and evaluated by the school counselor. **Underclassmen will meet with a school counselor in the spring of each year to discuss credit standing and scheduling requirements.**

There are four plans for students entering Sarasota County high schools to meet graduation requirements for a standard diploma:

1. The traditional four year plan (26 Credits)
  - requirements determined by the year student enters grade 9
1. ACCEL Diploma Option (18 Credits)
1. Early Graduation Standard Diploma (24 Credits)
1. State Standard Diploma (24 Credits)

Students who attend Pine View School must earn twenty six (26) credits, including a requirement that students complete level 3 of a foreign language. Students at Pine View are not eligible for 18 credit acceleration diploma option because Pine View is a choice magnet school based on eligibility.

In addition to the 18 Credit Accelerated Diploma and 24 Credit Early Graduation Diploma option, other opportunities for articulated acceleration are available to shorten the time necessary for a student to complete the requirements associated with a degree or increase the depth of study available for a

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particular subject. This includes, but is not limited to, Dual Enrollment, AICE, Early Admission, Advanced Placement, CAP, Florida Virtual School and the International Baccalaureate Program.

At the beginning of each school year, parents of students in or entering high school must be notified of the opportunity and benefits of these acceleration mechanisms.

Any student who graduates early may elect to still participate in school and social events and other specifically named events as part of the student's cohort.

Students who have successfully completed all graduation requirements for the option in which they are enrolled (traditional, 18 credit Accelerated Diploma, 24 credit Early Graduation Diploma) may graduate. Graduates may return to their school for graduation ceremonies.

#### The Traditional Four Year Plan [F.S. 1003.4282]

~~In Sarasota County, all students entering grade 9 students must earn at least twenty six (26) credits. Students who complete 26 credits, achieve a cumulative grade point average (GPA) of a 2.0 on a 4.0 scale, and earn a passing score on the statewide assessments required for high school graduation. Specific graduation requirements cohort can be found in Appendix B: Academic Recognitions, Diploma Designations and Seals~~

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Graduates are recognized for high achievement as follows:

- Distinguished Scholar is an unweighted GPA of 4.0 and above
- Highest Honors is an unweighted GPA of 3.75 to 3.99
- High Honors is an unweighted GPA of 3.5 to 3.74
- Honors is an unweighted GPA of 3.25 to 3.49

#### Diploma Designations and Seals

##### Scholar Designation [F.S.1003.428592]

To qualify for a scholar diploma designation on a standard high school diploma, a student must meet all graduation requirements and earn a passing score on each of pass the following statewide standardized assessments:

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- Geometry
- Biology
- US History

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In addition, students must also earn the following credits:

- Algebra 2
- Statistics or equally rigorous
- Chemistry or Physics
- One credit in a course equally rigorous to Chemistry or Physics
- Two credits in the same Foreign Language
- At least one credit in an Advanced Placement, International Baccalaureate, Advanced International Certificate of Education, or Dual enrollment course.

If the student is enrolled in an advanced placement (AP), International Baccalaureate (IB), or Advanced International Certificate of Education (AICE) Biology I or U.S. History course and the student takes the

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respective AP, IB, AICE assessment and earns the minimum score to earn college credit, then the student is exempt from the Biology or US History end of course exam.

**Merit Designation [\[F.S.1003.492\]](#)**

To qualify for a merit diploma designation on a standard high school diploma, a student must meet the standard high school diploma requirements and attain one or more industry certifications from the list established.

**Seals of Biliteracy [\[F.S.1003.432\]](#)**

The Seals shall be awarded to a high school student who has earned a standard high school diploma and who has attained a high level of competency in listening, speaking, reading, and writing in one or more foreign languages in addition to English.



There are two options for attaining the seals. A student can be awarded the seal for earning a score or performance level on approved examinations (list available from school guidance counselors) or by satisfying the following criteria:

| Criteria                                   | GOLD                              | SILVER                            |
|--|-----------------------------------|-----------------------------------|
| Credits                                    | 4 Foreign Language Course Credits | 4 Foreign Language Course Credits |
| Cumulative GPA in Foreign Language Courses | 3.0                               | 3.0                               |
| FSA Assessment                             | 4                                 | NA                                |

Students who meet the minimum (Silver) criteria by earning appropriate scores/performance levels on approved examinations will be awarded 4 foreign language credits.

~~**ACCEL Diploma Option [F.S. 1003.4282]**~~

~~The accelerated 18-credit ACCEL Diploma Option may be selected by the student and parent at any time during high school. The requirements of this program are identical to the 24-credit standard diploma program option except:~~

- ~~• 1 credit in PE is not required~~
- ~~• 3 electives are required instead of 8~~
- ~~• Online course is not required~~
- ~~• 18 total credits (student may earn additional credits)~~

~~This diploma program may be completed in three years, but students may take longer to complete it. All other graduation requirements for a 24-credit standard diploma must be met.~~

~~Students enrolled in the 18-credit graduation program shall not be excluded from activities traditionally provided for graduating students during their anticipated graduation year.~~

~~Schools shall not establish requirements for the 18-credit high school graduation program in excess of the requirements in statute 1003.4282. A student choosing the 18-credit graduation program must attend high school as a full-time student for three full-school years, which may include virtual school.~~

~~Students who choose the 18-credit graduation program may still qualify for acceleration programs (e.g., Advanced Placement, dual enrollment, International Baccalaureate and AICE) and for a Florida Bright Futures Scholarship if they meet the eligibility and/or admissions requirements for those programs and scholarships. They can participate in the National Merit Scholarship Program if they take the PSAT/NMSQT in either the next to last year or the last year they are enrolled in high school. Those who take the PSAT/NMSQT in their last year of high school will be entering competition for awards to be offered as they are completing their first year of college. Students who plan to apply to an out-of-state or private in-state college or university and who are interested in the 18-credit graduation program should contact those institutions as early as possible for specific admissions requirements.~~

~~Selection of an accelerated high school graduation program may be completed by a student at any time and is entirely up to the student and parent/guardian. Students who fail to select the 18-credit graduation program shall be considered to have selected the 26-credit graduation program.~~

~~Prior to selecting the 18 credit graduation program, designated school personnel shall meet with each student and the student's parent/guardian to provide an explanation of the relative requirements, advantages, and disadvantages of this graduation option.~~

~~**Early Graduation Standard Diploma [F.S. 1003.4282]**~~

~~A student who wished to use the 24 credit Early Graduation option may select this plan to graduate prior to the 8th semester of high school. The student is required to complete all course requirements and assessments as specified by the State of Florida.~~

~~Parents and students will meet with the school counselor to discuss and select this option. Post-secondary plans and social/emotional readiness need to be addressed prior to the selection of this plan. Additional information:~~

- ~~• The 24 Credit Early Graduation Diploma requires students to earn the 16 core credits required for the standard diploma.~~
- ~~• Eight elective credits are required as well as the assessments and the grade point average that are required for the standard high school diploma.~~
- ~~• All requirements for this diploma MUST be completed before the 8th semester of high school.~~
- ~~• The student will revert to the standard diploma requirements of their high school if all requirements for this plan are not completed before the 8th semester of high school.~~

~~**State Standard Diploma [F.S. 1003.4282]**~~

~~The 24 Credit Diploma requires students to earn the 16 core credits required for the standard diploma. In addition, student must earn:~~

~~Eight elective credits are required as well as the assessments and the grade point average that are required for the standard diploma. All requirements for this diploma MUST be completed by the end of the 8th semester of high school.~~

~~**Certificate of Completion [F.S. 1003.4282(6)(c)]**~~

~~Students who earn a Certificate of Completion may return as a "13th" year student to meet the required GPA and/or earn passing scores (as defined by the State of Florida) on the FSA/FCAT reading and Algebra 1 [F.S. 1003.432]. English Language Learners who have completed the credits required for graduation and who have failed to meet the 10th grade standards as measured by the statewide standardized assessment shall be eligible for compensatory education for "a thirteenth year."~~

~~There are two options for receiving a Certificate of Completion:~~

~~**Option 1:** Students may earn a Certificate of Completion if they earn the state and district prescribed credits, BUT have not attained the required GPA, and/or have NOT earned passing scores (as defined by the State of Florida) on the Florida Standards Assessment (FSA) in English Language Arts/Florida Comprehensive Assessment Test (FCAT) in Reading and Algebra 1.~~

~~**Option 2:** Students may also earn a PERT Eligible Certificate of Completion [F.S. 1009.22] if they meet all requirements for a standard high school diploma except earning a passing score on the Grade 10 FSA in English Language Arts/FCAT in Reading and/or the Algebra 1 end of course exam. Seniors with a PERT Certificate of Completion may enroll in any public community college in Florida by taking the Postsecondary Education Readiness Test (PERT) to determine if they qualify to register for college credit courses or must take remedial courses to continue their college preparatory studies.~~

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**Certificate of Completion [F.S. 1003.4282(6)(c)]**

Students who earn a Certificate of Completion may return as a “13th” year student to meet the required GPA and/or earn passing scores (as defined by the State of Florida) on the FSA/FCAT reading and Algebra 1. [F.S. 1003.433] English Language Learners who have completed the credits required for graduation and who have failed to meet the 10th grade standards as measured by the statewide standardized assessment shall be eligible for compensatory education for “a thirteenth year.”

There are two options for receiving a Certificate of Completion:

**Option 1:** Students may earn a Certificate of Completion if they earn the state and district prescribed credits, BUT have not attained the required GPA, and/or have NOT earned passing scores (as defined by the State of Florida) on the Florida Standards Assessment (FSA) in English Language Arts/Florida Comprehensive Assessment Test (FCAT) in Reading and Algebra 1.

**Option 2:** Students may also earn a PERT Eligible Certificate of Completion [F.S. 1008.22] if they meet all requirements for a standard high school diploma except earning a passing score on the Grade 10 FSA in English Language Arts/FCAT in Reading and/or the Algebra 1 end of course exam. Seniors with a PERT Certificate of Completion may enroll in any public community college in Florida by taking the Postsecondary Education Readiness Test (PERT) to determine if they qualify to register for college-credit courses or must take remedial courses to continue their college preparatory studies.

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**CRITERIA FOR PARTICIPATION IN INTERSCHOLASTIC ACTIVITIES [F.S. 1006.15]**

Interscholastic extracurricular activities are those organized student activities between, among or within schools which are carried on outside the curriculum or regular course of study in school. These activities may involve displays of talent which include, but are not limited to, sports, speech debate, and fine arts interscholastic competitions or festivals and career and technical student organization activities.

To comply with the School Board of Sarasota County and the Florida High School Athletic Association policies to be eligible to participate in interscholastic extracurricular student activities, a student must maintain an unweighted cumulative grade point average of 2.0 or above on a 4.0 scale, or its equivalent, in the courses required by statute after each semester to be eligible during the following semester.

A student shall be eligible for the first semester of the ninth-grade year provided it is the student’s first entry into the ninth grade, and he or she was regularly promoted from the eighth grade the immediate preceding year.

A student who is ineligible during the second semester of his or her ninth grade year or during the first semester of his or her tenth grade year as a result of earning a GPA of less than 2.0 may regain eligibility for the following semester provided:

- The student earns a GPA of 2.0 or above in all courses taken during the semester of ineligibility.  
AND

- The student signs an academic performance contract that states, at a minimum, the student will attend summer school or its equivalent, ~~AND~~ The contract will be signed between grades 9 and 10 or grades 10 and 11.

- ~~The student earns a GPA of 2.0 or above in all courses taken during the semester of ineligibility.~~

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Once a student enters grade 11, he or she must have an unweighted cumulative GPA of 2.0 or greater on a 4.0 scale in all courses required for graduation at the end of each semester to maintain eligibility for the following semester.

Additionally, a student must maintain satisfactory conduct. If a student is arrested and charged or is found to have committed a felony or a delinquent act which would have been a felony if committed by an adult, regardless of whether adjudication is withheld, the student's participation in the interscholastic extracurricular activities is contingent upon established and published school board policy.

## V. EXCEPTIONAL STUDENT EDUCATION (K-12)

### ESE STUDENT RIGHTS AND PARENT NOTIFICATION [\[F.A.C 6A-6.03311\]](#)

The Procedural Safeguards and Due Process Procedures for Parents of Students with Disabilities describes parent and student rights as they relate to students eligible for Exceptional Student Education.

#### [ENGLISH LANGUAGE LEARNERS](#)

[English Language Learners \(ELL\), including refugees and other immigrants, racial and national origin minority students, shall be entitled to equal access to programs and services other than ESOL, such as, but not limited to compensatory, exceptional, early childhood, pre-first grade, vocational, adult education, dropout prevention, extended day, and supportive services regardless of the funding sources. \[6A-6.0908\] The grade placement shall be age appropriate for English Language Learner \(ELL\)/Limited English Proficient \(LEP\) students.](#)

[The school district shall ensure that an exceptional student referred for placement into programs for English Language Learners shall have an individual educational plan \(IEP\) review prior to that placement. A staff representative of the ELL Committee shall be invited to participate in that review. \[6A-6.0908\]](#)

#### **GIFTED MAGNET PROGRAMS**

The student must be identified as Gifted eligible and have an EP (Educational Plan) according to the criteria set by the State of Florida Department of Education. A Magnet Program Criteria Form will be used to compile the information to determine if the student meets the district criteria for a gifted magnet program.

Testing criteria for magnet programs, cluster sites as well as Pine View School, requires academic achievement testing. The most current version of the Woodcock-Johnson Test of Achievement OR the Wechsler Individual Achievement Test must be administered reporting age-based standard scores.

- Woodcock-Johnson Tests of Achievement-Fourth Edition: the examiner must report standard scores for the Reading Comprehension Composite (subtest #4-Passage Comprehension and subtest #12 Reading Recall) and the Broad Math Composite (subtest #2-Applied Problems, subtest #5-Calculation, and subtest #10-Math Facts Fluency).
- Wechsler Individual Achievement Test-Third Edition: the examiner must report standard scores for the Reading Comprehension and Fluency Composite (subtests: Reading Comprehension and Oral Reading Fluency) and the Mathematics Composite (subtests: Math Problem Solving and Numerical Operations). PLEASE NOTE: The WIAT-III can be utilized for students in second grade and above to obtain the appropriate composite scores.
- [Kaufman Test of Educational Achievement, Third Edition: for students in kindergarten, the examiner must report Reading \(Letter & Word Recognition subtest #3 and Reading Comprehension subtest #9\) and Math Cluster \(Math Concepts & Applications subtest #2 and Math Computation subtest #4\). For students in grades 1-12, the examiner must report Reading Understanding Cluster \(Reading Comprehension subtest #9 and Reading Vocabulary subtest #14\) and Math Cluster \(Math Concepts & Applications subtest #2 and Math Computation subtest #4\).](#)

Report Card Grades are required for reading and math. Report Cards which cover the most recent grading periods that span one year must be submitted for consideration.

At least two current core subject-area teachers must make a recommendation to support the need for an accelerated curriculum (only one teacher is required for elementary students).

The student's current school counselor must make a recommendation to support the need for an accelerated curriculum.

Students must continue to demonstrate a need for an accelerated curriculum to remain enrolled in a gifted magnet program. For re-Entry to a Gifted Magnet Site a student must demonstrate a need for an accelerated curriculum. The student may return on the first day of school in August of any given school year for which the student meets criteria and county deadline dates for re-admission. For entry after a delay (greater than a year after initially meeting the magnet entry criteria), a student must demonstrate a need for an accelerated curriculum. A student may enter on the first day of school in August of any given school year for which the student meets criteria and county deadline dates for admission.

The student demonstrates a need for a gifted accelerated curriculum by showing consistent above grade level performance across the core curriculum. Criteria to be considered:

- Unweighted GPA of 2.5 or higher as determined by the three most recent grading periods
- For Re-Entry to a Magnet site OR Entry after a delay: Unweighted GPA of 3.0 or higher as determined by the three most recent grading periods
- GPA based on the following:
- Gr. 2 & 3 – ELA, math
- Gr. 4 & 5 – ELA, math, science, social studies
- Gr. 6-8 – ELA, math, science, social studies, foreign language (for HS credit only)
- Gr. 9-12 – ELA, math, science, social studies, foreign language

Most recent state testing level 4 or above in reading and math (or scores at the 90<sup>th</sup> percentile on other reading and math norm-referenced group achievement tests).

#### GRADE CLASSIFICATION FOR ESE STUDENTS

ESE students will be assigned to grades according to the requirements prescribed for basic education students.

#### FREE APPROPRIATE PUBLIC EDUCATION THROUGH AGE 22 (FAPE 22) [\[IDEA. 2004-300.102\]](#)

Exceptional students who have not earned a standard diploma remain eligible for educational services through the end of the school year in which they become twenty-two years old. [Students must be 21 years the first day of the current school year to receive services for that year]. This includes students pursuing a regular diploma, special diploma, certificate of completion or a special certificate of completion. The education and transition needs of these students will be identified in the IEP. These students are to be enrolled in grade 12 for Florida Education Finance Program (FEFP) purposes, and may attend fulltime or part-time.

#### HIGH SCHOOL FOR ESE STUDENTS

~~This section pertains only to students who graduated with a Special Diploma on or before 2016-2017 and who are continuing in school up to the end of the school year during which the student turns 22 years of age.~~

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~~Status regarding mastery of regular or special diploma standards should be discussed with parents at each IEP review/revision conference. Additionally, graduation options should be discussed with parents at these conferences to include an explanation of the following:~~

- ~~• The type of Next-Generation Sunshine State Standards the student is attempting to master (i.e. general education SSS, SSS for special diploma with access points for independent, supported or participatory levels) and the relationship to diploma options (i.e. standard or special diploma).~~
- ~~• The ramifications of not mastering regular Next-Generation State Standards.~~
- ~~• Nothing contained in this document shall limit or restrict an exceptional student solely to a special diploma or special certificate of completion. Any exceptional student shall be afforded the opportunity to pursue a standard diploma (F.S. 1003.4282). The parents of each exceptional student shall be notified of the graduation options available at the IEP meeting prior to grade 9, or upon the 14<sup>th</sup> birthday, whichever occurs first.~~

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- When a student is eligible to graduate with a standard diploma or at the end of the school year during which a student turns 22 years old, a notice of Anticipated Graduation Resulting in a Change of Placement and a Summary of Performance form must be issued to the student and parent prior to graduation.
- When a student meets the requirements of a special diploma or certificate of completion prior to the age of 22 and indicates that he/she will no longer receive special services, A Notice of Anticipated Graduation Resulting in a Change of Placement form must be issued to the student and parent prior to graduation.

ESE students who have met all graduation requirements except passing the FSA should be notified following the Waiver of the Results of the General Assessment Graduation Requirements meeting that they may:

- Qualify for a regular diploma with a waiver.
- Qualify for a special diploma.

If a student meets eligibility for a standard or special diploma, then he/she may participate in graduation ceremonies. In the event a student pursuing a standard diploma opts to receive a special diploma and then return for one or more year to continue to pursue a standard diploma as allowed under the IDEA, the IEP need not be revised to reflect this change.

#### **One Credit Scheduling Option**

A multi-credit or single credit year-long ESE course may be schedule as a ½ credit semester course based on student need.

#### **Drop/Add Procedures for ESE Students**

Exceptions to the district drop/add procedures timeline can be made based on the individual student needs as determined by the Individual Education Plan (IEP) team when a student is transferring from a standard diploma course to an ESE course or from an ESE course to another ESE course. The grade in a regular education course may not equate to the same grade in an ESE special standards course due to the differences in the regular and special standards course expectations and performance standards. Consequently, it is the responsibility of the ESE teacher to assign a grade based on demonstrated mastery of special course performance standards for work completed before and after the course change.

#### **Diploma and Certificate Options for ESE Students**

There are several options available to the ESE students for earning a diploma or certificate.

##### **Standard Diploma**

Students with disabilities can earn a standard high school diploma using any high school graduation option that is available to all students. [[F.S. 1003.4282](#) and [F.S. 1002.3105\(5\)](#)] The majority of students with disabilities will earn their diploma in this way. Two additional high school graduation options are available only to students with disabilities. [[F.S. 1003.4282](#) and [6A-1.09963](#)]

The options include:

- Specific requirements for students with disabilities for whom the individual education plan (IEP) has determined that participation in the Florida Alternate Assessment is the most appropriate measure of the student's skill and instruction in the access points is the most appropriate means of providing the student access to the general curriculum.



- Specific requirements for a standard diploma for students with disabilities for whom the IEP team has determined that mastery of both academic and employment competencies is the most appropriate way for the student to demonstrate his or her skills.

Students with significant cognitive disabilities may earn credits via access courses and be assessed on a Florida Standards Alternate Assessment. Students may earn at least .5 credit via paid employment.

Note: Both options allow for students with disabilities to have one career and technical course with related content to substitute for one credit in ELA IV, mathematics, science and/or social studies (excluding Algebra 1, Geometry and Biology I).

**Florida 24-Credit Standard Diploma High School Graduation Options for Students Entering Ninth Grade in 2014-15 and After**

| 24-Credit Standard Diploma option available to all students, including students with disabilities.  | 24-Credit Standard Diploma option with academic and employment requirements, available only to students with disabilities.   | 24-Credit Standard Diploma option available only to students with significant cognitive disabilities, who take access courses and the alternate assessment.  |
|---|--|--|
| <b>4 Credits English Language Arts (ELA)</b>  |  |  |
| <ul style="list-style-type: none"> <li>• ELA I, II, III and IV</li> <li>• ELA honors, Advanced Placement (AP), AICE, IB and dual enrollment courses may satisfy this requirement</li> </ul>   | <ul style="list-style-type: none"> <li>• Must earn credits for all the courses listed in the first column</li> <li>• May substitute a career and technical education (CTE) course with content related to English for English IV</li> </ul>                    | <ul style="list-style-type: none"> <li>• Must earn credits for all the courses listed in the first column</li> <li>• May substitute access courses for general education courses</li> <li>• May substitute a CTE course with content related to English for English IV</li> </ul>                                |
| <b>4 Credits Mathematics</b>  |  |  |
| <ul style="list-style-type: none"> <li>• One of which must be Algebra I and one of which must be Geometry</li> <li>• Industry certifications that lead to college credit may substitute for up to two mathematics credits (except for Algebra I and Geometry)</li> </ul>  | <ul style="list-style-type: none"> <li>• Must earn credits for all the courses listed in the first column</li> <li>• May substitute a CTE course with content related to mathematics for one mathematics credit (except for Algebra I and Geometry)</li> </ul> | <ul style="list-style-type: none"> <li>• Must earn credits for all the courses listed in the first column</li> <li>• May substitute access courses for general education courses</li> <li>• May substitute a CTE course with content related to mathematics for one</li> </ul>                                   |
| <b>3 Credits Science</b>  |  |  |
| <ul style="list-style-type: none"> <li>• One of which must be Biology I, two of which must be equally rigorous science courses</li> <li>• Two of the three required credits must have a laboratory component</li> <li>• An industry certification that leads to college credit substitutes for up to one science credit (except for Biology I)</li> <li>• An identified rigorous Computer Science course with a related industry certification substitutes for up to one science credit (except Bio)</li> </ul> | <ul style="list-style-type: none"> <li>• Must earn credits for all the courses listed in the first column</li> <li>• May substitute a CTE course with content related to science for one science credit (except for Biology I)</li> </ul>                      | <ul style="list-style-type: none"> <li>• Must earn credits for all the courses listed in the first column</li> <li>• May substitute access courses for general education courses</li> <li>• May substitute a CTE course with content related to science for one science credit (except for Biology I)</li> </ul> |
| <b>3 Credits Social Studies</b>   |  |  |

|   |  |  |
|---|--|--|
| <ul style="list-style-type: none"> <li>1 credit in World History</li> <li>1 credit in U.S. History</li> <li>0.5 credit in U.S. Government</li> <li>0.5 credit in Economics with Financial Literacy</li> </ul> | <ul style="list-style-type: none"> <li>Must earn credits for all the courses listed in the first column</li> <li>May substitute a CTE course with content related to social studies for one social studies credit (except for U.S. History)</li> </ul> | <ul style="list-style-type: none"> <li>Must earn credits for all the courses listed in the first column</li> <li>May substitute access courses for general education courses</li> <li>May substitute a CTE course with content related to social studies for one social studies credit course (except for U.S. History)</li> </ul> |
| <b>1 Credit Fine and Performing Arts, Speech and Debate, or Practical Arts</b>  |  |  |
| <b>8 Elective</b>   |  |  |
|   | <ul style="list-style-type: none"> <li>Must include 0.5 credit in an employment-based course</li> <li>May include ESE courses</li> </ul>   | <ul style="list-style-type: none"> <li>May include employment based courses</li> </ul>   |
| <b>1 Credit Physical Education to include the integration of health</b>   |  |  |
| <b>1 Online Course</b>  |  |  |
| Online course may be waived by IEP team   |  |  |
| <b>Students must earn a 2.0 grade-point average on a 4.0 scale and achieve satisfactory performance on statewide assessments unless a waiver of assessment results is granted by the IEP team.</b>            |  |  |

Students on the Florida Standards Alternate Assessment/Access Points standard diploma track will follow a specific course rotation while in high school.

|  |  |  |  |   |
|--|--|--|--|---|
| <b>4 Credits English Language Arts</b>   | Access English I/II (791012011) EOC required   | Access English I/II (791012541) EOC required | Access English 3/4 (791013042) required                                    | Access English 3/4 (791013542) required                             |
| <b>4 Credits Mathematics</b>   | Access Algebra 1A (7912080)  | Access Algebra 1B (7912090) EOC required     | Access Geometry (7912065) EOC required                                     | Access Liberal Arts Math (7912070)                                  |
| <b>3 Credits Science<br/>2 must have labs</b>                                  | Access Biology 1 (7920015) EOC required  | Access Earth/Space Science (7920020)         | Access Integrated Science 1 (7920025) Or Access Physical Science (7920022) |   |
| <b>3 Credits Social Studies</b>  | Access United States History (7921025) EOC required  | Access World History (7921027) required      | 0.5 credit Access United States Government (7921015) required              | 0.5 credit Access Economics w/Financial Literacy (7921022) required |
| <b>1 Credit Fine and Performing Arts, Speech and Debate, or Practical Arts</b> | May be Gen Ed course or several Access options (must be ESE certified): <ul style="list-style-type: none"> <li>Access Visual and Performing Arts (7967010)</li> <li>Access Drawing 1 (7967015)</li> <li>Access Theatre 1 (7967020)</li> <li>Access Two-Dimensional Studio Art 1 (7967025)</li> </ul> |  |  |   |
| <b>8 Elective Credits</b><br>May include employment based courses              | Career Preparation (7980110)   | Self-Determination (7963140)                 |  |   |
|  | Career Experiences (7980120)   |  |  |   |

|  |   |
|--|---|
| 1 Credit Physical Education to include the integration of health | HOPE/Access Health Opportunities Through Physical Education 9-12 (7915015) required |
| 1 Online Course  | May be waived   |

Parental [approval notice](#) is required on any change to the high school graduation option specified in the student’s IEP and the waiver of statewide standardized assessment results. Such decisions are subject to verification for appropriateness by an independent reviewer.

Students who work toward a standard diploma via [access-Access](#) courses must also have written parental consent [annually to participate in on-record-to-be-provided-instruction-in](#) the state standards access points’ curriculum.

**Deferring Receipt of Diploma**

Only a student who has an IEP requiring special education, transition planning, transition services or related services through the age of 21 may defer receipt of their standard diploma. In addition, once a student defers, they must be enrolled in accelerated college credit instruction, industry certification courses that lead to college credit, a collegiate high school program, courses necessary to satisfy the Scholar designation requirements or a structured work-study, internship or pre-apprenticeship program ~~(such as the ACT program)~~ to continue to receive Free Appropriate Public Education (FAPE). For a student to be granted a deferral, the district must:

- Review the benefits of deferring with the parent and the student, including continuation of educational and related services.
- Describe to the parent and the student, in writing, all the services and programs available to students who defer.
- Note the deferral decision on the IEP.
- Provide a document that notes the decision for the parent, or the student if over 18 and rights have transferred, to sign that is separate from the IEP.
- Inform the parent and the student, in writing, by January 30 of the year in which the student is expected to meet all graduation requirements that failure to defer releases the school district of the obligation to provide FAPE, that the deadline for acceptance or deferral is May 15 and that failure to attend the graduation ceremony does NOT constitute deferral.

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**Assessment Waivers for Students with Disabilities [F.S. 1007.02]**

School districts are required to provide remedial instruction to prepare students with disabilities to demonstrate satisfactory performance in the core content knowledge and skills necessary for successful grade-to-grade progression and high school graduation. Assessment results may be waived under specific circumstances for students with disabilities for receiving a course grade or a standard high school diploma. A student can earn an 18 credit, 24 credit, or 26 credit standard diploma with a waiver, including the merit designation. A student who receives an assessment waiver **cannot** earn a scholar diploma designation. To be considered for a statewide, standardized assessment results waiver, the following criteria must be met:

- The student must be identified as a student with a disability, as defined in s. 1007.02: The term “student with a disability” means a student who is documented as having an intellectual disability; a hearing impairment, including deafness; a speech or language impairment; a visual impairment, including blindness; an emotional or behavioral disability; an orthopedic or other health impairment; an autism spectrum disorder; a traumatic brain injury; or a specific learning disability, including, but not limited to, dyslexia, dyscalculia, or developmental aphasia.

- The student must have an individual educational plan (IEP).
- The student must have taken the statewide, standardized assessment with appropriate allowable accommodations at least once.
- In accordance with statute [1008.22\(3\)\(c\)2](#), the IEP team must make a determination of whether a statewide standardized assessment accurately measures the student’s abilities, taking into consideration all allowable accommodations for students with disabilities.

The IEP team may meet at any time to:

- verify that the criteria have been met and
- document the team’s determination and information analyzed in making the decision.

**Special Diplomas**

~~Students graduating with a special diploma on or before 2016-2017 may continue enrollment in school until the end of the school year in which the student turns 22 years old, if they are age 21 on the first day of school that final year.~~

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[This section pertains only to students who graduated with a Special Diploma on or before 2016-2017 and who are continuing to attend a Sarasota County school up to the end of the school year during which the student turns 22 years of age.](#)

[Status regarding mastery of regular or special diploma standards should be discussed with parents at each IEP review/revision conference. Additionally, graduation options should be discussed with parents at these conferences to include an explanation of the following:](#)

- [The type of Next Generation Sunshine State Standards the student is attempting to master \(i.e. general education SSS, SSS for special diploma with access points for independent, supported or participatory levels\) and the relationship to diploma options \(i.e. standard or special diploma\).](#)
- [The ramifications of not mastering regular Next Generation Sunshine State Standards](#)
- [Nothing contained in this document shall limit or restrict an exceptional student solely to a special diploma or special certificate of completion. Any exceptional student shall be afforded the opportunity to pursue a standard diploma \(F.S. 1003.4282\). The parents of each exceptional student shall be notified of the graduation options available at the IEP meeting prior to grade 9 or upon the 14<sup>th</sup> birthday, whichever occurs first.](#)
- [When a student is eligible to graduate with a standard diploma or at the end of the school year during which a student turns 22 years old, a notice of Anticipated Graduation Resulting in a Change of Placement and a Summary of Performance form must be issued to the student and parent prior to graduation.](#)
- [When a student meets the requirements of a special diploma or certificate of completion prior to the age of 22 and indicates that he/she will no longer receive special services. A Notice of Anticipated Graduation Resulting in a Change of Placement form must be issued to the student and parent prior to graduation.](#)

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[If a student meets eligibility for a standard or special diploma, then s/he may participate in graduation ceremonies. In the event a student pursuing standard diploma opts to receive a special diploma and then returns for one or more years to continue to pursue a standard diploma, as allowed under the IDEA; the IEP need not be revised to reflect this change.](#)

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**Certificate of Completion**

Exceptional students may receive a certificate of completion if they:

- meet the course and credit requirements for a regular diploma, and
- attained the required 2.0 GPA, but
- have not passed the General Assessment Graduation Requirements and have been determined ineligible for a waiver.

**Special Certificate of Completion Criteria [\[F.S. 1003.4282\]](#)**

ESE students other than Speech only, Visually Impaired only, and Gifted only, may receive a special certificate of completion if they meet district course and credit requirements for a special diploma, but have a grade point average that is less than the required 2.0 GPA and/or have not demonstrated proficiency on alternate assessment.

## VI. ACADEMIC CHALLENGING CURRICULUM TO ENHANCE LEARNING (ACCEL) [F.S. 1003.4295]

### Academic Challenging Curriculum to Enhance Learning (ACCEL)

ACCEL offers educational options that provide academically challenging curriculum or accelerated instruction to eligible students. For most students, in-class differentiation provides the learning opportunities needed for advanced students to be challenged. The school must carefully consider the effect of ACCEL options, especially mid-year and full-year promotion, on the student's future social, emotional and academic performance. A plan for the smooth transition from the student's current grade to a higher grade must be developed, as well as assurance of continuous course progression into middle and high school. The student's commitment, desire for the program and maturity level must be considered as well as meeting the eligibility requirements. School principals are required to inform parents and students of the available ACCEL options and the student eligibility requirements. Parent permission is necessary for ACCEL options ([Appendix C](#) and [Appendix D](#)).

**Whole Grade Promotion:** Promotion of a student occurring at the end of the school year from one grade to a grade higher than normal matriculation allows. The student will be monitored for the first four (4) weeks of the change of placement to assess progress. If acceleration is not appropriate for the student as determined by the school principal, the student will be returned to the former placement.

**Mid-Year Promotion:** A student remains coded in the grade level they are currently enrolled in and is placed in the next grade level for instruction. The student will be monitored every four (4) weeks of the change of placement to assess progress. If acceleration is not appropriate for the student as determined by the school principal, the student will be returned to the former placement. If appropriately placed, the student will be formally promoted to the next grade level mid-year.

**Subject Matter Acceleration:** A student that is placed with students at a more advanced grade level on campus for one or more subjects for a part of a day without being assigned to a higher grade. The student will be monitored every four (4) weeks of the change of placement to assess progress. If acceleration is not appropriate for the student as determined by the school principal, the student will be returned to the former placement. Core middle school courses (Language Arts, Math, Social Studies, or Science) taken in elementary school will be used to satisfy middle school promotion criteria once the student is enrolled in middle school. The grades will become part of the middle school academic record, including failing grades, and may impact future promotion. Student schedules must reflect courses taken. Middle school courses are accessible only through Florida Virtual School's (FLVS) Part Time Program.

**Virtual Instruction Higher Grade-Level Subjects:** A student that is placed with students at a more advanced grade level in a virtual class for one or more subjects for a part of a day without being assigned to a higher grade. Middle school courses are accessible only through Florida Virtual School's (FLVS) Part Time Program.

**Advanced Work Class (K-5)/~~Multi-Age Gifted (6-8)~~:** Both programs provide a uniquely differentiated curriculum and allows students the opportunity to interact with intellectually similar peers throughout the day. In the Advanced Work Class (K-5) a student is placed with other advanced students for the entire day without being assigned to a higher grade to work on more advanced work. In the ~~Multi-Age Gifted (6-8)~~ program a district identified gifted or high achieving student may be placed with ~~multi-age~~ other

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gifted or high achieving students for part of or the entire day to work on advanced coursework ~~which generally rotates on a three-year cycle.~~

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This approach will allow students to collaborate with other like -minded students, engage in more challenging assignments and gain confidence to express ideas in alternative ways. Students will gain opportunities to study content with a greater depth and complexity. A student's current teacher initiates the request in writing to the principal and contacts parent.

The following procedure must be followed to consider a student for any of the ACCEL options:

- Parental request in writing using the Request for Acceleration (Appendix C) submitted no later than May 1.
- Parent meeting with the Principal to review the request and the student's eligibility for acceleration.
- Parent and student must agree to a Performance Contract (Appendix D) prior to acceleration being granted.

A Kindergarten student may not be considered for whole grade or mid-year promotion to first grade unless he/she meets the age requirement for entry into first grade, 6 years old on or before September 1 of the current school year.

**CRITERIA AND PROCEDURES FOR ACCEL Options for Grades K-8**

| Criteria   | Whole Grade Promotion   | Mid-Year Promotion | Subject Matter Acceleration   | Virtual Instruction Higher Grade-Level Subjects | Advanced Work Class (K-5)/ Gifted Multi-Age (6-8)   |
|--|---|--------------------|---|---|---|
| <b>Deadlines for Parental and Teacher initiated requests</b> | May 1 of current school year  |                    | Prior to the end of the first nine (9) weeks of current school year   |   |   |
| <b>Assessment Results for Grades K-2</b>                     | 95% mastery in reading and math on school-based end of course assessments for current and next consecutive grade.   |                    | 95% mastery in reading or math on school-based end of course assessments for current grade.   |   | 90% mastery in reading or math on school-based end of course assessments for current grade  |
| <b>Assessment Results for Grades 3-5</b>                     | Highest level of proficiency on the Florida Standards Assessment (FSA) performance in ELA and math  |                    | Highest level of proficiency on the Florida Standards Assessment (FSA) in ELA or math   |   | District identified Gifted Students   |
| <b>Assessment Results for Grades 6-8</b>                     | Highest level of proficiency on statewide, standardized ELA and mathematics assessments.  |                    | Highest level of proficiency on the Florida Standards Assessment (FSA) in ELA or math.  |   | District identified Gifted Students.  |
| <b>Academic Grades</b>                                       | <p>K-1: Above level in both ELA and Math Performance Grades of 4 in subject areas requesting acceleration.</p> <p>2-5: 2-5: Above level in both ELA and Math. Academic grades of A and B will be considered.</p> <p>6-8: Final grades in previous school year core course work (science, math, social studies, and English Language Arts) must reflect 90% or above. Current core coursework (science, math, social studies and English Language Arts) must reflect 90% or above.</p> |                    | <p>K-1: Above level in both ELA and Math Performance Grades of 4 in subject areas requesting acceleration</p> <p>2-5: Above level in both ELA and Math. Academic grade of A in the subject/areas requesting acceleration.</p> <p>6-8: Final grades in previous school year core course work in subject areas requesting acceleration must reflect 90% or above. Current core coursework in the subject requesting acceleration must reflect 90% or above.</p> |   | Students with high academic achievement pending availability as determined by school staff. |
| <b>Attendance</b>  | No more than 5 absences in a period of 30 days or more than 10 absences in a period of 90 calendar days.  |                    |   |   |   |
| <b>Teacher recommendation</b>                                | A written recommendation from the student's current grade-level teachers in the areas requesting acceleration.  |                    |   |   |   |
| <b>School Counselor Recommendation</b>                       | A written recommendation from the student's current counselor.  |                    |   |   | NA  |
| <b>Principal Approval</b>                                    | The principal of the school is the final authority in the placement of students in programs or classes.   |                    |   |   |   |
| <b>District Approval</b>                                     | If promotion involves a change in schools, the executive directors and principals of both schools must be involved in the decision process.   |                    | NA  |   |   |



### MIDDLE SCHOOL ACCELERATED MATH PLACEMENT CRITERIA

The school principal or designee may adapt criteria specific to the needs of the individual student to support appropriate and successful accelerated learning. Teacher recommendations may be considered in Accelerated Placement.

| COURSE IN PRIOR YEAR            | FSA or EOC SCORE MATH        | IREADY SCALE SCORE AP3 | GRADE IN CLASS | RECOMMENDED PLACEMENT                         | STANDARDS AND ASSESSMENT REQUIREMENTS  |
|---------------------------------|------------------------------|------------------------|----------------|---|--|
| Grade 5 Math<br>5012070         | Levels 1-3                   | N/A                    | Passing        | M/J Grade 6 Math<br>1205010                   | Students take the Grade 6 FSA for Math.  |
| Grade 5 Math<br>5012070         | High Level 3 (329) and above | > <del>498</del> 500   | C and above    | M/J Grade 6 Math Adv<br>1205020               | This course includes ALL grade 6 standards and the first ½ of Grade 7 standards. Students take Grade 6 FSA for Math. If student is not earning a C or higher by the end of Quarter 1, place student in 1205010   |
| Grade 5 Math<br>5012070         | Level <del>4 or 5</del>      | > <del>504</del> 510   | A or B         | M/J Grade 7 Math Adv<br><del>1205050</del>    | This course includes the second ½ of Grade 7 standards and ALL of Grade 8 Pre-Algebra standards. <del>Students take the Grade <del>8-7</del> FSA for Math.</del> If student is not earning an A or a B by the end of Quarter 1, place student in 1205020   |
| M/J Grade 6 Math<br>1205010     | Levels 1-3                   |                        | Passing        | M/J Grade 7 Math<br>1205040                   | Students take the Grade 7 FSA for Math   |
| M/J Grade 6 Math<br>1205010     | High Level 3 (334) and above | > <del>507</del> 502   | A or B         | M/J Grade 7 Math Adv<br>1205050               | This course includes the second ½ of Grade 7 standards and ALL of Grade 8 Pre-Algebra standards. Students take the Grade <del>8-7</del> FSA for Math. If student is not earning a C or higher by the end of Quarter 1, place student in 1205040  |
| M/J Grade 6 Math Adv<br>1205020 | Level 3 and above            | > <del>494</del> 493   | C and above    | M/J Grade 7 Math Adv<br>1205050               | This course includes the second ½ of Grade 7 standards and ALL of Grade 8 Pre-Algebra standards. Students take the Grade <del>8-7</del> FSA for Math. If student is not earning a C or higher by the end of Quarter 1, place student in 1205040  |
| M/J Grade 7 Math<br>1205040     | Level 1-3                    | N/A                    | Passing        | M/J Grade 8 Pre-Algebra<br>1205070            | Students take the Grade 8 FSA for Math.  |
| M/J Grade 7 Math<br>1205040     | High Level 3 (340) and above | > <del>512</del> 507   | A or B         | Algebra 1 1200310 or Algebra 1 Honors 1200320 | Students must pass the Algebra 1 EOC AND pass the course to meet the graduation requirement. Students passing the course and NOT passing the exam earn the high school credit. Students must retake the EOC. The exam counts for 30% of the student's final grade. If student is not earning a C or higher by the end of Quarter 1, place student in 1205070 |
| M/J Grade 7 Math Adv<br>1205050 | Level 3 and above            | > <del>497</del> 495   | C and above    | Algebra 1 1200310 or Algebra 1 Honors 1200320 | Students must pass the Algebra 1 EOC AND pass the course to meet the graduation requirement. Students passing the course and NOT passing the exam earn the high school credit. Students must retake the EOC. The exam counts for 30% of the student's final grade.   |

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| COURSE IN PRIOR YEAR  | FSA or EOC SCORE MATH   | IREADY SCALE SCORE AP3 | GRADE IN CLASS | RECOMMENDED PLACEMENT             | STANDARDS AND ASSESSMENT REQUIREMENTS  |
|---|-------------------------|------------------------|----------------|-----------------------------------|--|
| Algebra 1 Honors<br><b>1200320</b><br>Taking it as a Grade 7 student            | Pass Course<br>PASS EOC | N/A                    |                | Geometry Honors<br><b>1206320</b> | Students must take the Geometry EOC. Students must pass the course to earn high school credit towards graduation. The exam counts for 30% of the student's final grade.  |
| Algebra 1 Honors<br>Grade 7<br><b>1200320</b><br>Taking it as a Grade 7 student | Pass Course<br>FAIL EOC | N/A                    |                | Geometry Honors<br><b>1206320</b> | Students must take the Geometry EOC. Students must pass the course to earn high school credit towards graduation. The exam counts for 30% of the student's final grade. Students must also use Algebra Nation tutorial for preparation in repeating the Algebra 1 EOC. |

### HIGH SCHOOL ACCELERATION OPTIONS [[F.S.1003.4295](#)]

Each high school shall advise each student of courses through which a high school student can earn college credit, including Advanced Placement, International Baccalaureate, Advanced International Certificate of Education, dual enrollment, early admission, and career academy courses and courses that lead to industry certification, as well as the availability of course offerings through virtual instruction. Students shall also be advised of the early graduation options under [F.S. 1003.4281](#).

#### Credit Acceleration Program (CAP)

The Credit Acceleration Program (CAP) is created for the purpose of allowing a student to earn high school credit in courses required for high school graduation through passage of an end-of-course assessment administered under [F.S. 1008.22](#), an Advanced Placement Examination, or a College Level Examination Program (CLEP). Notwithstanding [F.S. 1003.436](#), a school district shall award course credit to a student who is not enrolled in the course, or who has not completed the course, if the student attains a passing score on the corresponding end of course assessment, Advanced Placement Examination, or CLEP. The school district shall permit a public school or home education student who is not enrolled in the course, or who has not completed the course, to take the assessment or examination during the regular administration of the assessment or examination. A fee will be charged for students taking the AP exam without enrollment in the course. Students and parents interested in this option should contact the school counselor.

The requirements and eligibility process is as follows:

- The EOC will be administered only at the times established by the assessment calendar.
- The score necessary to earn credit will be determined by the state and applied in all situations.
- Only credit (no grade) will be earned by meeting the passing score on the EOC.
- Submission of the Mastery Exam Request ([Appendix E](#)) by stated deadline.

Deadlines for submitting the Mastery Exam Request:

- For the April testing date, Mastery Exam Request must be completed and received by school counselor no later than February 1.
- For the July testing date, Mastery Exam Request must be completed and received by school counselor no later than May 1.

- For the September testing date, Mastery Exam Request must be completed and received by the school counselor no later than July 1.
- For the December/January testing date, Mastery Exam Request (Appendix E) must be completed and received by school counselor no later than October 1.

As part of the Mastery Exam Request (Appendix E), students will be required to supply evidence that they are prepared to sit for the EOC or that there is reasonable justification for the request. This evidence includes but is not limited to previous state standard assessment scores and grade in the most recent math or science course taken.

If a student takes the EOC and does not earn credit, the student will not be eligible to apply for further CAP testing for the same course until additional preparation has been documented and evaluated.

#### **Articulated Acceleration Mechanisms [\[F.S. 1007.27\]](#)**

Articulation acceleration mechanisms shall include, but are not limited to, dual enrollment and early admission, advanced placement (AP), credit by examination, the International Baccalaureate (IB) Program, and Advanced International Certificate of Education (AICE) Program. Credit earned through Florida Virtual School shall provide additional opportunities for early graduation and acceleration. The following types of courses are deemed articulation acceleration mechanisms:

- Advanced International Certificate of Education (AICE) courses,
- Advanced Placement (AP) courses,
- International Baccalaureate (IB) courses
- Florida Virtual School (FLVS) courses
- Dual Enrollment (DE) courses
- Early Admission to colleges/universities

#### **Advanced International Certificate of Education (AICE)**

Cambridge's Advanced International Certificate of Education (AICE) is the enrollment of an eligible secondary student in a Cambridge AS or A Level (AICE) course as described by Cambridge International Examinations. State of Florida community colleges or universities may award credit for an AICE course to students who score a minimum of E on the corresponding AICE exam.

Colleges and universities accept and award Cambridge AS/A credit based on the policies of the post-secondary school; graduates are responsible for confirming policies with their selected post-secondary school(s).

Students enrolled in AICE courses shall be exempted from the payment of any fees. Students enrolled in AICE courses may take the AICE exam. If a student chooses to take an AICE exam without taking the course, he or she is responsible for the fee.

#### **Advanced Placement (AP)**

Advanced Placement (AP) is the enrollment of an eligible secondary student in an Advanced Placement course as described by the College Board. State of Florida community colleges or universities may award credit for an AP course to students who score a minimum of 3 on a 5-point scale on the corresponding AP exam. Colleges and universities accept and award college credit based on the policies of the post-secondary school; graduates are responsible for confirming policies with their selected post-secondary school(s).

Students enrolled in AP courses shall be exempt from the payment of any fees. Students enrolled in AP courses may take the AP exam. Any home school, virtual school or any student who chooses to take an AP exam without taking the course is responsible for the fee (\$100.00).

AP courses meet appropriate subject area graduation requirements and are treated the same in relation to Bright Future Scholarship eligibility and State University System admissions.

### **International Baccalaureate (IB)**

International Baccalaureate (IB) is the enrollment of an eligible secondary student in a program that includes a comprehensive curriculum of college level courses.

Students accepted into the IB program must take six exams in six areas to be considered for an IB diploma (aka: IB Diploma Candidates). IB certificate students may take exams in specific subject areas after they have completed the first and second level of the course (aka: IB Certificate Candidates). Exams are based on broad general understanding of concepts and fundamental themes. Exams and assessments are both written and oral in format. IB exam scores include teacher internal assessments as well as external assessments constructed, moderated and marked by educators throughout the world. Students must be enrolled in an authorized IB school to be eligible for an IB diploma or to earn a certificate.

Colleges and universities accept and award college credit based on the policies of the particular post-secondary school. Students receiving scores of 4 or above on IB exams may be awarded college credit in those subject areas by the post- secondary institution.

### **Dual Enrollment (DE)**

Dual Enrollment is defined as the enrollment of an eligible secondary student in a post-secondary course creditable toward a vocational certificate or an associate or baccalaureate degree. The articulation agreement with the post-secondary institution defines the rules for enrollment and participation. Students may earn high school and college credit simultaneously by enrolling in approved Dual Enrollment courses as specified in the articulation agreements between the School Board of Sarasota County and other accredited post- secondary institutions. Students are expected to adhere to all deadlines and Dual Enrollment requirements published by participating colleges and universities.

Dual Enrollment credits may affect a student's application status and the number of credit hours available in the lower division program of some colleges and universities. Students may take Dual Enrollment courses during school hours, after school hours, and during the summer term as defined by the articulation agreement with the post-secondary institution.

Students seeking to take career dual enrollment courses must demonstrate readiness for technical level coursework and have a 2.0 unweighted cumulative GPA for technical credit certificate Dual Enrollment courses.

For academic Dual Enrollment courses, students must have a cumulative 3.0 unweighted GPA and obtain the required PERT/ACT/SAT score where applicable for dual enrollment at the State College of Florida. Articulation Agreements with other post-secondary institutions may have different eligibility requirements.

The maximum course load for Dual Enrollment students will be governed by the current articulation agreement with the post-secondary institutions that is awarding the course credit. Sarasota County adheres to the drop/add procedures and timelines outlined in the Board approved articulation agreements with local post-secondary institutions.

High school students who withdraw after the academic withdrawal deadline or who earn a final grade of a D or a F will not be permitted to enroll in additional dual enrollment courses the following semester.

#### Accelerated Dual Enrollment

The Accelerated Dual Enrollment (ADE) program is a form of dual enrollment through which eligible high school students in grade 11 and 12 enroll at SCF on a full-time basis. This accelerated option allows the student to concurrently complete high school and college credits by attending the State College of Florida. The program is available to students enrolled in the district high schools, as well as Sarasota Military Academy, Suncoast Polytechnical High School and Pine View.

#### Early Admission to Colleges and Universities

Early Admission is a form of dual enrollment through which eligible secondary students enroll full-time in a post-secondary institution in courses that are creditable toward the high school diploma and the associate or baccalaureate degree. Students on Early Admission are registered and scheduled ~~with the college courses at the high school~~ by the high school for the college courses.

Early Admission to colleges and universities allows the grade 12 student to enroll full time in a college or university provided the student has an unweighted high school weighted grade point average of 3.0 or above, is socially mature, has the joint approval of the high school principal and the college registrar, and has the approval of his/her parents. The local articulation agreement rules apply for the specific post-secondary institutions. Full-time status is determined by the college or university. Early Admission students are:

- Advised to not enroll for more than 15 credit hours per semester.
- Eligible to receive the appropriate honors designation.

Dual Enrollment and Early Admission students must meet all state and district course and graduation requirements to be awarded a high school diploma from the School Board of Sarasota County.

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**Commented [CE55]:** Add SCF only for early admission? UF and USF do not allow with current agreements.

**Commented [CE56]:** Do not amend.

## VII. VIRTUAL INSTRUCTION

### SARASOTA VIRTUAL ACADEMY (Part-Time Course Offerings)

Sarasota Virtual Academy (SVA) courses shall be available to public, charter, and homeschool students before, during, or after the normal school day. SVA courses are available during the school year and throughout the summer. Students must be enrolled in a full-time schedule in the a district high school and that schedule, which may include SVA course(s).

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Students requesting to take a course offered by SVA must have parent and school counselor approval. Students and their families are required to consult with the school counselor prior to or enrolling in SVA.

Pursuant to Florida Statute 1003.4282, students entering grade 9 in the 2011-2012 school year and after: at least one course within the credits required for graduation must be completed through online learning. Students may earn credits offered through the Sarasota Virtual Academy each year.

SVA follows the District timelines and guidelines for registration and withdrawal policies. A student may drop an SVA course within the first 28 calendar days of enrollment (prior to 20% completion) without a grade being awarded. Students who drop an SVA course after 28 calendar days of enrollment **or** after being 20% complete with the course will receive a grade of WP or WF based on their grade at the time of the drop. Any student who drops an SVA course after the 28 calendar day period must be approved by a certified school counselor. Note: Some exceptions exist for ESE and transfer students.

Sarasota Virtual Academy does not grant a high school diploma. Go to the Sarasota Virtual Academy website to find out more information about the program and the eligibility criteria for participating in SVA.

### SARASOTA VIRTUAL SCHOOL (Full-Time School)

Sarasota Virtual School is completely internet based and serves students in grades K - 12. Students with access to the internet can complete their course work from any location, at any hour, and for as long as they choose. Students are responsible for completing their course assignments and submitting them via email to the teacher for feedback and grading. Students earn credits through course work completion.

Students in grades K-12 may enroll in the Sarasota Virtual School (SVS) Program. SVS is a full-time online district school. A student must meet eligibility requirements to be admitted to SVS. Enrollment is allowed during the open enrollment periods prior to the beginning of an academic year. Students enrolled in SVS:

- Must meet all standards and graduation requirements of the state and district.
- Are entitled to participate in various extracurricular activities at their districted school.
- Must take the required standardized state assessments since they are enrolled in a public school.
- Must have good attendance and satisfactory completion of coursework as this is required for continuation in the school.

Parents of student in grades K-8 must commit to spending at least 4-6 hours per day as a learning coach for their child. In addition, Prior to enrolling in SVS and during the open enrollment period, parents and students must attend a face-to-face meeting an orientation session and/or personal interview with the program manager Manager and Academic Advisor of Sarasota Virtual School prior to enrollment. Parents of an ESE student must request an IEP meeting at their districted school prior to enrollment in SVS. If a student has an IEP or 504 plan, a representative from the district's Exceptional Student Education

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department will be present at the initial meeting. Parents of an ELL student must request an ELL Committee meeting at their districted school to review the ELL Plan review prior to enrollment in SVS.

Students may remain in SVS for any or all their education in the district as long as they meet appropriate attendance and course requirements. At the completion of all graduation requirements, a student will be awarded a standard high school diploma from ~~Sarasota Virtual School~~ the Sarasota County School District.

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Students in grades K-12 that meet eligibility criteria outlined in [FS1002.455] may access K-12 courses through Florida Virtual School. Students in grades 4 and beyond who score at the highest level of proficiency on the Florida Standards Assessment (FSA) reading or math and meet other criteria established in the ACCEL plan have the option to access grade ahead courses through Sarasota Virtual Academy or FLVS Flex ~~Florida Virtual School.~~

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Go to the ~~Sarasota County School Choice~~ Sarasota Virtual School webpage to find out more information about the full time virtual program and the eligibility criteria for entering Sarasota Virtual School.

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**FLORIDA VIRTUAL SCHOOL-Full Time**

Students enrolling in FLVS FT are electing to withdraw from Sarasota County schools and enroll in Florida Virtual's own school district. Information on enrollment can be found at [www.flvs.net](http://www.flvs.net).

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**Extra-Curricular Activities and FLVS**

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A full-time FLVS student who meets specified conduct and academic requirements is eligible to participate in extracurricular activities at the district public school where the student would be assigned.

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**FLORIDA VIRTUAL SCHOOL-Part Time (FLVS Flex)**

Students, including home education students, may take courses offered through the Florida Virtual School each year. Florida Virtual School Flex courses shall be available to students during or after the normal school day or during summer school enrollment. Students enrolled in Sarasota County Schools should have a full course schedule which may include FLVS Flex course(s). Students participating in the ~~part time~~ FLVS Flex program must be enrolled in a full schedule in a district school. Students requesting to take a course offered by Florida Virtual School Flex must:

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- Have parent approval.
- Must consult with the school counselor prior to applying to or enrolling in Florida Virtual School.

Schools must accept all academic grades and credits attempted and/or earned at Florida Virtual School as approved by the school counselor. These grades will also be included in the calculation of the high school GPA for any high school courses taken at the middle school level. Grade forgiveness policies will apply to Florida Virtual School courses. To avoid academic penalties, students must withdraw from courses based on deadlines set by Florida Virtual School.

~~Students who attend Pine View School for the Gifted have specific rules regarding the acquisition of credits through the Florida Virtual School.~~

Commented [CE57]: What are the rules? Should we direct readers to where they can be found?

**Dropping and Adding Courses with FLVS**

Florida Virtual School (Full-time and Flex) has its own institutional drop/add procedures and timelines; however, all School Board of Sarasota County students who participate in FLVS must be enrolled full-time

in a SCSB school and must comply with the timelines delineated by the School Board of Sarasota County. While students await acceptance to FLVS, they must remain enrolled full-time in SCSB schools. Florida Virtual School withdrawal codes will have no impact on the student's transcript.

**Extra-Curricular Activities and FLVS**

A ~~part~~ full-time FLVS student who meets specified conduct and academic requirements is eligible to participate in extracurricular activities at the district public school to which the student would be assigned.

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## VIII. HOME EDUCATION

A home education program is the sequentially progressive instruction of a student directed by his or her parent in order to satisfy the attendance requirement of [\[F.S. 1003.41, F.S. 1003.01\(4\), and F.S. 1002.01\]](#). Parents must:

- Register home education students with the School Board of Sarasota County within 30 days of the establishment of the home education program.
- Provide written notice of termination to the School Board of Sarasota County within 30 days of the termination of a home education program.
- Maintain a portfolio of records, educational activities and materials. Portfolios are to be preserved for 2 years after re-entry into Sarasota County Schools and shall be made available for the district school superintendent, or the district school superintendent's designee, upon 15 days written notice.

Parents shall provide an annual educational evaluations documenting that the student's academic progress is at a level commensurate with his or her ability. A home education program shall be excluded from meeting the requirements of a school day.

### EXTRA-CURRICULAR ACTIVITIES

Home education students may participate in School Board of Sarasota County interscholastic extra-curricular student activities at their zoned school. [Contingent upon space](#), Home education students participating in an extra-curricular activity may attend the specific course required for participation in the activity.

### PART-TIME ENROLLMENT

Home education students at the high school level may enroll as a part-time student at their zoned school or at the Sarasota Technical College. Enrollment is contingent on availability of space. Student schedule and time on campus is subject to the principal's approval. [Home education students may also access SVA and/or FLVS Flex courses.](#)

### HOME EDUCATION STUDENTS AND HIGH SCHOOL GRADUATION

To receive a diploma from a district high school there are strict guidelines and timelines that must be followed to meet graduation requirements. Students officially registered as home school students who wish to graduate from their districted high school must do the following:

- Alert the Home School office of that intent prior to entering grade 10 so that appropriate guidance can be given related to mandatory testing and credit requirements.
- Designate the grade 10 reading assessment and other state assessments as one measure of annual evaluation in the home education evaluation plan.
- Take and earn passing scores on Florida's standardized grade 10 Reading assessment and successfully meet all other current testing requirements in all areas specified by the state. Passing scores on all state assessments will be defined by the State of Florida.
- Must enroll full time in the districted high school for the entire final or "senior" year.
- Must successfully complete all school graduation requirements (testing, credits, GPA).

Only Home Education students who have met all the above requirements will be permitted to participate in graduation celebrations and activities and be eligible to receive a district high school diploma. Students who are unable to meet the state assessment requirements beginning in grade 9 should enroll full time in their districted school no later than the beginning of his or her grade 10 year to attempt meeting all graduation requirements.

## IX. APPENDIX A: REQUIRED INSTRUCTION

The requirements for instruction are designed to conform to the vision, mission and objectives of Sarasota County Schools. The procedures herein are consistent with Florida Statute and recognize the unique characteristics and needs of Sarasota County students.

### **Based on State Standards**

Instruction that complies with the State Board of Education adopted Student Performance Standards shall be offered in each school. These standards are incorporated into appropriate courses in all subject areas in grades K-Adult and are the basis for curriculum, instruction and evaluation of student performance in the district.

### **Equity in Classroom Instruction and Extra-Curricular Activities**

Provisions shall be made for all students to participate fully in classroom instruction and extra-curricular activities. No student shall be denied participation because of age, sex, race, handicap, religion, national origin, or for any other reason not related to his or her individual capabilities.

[English Language Learners \(ELL\), including refugees and other immigrants, racial and national origin minority students, shall be entitled to equal access to programs and services other than ESOL, such as, but not limited to compensatory, exceptional, early childhood, pre-first grade, vocational, adult education, dropout prevention, extended day, and supportive services regardless of the funding sources. \[6A-6.0908\] The grade placement shall be age appropriate for English Language Learner \(ELL\)/Limited English Proficient \(LEP\) students.](#)

[The school district shall ensure that an exceptional student referred for placement into programs for English Language Learners shall have an individual educational plan \(IEP\) review prior to that placement. A staff representative of the ELL Committee shall be invited to participate in that review. \[6A-6.0908\]](#)

### **Federally Required Instruction**

Constitution Day and Citizenship Day (TITLE 36.1.A.1 § 106)

September 17 is designated as Constitution Day and Citizenship Day.

Constitution Day and Citizenship Day commemorate the formation and signing on September 17, 1787, of the Constitution and recognize all who, by coming of age or by naturalization, have become citizens.

Proclamation. — The President may issue each year a proclamation calling on United States Government officials to display the flag of the United States on all Government buildings on Constitution Day and Citizenship Day and inviting the people of the United States to observe Constitution Day and Citizenship Day, in schools and churches, or other suitable places, with appropriate ceremonies.

State and Local Observances. — The civil and educational authorities of States, counties, cities, and towns are urged to make plans for the proper observance of Constitution Day and Citizenship Day and for the complete instruction of citizens in their responsibilities.

**Educational agencies who receive federal funds are required to participate in the observance of Constitution Day.**

In instances when September 17th does not fall on a school day, the observance of Constitution Day will occur on the school day prior or after.

**State Required Instruction K-12 [F.S. 1003.42]**

(1) Each district school board shall provide all courses required for middle grades promotion, high school graduation, and appropriate instruction designed to ensure that students meet State Board of Education adopted standards in the following subject areas: reading and other language arts, mathematics, science, social studies, foreign languages, health and physical education, and the arts.

(2) Members of the instructional staff of the public schools, subject to the rules of the State Board of Education and the district school board, shall teach efficiently and faithfully, using the books and materials required that meet the highest standards for professionalism and historic accuracy, following the prescribed courses of study, and employing approved methods of instruction, the following:

(a) The history and content of the Declaration of Independence, including national sovereignty, natural law, self-evident truth, equality of all persons, limited government, popular sovereignty, and inalienable rights of life, liberty, and property, and how they form the philosophical foundation of our government

To educate students about the sacrifices made for freedom in the founding of this country and the values on which this country was founded, the last full week of classes in September shall be recognized in public schools as Celebrate Freedom Week. Celebrate Freedom Week must include at least 3 hours of appropriate instruction in each social studies class, as determined by each school district, which instruction shall include an in-depth study of the intent, meaning, and importance of the Declaration of Independence.

To emphasize the importance of this week, at the beginning of each school day or in homeroom, during the last full week of September, public school principals and teachers shall conduct an oral recitation by students of the following words of the Declaration of Independence: "We hold these truths to be self-evident, that all men are created equal, that they are endowed by their Creator with certain unalienable rights, that among these are life, liberty and the pursuit of happiness. That to secure these rights, governments are instituted among men, deriving their just powers from the consent of the governed."

Student recitation of this statement shall serve to reaffirm the American ideals of individual liberty.

Upon written request by a student's parent, the student must be excused from the recitation of the Declaration of Independence. 1003.421F.S.

(b) The history, meaning, significance, and effect of the provisions of the Constitution of the United States and amendments thereto, with emphasis on each of the 10 amendments that make up the Bill of Rights and how the constitution provides the structure of our government

(c) The arguments in support of adopting our republican form of government, as they are embodied in the most important of the Federalist Papers

(d) Flag education, including proper flag display and flag salute

(e) The elements of civil government, including the primary functions of and interrelationships between the Federal Government, the state, and its counties, municipalities, school districts, and special districts

(f) The history of the United States, including the period of discovery, early colonies, the War for Independence, the Civil War, the expansion of the United States to its present boundaries, the world wars, and the civil rights movement to the present. American history shall be viewed as factual, not as constructed, shall be viewed as knowable, teachable, and testable, and shall be defined as the creation of a new nation based largely on the universal principles stated in the Declaration of Independence

(g) The history of the Holocaust (1933-1945), the systematic, planned annihilation of European Jews and other groups by Nazi Germany, a watershed event in the history of humanity, to be taught in a manner that leads to an investigation of human behavior, an understanding of the ramifications of prejudice, racism, and stereotyping, and an examination of what it means to be a responsible and respectful person, for the purposes of encouraging tolerance of diversity in a pluralistic society and for nurturing and protecting democratic values and institutions

(h) The history of African Americans, including the history of African peoples before the political conflicts that led to the development of slavery, the passage to America, the enslavement experience, abolition, and the contributions of African Americans to society

(i) The elementary principles of agriculture

(j) The true effects of all alcoholic and intoxicating liquors and beverages and narcotics upon the human body and mind

(k) Kindness to animals

(l) The history of the state

(m) The conservation of natural resources

(n) Comprehensive health education that addresses concepts of community health; consumer health; environmental health; family life, including an awareness of the benefits of sexual abstinence as the expected standard and the consequences of teenage pregnancy; mental and emotional health; injury prevention and safety; nutrition; personal health; prevention and control of disease; substance use and abuse; dating violence in grades 9 – 12; and Internet safety

(o) Such additional materials, subjects, courses, or fields in such grades as are prescribed by law or by rules of the State Board of Education and the district school board in fulfilling the requirements of law

(p) The study of Hispanic contributions to the United States

(q) The study of women's contributions to the United States

(r) The nature and importance of free enterprise to the United States economy

(s) A character-development program in the elementary schools, like Character First or Character Counts, which is secular in nature. Beginning in school year 2004-2005, the character-development program shall be required in kindergarten through grade 12. Each district school board shall develop or adopt a curriculum for the character-development program that shall be submitted to the department for approval. The character-development curriculum shall stress the qualities of patriotism; responsibility; citizenship; kindness; respect for authority, life, liberty, and personal property; honesty; charity; self-control; racial, ethnic, and religious tolerance; and cooperation

(t) In order to encourage patriotism, the sacrifices that veterans have made in serving our country and protecting democratic values worldwide. Such instruction must occur on or before Veterans' Day and Memorial Day. Members of the instructional staff are encouraged to use the assistance of local veterans when practicable

(3) Any student whose parent makes written request to the school principal shall be exempted from the teaching of reproductive health or any disease, including HIV/AIDS, its symptoms, development, and treatment. A student so exempted may not be penalized by reason of that exemption. Course descriptions for comprehensive health education shall not interfere with the local determination of appropriate curriculum which reflects local values and concerns.

(4) Instruction shall expand each student's knowledge, the understanding and the awareness of individuals with disabilities, the history of disabilities and the disability rights movement (1003.4205, F.S.).

(5) Senate Bill 1096, the Justice Sandra Day O'Connor Civics Education Act, passed by the 2010 Florida Legislature includes revisions to section 1003.41, F.S. This legislation states that beginning with the 2011-2012 school year, the reading portion of the language arts curriculum shall include civics education content for all grade levels. The intent of this new legislation is that selected civics benchmarks be taught in the English language arts curriculum, not separately, but naturally woven in to fit whatever reading topics are taking place in the classroom.

X. APPENDIX B: TRADITIONAL FOUR-YEAR HIGH SCHOOL PROGRAM REQUIREMENTS BY COHORT

| STUDENTS ENTERING GRADE 9 IN 2014-2015  |                              |   |
|---|------------------------------|---|
| SUBJECT   | CREDITS                      | COMMENTS  |
| English   | 4                            | <del>ELA-English I,II,III,IV</del> <u>1, 2, 3, 4</u><br>ELA-English honors, Advanced Placement, Advanced International Certificate of Education, International Baccalaureate and dual enrollment courses may satisfy this requirement.  |
| Mathematics   | 4                            | One of which must be Algebra 1 and one of which must be Geometry<br>Industry certifications that lead to college credit may substitute for up to two mathematics credits (except for Algebra 1 and Geometry)  |
| Science   | 3                            | One of which must be Biology <del>1</del> , two of which must be equally rigorous science courses. Two of the three required credits must have a laboratory component. An industry certification that leads to college credit substitutes for up to one science credit (except for Biology <del>1</del> ). An identified rigorous computer science course with a related industry certification substitutes for up to one science course (except for Biology <del>1</del> ) |
| World History   | 1                            |   |
| US History  | 1                            |   |
| Economics w/Financial Literacy  | .5                           |   |
| American Government   | .5                           |   |
| Performing/Fine Arts  | 1                            | Speech, Debate, specific practical arts   |
| HOPE (PE and Health)  | 1                            |   |
| Remainder of required credits will be Electives   | 10<br>(Traditional Schedule) | At least one course must be an online course. Grade 12 students enrolled in Florida high school one year or less is exempt from online requirement.   |
|   | Or<br>12 (Block Schedule)    | Any course approved by the School Board of Sarasota County that is appropriate for Grade 9 or above may fulfill an elective credit for graduation except study hall and other courses identified as noncredit (NC), Adult Basic Education, and GED preparation.   |
|   | Or<br>8 (Oak Park)           |   |
| Earn passing scores (as defined by the State of Florida) on the grade 10 FSA in ELA or SAT/ACT scores that are concordant. <del>The comparative PSAT, SAT, ACT or PERT score may be used to meet the Algebra 1 requirement.</del>   |                              |   |
| Students must take the appropriate End of Course exams as required by the state of Florida and 30% of the end of course exam will be calculated into the final grade for Biology, Geometry, US History, and Algebra 1. The Algebra 1 EOC must be passed for a standard diploma. |                              |   |

**Commented [CE58]:** Denise: this may have to be removed after the rule change

**Commented [CC59]:** PERT Score still an option

| STUDENTS ENTERING GRADE 9 IN 2015-2016  |                           |   |
|---|---------------------------|---|
| SUBJECT   | CREDITS                   | COMMENTS  |
| English   | 4                         | <del>ELA-English I, II, III, IV1, 2, 3, 4</del><br>ELA-English honors, Advanced Placement, Advanced International Certificate of Education, International Baccalaureate and dual enrollment courses may satisfy this requirement  |
| Mathematics   | 4                         | One of which must be Algebra 1 and one of which must be Geometry. Industry certifications that lead to college credit may substitute for up to two mathematics credits (except for Algebra 1 and Geometry)  |
| Science   | 3                         | One of which must be Biology <del>1</del> , two of which must be equally rigorous science courses. Two of the three required credits must have a laboratory component. An industry certification that leads to college credit substitutes for up to one science credit (except for Biology <del>1</del> ). An identified rigorous computer science course with a related industry certification substitutes for up to one science course (except for Biology <del>1</del> ) |
| World History   | 1                         |   |
| US History  | 1                         |   |
| Economics w/Financial Literacy  | .5                        |   |
| American Government   | .5                        |   |
| Performing/Fine Arts  | 1                         | Speech, Debate, specific practical arts   |
| HOPE (PE and Health)  | 1                         |   |
| Remainder of required credits will be Electives   | 10 (Traditional Schedule) | At least one course must be an online course 12 <sup>th</sup> grade student enrolled in Florida high school one year or less is exempt from online requirement.   |
|   | Or 12 (Block Schedule)    | Any course approved by the School Board of Sarasota County that is appropriate for Grade 9 or above may fulfill an elective credit for graduation except study hall and other courses identified as noncredit (NC), Adult Basic Education, and GED preparation.   |
|   | Or 8 (Oak Park)           |   |
| Earn passing scores (as defined by the State of Florida) on the grade 10 FSA in ELA or SAT/ACT scores that are concordant. <u>The comparative PSAT, SAT, ACT or PERT score may be used to meet the Algebra 1 requirement.</u>   |                           |   |
| Students must take the appropriate End of Course exams as required by the state of Florida and 30% of the end of course exam will be calculated into the final grade for Biology, Geometry, US History, and Algebra 1. The Algebra 1 EOC must be passed for a standard diploma. |                           |   |

**Commented [CE60]:** This may have to be removed after the rule change

**Commented [CC61]:** See above



| FOR STUDENTS ENTERING GRADE 9 IN 2016-2017 and <u>Beyond 2017-2018</u>  |                              |   |
|---|------------------------------|---|
| SUBJECT   | CREDITS                      | COMMENTS  |
| English   | 4                            | <u>ELA—English I, II, III, IV1, 2, 3, and 4</u><br><u>ELA—English</u> honors, Advanced Placement, Advanced International Certificate of Education, International Baccalaureate and dual enrollment courses may satisfy this requirement   |
| Mathematics   | 4                            | One of which must be Algebra 1 and one of which must be Geometry. Industry certifications that lead to college credit may substitute for up to two mathematics credits (except for Algebra 1 and Geometry)  |
| Science   | 3                            | One of which must be Biology <u>1</u> , two of which must be equally rigorous science courses. Two of the three required credits must have a laboratory component. An industry certification that leads to college credit substitutes for up to one science credit (except for Biology <u>1</u> ). An identified rigorous computer science course with a related industry certification substitutes for up to one science (except for Biology <u>1</u> ). |
| World History   | 1                            |   |
| US History  | 1                            |   |
| Economics w/Financial Literacy  | .5                           |   |
| American Government   | .5                           |   |
| Performing/Fine Arts  | 1                            | Speech, Debate, specific practical arts   |
| HOPE (PE and Health)  | 1                            |   |
| Remainder of required credits will be Electives   | 10<br>(Traditional Schedule) | At least one course must be an online course. Grade 12 students enrolled in Florida high school one year or less is exempt from online requirement.   |
|   | Or<br>12 (Block Schedule)    | Any course approved by the School Board of Sarasota County that is appropriate for Grade 9 or above may fulfill an elective credit for graduation except study hall and other courses identified as noncredit (NC), Adult Basic Education, and GED preparation.   |
|   | Or<br>8 (Oak Park)           |   |
| <p>Earn passing scores (as defined by the State of Florida) on the grade 10 FSA in ELA or SAT/ACT scores that are concordant. <u>Earn passing scores (as defined by the State of Florida) on the grade 10 FSA in ELA or SAT/ACT scores that are concordant. All students entering grade 9 in the 2016-2017 and the 2017-2018 school year may use comparative PSAT, SAT, ACT or PERT scores to meet the Algebra 1 requirement. Students entering grade 9 in the 2018-2019 school year may use comparative PSAT, SAT, or ACT scores to meet the Algebra 1 requirement.</u></p> <p>Students must take the appropriate End of Course exams as required by the state of Florida and 30% of the end of course exam will be calculated into the final grade for Biology, Geometry, US History, and Algebra 1. The Algebra 1 EOC must be passed for a standard diploma.</p> |                              |   |

**Commented [CE62]:** This may have to be removed after the rule change

**Commented [CC63]:** See above

## XI. APPENDIX C: REQUEST FOR ACCELERATION

ACCEL options 1003.4295 F.S. are educational options that provide academically challenging curriculum or accelerated instruction to eligible students. ***For most students, in-class differentiation provides the learning opportunities needed for advanced students to be challenged.*** The school must carefully consider the effect of ACCEL options, especially mid- year and full-year promotion, on the student’s future social, emotional and academic performance. A plan for the smooth transition from the student’s current grade to a higher grade must be developed, as well as assurance of continuous course progression into middle and high school. **The students’ commitment, desire for the program and maturity level must be considered as well as meeting the eligibility requirements.** Parent permission is necessary for ACCEL options. REQUESTS MUST BE SUBMITTED BY MAY 1.

### To be completed by Parent/Guardian:

Student (legal name): \_\_\_\_\_ DOB \_\_\_\_\_

School: \_\_\_\_\_ Teacher: \_\_\_\_\_

Grade: \_\_\_\_\_

Parent/Guardian Name (print first and last): \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_

### Select the ACCEL Option you are requesting:

Mid-year promotion to grade

Full-year promotion to grade

Subject-matter acceleration for subject(s) – List Subject(s):

Virtual instruction in higher grade level subject(s) – List subject(s):

Advanced Work Class(s) (Elementary ONLY)

On a separate piece of paper, give specific examples that you have observed of how your child functions at a significantly higher level in the subject area requested for acceleration. In your response, describe each of the following:

1. Academic performance
2. Ability to apply, analyze, and evaluate ideas at an advanced level
3. Ability to work independently
4. Ability to think creatively
5. Motivation to work on advanced material

Signature of individual submitting request: \_\_\_\_\_ Date Submitted: \_\_\_\_\_

Relationship to student: \_\_\_\_\_

**Requests must be submitted by May 1.**

## XII. APPENDIX D: ACCELERATION PERFORMANCE CONTRACT

To be completed before each new ACCEL Option

Student (legal name): \_\_\_\_\_ DOB \_\_\_\_\_

School: \_\_\_\_\_ Teacher: \_\_\_\_\_

Grade: \_\_\_\_\_

Parent/Guardian Name (print first and last): \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_

**Select the ACCEL Option you are requesting:**

Mid-year promotion to grade

Full-year promotion to grade

Subject-matter acceleration for subject(s) – List Subject(s):

Virtual instruction in higher grade level subject(s) – List subject(s):

Advanced Work Class(s) (Elementary ONLY)

**Agreement**

Student participation in the selected ACCEL Option is contingent upon the student meeting eligibility and procedural requirements, as explained in the Sarasota County Student Progression Plan. Students are required to participate in all state, federal, and local assessments if mid-year or full-year promotion occurs. If a student fails to comply with the stipulated requirements at any time after the ACCEL Option is in effect, the principal may terminate the student's participation and will determine the appropriate placement in lieu of the ACCEL Option.

**I grant permission for my student to accelerate his/her learning and agree to the conditions stated above:**

Parent/Guardian Name (print): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Principal's Name (print): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

XIII. APPENDIX E: MASTERY EXAM REQUEST

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

School: \_\_\_\_\_ Counselor: \_\_\_\_\_

Date of Request: \_\_\_\_\_ School Year: \_\_\_\_\_

Data in Support of Credit Acceleration by Mastery Exam:

FSA Assessment Score in Math: \_\_\_\_\_ Date of Assessment: \_\_\_\_\_

Most recent mathematics or science course: \_\_\_\_\_ Academic Grade: \_\_\_\_\_

Other justification: \_\_\_\_\_

\_\_\_\_\_

Counselor's Communication with Parent: \_\_\_\_\_ Date: \_\_\_\_\_

Parent agrees that \_\_\_\_\_ grade will appear in student's record and on the student's transcript.

Request for State EOC must be submitted 9 weeks prior to the date of administration.

Request to be assessed in \_\_\_\_\_ which has an administration date of \_\_\_\_\_.

Has the student attempted the EOC in Algebra 1, Geometry or Biology previously? Yes  No

If so, which one? \_\_\_\_\_ Provide date, score, and evidence of additional pre-approved preparation.

Date: \_\_\_\_\_ Score \_\_\_\_\_ Additional pre-approved preparation: \_\_\_\_\_

**Recommendation of Principal:**

- There is adequate documentation to support the student taking the EOC in Algebra 1, Geometry or Biology.
- There is NOT adequate documentation to support the student taking the EOC in Algebra 1, Geometry or Biology.

Signature of Principal: \_\_\_\_\_ Date: \_\_\_\_\_

Additional Comments:

