

## **Huntsville City Schools Credit Recovery Plan SY2019-20**

In accordance with the guidelines of the Alabama Department of Education (ALSDE), the Huntsville City School System will offer students who have received failing grades in courses that are required for graduation an opportunity to recover the lost credit through a standards-based approach that will target specific knowledge and skill deficits instead of requiring the student to repeat the entire course. Such students must meet eligibility requirements to apply, and the Credit Recovery Program must be operated under the guidelines established by the ALSDE and the local education agency (LEA).

### **Student Failure Reports**

Students with failing grades in courses that are necessary for graduation will be offered the opportunity to recovery credit to remain on track for the four-year graduation date. The student failure report provided to school by Huntsville City Schools Assessment and Accountability may be used in combination with course and skill-specific diagnostic tools provided through software vendors and/or school or school-system assessments, all of which must be aligned with the Alabama Course of Study content standards for the course being pursued through Credit Recovery.

### **Student Eligibility, Admission, and Removal**

Students are eligible to apply for Credit Recovery if the final grade earned in a course required for graduation was between 40 or above. Alternatively, such a student can choose to repeat a course in its entirety during the next regular school term.

Students must complete an application to request placement in a Credit Recovery Course. The student and parent/guardian must sign the application to consent to placement in the program and to acknowledge agreement with the terms of admission, program requirements and limitations.

Students may be removed from a Credit Recovery Program at the discretion of the administrator supervising the program for circumstances involving serious or repeated misbehavior, failure to adhere to program attendance requirements, or failure to make adequate progress towards meeting remediation requirements.

### **Credit Recovery Program Authorization and Operation**

The operating hours of the program will be normal school hours during regular school year. Students will be allowed to have Flex Schedules to fulfill their Credit Recovery hours during the school day.

Credit Recovery programs operating during the summer term or outside the normal school hours must be supervised by an administrator.

Teachers working with students in Credit Recovery programs must be certified in the content area they are teaching or in one content area if they are facilitating a software-based program. In situations where online courses are being utilized, an approved adult employee of the school system may be used as a facilitator.

Credit Recovery Program offerings may be limited by the availability of space, teachers, or appropriate computer-based content for specific courses.

### **Instructional Content and Curriculum**

Instruction may be delivered through a combination of computer-based instructional software and targeted small-group instruction supervised and managed by a certified teacher or through direct instruction from a teacher who is certified in the subject area of the course being recovered. Credit Recovery teachers will receive training pertaining to effective course organization and operational management of the applicable computer-based instructional software.

**An individual student prescription** will be developed by the Credit Recovery teacher and/or counselor based on transcript records and failure reports completed by the student's teacher of record and skill-specific diagnostic tools which are offered by the computer-based instructional software or other approved assessments. The Credit Recovery teacher and/or counselor will use his or her professional judgment of this data along with any further diagnostic device deemed necessary to develop a prescriptive plan for specific standards for remediation targeted to individual students.

The student must complete his or her individual remediation plan assessments under the supervision of the Credit Recover teacher of record during operating dates and hours of the Credit Recovery Program. Students may attempt to recover multiple credits, but one credit must be completed before attempting the next.

Instructional assignments, whether computer-based or teacher-based, will be aligned with the Alabama academic content standards approved by the Alabama State Board of Education.

Students will be released from the Credit Recovery Program upon successful completion of individual remediation plans regardless of the number of hours of instruction.

### **Grades and Credit**

A maximum grade of 70 may be awarded in a Credit Recovery course.

Grade forgiveness will be used, whereby the original failing grade is replaced by the Credit Recovery grade for computing grade-point averages. The original failing grade must remain on the transcript.

### ***Huntsville City Schools Policy 7.3.7 Credit Recovery***

*The Superintendent is authorized to develop procedures for a program through which a student may recover credits in one or more failed courses, in compliance with regulations promulgated by the State Department of Education.*

*The curriculum will align with the State Board of Education course of study and study content standards in which the student seeking credit recovery is deficient.*

- *[Reference: Ala. Admin. Code 290-3-1-.02(12)]*