



# Student Progression Plan 2019-20

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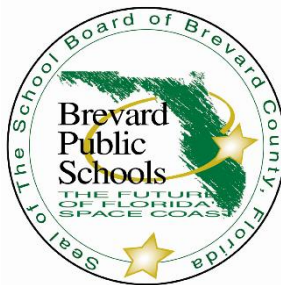
# **School Board of Brevard County**

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# Student Progression Plan

## 2019-2020

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# **Legal Foundation of the** **Student Progression** **Plan**

## **SECTION 1008.25, FLORIDA STATUTES, STUDENT PROGRESSION**

Each district school board shall establish a comprehensive program for student progression, which shall be based upon an evaluation of each student's performance, including how well the student masters the performance standards approved by the state board.

The District program for student progression shall be based upon local goals and objectives, which are compatible with the state's plan for education. Pertinent factors considered by the teacher before recommending that a student progress from one grade to another shall be prescribed by the District in its rules.

### **I. Foreword:**

- A. In response to legislation, and in accordance with [School Board Policy 5410](#), the Student Progression Plan is revised and updated annually, based on input from school and District personnel and legislative and State Board Rule changes. This plan gives consideration to the best interest of individual students and complies with the Florida Statutes and State Department of Education Directives. All District level and school level instructional personnel, parents/legal guardians, and students are encouraged to study the requirements of the District's Student Progression Plan, with the understanding that the legislative intent is to raise the quality of education in Florida.
- B. Some students may not meet one (1) or more of the requirements for promotion and/or graduation. When this occurs, schools are expected to make every reasonable effort to assist students in meeting these requirements.

### **I. Introduction:**

- A. Satisfactory progress through the District's schools depends on the combined efforts of students, parents/legal guardians, and professional educators. With appropriate motivation and instruction, most students will make satisfactory progress. However, individuals may require varied amounts of time to develop their educational potential.
- B. The Student Progression Plan for the District has been developed and revised to provide an instructional program in which each student can progress academically, emotionally, socially, and physically. This plan outlines provisions for promotion, retention, good cause exemptions from mandatory retention, acceleration, enrichment, or alternative assignments for all District students.

## **II. Responsibilities Related to Student Progression**

### **Responsibilities of the Teacher:**

- 1. Use of the curriculum guides, scope and sequence charts, language arts, and mathematics assessment information;

2. Key student evaluation to Florida Standards, Next Generation Sunshine State Standards, state assessment item specifications, and District-adopted programs;
3. Utilize all available data, including achievement tests, progress tests, daily assignments, teacher observations, portfolios, past performance, and other available information to plan instruction and evaluate student performance;
4. Determine the student's grades and follow established District and school procedures for recording and reporting them;
5. Advise the Principal regarding potential grade level assignments of students;
6. Inform parents or legal guardians of student progress and seek their assistance in meeting student needs;
7. Help students acquire study skills and self-discipline needed to understand content successfully;
8. Schedule conferences with parents/legal guardians if progress reports, assessment data, or general performance indicate the student is having difficulty;
9. Follow the Student Progression Plan as it pertains to grade level assignment.

**Responsibilities of the Principal:**

1. Administration of student progression within the school,
2. Assist and supervise teachers in utilizing curriculum guides, scope and sequence charts, Florida Standards, Next Generation Sunshine State Standards, state assessment item specifications, and assessment information, and to assist and supervise teacher preparation of additional content goals and objectives,
3. Make final decisions regarding the assignment and progression of students,
4. Ensure that parents or legal guardians are advised of student progress and of the possible retention of their child as soon as possible,
5. Make available to all parents or legal guardians and students a copy of the Student Progression Plan at the time the student is officially enrolled in the school if requested.

**Responsibilities of the Parent/Legal Guardian:**

1. Ensure consistent school attendance by the student;
2. Encourage student to have good study and work habits, self-discipline and respect for schools and school personnel;
3. Review official interim and report cards from the school at the end of each grading period and to schedule conferences with teachers if such reports indicate their child is having difficulty;
4. Honor requests for conferences from school officials whenever possible;

5. Respond promptly to all requests from the school for information;
6. Stay informed of child(ren)'s progress through scheduled parent/legal guardian-teacher conferences, report cards, and communications from the school.

**Responsibilities of the Student:**

1. Make an effort to accomplish all objectives in each subject;
2. Maintain good attendance;
3. Deliver all report cards and other communications from the school to the parent/legal guardian(s);
4. Develop good study habits and self-discipline, as well as accept additional help from available educational personnel and parents/legal guardians if experiencing school related problems;
5. Make their best effort in taking all tests, including teacher made, achievement and assessments.

**III. Make-Up Work:**

- A. Students may be able to make up any work missed for grade or credit within the nine (9) days per semester or the four (4) days within a nine (9) week period for schools on a block schedule. All educational requirements for the course shall be met before a passing grade and/or credit is assigned. The student shall have a reasonable amount of time, left up to the discretion of the teacher, to complete make-up work. Principals may grant extensions to make up time limit for extenuating circumstances.
- B. The principal shall determine, in consultation with teachers, when appropriate, whether the student should be given the opportunity to make-up schoolwork and course requirements missed while absent due to out-of-school suspension. If this privilege is given, the student shall have a reasonable amount of time left up to the discretion of the teacher following suspension to complete the schoolwork missed and shall do so on his or her own initiative.

**IV. Student Performance:**

All District schools shall provide appropriate instruction in the state adopted student performance standards in reading, writing, mathematics, science, computer literacy, economics, geography, government, and history and in the state adopted standards in mathematics, science, social studies, and writing. In addition, student performance standards for each course in grades 9-12 for which credit toward graduation is awarded have been developed and are adopted by the School Board as part of the Student Progression Plan. These student performance standards relate directly to the intended outcomes specified in the curriculum frameworks adopted by the State Board of Education and are reviewed by the Instructional Division to insure that they are conceptually and pedagogically consistent with State Board approved course student performance standards in each District course for which statewide standards have been adopted.

# **General Information**

**I. Report Cards - s. 1003.33(1), F.S.:**

The Report Card shall clearly depict and grade the following:

- A. Academic performance in each class or course in grades 1 through 12 based on examinations, as well as written papers, class participation, and other academic performance criteria;
- B. Conduct and behavior;
- C. Attendance, including absences and tardiness;
- D. Report Cards issued quarterly in accordance with the District's Calendar, which is distributed to schools and community prior to the start of the school year.

**II. End of Year Status Statement/No Academic Exemptions Based on Student Attendance - s. 1003.33(2), F.S.:**

- A. The final report card shall indicate the end-of-year status or performance or nonperformance at grade level, acceptable or unacceptable behavior and attendance, and promotion or non-promotion.
- B. Schools shall not exempt students from academic performance requirements such as final exams, 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, s. 1003.33(2), F.S. Student absences for approved school activities, or absences approved by the principal or designee shall not negatively impact the student as related to the 135-hour minimum attendance for credit provided that the student completes appropriate make-up work essential for meeting course requirements.
- C. This provision applies to students in homebound programs, absences for religious instruction as authorized by s. 1003.21, F.S., absences related to required instruction as specified in s. 1003.42, F.S., and, subject to the rules and regulations of the state board and of the District, other absences which are deemed by the principal to be in the best interest of the student.
- D. In accordance with Department of Education memorandum DPS 85-69, a student may be counted as being in school if the student is attending an academic instructional activity away from the school site provided that the activity is directly related to the instructional outcomes of one (1) or more of the courses missed and that the student completes appropriate make-up work essential for meeting course requirements. Absences from specific classes for such activities shall be recorded but not reported in accordance with School Board Policy 5200 Attendance.

**III. State Standards – s. 1003.41, F.S.:**

Florida public K-12 instruction is based on the Florida Standards and the Next Generation Sunshine State Standards. These standards establish the core content of the curricula to be taught and skills that K-12 public school students are expected to acquire in Florida.

#### IV. **School Grading System:**

All schools will use the state grading system and interpretation of letter grades in grades 3-12 as follows:

<b><u>Letter Grade</u></b>	<b><u>Grade Point Average</u></b>	<b><u>Value</u></b>	<b><u>Definition</u></b>
A	90-100	4	Outstanding Progress
B	80- 89	3	Above Average Progress
C	70- 79	2	Average Progress
D	60- 69	1	Lowest Acceptable Progress
F	0- 59	0	Failure

*See the Elementary, Middle, and High School sections for further guidance regarding grading.*

#### V. **Public School Student Progression; Remedial Instruction; Reporting Requirements – s. 1008.25(1), F.S.:**

- A. Student progression from one (1) grade to another is partially based upon satisfactory performance in reading, writing, science, social studies and mathematics. District policies must facilitate student achievement, inform each student and his/her parent/legal guardian of academic progress and indicate that students have access to educational options that provide academically challenging coursework or accelerated instruction pursuant to **s. 1002.3105, F.S.**
- B. **Note:** Each student must participate in statewide standardized assessment tests at designated grade levels, as required by **s. 1008.22, F.S.**

#### VI. **Comprehensive Plan for Student Progression /Specific District Levels of Performance for Student Progression Plan – s. 1008.25 (2)(a)-(b), F.S.:**

- A. The school board must establish a comprehensive plan for student progression which must:
  - 1. Provide for evaluating student performance and how well a student masters the performance standards (Next Generation Sunshine State Standards and/or Florida Standards); and
  - 2. Provide specific levels of performance for student progression in reading, writing, science and mathematics for each grade level, which includes the state levels of performance on statewide standardized assessments, below which a student must receive remediation or be retained within an intensive program that is different from the previous year's program and takes into account the student's learning style.
- B. The FSA and SSA assess student mastery of the Florida Standards and Next Generation Sunshine State Standards. Retention decisions should be based on more than a single test score. **The school principal is responsible for making the final recommendation for student progression.** The District levels of expectation include:

1. Mastery of performance standards approved by the State Board of Education for grades K-12 which are, at a minimum, the Florida Standards and the Next Generation Sunshine State Standards in ELA, science, social studies and mathematics;
2. Achievement of specific, District-established levels of performance in ELA, science, and mathematics for each grade level, including levels of performance on statewide standardized assessments at selected grade levels in elementary, middle, and high school;
3. Pertinent factors to be considered by the teacher before recommending that a student progress from one (1) grade to another;
4. Next Generation Sunshine State Standards (NGSSS) and Florida Standards serve as the District level expectations;
5. Remedial and supplemental instruction to students who are deficient; and
6. Compliance with School Board Policy 5200 Attendance.

**VII. Resource Allocation – s. 1008.25(3)(a)-(b), F. S.:**

- A. District school boards shall allocate remedial and supplemental instructional resources to students in the following priority:
  1. Students who are deficient in reading by the end of third grade;
  2. Students at all grade levels who fail to meet performance levels required for promotion consistent with this Student Progression Plan.

**VIII. Assessment and Remediation – s. 1008.25(4)(a), F.S.:**

Each student must participate in statewide, standardized assessment tests, at designated grade levels, as required by statute. Each student who does not meet the District specific levels of performance for student progression in reading, writing, science, and mathematics for each grade level, or who scores below Level 3 in reading or math must be provided with additional diagnostic assessments to determine the nature of the student's difficulty in the areas of academic need.

**IX. Progress Monitoring Plan (PMP) – s. 1008.25(4)(b), F.S.:**

- A. A student who is not meeting the District or state requirements for satisfactory performance in English Language Arts and mathematics must be covered by one (1) of the following plans:
  1. A federally required student plan such as an individual education plan;
  2. A school wide system of progress monitoring for all students, except a student who scores Level 4 or above on the English Language Arts and mathematics assessments may be exempted from participation by the principal; or
  3. An individualized progress monitoring plan.



**X. Social Promotion Elimination – s. 1008.25(6), F.S.:**

- A. No student can be assigned to a grade level based solely on age or other factors that constitute social promotion. Social promotion occurs when a student is promoted based on factors other than the student achieving the District and state level of performance for student progression. A student fails to meet the state levels of performance for student progression when the student fails to achieve the required levels in reading, writing, mathematics or science on the Florida Standards Assessment (FSA) or the Statewide Science Assessment (SSA).
- B. Students with disabilities following the general education curriculum must meet the state or District levels of performance for student progression unless the student's individual educational plan (IEP) team has determined the student should follow **a modified curriculum** aligned with exceptional student education course requirements and Florida Standards and NGSSS Access Points.
- C. Retention of English language learner (ELL) students must be determined by a school's ELL committee, except in the case of mandatory retention for reading deficiencies in grade 3.

**XI. Academically Challenging Curriculum to Enhance Learning (ACCEL) Options - s. 1002.3105, F.S.:**

The State language for kindergarten and first grade enrollment s.1003.21, F.S.: supercedes ACCEL language.

- A. ACCEL options provide academically challenging curriculum or accelerated instruction to eligible public school students in kindergarten through grade 12. ACCEL options may include, but are not limited to: Enriched science, technology, engineering and mathematics coursework (STEM), enrichment programs, flexible grouping, advanced academic courses, combined classes, self-paced instruction, curriculum compacting, and advanced-content instruction.
- B. If a student is deemed eligible, the school must provide:
  - 1. Whole-grade and mid-year promotions;
  - 2. Subject matter acceleration;
  - 3. Virtual instruction in higher grade level subjects;
  - 4. Credit Acceleration as specified in **s. 1003.4295, F.S.**
- C. The Student Progression Plan must include information about ACCEL options, early accelerated graduation options, and dual enrollment courses included in the dual enrollment articulation agreement.
- D. Eligibility for acceleration is determined through the Multi-Tiered System of Support (MTSS) process. At a minimum, the following criteria must be considered prior to acceleration:
  - 1. Student performance on a locally-determined assessment, a statewide assessment, or a standardized assessment administered pursuant to **s. 1008.22, F.S.:**
  - 2. The student's grade point average;

3. The student's attendance and conduct record;
4. Recommendations from one (1) or more of the student's teachers in core-curricular courses;
5. A recommendation from the school counselor; and,
6. Kindergarten and first grade students must meet the age requirements set forth in **s. 1003.21, F.S.**

**XII. Interstate Compact on Educational Opportunity for Military Children – s. 1000.36, F.S.:**

The purpose of the Interstate Compact on Educational Opportunity for Military Children (the "Compact"), found in **s. 1000.36, F.S.**, is to remove barriers to educational success imposed on children of military families because of frequent moves and deployment of their parents/legal guardians.

A. **Applicability.** In accordance with Article III of **s. 1000.36, F.S.**, except as otherwise provided in Section C, this Compact applies to the children of:

1. Active-duty members of the uniformed services, including members of the National Guard and Reserve on active-duty orders pursuant to **10 U.S.C. ss. 1209** and **1211**;
2. Members or veterans of the uniformed services who are severely injured and medically discharged or retired for a period of one (1) year after medical discharge or retirement; and
3. Members of the uniformed services who die on active duty or as a result of injuries sustained on active duty for a period of one (1) year after death.

B. This Compact applies to local education agencies.

C. This Compact does not apply to the children of:

1. Inactive member of the National Guard and military reserves;
2. Members of the uniformed services now retires, except as provided in Section A;
3. Veterans of the uniformed services, except as provided in Section A; and
4. Other United States Department of Defense personnel and other federal agency civilian and contract employees not defined as active-duty members of the uniformed services.

D. **Educational Records and Enrollment.** In accordance with Article IV of **s. 1000.36, F.S.**:

1. If a child's official education records cannot be released to the parents/legal guardians for the purpose of transfer, the custodian of the records in the sending state shall prepare and furnish to the parent/legal guardian a complete set of unofficial educational records containing uniform information as determined by the Interstate Commission. Upon receipt of the unofficial education records by a school in the receiving state, that school shall enroll

and appropriately place the student based on the information provided in the unofficial records pending validation by the official records, as quickly as possible.

2. Simultaneous with the enrollment and conditional placement of the student, the school in the receiving state shall request the student's official education record from the school in the sending state. Upon receipt of the request, the school in the sending state shall process and furnish the official education records to the school in the receiving state within ten (10) days or within such time as is reasonably determined under the rules adopted by the Interstate Commission.
3. Compact states (Districts) must give thirty (30) days from the date of enrollment or within such time as is reasonably determined under the rules adopted by the Interstate Commission for students to obtain any immunization required by the receiving state. For a series of immunizations, initial vaccinations must be obtained within thirty (30) days or within such time as is reasonably determined under the rules promulgated by the Interstate Commission.
4. Students shall be allowed to continue their enrollment at grade level in the receiving state commensurate with their grade level, including kindergarten, from a local education agency in the sending state at the time of transition, regardless of age. A student who has satisfactorily completed the prerequisite grade level in the local education agency in the sending state is eligible for enrollment in the next highest grade level in the receiving state, regardless of age. A student transferring after the start of the school year in the receiving state shall enter the school in the receiving state on their validated level from an accredited school in the sending state.

**E. Placement and Attendance.** In accordance with Article V of s. 1000.36, F.S.:

1. If a student transfers before or during the school year, the receiving state school shall initially honor placement of the student in educational courses based on the student's enrollment in the sending state school or educational assessments conducted at the school in the sending state if the courses are offered. Course placement includes, but is not limited to, Honors, International Baccalaureate, Advanced Placement, vocational, technical, and career pathways courses. Continuing the student's academic program from the previous school and promoting placement in academically and career challenging courses should be paramount when considering placement. A school in the receiving state is not precluded from performing subsequent evaluations to ensure appropriate placement and continued enrollment of the student in the courses.
2. The receiving state school must initially honor placement of the student in educational programs based on current educational assessments conducted at the school in the sending state or participation or placement in like programs in the sending state. Such programs include, but are not limited to:
  - a. Gifted and talented programs; and
  - b. English as a second language (ESL).

**F. Eligibility.** In accordance with Article VI of s. 1000.36, F.S.:

1. When considering the eligibility of a child for enrolling in a school, the school shall consider the following:
  - a. A special power of attorney relative to the guardianship of a child of a military family and executed under applicable law is sufficient for the purposes of enrolling the child in school and for all other actions requiring parental participation and consent.
  - b. A local education agency is prohibited from charging local tuition to a transitioning military child placed in the care of a noncustodial parent/legal guardian or other person standing in loco parentis who lives in a school's jurisdiction different from that of the custodial parent/legal guardian.
  - c. A transitioning military child, placed in the care of a noncustodial parent/legal guardian or other person standing in loco parentis who lives in a school's jurisdiction different from that of the custodial parent/legal guardian, may continue to attend the school in which he or she enrolled while residing with the custodial parent/legal guardian.
2. State and local education agencies must facilitate the opportunity for transitioning military children's inclusion in extracurricular activities, regardless of application deadline, to the extent they are otherwise qualified.

**G. Graduation.** In accordance with Article VII of **s. 1000.36, F.S.**:

In order to facilitate the on-time graduation of children of military families, states and local education agencies shall incorporate the following procedures:

1. Local education agency administration officials shall waive specific courses required for graduation if similar coursework has been satisfactorily completed in another local education agency or shall provide reasonable justification for denial. If a waiver is not granted to a student who would qualify to graduate from the sending school, the local education agency must provide an alternative means of acquiring required graduation coursework so that graduation may occur on time.
2. States shall accept exit or end-of-course exams (reading and math) required for graduation from the sending state, national norm-referenced tests, or alternative testing, in lieu testing requirements for graduation in the receiving state. If these alternatives cannot be accommodated by the receiving state for a student transferring in his or her senior year, then the provisions of **s. 1000.36, F.S.**, and Article VII, Section C, of **s. 1003.36, F.S.**, shall apply.
3. If a military student transfers at the beginning of or during his or her senior year and is not eligible to graduate from the receiving local education agency after all alternative have been considered, the sending and receiving local education agencies must ensure the receipt of a diploma from the sending local education agency, if the student meets the graduation requirements from the sending local education agency. If one of the states in question is not a member of this compact, the member state shall use its best efforts to facilitate the on-time graduation of the student in Sections A and B of Article VII of **s. 1003.36, F.S.** (*Explanatory Note: Florida is a member-state.*)

### **XIII. Annual Reports:**

#### **A. Parent/Legal Guardian.**

1. Schools must annually report to the parents/legal guardians of each student the progress of the student towards achieving the state and District expectations for proficiency in reading, writing, science, and mathematics, including the student's results on state assessments.
2. The evaluation of student progress must be based upon classroom work, observations, tests, District and statewide standardized assessments, and other relevant information. Progress reporting must be provided to the parent/legal guardian in writing in a format adopted by the School Board. No one test with a single administration should determine promotion or retention.

#### **B. Local Newspaper.**

The District will annually publish in the local newspaper and report in writing to the State Board of Education by September 1 of each year the following information on the prior school year:

1. The provisions of the law relating to public school student progression and the District's policies and procedures on student retention and promotion;
2. By grade, the number and percentage of all students in grades 3-10 performing at Levels 1 & 2 on the reading portion of FSA;
3. By grade, the number and percentage of all students in grades 3-10;
4. Information on the total number of students who were promoted for good cause, by each category of good cause; and
5. Any revisions to the District school board's policy on retention and promotion from the prior year.

### **XIV. Physical Education/Recess Policy – s. 1003.455, F.S.:**

- A. It is the responsibility of School Board to develop a physical education program that stresses physical fitness and encourages healthful, active lifestyles and to encourage all students in prekindergarten through grade 12 to participate in physical education. Physical education shall consist of physical activities of at least a moderate intensity level and for a duration sufficient to provide a significant health benefit to students, subject to the differing capabilities of students. All physical education programs and curricula must be reviewed by a certified physical education instructor.
- B. Each district school board shall adopt a written physical education policy that details the District's physical education program, the expected program outcomes, the benefits of physical education, and the availability of one-on-one counseling concerning the benefits of physical education.

- C. The District shall ensure that students enrolled at elementary schools (grades K-5 and 6<sup>th</sup> grade where applicable) are provided with 150 minutes of physical education each week so that on any day during which physical education instruction is conducted there are at least thirty (30) consecutive minutes per day. The equivalent of one (1) class period per day of physical education for one (1) semester of each year is required for students enrolled in grades 6 through 8. Students enrolled in such instruction shall be reported through the periodic student membership surveys and records of such enrollment shall be audited pursuant to s. 1010.305, F.S. Such instruction may be provided by any instructional personnel as defined in s. 1012.01(2), F.S., regardless of certification, who are designated by the school principal.
- D. The requirement in s. 1003.455(3), F.S., shall be waived for a student who meets one (1) of the following criteria at the discretion of the school administration:
  - 1. The student is enrolled or required to enroll in a remedial course.
  - 2. The student's parent/legal guardian indicates in writing to the school that:
    - a. The parent/legal guardian requests that the student enroll in another course from among those courses offered as options by the District; or
    - b. The student is participating in physical activities outside the school day, which are equal to or in excess of the mandated requirement.
- E. The District shall notify the student's parent/legal guardian of the waiver options available under s. 1003.455(3), F.S. before scheduling the student to participate in physical education.
- F. In accordance with s. 1003.455(6), F.S., each school shall provide at least 100 minutes of supervised, safe, and unstructured free-play recess each week for students in kindergarten through grade 5 so that there are at least twenty (20) minutes of free-play recess per day. This requirement does not apply to charter schools.

**XV. Mental and Emotional Health Education – Rule 6A-1.094121, F.A.C/**

- A. It is the responsibility of the School Board to annually provide a minimum of five (5) hours of instruction to students in grades 6-12 related to youth mental health awareness and assistance, including suicide prevention and the impacts of substance abuse.
- B. Using the health education standards adopted in rule 6A-1.09401, F.A.C., Student Performance Standards, the instruction for youth mental and emotional health will advance each year through developmentally appropriate instruction and skill building and must address, at a minimum, the following topics:
  - 1. Recognition of signs and symptoms of mental health disorders;
  - 2. Prevention of mental health disorders;
  - 3. Mental health awareness and assistance;

4. How to reduce the stigma around mental health disorders;
  5. Awareness of resources, including local school and community resources;
  6. The process for accessing treatment;
  7. Strategies to develop healthy coping techniques;
  8. Strategies to support a peer, friend, or family member with a mental health disorder;
  9. Prevention of suicide; and
  10. Prevention of the abuse of and addiction to alcohol, nicotine, and drugs.
- C. By December 1 of each year, each school district must submit an implementation plan to the commissioner at [MentalHealthEducation@fldoe.org](mailto:MentalHealthEducation@fldoe.org) and post the plan on the school district website. The implementation plan must include:
1. The specific courses in which instruction will be delivered for each grade level;
  2. The professional qualifications of the person delivering instruction; and
  3. A description of the materials and resources utilized to deliver instruction.
- D. By July 1 of each year, each school district must submit an annual report to the commissioner at [MentalHealthEducation@fldoe.org](mailto:MentalHealthEducation@fldoe.org). The report must verify completion of the instruction and include:
1. The specific courses in which instruction will be delivered for each grade level;
  2. The professional qualifications of the person delivering instruction; and
  3. A description of the materials and resources utilized to deliver instruction.

# **Elementary Student** **Progression**



## **I. Initial Entry to Voluntary Prekindergarten (VPK):**

Children entering voluntary prekindergarten (VPK) must comply with **s. 1002.53(2), F.S.**, regarding entry age. A child must be four (4) years old by September 1, in order to meet the Florida age requirement for voluntary prekindergarten. The District offers a limited number of public school VPK classes; however, several private providers in the county also offer VPK programs. For information regarding registration and VPK Programs in Brevard, please visit the Early Learning Coalition of Brevard website at <http://www.elcbrevard.org>.

## **II. Mandatory School Age:**

**Section 1003.21(1)(a)1, F.S.**, requires that a child, who will be six (6) years old by February 1, must attend school regularly during the entire school term. Therefore, a child who will be six (6) by February 1 must start school at the beginning of the school year in which he or she will become six (6).

## **III. Initial Entry to Kindergarten:**

Children entering kindergarten in the District for the first time must comply with **s. 1003.21(1)(a)2, F.S.**, regarding entry age. A child must be five (5) years old on or before September 1 of the school year, in order to meet the Florida age requirement for kindergarten.

## **IV. Initial Entry into First Grade:**

Children entering the first grade must comply with **s. 1003.21(1)(b), F.S.**. Any child who has attained the age of six (6) years on or before September 1 of the school year, and who has satisfactorily completed the requirements for kindergarten in a public or nonpublic school, shall be eligible to enter first grade. A public or nonpublic school must provide written documentation of satisfactory completion of kindergarten. The nonpublic school must be one from which the District school board accepts transfer of academic credit.

## **V. Transfer Requirements:**

- A. Elementary grade placement of transfer students to the District shall be in accordance with the requirements as stated in **s. 1003.21(2)(a), F.S.**, and **Rule 6A-1.0985, F.A.C.**, and shall be subject to the following conditions:
  1. **Underage In-State Transfers from Nonpublic Schools to Kindergarten.**  
Students transferring from a nonpublic Florida kindergarten to the District must meet the Florida age requirements for entry age to kindergarten as stated in **s. 1003.21(1)(a)2, F.S.**
  2. **Underage In-State Transfers from Public and Nonpublic Schools to First Grade**  
Students entering first grade in the District for the first time must comply with **s. 1003.21(1)(b), F.S.**. Any student who has attained the age of six (6) years old, on or before September 1, and has written documentation of satisfactory completion of kindergarten from a public or nonpublic school from which the District accepts transfer of academic credit, or who otherwise meets the criteria for admission or transfer in a manner similar to that applicable to other grades, shall progress according to the District's student progression plan. Students not meeting the above requirements will be enrolled in kindergarten.

3. Underage Out-of-State Transfers to Kindergarten and First Grade from Public and Nonpublic Schools

Entry into kindergarten and first grade by out-of-state transfer students who do not meet regular age requirements for admission to Florida public schools shall be in accordance with **Rule 6A-1.0985, F.A.C.**, which provides as follows:

- (1) Any student who transfers from an out-of-state public school and who does not meet regular age requirements for admission to Florida public schools shall be admitted upon presentation of the data required in subsection (3).*
- (2) Any student who transfers from an out-of-state nonpublic school and who does not meet regular age requirements for admission to Florida public schools may be admitted if the student meets age requirements for public schools within the state from which he or she is transferring, and if the transfer of the student's academic credit is acceptable under rules of the school board. Prior to admission, the parent or legal guardian must also provide the data required in subsection (3).*
- (3) In order to be admitted to Florida schools, such a student transferring from an out-of-state school must provide the following data:*
  - (a) Official documentation that the parent(s) or legal guardian(s) was a legal resident(s) of the state in which the child was previously enrolled in school;*
  - (b) An official letter or transcript from proper school authority which shows record of attendance, academic information and grade placement of the student;*
  - (c) Evidence of immunization against communicable diseases as required in **s. 1003.22, F.S.**;*
  - (d) Evidence of date of birth in accordance with **s. 1003.21, F.S.**; and,*
  - (e) Evidence of a medical examination completed within the last twelve (12) months in accordance with **s. 1003.22, F.S.***

**B. Public and Private School Transfer Students K-6.**

1. Elementary grade placement of transfer students shall be on a probationary basis until achievement is validated on the basis of official evidence of achievement or competence available to the school principal. Final academic placement of a transfer student will consider state, District, and teacher assessments, as well as classroom performance. The principal may reassign a student to the grade level at which the student can best perform academically.
2. The basis for reassignment shall be discussed in advance with the parent or legal guardian prior to placement at a level other than the grade level indicated by the student's previous placement.

## **VI. Home School Education K-8 – s. 1002.01(1), F.S.**

The definition and standards for Home Education programs give a parent or legal guardian the option of directing a home education program for their child in order to satisfy the requirements of Compulsory Attendance, **s. 1003.21, F.S.**,

### **A. Enrolling children from home education programs.**

1. The following guidelines refer to children from Home Education Programs who enroll or re-enter a public school in the District. Current District policies govern the grade placement of any transfer students.
2. The principal or designee shall determine the grade placement through any of the following methods:
  - a. Review of student portfolio;
  - b. Administration of any assessments normally used;
  - c. Testing using prior year course final examinations; and
  - d. Any other assessments, written or oral, deemed appropriate by the principal and/or faculty.

## **VII. Kindergarten Readiness Screening- s. 1002.69, F.S.:**

**Section 1002.69, F.S.**, directs the Department of Education to adopt a statewide kindergarten screening that must be administered to each kindergarten student in the District within the first thirty (30) days of the school year. The Florida Kindergarten Readiness Screener (FLKRS) assesses the readiness of each student for kindergarten based upon the performance standards under **s. 1002.67(1), F.S.**, for the Voluntary Prekindergarten Program.

## **VIII. Elementary Report Card:**

- A. All parents/legal guardians will be notified regularly of their child's progress towards achieving state and District expectations for proficiency in reading, writing, mathematics, social studies, and science throughout the school year. The District will distribute report cards to parents/legal guardians via paper or electronic means.
- B. Evaluation of student progress will be based on classroom work, observations, District and statewide standardized assessments, and other relevant information. Students enrolled in a school for fewer than fifteen (15) days do not have to receive grades for that grading period. A comment should be included on the report card stating that the student has not been in attendance for a sufficient time to be evaluated adequately.
- C. Report cards are issued quarterly in accordance with the District's calendar that is distributed to schools and community prior to the start of the school year.

- D. Student report cards reflecting on or above grade level, satisfactory grades shall indicate the student is meeting state standards, as well as the objectives identified in adopted curricular programs for that grade level.
- E. Progress Reports for ELL students must reflect that grades are based on instructional accommodations to meet the student's level of English proficiency while addressing the Florida Standards for their grade level.
- F. Students working below grade level may still receive satisfactory grades. Principal approval is required for Progress Report grades higher than "C" in reading and mathematics. (See following section on *Grading Below Grade Level Students*).

**IX. Grading Below Grade Level Students:**

- A. Each school is to establish procedures for notification of parents or legal guardians, in writing, when it is apparent that a student is not making satisfactory progress towards promotion and may need special placement or retention. Written acknowledgement of receipt of the notification letter should be requested from the parent or legal guardian.
- B. School Board policy requires principal approval to award grades higher than "C" on the report card for students working below grade level. For these students only, the instructional grade level of the student must be indicated in the comment section of the report card, in addition to checking below grade level on the report card.
- C. The following safeguards are provided to ensure progress toward attainment of grade level proficiency:
  - 1. A conference with the parent/legal guardian(s) regarding the below grade level status of the child is required at the start of the school year;
  - 2. A student who performs below grade level proficiency shall not receive a grade higher than a "C" for more than two (2) grading periods. For students with an IEP, please refer to the ESE section;
  - 3. The school principal will monitor the process and application of assigning grades higher than a "C" to students who are below grade level;
  - 4. The school principal will monitor the progress of below level students and ensure that they are provided the support and service necessary for progression to the next level;
  - 5. The school principal will report to Elementary Leading and Learning detailed data regarding the grading of below grade level students at the end of the school year upon request;
  - 6. A conference with parents/legal guardians at the end of the year is required if the child remains below grade level.

**X. Reading Assessment – s. 1002.20(11), F.S.:**

Each elementary school must regularly assess the reading ability of each student. If any student exhibits a reading deficiency, the parent/legal guardian shall be:

1. Immediately notified of the student's deficiency with a description and explanation in terms understandable to the parent/legal guardian, of the exact nature of the student's difficulty in learning and lack of achievement in reading;
2. Consulted in the development of a detailed progress monitoring plan (PMP), as described in s. 1008.25(4)(b), F.S.; and
3. Informed that the student will be given intensive intervention until the deficiency is corrected. This is an additional requirement to the remediation and notification provisions contained in s. 1008.25, F.S., and does not reduce the rights of a parent/legal guardian or the responsibilities of the District under that section.

**XI. Reading Deficiency - s. 1008.25(5), F.S.:**

**Intensive Reading Instruction**

Students in K-3 who exhibit a substantial deficiency in reading, based upon local or state assessments, or through observations, must be given intensive reading instruction immediately following the identification of the reading deficiency. The student's reading proficiency must be monitored and the intensive instruction must continue until the student demonstrates grade level proficiency in a manner determined by the District, which may include achieving a Level 3 on the statewide, standardized English Language Arts assessment.

**Mandatory Retention - s. 1008.25(5)(b), F.S.:**

To be promoted to grade 4, a student must score a Level 2 or higher on the statewide, standardized English Language Arts assessment required under s. 1008.22, F.S., for grade 3. If a student's reading deficiency is not remedied by the end of grade 3, as demonstrated by scoring Level 2 or higher on the statewide, standardized assessment required under s. 1008.22, F.S., for grade 3, the student must be retained.

**Parent/Legal Guardian Notification – s. 1008.25(5), F. S.:**

1. The parent/legal guardian of any K-3 student who exhibits a substantial deficiency in reading must be notified in writing of the following:
  - a. The child has a substantial reading deficiency;
  - b. The current services and supports provided to the child;
  - c. The proposed supplemental instructional services and supports designed to remediate the identified area of reading deficiency that will be provided to the child;

- d. That if the child's reading deficiency is not remediated by the end of grade 3, the child must be retained unless he or she is exempt from mandatory retention for good cause;
  - e. Strategies for parents/legal guardians to use in helping their child succeed in reading proficiency;
  - f. The Florida Standards Assessment (FSA) is not the sole determiner of promotion and that additional evaluations, assessments, and portfolio review may be used to determine if the student is reading at or above grade level;
  - g. Portfolio reviews and assessments are available to assist parents/legal guardians and the District in knowing when a child is reading at or above grade level and ready for grade promotion;
  - h. The specific criteria and policies for a portfolio and the evidence required to demonstrate mastery and that a parent/legal guardian may request that the school immediately begin collecting portfolio evidence.
  - i. The District's specific criteria and policies for mid-year promotion. Mid-year promotion means promotion of a retained student at any time during the year of retention once the student has demonstrated ability to read at grade level.
2. Each school is to establish procedures for notification of parents or legal guardians, in writing, when it is apparent that a student is not making satisfactory progress towards promotion and may need special placement or retention. Written acknowledgement of receipt of the notification letter shall be requested from the parent/legal guardian. When the decision has been made to retain or give a Good Cause Exemption from Mandatory Retention, the student and parents or legal guardians shall be notified in writing.

## **XII. Social Promotion Elimination - s. 1008.25(6)(a), F.S.:**

No student can be assigned to a grade level based solely on age or other factors that constitute social promotion. Social promotion occurs when a student is promoted based on factors other than student achievement.

## **XIII. Factors to Consider for Progression Decisions for Grades K, 1, 2, 4, and 5:**

The school principal makes the student progression decisions for grades K, 1, 2, 4, and 5. Students may be assigned to the next grade level when considering factors below:

1. English Language Learner student with less than two (2) years of instruction, based on the Date of Entry in U.S. Schools (DEUSS).
2. Student with a disability whose individual education plan (IEP) indicates Florida Standards are not appropriate. The rigor of Florida Standards is not appropriate and that instruction meets state-provided Access Points.
3. A student with a disability who has an individual education plan (IEP) or a Section 504 plan that reflects that the student has received intensive remediation in reading for one (1) or more years but, who still demonstrates a deficiency in reading, and was previously retained or assigned to TK-1.

4. A student who has received intensive remediation in reading for one (1) or more years, but who still demonstrates a deficiency in reading and who was previously retained or assigned to TK-1.

#### **XIV. Third Grade Mandatory Retention Exemptions for Good Cause :**

##### **A. Good Cause Exemption (GCE): Grade 3 - s. 1008.25(6)(b), F.S.:**

The District may only exempt students from mandatory retention, as provided in s. 1008.25(5)(b), F.S., for good cause. Good Cause Exemption from Mandatory Retention is the assignment of a student to the next grade level who has failed to meet grade level requirements. A student who is promoted to grade 4 with a good cause exemption shall be provided intensive reading instruction and intervention that include specialized diagnostic information and specific reading strategies to meet the needs of each student so promoted. The District shall assist schools and teachers with the implementation of reading strategies for students promoted with a good cause exemption which research has shown to be successful in improving reading among students who have reading difficulties.

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 shall assist schools and teachers to implement reading strategies that research has shown to be successful for improving reading among low performing readers.

Good cause exemptions are limited to the following:

1. Limited English proficient student who has had less than two (2) years of instruction, based on his or her Date of Entry in U.S. Schools (DEUSS).
2. A student with a disability whose individual education plan (IEP) indicates FSA standards are not appropriate.
3. Students who demonstrate an acceptable level of performance on an alternative assessment; the earliest the assessment may be administered for promotion purposes in the District is following administration of the statewide ELA assessment for 3<sup>rd</sup> grade. The assessment may be administered twice if there are at least thirty (30) days between administrations and alternative forms are used.
4. A student who demonstrates through a student portfolio that he or she is performing equivalent to at least a Level 2 on the statewide, standardized English Language Arts (ELA) assessment;
5. A student with a disability who takes the statewide, standardized English Language Arts (ELA) assessment and who has an individual education plan (IEP) or a Section 504 plan that reflects that the student has received intensive instruction in reading or English Language Arts for more than two (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 the intensive remediation in reading or English Languages for two (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 two (2) years. A student may not be retained more than once in grade 3.

7. Following administration of the statewide ELA assessment for 3<sup>rd</sup> grade, a student may not be retained more than once in grade 3.

**B. Requests for Grade 3 Good Cause Exemption s. 1008.25 (6)(c), F.S.:**

1. Documentation shall be submitted from the student's teacher to the school principal that indicates the promotion is appropriate and based upon the student's academic record. In order to minimize paperwork requirements, such documentation shall consist only of the existing progress monitoring plan, individual educational plan (IEP), if applicable, report card, or student portfolio.
2. The principal shall review and discuss such recommendations with the teacher and make the determination as to whether the student should be promoted or retained. If the principal determines the student should be promoted, he/she shall make such recommendation in writing to the District's superintendent. The District's superintendent shall accept or reject the school principal's recommendation in writing.

**C. Retained Third Grade Students – s. 1008.25(7), F.S.:**

1. Third grade students retained due to reading deficiencies must be provided daily intensive interventions in reading to ameliorate the student's specific reading deficiency, as identified by a valid and reliable diagnostic assessment. This intensive intervention must include:
  - a. Effective instructional strategies,
  - b. Participation in the District's summer reading camp, and
  - c. Appropriate teaching methodologies necessary to assist those students in becoming successful readers able to read at or above grade level and ready for promotion to the next grade.
2. Students retained in grade 3 due to a reading deficiency must be provided with intensive instructional services and supports to remediate the identified areas of reading deficiency, including a minimum of ninety (90) minutes of daily, *uninterrupted*, scientifically research-based reading instruction which includes phonemic awareness, phonics, fluency, vocabulary, and comprehension and other strategies prescribed by the District, which may include, but are not limited to:
  - a. Integration of science and social studies content within the ninety (90) minute reading block;
  - b. Small group instruction;
  - c. Reduced teacher-student ratios;
  - d. More frequent progress monitoring;



- e. Tutoring or mentoring;
- f. Extended school day, week, or year;
- g. Summer reading camps
- h. Transition classes containing 3rd and 4th grade students. Such setting shall specifically be designed to produce learning gains sufficient to meet grade 4 performance standards while continuing to remediate the areas of reading deficiency **s. 1008.25 F.S.**

3. The following provisions are required to support retained third grade students:

- a. Written notification to the parent/legal guardian of any 3<sup>rd</sup> grade student who is retained due to a deficiency in reading that his or her child has not met the proficiency level required for promotion and the reasons the child is not eligible for a good cause exemption. Notification must include a description of proposed interventions and supports that will be provided to the child to remediate the identified areas of reading deficiency.
- b. Implement midyear promotion of a student who demonstrates successful, independent reading and who can perform at or above grade level in reading or, upon implementation of English Language Arts assessments, performing at or above grade level in English Language Arts.
- c. Assignment of a highly effective teacher as determined by student performance data and above satisfactory performance appraisals.
- d. Establish at each school, where applicable, an Intensive Acceleration class for retained grade 3 students who subsequently score at Level 1 on the reading portion of the state assessment. The focus of the intensive acceleration class shall be to increase a child's reading level at least two (2) grade levels in one (1) school year. The Intensive Acceleration Class must:
  - i. Be provided to any student in grade 3 who scores at Level 1 on the reading portion of the statewide, standardized ELA assessment and who was retained in grade 3 the prior year because of scoring at Level 1;
  - ii. Have a reduced teacher-student ratio;
  - iii. Provide uninterrupted reading instruction for the majority of student contact time each day and incorporate opportunities to master the grade Florida Standards in other core subject areas;
  - iv. Use a reading program that is scientifically research-based and has proven results in accelerating student reading achievement within the same school year;

- v. Provide intensive language and vocabulary instruction using a scientifically research-based program, including use of a speech language therapist while planning and developing the instructional program.

**D. Mid-Year Promotion for Retained Third Graders - s. 1008.25(7), F.S.:**

1. Mid-year promotion is an option for any retained 3rd grade student who can demonstrate that he or she is a successful and independent reader at or above grade level and is ready to be promoted to grade 4.
2. Schools can make the determination for mid-year promotion using subsequent assessments, alternative assessments or portfolio, selected by the student's teacher that portrays an accurate picture of the student's ability. The portfolio must include:
  - a. Evidence of mastery of the benchmarks assessed by the Florida Standards Assessment for English Language Arts and can include only student work that has been independently produced in the classroom;
  - b. Evidence of beginning mastery of grade 4 benchmarks that are assessed by the grade 4 Reading FSA-ELA;
  - c. Three (3) examples of mastery (grade of "C" or better) on each benchmark; and
  - d. Students promoted during the school year after November 1 must demonstrate proficiency above that required to score at Level 2 or above on the grade 3 FSA-ELA, as determined by the State Board of Education (SBE).

**XV. Middle Grades Promotion – Grade 6:**

- A. Students must receive a yearly passing grade in four (4) major academic subjects in order to be promoted to the next grade level: ELA, mathematics, science, social studies. In addition, students must meet the District's attendance requirements.
- B. If a student earns a failing average in one (1) of the four (4) major academic subjects, in order to be promoted, he/she must attend summer school at the zoned middle school or make up the course through virtual options prior to August 1st of the upcoming school year.

**XVI. ACCEL – Academically Challenging Curriculum to Enhance Learning:**

- A. ACCEL options in elementary schools include whole-grade promotion, mid-year promotion, and subject matter acceleration. The student's cumulative record shall indicate the assignment of an accelerated placement. ACCEL option requirements, established by the principal, may also include participation in extracurricular activities, educational outings, field trips, interscholastic competitions, and other activities related to the ACCEL option selected.
- B. A parent or legal guardian may request acceleration that would result in a student attending a different school or a virtual school. If the parent or legal guardian selects one (1) of these ACCEL

options and the student meets the eligibility and procedural requirements, the student must be provided the opportunity to participate in the ACCEL option. Transportation will be the responsibility of the parent or legal guardian.

- C. The Multi-tiered (MTSS) System of Supports process should be used when determining whether or not a student should be accelerated. The following criteria shall be evident for whole grade, mid-year, and subject matter acceleration:
1. Demonstration of exceptionally high achievement in grades and daily performance in the course or at the grade level to be by-passed; such performance shall be based on assessments and independently-completed student work reflecting Next Generation Sunshine State Standards (NGSS) and/or Florida Standards;
  2. K-2 students must communicate in a manner that illustrates confidence and proficiency in the content area(s) or grade level into which they will be accelerated;
  3. Superior/excellent grade point average in grades 3-6 or exceptionally high performance on FSA/ SSA in ELA, science, and/or math for students in grades 4-6;
  4. Demonstration of satisfactory conduct and work habits;
  5. Compliance with the District's attendance policy;
  6. Recommendations from former teachers and the school counselor; and
  7. Evidence that the student will benefit more academically and emotionally from the advanced placement than from the one-based on chronological age.
  8. Kindergarten and first grade students must meet the age requirements set forth in **s. 1003.21, F.S.** Principals must take into consideration class size requirements prior to making an accelerated placement. Additionally, it is important to inform parents/legal guardians that acceleration may require enrollment in virtual courses as a student progresses beyond elementary level coursework.
- D. Typically, the school will initiate acceleration options for students. Notification of the student's parent(s) or legal guardian(s) is required prior to accelerating the student. If parents or legal guardians request acceleration, the principal must:
1. Assess the student's eligibility;
  2. If eligible, determine appropriate means of acceleration;
  3. Initiate a performance contract executed by the student, the parent or legal guardian and the principal stipulating expectations for the student, to include at a minimum student attendance and conduct requirements, as well as ACCEL option requirements established by the principal. These may include participation in extracurricular activities, educational outings, field trips, interscholastic competitions, and other activities related to the ACCEL option selected.

# **Middle School Student** **Progression**

## **I. Alternative Scheduling:**

Schools utilizing alternative scheduling may have District approved waivers to policies and requirements addressed in this section. Plans are available at the designated schools.

## **II. Middle School Instructional Program:**

The District's instructional program for middle schools is defined by the Middle School Instructional Program booklet, which is revised and published annually. Schools may offer courses other than those included in the Middle School Instructional Program booklet by receiving approval through the course approval process.

## **III. Instructional Day:**

- A. All students in grades 7-8 in middle schools must attend the regularly scheduled instructional day.
- B. Satisfactory grades on the report card do not guarantee that a student will demonstrate mastery of the Florida Standards tested on the statewide, standardized assessments.
- C. Grading Scale:

<p>The following grading scale has been established by the Florida Statutes and is used in all of the District's secondary schools:</p> <table><tr><td>90 to 100</td><td>=</td><td>A</td></tr><tr><td>80 to 89</td><td>=</td><td>B</td></tr><tr><td>70 to 79</td><td>=</td><td>C</td></tr><tr><td>60 to 69</td><td>=</td><td>D</td></tr><tr><td>0 to 59</td><td>=</td><td>F</td></tr></table>	90 to 100	=	A	80 to 89	=	B	70 to 79	=	C	60 to 69	=	D	0 to 59	=	F	<p>To average semester grades, the teacher doubles the average of each grading period, adds the semester exam grade, and divides by five (5). The teacher may use either numerical averages or letter grades with the following values assigned: A= 4 points; B= 3 points; C=2 points; D=1 point; F=0 points. Final grades are assigned according to the following scale:</p> <table><tr><td>3.50 to 4.00</td><td>=</td><td>A</td></tr><tr><td>2.50 to 3.49</td><td>=</td><td>B</td></tr><tr><td>1.50 to 2.49</td><td>=</td><td>C</td></tr><tr><td>0.50 to 1.49</td><td>=</td><td>D</td></tr><tr><td>0.00 to 0.49</td><td>=</td><td>F</td></tr></table>	3.50 to 4.00	=	A	2.50 to 3.49	=	B	1.50 to 2.49	=	C	0.50 to 1.49	=	D	0.00 to 0.49	=	F
90 to 100	=	A																													
80 to 89	=	B																													
70 to 79	=	C																													
60 to 69	=	D																													
0 to 59	=	F																													
3.50 to 4.00	=	A																													
2.50 to 3.49	=	B																													
1.50 to 2.49	=	C																													
0.50 to 1.49	=	D																													
0.00 to 0.49	=	F																													

## **IV. Middle Grades Definition:**

The term "middle grades" means grades 6, 7, and 8. **s. 1003.4156(1), F.S.**

## **V. Middle Grades Promotion From 6<sup>th</sup> to 7<sup>th</sup> Grade and from 7<sup>th</sup> to 8<sup>th</sup> Grade:**

Student must receive a yearly passing grade in four (4) major academic subjects: English Language Arts, mathematics, science, social studies. In addition, students must meet the District's attendance requirements.

## **VI. Promotion to 9<sup>th</sup> Grade:**

- A. In order for a student to be promoted to 9<sup>th</sup> grade the student must successfully complete the following courses:
1. Three (3) middle grades or higher courses in English Language Arts (ELA), **s. 1003.4156(1)(a), F.S.**
  2. Three (3) middle grades or higher courses in mathematics. Each school that includes middle grades must offer at least one (1) high school level mathematics course for which students may earn high school credit. Successful completion of a high school level Algebra I or Geometry course is not contingent upon the student's performance on the statewide, standardized end-of-course (EOC) assessment. To earn high school credit for Algebra I, a middle grades student must take the statewide, standardized Algebra I EOC and pass the course, and in addition, a student's performance on the Algebra I EOC assessment constitutes thirty percent (30%) of the student's final course grade. To earn high school credit for a Geometry course, a middle grades student must take the statewide, standardized Geometry EOC assessment, which constitutes thirty percent (30%) of the student's final course grade, and earn a passing grade in the course. **s. 1003.4156(1)(b), F.S.**
  3. Three (3) middle grades or higher courses in social studies. One (1) of these courses must be a civics education course that includes the roles and responsibilities of federal, state, and local governments; the structures and functions of the legislative, executive, and judicial branches of government; and the meaning and significance of historic documents, such as the Articles of Confederation, the Declaration of Independence, and the Constitution of the United States. Student's performance on the statewide, standardized EOC assessment in civics education required under **s. 1008.22, F.S.**, constitutes thirty percent (30%) of the student's final course grade.
    - a. A middle grades student who transfers into the state's public school system from out of country, out of state, a private school, or a home education program after the beginning of the second term of grade 8 is not required to meet the civics education requirement for promotion from the middle grades if the student's transcript documents passage of three (3) courses in social studies or two (2) year-long courses in social studies that include coverage of civics education. **s. 1003.4156 (1)(c), F.S.**
  4. Three (3) middle grades or higher courses in science. Successful completion of a high school level Biology 1 course is not contingent upon the student's performance on the statewide, standardized EOC assessment required under **s. 1008.22, F.S.** To earn high school credit for Biology 1, a middle grades student (taking biology) must take the statewide, standardized Biology 1 EOC assessment which constitutes thirty percent (30%) of the student's final course grade, and earn a passing grade in the course, **s. 1003.4156(1)(d), F.S.**
  5. One (1) career and education planning course must be satisfactorily completed in the 7<sup>th</sup> or 8<sup>th</sup> grade in order to be promoted to high school. For the 2019-2020 school year, Brevard Public Schools requires that this course be taught to 8<sup>th</sup> graders through the courses M/J US History

and Career Education (2100015X), M/J US History Advanced and Career Planning (21000254) or M/J IB MYP US History and Career Planning (21000414).

The course must be Internet-based, customizable to each student and include research-based assessments to assist students in determining educational and career options and goals. In addition, the course must result in a completed personalized academic and career plan for the student; that may be revised as the student progresses through middle and high school; must emphasize the importance of entrepreneurship and employability skills; must include information from the Department of Economic Opportunity's economic security report as described in s. 445.07, F.S. The required personalized academic and career plan must inform students of high school graduation requirements, including a detailed explanation of the requirements for earning a high school diploma designation under s. 1003.4285, F.S., the requirements for each scholarship in the Florida Bright Futures Scholarship Program, state university and Florida College System institution admission requirements; available opportunities to earn college credit in high school, including Advanced Placement courses; the International Baccalaureate Program; the Advanced International Certificate of Education Program; dual enrollment, including career dual enrollment; and career education courses, including career-themed courses, preapprenticeship and apprenticeship programs, and courses that lead to industry certification pursuant to s. 1003.492, F.S. or s. 1008.44, F.S. The course may be implemented as a stand-alone course or integrated into another course or courses.

6. Meet the District's attendance requirements.

## **VII. Placement of Secondary Students into Intensive Language Arts:**

- A. Literacy skills are essential for students to be successful in school and for their future endeavors, and students are required to pass the 10<sup>th</sup> grade Florida Standards Assessment in order to graduate. Although, the state of Florida no longer requires school systems to place students in reading classes, there continues to be a requirement to offer intervention instruction. The District provides assistance to students who are struggling with the literacy skills needed to be successful in all their coursework. The integrated reading and writing strategies provided in Intensive Language Arts (ILA) courses are designed to enable students to become more confident and successful in all content area courses.
  1. Students in 7<sup>th</sup> through 10<sup>th</sup> grade who have scored Level 1 or 2 on the most recent ELA FSA and scored Level 1 or 2 at least once in the previous two (2) years of testing will be considered for Intensive Language Arts placement unless they have demonstrated proficiency on formative benchmark testing.
  2. Students in 11<sup>th</sup> and 12<sup>th</sup> grade who have not yet passed the grade 10 ELA FSA (Graduation Requirement) will be provided an Intensive Language Arts course specific to their needs.
  3. School-based IPST (Individual Problem Solving Teams) may recommend additional students for the ILA course, as well.

4. If parents/legal guardians would like to discuss being removed from the Intensive Language Arts placement, they may contact a school administrator.

### **VIII. Retention:**

Retention is the assignment of a student to repeat the same grade level for the next school year. Retention is based on the final year grade average - an “F” in any mathematics, English Language Arts, Science, or Social Studies course may constitute a retention. Students with passing final year grade averages will not be retained.

### **IX. Options for Assistance:**

- A. For students who have not met the promotion criteria, the following options for assistance may be available:
  1. Before and after school programs;
  2. Assignment of academic support strategies to students who have been identified as needing assistance;
  3. Remedial groups within existing classes;
  4. Recommendation for referral to the IPST (Individual Problem Solving Team);
  5. Summer school programs for students who qualify (depending on availability);
  6. Mentoring/tutoring;
  7. Counseling sessions;
  8. Remedial programs during the school day.

### **X. ACCEL-Academically Challenging Curriculum to Enhance Learning:**

- A. ACCEL options include whole-grade promotion, midyear promotion and subject matter acceleration. The student’s cumulative record shall indicate the assignment of an accelerated placement. ACCEL option requirements established by the principal, may also include participation in extracurricular activities, educational outings, field trips, interscholastic competitions, and other activities related to the ACCEL option selected.
- B. A parent/legal guardian may request acceleration that would result in a student attending a different school or a virtual school. If the parent/legal guardian selects one (1) of these ACCEL options and the student meets the eligibility and procedural requirements, the student must be provided the opportunity to participate in the ACCEL option. Transportation will be the responsibility of the parent/legal guardian.
- C. The Multi-tiered (MTSS) System of Supports process should be used when determining whether or not a student should be accelerated. The following criteria shall be evident for whole grade, mid-year, and subject matter acceleration:



1. Demonstration of exceptionally high achievement in grades and daily performance in the course or at the grade level to be by-passed; such performance shall be based on assessments and independently-completed student work reflecting Next Generation Sunshine State Standards (NGSS) and/or Florida Standards;
  2. Superior/excellent grade point average or exceptionally high performance on FSA, SSA, ELA, science, and/or math;
  3. Demonstration of satisfactory conduct and work habits;
  4. Compliance with the District's attendance policy;
  5. Recommendations from former teachers and the school counselor; and
  6. Evidence that the student will benefit more academically and emotionally from the advanced placement than from the one-based on chronological age.
- D. Typically, the school will initiate acceleration options for students. Notification of the student's parent(s) or legal guardian(s) is required prior to accelerating the student. If parents/legal guardians request acceleration, the principal must:
1. Assess the student's eligibility;
  2. If eligible, determine appropriate means of acceleration;
  3. Initiate a performance contract executed by the student, the parent/legal guardian and the principal stipulating expectations for student, to include at a minimum student attendance and conduct requirements, as well as ACCEL option requirements established by the principal. These may include participation in extracurricular activities, educational outings, field trips, interscholastic competitions, and other activities related to the ACCEL option selected.
- E. Principals must take into consideration class size requirements prior to making an accelerated placement. Additionally, it is important to inform parents or legal guardians that acceleration may require enrollment in virtual courses as students progress.

#### **XI. High School Definition of Credit - s. 1003.436(1)(a), F.S.:**

- A. For purposes of requirements for high school graduation, one (1) full credit means a minimum of 135 hours of bonafide instruction in a designated course of study that contains student performance standards, except as otherwise provided through the Credit Acceleration Program (CAP) under **s. 1003.4295(3) F.S.**
- B. One (1) full credit in a District school that has been authorized to implement block scheduling by the District school board means a minimum of 120 hours of bonafide instruction in a designated course of study that contains student performance standards for purposes of meeting high school graduation requirements.
- C. The State Board of Education shall determine the number of postsecondary credit hours earned through dual enrollment pursuant to **s. 1007.271, F.S.**, that satisfy the requirements of the

District's dual enrollment articulation agreement according to s. 1007.271(21), F.S., and that equal one (1) full credit of the equivalent high school course identified in, s. 1007.271(9), F.S.

- D. The hourly requirements for one-half (1/2) credit are one-half (1/2) of the requirements specified in, s. 1003.436(1)(b), F.S.
- E. A student may be awarded credit for less than 135 hours of instruction (120 hours for a block school) if he or she has demonstrated mastery of the course requirements and Florida Standards as provided by the District's Student Progression Plan. This clarification includes awarding credit for courses taken in summer school, through performance-based instruction, block scheduling or course modifications that combine courses.
- F. The District must establish policies for these non-traditional programs and must verify student achievement of the course requirements in accordance with the state high school grading system.

## **XII. High School Credit toward Graduation:**

- A. Students normally begin earning credit toward graduation in grade 9. High school courses taken prior to grade 9 (grades 6-8) must be counted as credit toward graduation provided the following conditions are met:
  - 1. the course is listed in the 9-12 section of the Course Code Directory and
  - 2. the course is part of a program of acceleration approved by the principal.
- B. Except for courses that require an EOC, all courses are offered on a semester basis and credit is issued based on performance for the semester. In awarding credit for high school graduation, each District school board shall maintain a one-half (1/2) credit earned system that shall include courses provided on a full-year basis. A student enrolled in a full-year course shall receive one-half (1/2) credit if the student successfully completes either the first or the second half of a full year course s. 1003.436(2), F.S. Courses that require an EOC award one (1) full credit at the end of the year for students who have passed the course.

## **XIII. Uniform Transfer of Students in Middle Grades and High School (Board Rule 6A-1.09941, F.A.C.):**

- A. The purpose of this rule is to establish uniform procedures relating to the acceptance of transfer work and credit for students entering Florida's public schools.
  - 1. The procedures relating to the acceptance of transfer work and courses for students in middle grades 6, 7, and 8 from out of state or out of country shall be as follows:
    - a. Grades earned and offered for acceptance shall be based on official transcripts and shall be accepted at face value subject to validation if required by the receiving school's accreditation. If validation of the official transcript is deemed necessary, or if the student does not possess an official transcript or is a home education student, successful completion of courses shall be validated through performance during the first grading period as outlined in paragraph (1)(b), of this rule.

- b. Validation of courses shall be based on performance in classes at the receiving school. A student transferring into a school shall be placed at the appropriate sequential course level and should be passing each required course at the end of the first grading period. Students who do not meet this requirement shall have courses validated using the Alternative Validation Procedure, as outlined in paragraph (1)(c), of this rule.
- c. Alternative Validation Procedure. If validation based on performance as described above is not satisfactory, then any one (1) of the following alternatives identified in the District's Student Progression Plan shall be used for validation purposes as determined by the teacher, principal, and parent/legal guardian:
  - i. Portfolio evaluation by the superintendent or designee;
  - ii. Demonstrated performance in courses taken at other public or private accredited schools;
  - iii. Demonstrated proficiencies on nationally normed standardized subject area assessments;
  - iv. Demonstrated proficiencies on a statewide, standardized assessment; or
  - v. Written review of the criteria utilized for a given subject provided by the former school.

Students must be provided at least ninety (90) days from date of transfer to prepare for assessments outlined in paragraphs (1)(c)(3) and (4) and (2)(c)(4) and (5) of this rule if required.

#### **XIV. Home Education Grades K-8:**

The definition and standards for Home Education programs are set forth in s. 1002.01(1), F.S., and s. 1002.41, F.S. These statutes give a parent or legal guardian the option of directing a home education program for their own child in order to satisfy the requirements of Compulsory Attendance, s. 1003.21, F.S.,

#### **XV. Enrolling Children from Home Education Programs:**

See section titled: Uniform Transfer of Students in Middle Grades and High School (1)(a)(b)(c).

#### **XVI. Students without Records:**

See section titled: Uniform Transfer of Students in Middle Grades and High School (1)(a)(b)(c).

#### **XVII. Grade Forgiveness - s. 1003.4282(5), F.S.:**

##### **A. High School**

1. 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.

(Note: “Comparable” is defined as a course in the same subject area. The subject area of a course shall be determined by the subject area listed in the FLDOE Course Code Directory unless otherwise noted by the District.)

2. 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 the same, comparable, or another course.

#### **B. Middle School**

1. 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’s forgiveness policy must allow the replacement of the grade with a grade of “C” or higher earned subsequently in the same or comparable course.

(Note: “Comparable” is defined as a course in the same subject area. The subject area of a course shall be determined by the subject area listed in the FLDOE Course Code Directory unless otherwise noted by the District.)

#### **C. High School and Middle School**

1. 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 the District’s forgiveness policy shall be included in the calculation of the cumulative grade point average required for graduation, **s. 1003.4282(5), F.S.**

(*Explanatory Note:* **Rule 6A-1.0955(3), F.A.C.**, requires each school district to keep a record of courses taken and a record of achievement, such as grades, unit, or certification of competence. Student records cannot be altered at any time unless it has been determined that the information is inaccurate or in violation of the privacy or other rights of the student. All courses and grades must be included on the student’s transcript. The authority for the School Board to adopt a forgiveness policy does not provide the authority to alter a student’s record to delete the forgiven course and grade. The forgiveness policy authorization is for the express purpose of assisting students in meeting the requirements necessary to graduate from high school, including a minimum grade point average and successful completion of academic credit or curriculum requirements. The School Board does not have the authority to purge that student’s record to delete the first grade. All forgiven courses and grades must be included on a student’s transcript as an accurate reflection of the student’s record of achievement.)

### **XVIII. Distance Learning:**

- A. Full-time students may enroll in courses offered by distance (on-line or correspondence) learning programs, as part of, or in addition to, the regular instructional day. Courses may be taken through distance learning provided that:
  1. the principal approves the course(s) prior to enrollment,

2. the course content is comparable to the District-adopted course(s), and
  3. the course or courses are received on an official transcript as defined by the *Uniform Transfer of High School Credit*, **s. 1003.4282(7), F.S.**
- B. The principal shall award credit for successful course completion. Exceptions for extenuating circumstances must be approved by the Superintendent or designee.

# **Senior High School** **Student Progression**

## **I. Instructional Day:**

All students in grades 9-12 in senior high schools must attend the regularly scheduled instructional day.

## **II. Choice and Block Schools:**

Choice and Block schools have District approved waivers to policies and requirements addressed in this section. Plans are available at the designated schools. The number of credits required to graduate and to be promoted vary at these schools.

## **III. Parent/Legal Guardian Notification:**

Parents and legal guardians of students who have a cumulative grade point average (GPA) of less than .5 above the 2.0 cumulative GPA required for graduation (less than a 2.5) at the end of each semester in grades 9, 10, 11, and 12 shall be notified that the student is at risk of not meeting the graduation requirements. The notice shall contain an explanation of the policies the District has in place to assist the student in meeting the GPA requirement.

## **IV. Graduation Requirements:**

A copy of Graduation Requirements shall be given to each student with 1st semester report cards.

## **V. Promotion by Grade Level:**

- A. Promotion is the assignment of a student to the next grade level after successful completion of all grade level requirements.
- B. To be promoted a student must have completed the following:

### **9<sup>th</sup> Grade to 10<sup>th</sup> Grade**

- 1. Enrollment - Been enrolled one (1) year in the 9-12 sequence;
- 2. Credits - Earn at least five (5) credits (block schools – six (6) credits);
- 3. Attendance - Meet the District's attendance requirements.

### **10<sup>th</sup> Grade to 11<sup>th</sup> Grade**

- 1. Enrollment - Been enrolled two (2) years in the 9-12 sequence;
- 2. Credits - Earn at least eleven (11) credits (block schools – thirteen (13) credits);
- 3. Earn two (2) credits in language arts;
- 4. Earn two (2) credits in mathematics;
- 5. Attendance - Meet the District's attendance requirements.

### **11<sup>th</sup> Grade to 12<sup>th</sup> Grade**

- 1. Enrollment – Been enrolled three (3) years in the 9-12 sequence;
- 2. Credits - Earn at least eighteen (18) credits (block schools – twenty-one (21) credits);
- 3. Earn three (3) credits in language arts;
- 4. Earn three (3) credits in mathematics;
- 5. Attendance - Meet the District's attendance requirements.

C. **NOTES:**

1. Must meet all End of Course (EOC) Assessments and statewide, standardized assessment requirements by graduation per Florida Statutes.
2. To be classified as a freshman (9<sup>th</sup> grade), a student must have been promoted from grade eight (8).
3. Exceptions to the number of years spent in the 9-12 sequence for reclassification may be granted to students who are in a planned acceleration program. (Early High School Graduation option), **s. 1003.4281, F.S.**
  - a. The term “early graduation” means graduation from high school in less than eight (8) semesters or the equivalent.
  - b. A student who graduates early may continue to participate in school activities and social events and attend and participate in graduation events with the student’s cohort, as if the student were still enrolled in high school. However, per FSHAA (**bylaw 9.2.2.7**) if a student is not enrolled in school, he or she is not able to participate in sports.
  - c. A student who graduates early will be included in class ranking, honors, and award determinations for the student’s cohort. A student who graduates early must comply with the District’s rules and policies regarding access to the school facilities and grounds during normal operating hours, **s. 1003.4281(3), F.S.**
  - d. For data entry purposes regarding the graduation date, the final transcript should reflect a graduation date of one (1) school day following the completion of the graduation requirements.
  - e. Students who plan to graduate early should be classified as 12<sup>th</sup> graders with the following:
    - i. Mid-Year Graduation – at the beginning of the 1<sup>st</sup> semester of the last year or if the waiver is approved during the 1<sup>st</sup> semester, as soon as the waiver is approved.
    - ii. Early Graduation – at the beginning of the 2<sup>nd</sup> semester, or if the waiver is approved during the 2<sup>nd</sup> semester, as soon as the waiver is approved.
4. Students who meet the promotion requirements shall be reclassified each semester.
5. Credits for grade level classification may be waived for students who are approved for Early or Mid-Year Graduation or for students who are enrolled in an approved Performance Based Diploma Plan through the Alternative Education Program. At a minimum, a student considered for such a waiver must have taken the statewide, standardized assessment either as a 9<sup>th</sup> or 10<sup>th</sup> grade student.



## **VI. Placement of Secondary Students into Intensive Language Arts:**

- A. Literacy skills are essential for students to be successful in school and for their future endeavors, and students are required to pass the 10<sup>th</sup> grade Florida Standards Assessment in order to graduate. Although, the state of Florida no longer requires school systems to place students in reading classes, there continues to be a requirement to offer intervention instruction. The District provides assistance to students who are struggling with the literacy skills needed to be successful in all their coursework. The integrated reading and writing strategies provided in Intensive Language Arts (ILA) courses are designed to enable students to become more confident and successful in all content area courses.
  - 1. Students in 7<sup>th</sup> through 10<sup>th</sup> grade who have scored Level 1 or 2 on the most recent ELA FSA and scored Level 1 or 2 at least once in the previous two (2) years of testing will be considered for Intensive Language Arts placement unless they have demonstrated proficiency on formative benchmark testing.
  - 2. Students in 11<sup>th</sup> and 12<sup>th</sup> grade who have not yet passed the grade 10 ELA FSA (Graduation Requirement) will be provided an Intensive Language Arts course specific to their needs.
  - 3. School-based IPST (Individual Problem Solving Teams) may recommend additional students for the ILA course, as well.
  - 4. If parents/legal guardians would like to discuss being removed from the Intensive Language Arts placement, they may contact a school administrator.

## **VII. Retention:**

- A. Retention is the assignment of a student to the same grade level for the next school year. A copy of the parent/legal guardian notification shall be placed in the cumulative record and specifically directed to the principal of the receiving school in the event of a school transfer.
- B. The following criteria shall be considered by the instructional staff before the student is retained:
  - 1. Requirements for Promotion
  - 2. Requirements for Graduation

## **VIII. Options for Assistance:**

- A. For students who have not met credit, grade point average, minimum student performance standards requirements, the Next Generation Sunshine State Standards or the Florida Standards (statewide, standardized assessments) requirements, the following options are available:
  - 1. Enrollment in a remediation program during the regular school day;
  - 2. Enrollment in a remediation program(s)/course(s) during the regular summer school term (if available);

3. Enrollment in adult education if sixteen (16) years of age or older. A maximum of two (2) core courses per year may be transferred from the adult education program (including the summer term);
4. Enrollment in District approved accredited distance learning courses;
5. Retention in the current grade level;
6. Before and after school programs;
7. Remedial groups within existing classes;
8. Recommendation for referral to the Individual Problem Solving Team;
9. Mentoring/tutoring;
10. Counseling sessions.

## **IX. Graduation Requirements:**

- A. Graduation is the completion of all requirements to receive a high school diploma. The District must adopt rules for admitting, classifying, promoting and graduating students to or from the various schools of the District, **s. 1003.02(1)(a), F.S.** Additionally, the District must adopt courses of study for use in the schools of the District, **s. 1003.02(1)(d)2), F.S.**
- B. To be awarded a high school diploma, a student must have completed the following:
  1. All credit requirements as defined by:
    - a. The District's twenty-six (26)-Credit (or thirty (30)-Credits at block schools) Graduation Option (see the following "High School Graduation Charts" for credits and optional Diploma Designations), or
    - b. International Baccalaureate (IB) curriculum requirements, or
    - c. Advanced International Certificate Education (AICE) curriculum requirements, or
    - d. Early High School Graduation requirements, **s. 1003.4281, F.S.**; or
    - e. Academically Challenging Curriculum to Enhance Learning (ACCEL) diploma requirements, **s. 1002.3105 F.S.**
  2. Met the District's attendance requirements and enrolled at the graduating school for at least the last semester;
  3. Passed the required statewide, standardized assessments, if applicable, in order to qualify for a standard diploma (10th Grade statewide, standardized Reading, and Algebra 1 EOC Assessment);
  4. Demonstrated satisfactory mastery of the Student Performance Standards in ELA (Reading), writing, mathematics, science, and social studies as documented in accordance with procedures described in administrative guidelines;

5. A minimum cumulative un-weighted grade point average of 2.0 based on a 4.0 scale, s.1003.4282(6)(a), F.S. The required GPA must be based on all courses taken, except courses forgiven under state and District forgiveness policies, s.1003.4282(6), F.S.;
6. Received the principal's approval for graduation.

**C. NOTE:**

Choice and Block schools have waivers to policies and requirements addressed in this section. Plans are available at the designated schools.

**D. Compression Only CPR**

Compression only cardiopulmonary resuscitation (CPR) and automated external defibrillator (AED) instruction will be implemented with the following requirements:

1. Compression only CPR and AED will be taught in the Health Opportunities through Physical Education (HOPE) course as identified by the course code numbers 1506320 or 3026010.
  - a. Additional CPR instructional opportunities may be provided through Junior Reserve Officer Training Corps (JROTC), Water Safety, Personal Fitness Trainer, Care and Prevention of Athletic Injuries, Health Science, Health Service Occupations CTE Programs, and Early Childhood CTE programs.
2. The instructional program must meet the following requirements.
  - a. The instruction will be in compliance with the American Heart Association, American Red Cross, or a nationally recognized program based on the most current, national evidence-based emergency cardiovascular care guidelines for compression only CPR.
  - b. Instruction will include the core cognitive and psychomotor skills associated with compression only CPR.
  - c. Instruction will include appropriate use of an AED which may be taught electronically (e.g., video).
3. Schools will provide compression only CPR instruction or will arrange for instruction by community-based partners/providers.
4. The Superintendent or designee shall be responsible for ensuring that schools comply with the requirements as outlined in this section of the [School Board Policy 3315 Student and Staff Wellness](#).

**X. High School Graduation Charts**

- A. The following two (2) pages provide specific charts that list the graduation requirements for students currently in high school.

1. Beginning in the 2019-2020 school year several Computer Education courses are now coded as math courses and can be used to satisfy the math requirements towards graduation (except for Algebra 1 and Geometry). The courses are:
    - a. 0200305 Computer Science Discoveries
    - b. 0200315 Computer Science Principles
    - c. 0200320 AP Computer Science A
    - d. 0200325 AP Computer Science A Innovation
    - e. 0200335 AP Computer Science Principles.
  2. Beginning in the 2019-2020 school year several IB Computer Education courses are now coded as EQ (Equally Rigorous Science) courses and can be used to satisfy the EQ science requirements towards graduation (except for Biology). The courses are:
    - a. 0200800 IB Computer Science 1
    - b. 0200810 IB Computer Science 2
    - c. 0200820 IB Computer Science 3
- B. Please note that in addition to the Standard High School Diploma, students have the option to earn one (1) or both of the following designations:
1. Scholar designation - In addition to the requirements of **s. 1003.4282, F.S.**, as applicable, in order to earn the Scholar designation, a student must satisfy the following requirements:
    - a. Mathematics - Earn one (1) credit in Algebra II or an equally rigorous mathematics course and one (1) credit in statistics or an equally rigorous mathematics course . Students must pass the Geometry EOC assessment;
    - b. Science - Pass the statewide, standardized Biology I EOC assessment and earn one (1) credit in chemistry or physics and one (1) credit in a course equally rigorous to chemistry or physics. ;
    - c. Social Studies - Pass the statewide, standardized United States History EOC assessment;
    - d. World Language - Earn two (2) credits in the same world language;
    - e. Electives - Earn at least one (1) credit in an Advanced Placement, an International Baccalaureate, an Advanced International Certificate of Education, or a dual enrollment course;
      - A student is exempt from taking the Biology 1 or U.S. History EOC assessment if the student is enrolled in an AP, IB, or AICE Biology 1 or U.S. History course and the student takes the respective AP, IB or AICE assessment; and earns the minimum score to earn college credit.
  2. Merit designation - In addition to the requirements of **s.1003.4282, F.S.**, as applicable, in order to earn the Merit designation, a student must attain one (1) or more industry certifications from the list established under, **s. 1003.492, F.S.**

## Brevard Public Schools High School Graduation Requirements

Subject Area	26-Credit Graduation Requirements (30-Credits Block Schools)
English Language Arts (ELA)	<ul style="list-style-type: none"> <li>4.0 credits in English Language Arts 1, 2, 3, 4                             <ul style="list-style-type: none"> <li>English Language Arts Honors, AP, AICE, IB, and dual enrollment courses may satisfy this requirement</li> </ul> </li> <li>Must pass the statewide, standardized Grade 10 ELA assessment (or earn a concordant score) in order to graduate with a Standard High School Diploma</li> </ul>
Mathematics	<ul style="list-style-type: none"> <li>4.0 credits, one (1) must be Algebra 1 and one (1) must be Geometry</li> <li>Mathematics must be taken during the 9<sup>th</sup> and 10<sup>th</sup> grade years</li> <li>3.0 of the Math credits must be earned in grades 9-12</li> <li>Must pass Algebra 1 EOC if Algebra 1 is taken after 2010-2011 (or earn a comparative score) in order to graduate with a Standard High School Diploma</li> <li>Industry certification that leads to college credit may substitute for up to 2.0 mathematics credits (except for Algebra 1 and Geometry)</li> <li>Several Computer Education courses count as math courses (except for Algebra 1 and Geometry). See your counselor for more information</li> </ul>
Science	<ul style="list-style-type: none"> <li>3.0 credits in science must include either:                             <ul style="list-style-type: none"> <li>1.0 credit each in Biology, Chemistry, and Physics (strongly recommended), <i>OR</i></li> <li>1.0 credit each in Integrated 1, 2, 3 (ending with the graduating class of 2020) <i>OR</i></li> <li>1.0 credit each in Physical Science, Biology and Equally Rigorous Science course (beginning with the graduating class of 2020)</li> </ul> <i>NOTE for graduating classes of 2020 and 2021 - Integrated 1 will count as the Physical Science needed for graduation.</i> </li> <li>Industry certification that leads to college credit may substitute for up to 1.0 science credit (except for Biology).</li> <li>Several IB Computer Education courses count as EQ science courses. See your counselor for more information.</li> </ul>
<b>Students must complete 4.0 Science credits OR 4.0 Social Studies credits</b>	
Social Studies	<ul style="list-style-type: none"> <li>3.0 credits in social studies must include:                             <ul style="list-style-type: none"> <li>1.0 credit in World History</li> <li>1.0 credit in U.S. History</li> <li>0.5 credit in U.S. Government</li> <li>0.5 credit in Economics</li> </ul> </li> </ul>
World Languages	2.0 sequential credits in the same language are required for admission into Florida state universities and for Bright Futures eligibility. Many competitive schools (in state and out-of-state) require 3-4 credits of World Language.
Performing Fine Arts	1.0 credit in fine or performing arts, speech and debate, or practical arts (eligible courses specified in the Florida Course Code Directory)
Physical Education	1.0 credit in Health Opportunities for Physical Education (HOPE), which includes Compression only CPR
Career Research and Decision Making	0.5 credit (the course also satisfies the requirements of Statute 1003.42(2)(s) for Character Development Curriculum)
Electives	8.5 credits (12.5 credits block schools)
Online Course	1 course within the 26 credits
Grade Point Average	Cumulative Grade Point Average (GPA) of 2.0 on a 4.0 scale
Rigorous Course Requirements	<p>Students will be required to complete a program of study in at least one (1) of the following areas:</p> <ul style="list-style-type: none"> <li>3.0 credits in any combination of approved Dual Enrollment (DE), Advanced Placement (AP), International Baccalaureate (IB), Advanced International Certificate of Education (AICE), or approved Honors courses, <i>OR</i></li> <li>3.0 or more credits in a Career &amp; Technical Education Program of Study which will be used to complete a sequential career and technical education program resulting in a credential endorsed by a national, state, or local industry, <i>OR</i></li> <li>4.0 or more credits in sequential Performing Fine Arts courses that lead to College and/or Career Readiness</li> </ul>
<b>NOTES:</b> <ul style="list-style-type: none"> <li>The following courses include EOC assessments which count as 30% of the Final Course Grade: Algebra 1, Geometry, Biology, and U.S. History.</li> <li>Based on individual student needs, the 4<sup>th</sup> additional science credit may be chosen from any EQ Science or Non-EQ Science course</li> <li>Participation in a FHSAA interscholastic sport at the junior varsity or varsity level for two (2) full seasons shall satisfy the one (1)-credit requirement in HOPE.</li> <li>Completion of two (2) years in a Reserved Officer Training Corps (R.O.T.C) class shall satisfy the 1.0 credit requirement in HOPE <b>AND</b> the 1.0 credit requirement in performing fine arts.</li> <li>The number of credits required for graduation for students who enter a block schedule school from a non-block school will be decreased by 0.5 credits for each semester the student was in a non-block school.</li> <li>The Credit Acceleration Program (CAP) - allows a student to earn high school credit if the student passes an advanced placement (AP) examination, a College Level Examination Program (CLEP) or a statewide course assessment without enrollment in the course.</li> </ul>	

## WHAT STUDENTS AND PARENTS/LEGAL GUARDIANS NEED TO KNOW

### Diploma Designations

#### Scholar Diploma Designation

In addition to meeting the Standard High School Diploma requirements:

- Pass Geometry EOC (beginning with the graduating class of 2018)
- Earn one (1) credit in Algebra 2 or an equally rigorous mathematics course.
- Earn one (1) credit in Statistics or an equally rigorous mathematics course
- Pass the Biology 1 EOC
- Earn one (1) credit in Chemistry or Physics
- Earn one (1) credit in a course equally rigorous to Chemistry or Physics (any EQ Science course)
- Pass the U.S. History EOC
- Earn two (2) credits in the same World Language
- Earn at least one (1) credit in AP, IB, AICE, or a dual enrollment course.

A student is exempt from taking the Biology 1 or U.S. History EOC if the student is enrolled in an AP, IB, or AICE Biology 1 or U.S. History course and the student earns the minimum score to earn college credit on the respective AP, IB or AICE assessment.

#### Merit Diploma Designation

In addition to meeting the Standard High School Diploma requirements:

- Attain one (1) or more industry certifications from the list established (per s. 1003.492, F.S.).

#### Florida Seal of Biliteracy Diploma Designation

The Florida Seal of Biliteracy Program is established to recognize a high school graduate who has attained a high level of competency in listening, speaking, reading, and writing in one (1) or more world languages in addition to English. The Gold or Silver Seal of Biliteracy must be awarded to a high school student who has earned a standard high school diploma and who has:

- Earned 4 world language course credits in the same world language with a cumulative 3.0 GPA or higher,
- Achieved a qualifying score on a world language assessment, OR
- Satisfied alternative requirements as determined by the State Board of Education.

### Online Course Requirement

A student may satisfy the online course graduation requirement by:

- Completion of an online high school level course taken in grades 6 through grade 12, OR
- Completion of a course in which a student earns a nationally recognized Industry Certification in Information Technology that is identified on the CAPE Industry Certification Funding List.

The online requirement does not apply to:

- A student who has an individual education plan which indicates that an online course would be inappropriate OR
- An out-of-state transfer student who is enrolled in a Florida high school and has one (1) academic year or less remaining in high school.

### What are the Graduation Requirements for Students With Disabilities?

Two (2) options are available only to students with disabilities. Both require the 26 credits listed and both allow students to substitute a career and technical (CTE) course with related content for one (1) credit in ELA IV, mathematics, science and social studies (excluding Algebra I, Geometry, Biology I and U.S. History). Students with significant cognitive disabilities may earn credits via access courses and be assessed via an alternate assessment.

### What are the Public Postsecondary Options?

#### STATE UNIVERSITY SYSTEM

Admission into Florida's public universities is competitive. Prospective students should complete a rigorous curriculum in high school and apply to more than one (1) university to increase their chance for acceptance. To qualify to enter one (1) of Florida's public universities, a first-time-in-college student must meet the following minimum requirements:

- High school graduation with a standard diploma
- Admission test scores
- Sixteen (16) Credits of approved college preparatory academic courses
  - 4 English
  - 4 Mathematics (Algebra I level and above)
  - 3 Science
  - 3 Social Science
  - 2 World Language (sequential, in the same language)
- Two (2) approved electives

<http://www.flbog.edu/forstudents/planning>

#### THE FLORIDA COLLEGE SYSTEM

The twenty-eight (28) state colleges offer career-related certificates and two (2) year associate degrees that prepare students to transfer to a bachelor's degree program or to enter jobs requiring specific skills. Many also offer baccalaureate degrees in high-demand fields. Florida College System institutions have an open door policy. This means that students who have earned a standard high school diploma, have earned a high school equivalency diploma or have demonstrated success in postsecondary coursework will be admitted to an associate degree program.

<http://www.fldoe.org/schools/higher-ed/fl-college-system/index.shtml>

#### CAREER AND TECHNICAL CENTERS

Florida also offers students 48 accredited career and technical centers throughout the state, which provide the education and certification necessary to work in a particular career or technical field. Programs are flexible for students and provide industry-specific education and training for a wide variety of occupations.

<http://www.fldoe.org/academics/career-adult-edu/dist-ps-instit.shtml>

### Where is Information on Financial Aid Located?

The Office of Student Financial Assistance State Programs administers a variety of postsecondary educational state-funded grants and scholarships. To learn more, visit:

<http://www.floridastudentfinancialaid.org/>.

### Where is Information on the Bright Futures Scholarships Located?

The Florida Bright Futures Scholarship Program rewards students for their academic achievements during high school by providing funding to attend a postsecondary institution in Florida. For more information, visit:

<http://www.floridastudentfinancialaid.org/SSFAD/bf/>.

**XI. Academically Challenging Curriculum to Enhance Learning (ACCEL) - s. 1002.3105(5) F.S.:**

- A. A student who meets all the requirements of s. 1003.4282(3)(a)-(e) or s. 1003.4282(9)(a)(1.-5., (b)1.-5., (c) 1.-5., or (d) 1.-5., earns three (3) credits in electives and earns a cumulative grade point average (GPA) of 2.0 on a 4.0 scale shall be awarded a standard diploma in a form prescribed by the State Board of Education.
- B. Beginning with the 2019-2020 school year, a student is eligible to complete an alternative pathway to earning a standard high school diploma through the Career and Technical Education (CTE) pathway option. The student must meet the requirements of s.1003.4282(3)(a)-(d) F.S., complete two credits in career and technical education which result in a program completion and an industry certification, complete two (2) credits in work-based learning programs, and earn a cumulative grade point average (GPA) of 2.0 on a 4.0 scale.

**XII. High School Definition of Credit - s. 1003.436(1)(a), F.S.:**

- A. For purposes of requirements for high school graduation, one (1) full credit means a minimum of 135 hours of bonafide instruction in a designated course of study that contains student performance standards, except as otherwise provided through the Credit Acceleration Program (CAP) under, s. 1003.4295(3) F.S.
- B. One (1) full credit in a District school that has been authorized to implement block scheduling by the District school board means a minimum of 120 hours of bonafide instruction in a designated course of study that contains student performance standards for purposes of meeting high school graduation requirements.
- C. The State Board of Education shall determine the number of postsecondary credit hours earned through dual enrollment pursuant to s. 1007.271, F.S., that satisfy the requirements of the District's dual enrollment articulation agreement according to s. 1007.271(21), F.S., and that equal one (1) full credit of the equivalent high school course identified in, s. 1007.271(9), F.S.
- D. The hourly requirements for one-half (1/2) credit are one-half (1/2) of the requirements specified in, s. 1003.436(1)(b), F.S.
- E. A student may be awarded credit for less than 135 hours of instruction (120 hours for a block school) if he or she has demonstrated mastery of the course requirements and Florida Standards as provided by the District's Student Progression Plan. This clarification includes awarding credit for courses taken in summer school, through performance-based instruction, block scheduling or course modifications that combine courses. The District must establish policies for these non-traditional programs and must verify student achievement of the course requirements in accordance with the state high school grading system.

### **XIII. High School Credit toward Graduation:**

- A. Students normally begin earning credit toward graduation in grade 9. High school courses taken prior to grade 9 (grades 6-8) must be counted as credit toward graduation provided the following conditions are met:
  - 1. the course is listed in the 9-12 section of the Course Code Directory; and
  - 2. the course is part of a program of acceleration approved by the principal.
- B. Except for courses that require an EOC, all courses are offered on a semester basis and credit is issued based on performance for the semester. In awarding credit for high school graduation, each District school board shall maintain a one-half (1/2) credit earned system that shall include courses provided on a full-year basis. A student enrolled in a full-year course shall receive one-half (1/2) credit if the student successfully completes either the first or the second half of a full year course **s. 1003.436(2) F.S.**. Courses that require an EOC award one (1) full credit at the end of the year for students who have passed the course.

### **XIV. Uniform Transfer of High School Credits (Grades 9-12) - s. 1003.4282(7), F.S.:**

- A. Beginning with the 2012-2013 school year, if a student transfers to a Florida public high school from out of country, out of state, a private school, or a home education program and the student's transcript shows a credit in Algebra I, the student must pass the statewide, standardized Algebra I EOC assessment in order to earn a standard high school diploma unless the student earned a comparative score, passed a statewide assessment in Algebra I administered by the transferring entity, or passed the statewide mathematics assessment the transferring entity uses to satisfy the requirements of the Elementary and Secondary Education Act, **20 U.S.C. 6301**.
- B. If a student's transcript shows a credit in high school reading or English Language Arts II or III, in order to earn a standard high school diploma, the student must take and pass the statewide, standardized grade 10 Reading assessment or, when implemented, the grade 10 ELA assessment, or earn a concordant score.
- C. If a transfer student's transcript shows a final course grade and course credit in Algebra I, Geometry, Biology I, or United States History, the transferring course final grade and credit shall be honored without the student taking the requisite statewide, standardized EOC assessment and without the assessment results constituting thirty percent (30%) of the student's final course grade, **s. 1003.4282(7), F.S.**
- D. The procedures relating to the acceptance of transfer work and credits for students in high school from out of state or out of country shall be as follows:
  - 1. Credits and grades earned and offered for acceptance shall be based on official transcripts and shall be accepted at face value subject to validation if required by the receiving school's accreditation. If validation of the official transcript is deemed necessary, or if the student does not possess an official transcript or is a home education student, credits shall be validated



through performance during the first semester (or its equivalent) as outlined in paragraph (B) of this rule. Assessment requirement for transfer students under s. 1003.4282, F.S., must be satisfied.

2. Validation of credits shall be based on performance in classes at the receiving school. A student transferring into a school shall be placed at the appropriate sequential course level and should have a minimum grade point of 2.0 by the end of the first semester. Students who do not meet this requirement shall have credits validated using the Alternative Validation Procedure, as outlined in section 3 below.
3. Alternative Validation Procedure - if validation based on performance as described above is not satisfactory, then any one (1) of the following alternatives shall be used for validation purposes as determined by the teacher, principal, and parent/legal guardian:
  - a. Portfolio evaluation by the Superintendent or designee;
  - b. Written recommendation by a Florida certified teacher selected by the parent/legal guardian and approved by the principal;
  - c. Satisfactory performance in courses taken through dual enrollment or at other public or private accredited schools;
  - d. Satisfactory performance on nationally normed standardized subject area assessments;
  - e. Satisfactory performance on a statewide, standardized assessment or;
  - f. Written review of the criteria utilized for a given subject provided by the former school.
4. Students must be provided at least ninety (90) days from the date of transfer to prepare for assessments outlined in the sections above pursuant to Rule 6A-1.09941, (2)(a-c), F.A.C.

#### **XV. Home Education Grades 9-12:**

The definition and standards for Home Education programs are set forth in s. 1002.01(1), F.S., and s. 1002.41 F.S. These statutes give a parent or legal guardian the option of directing a home education program for their own child in order to satisfy the requirements of Compulsory Attendance, s. 1003.21, F.S.

#### **XVI. Enrolling Children from Home Education Programs:**

See section titled: *Uniform Transfer of High School Credits* regarding validation of records.

#### **XVII. Students without Records:**

See section titled: *Uniform Transfer of High School Credits*.

**XVIII. Learning Opportunities for Out-of-State and Out-of-Country Transfer Students  
Needing Additional Instruction to Meet High School Graduation Requirements -  
s. 1003.433, F.S.:**

- A. Students who enter a Florida public school at the eleventh or twelfth grade from out-of-state or out of country shall not be required to spend additional time in a Florida public school in order to meet the high school course requirements of the District, state, or country from which he or she is transferring. However, to receive a standard high school diploma, a transfer student must earn a 2.0 grade point average, meet all assessment requirements, and meet the requirements under, **s. 1008.22, F.S.**.
- B. Students who earn the required twenty-six (26) credits for the standard high school diploma, except for passage of any must-pass assessments under statutes, **s. 1003.4282, F.S.**, or **s. 1008.22, F.S.**, or an alternate assessment by the end of grade 12, must be provided the following learning opportunities:
  - 1. Participation in an accelerated high school equivalency diploma preparation program during the summer (if available);
  - 2. Upon receipt of a certificate of completion (W8A), be allowed to take the College Placement Test and be admitted to remedial or credit courses at a state community college, as appropriate; and
  - 3. Participation in an adult general education program as provided in **s. 1004.93, F.S.**, for such time as the student requires to master English, reading, mathematics, or any other subject required for high school graduation. A student who attends an adult general education program shall have the opportunity to take any must-pass assessments under statutes **s. 1003.4282, F.S.**, or **s. 1008.22, F.S.**, an unlimited number of times in order to receive a standard high school diploma, **s. 1003.433(2)(a)-(c), F.S.**.
- C. A student transferring to the District from another school system shall be permitted to graduate on schedule with fewer than the prescribed number of credits provided the following conditions are met. The student shall:
  - 1. Have successfully completed the normal requirements of the school or schools from which he/she transferred during each year of high school attendance as shown on the school's official transcript;
  - 2. Have taken a full schedule of courses during each year of attendance in a District high school and passed all of those courses, thus attempting to meet the District's graduation requirements to the fullest extent possible;
  - 3. Have been at the graduating school for at least the last semester. Requests for exceptions shall be referred to the Superintendent or designee.
  - 4. Meet all other criteria listed for graduation.

- D. Transferring students who are not proficient in English should receive immediate and intensive instruction in English language acquisition. Students who have been enrolled in an ESOL program for less than two (2) school years and have met all requirements for the standard high school diploma except for passage of any must-pass assessments under statute s. 1003.4282, F.S., or s. 1008.22, F.S., or alternate assessment may receive immersion English language instruction during the summer (if available) following their senior year. Students receiving such instruction are eligible to take the required assessment or alternate assessment and receive a standard high school diploma upon passage of the required assessment or the alternate assessment, s.1003.433 (1)-(3), F.S.

**XIX. No Academic Exceptions Based on Attendance:**

- A. Schools shall not exempt students from academic performance requirements such as final exams, 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, s. 1003.33(2), F.S. Student absences for approved school activities, or absences approved by the principal or designee shall not negatively impact the student as related to the 135-hour minimum attendance for credit provided that the student completes appropriate make-up work essential for meeting course requirements.
- B. This provision applies to absences for religious instruction as authorized by s. 1003.21(2)(b), F.S., absences related to required instruction as specified in s. 1003.42, F.S., and, subject to the rules and regulations of the state board and of the District, other absences which are deemed by the principal to be in the best interest of the student.
- C. In accordance with Department of Education memorandum DPS 85-69, a student may be counted as being in school if the student is attending an academic instructional activity away from the school site provided that the activity is directly related to the instructional outcomes of one (1) or more of the courses missed and that the student completes appropriate make-up work essential for meeting course requirements. Absences from specific classes for such activities shall be recorded but not reported in accordance with School Board Policy 5200.

**XX. Military Dependent Children Transfer to Florida Schools and Equivalencies for Standardized Tests:**

A dependent child of an active member of the United States Armed Forces who enters a public school from out-of-state or out of country and provides satisfactory proof of attaining a score on an approved alternative assessment that is concordant to a passing score on any must-pass assessments under statute s. 1003.4282, F.S., or s. 1008.22, F.S., shall satisfy the assessment requirement for a standard high school diploma as provided in s. 1003.4282, F.S. See General Section of this Student Progression Plan for further information concerning the Interstate Compact on Educational Opportunity for Military Children.

**XXI. Foreign Exchange Students Enrolling in Brevard Public Schools With an F-1 or J-1 Student Visa:**

- A. The F-1 Visa allows foreign national secondary students (9-11) to study in a U.S. public school for up to one (1) academic year. The Federal I-20 form (certificate of eligibility for nonimmigrant status) must be issued through the District Office of Student Services after tuition is paid. The I-20 form must then be processed for an F-1 visa by the U.S. consular office in the student's home country. If an F-1 Student Visa is granted, the student may enter the U.S. and attend a public school for up to one (1) year. F-1 students may live with a relative and participate in extracurricular activities and athletics. Students are not expected to receive a high school diploma.
- B. The J-1 Student Visa is regulated by the U.S. State Department and is sponsored by a specially-licensed U.S. or International organization. Students must live with a host-family vetted by the agency sponsoring the student. J-1 students may be enrolled for one (1) year in grades 9-11, on a space available, principal approval basis ([School Board Policy 5114](#)). Students on a J-1 visa may participate in extracurricular activities as well as athletics. Students may not graduate from a high school or receive a diploma.
- C. Based on [School Board Policy 5460](#), commencement exercises will include only those students who have successfully completed requirements for a standard high school diploma, a special diploma, or a certificate of completion for graduation as certified by the high school principal. Therefore, Foreign Exchange students enrolling in the District's with an F-1 or J-1 student visa may not participate in commencement exercises.

**XXII. Graduation Requirements for Foreign Students without Records:**

- A. A 12<sup>th</sup> grade foreign student without records must meet the following conditions in order to receive a diploma:
  - 1. Receive a passing grade in all subjects taken;
  - 2. Demonstrate satisfactory mastery of the skills and competencies as determined by the statewide, standardized assessment;
  - 3. Pass the designated end of course (EOC) assessments as appropriate;
  - 4. Be in attendance in the District for at least two (2) semesters.

**XXIII. Grade Forgiveness - s. 1003.4282(5), F.S.:**

**A. High School**

- 1. 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.

(Note: “Comparable” is defined as a course in the same subject area. The subject area of a course shall be determined by the subject area listed in the FLDOE Course Code Directory unless otherwise noted by the District.)

2. 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 the same, comparable, or another course.

**B. Middle School**

1. 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’s forgiveness policy must allow the replacement of the grade with a grade of “C” or higher earned subsequently in the same or comparable course.

(Note: “Comparable” is defined as a course in the same subject area. The subject area of a course shall be determined by the subject area listed in the FLDOE Course Code Directory unless otherwise noted by the District.)

**C. High School and Middle School**

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 the District’s forgiveness policy shall be included in the calculation of the cumulative grade point average required for graduation, **s. 1003.4282(5), F.S.**

(Explanatory Note: **Rule 6A-1.0955(3), F.A.C.**, requires each school district to keep a record of courses taken and a record of achievement, such as grades, unit, or certification of competence. Student records cannot be altered at any time unless it has been determined that the information is inaccurate or in violation of the privacy or other rights of the student. All courses and grades must be included on the student’s transcript. The authority for the School Board to adopt a forgiveness policy does not provide the authority to alter a student’s record to delete the forgiven course and grade. The forgiveness policy authorization is for the express purpose of assisting students in meeting the requirements necessary to graduate from high school, including a minimum grade point average and successful completion of academic credit or curriculum requirements. The School Board does not have the authority to purge that student’s record to delete the first grade. All forgiven courses and grades must be included on a student’s transcript as an accurate reflection of the student’s record of achievement.)

**XXIV. Statewide Standardized Assessment Program:**

- A. The primary purpose of the student statewide, standardized assessment program is to provide student academic achievement and learning gains data to students, parents/legal guardians, teachers, school administrators, and District staff. This data is to be used by districts to improve instruction; by students, parents/legal guardians, 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, **s. 1008.22(1), F.S.**

- B. The statewide, standardized ELA (English Language Arts) assessments shall be administered annually in grades 3 through 10. Retake opportunities for the grade 10 Reading assessment or, upon implementation, the grade 10 ELA assessment be provided. Students taking the ELA assessment shall not take the statewide, standardized assessment in Reading or Writing. ELA assessments shall be administered online.
- C. The statewide, standardized Mathematics assessments shall be administered annually in grades 3 through 8. Students taking a revised Mathematics assessment shall not take the discontinued assessment.
- D. The statewide, standardized Science assessments shall be administered annually at least once at the elementary and middle grades levels.
- E. In order to earn a standard high school diploma, a student who has not earned a passing score on the grade 10 Reading assessment, or, upon implementation, the grade 10 ELA assessment must earn a passing score on the assessment retake or earn a concordant score as authorized under subsection, **s. 1008.22(7), F.S.**
- F. End of Course (EOC) Assessments must be statewide, standardized, and developed or approved by the Florida Department of Education.

## **Years of EOC Implementations**

### **2010-2011**

- All students enrolled in Algebra I must take the Algebra I EOC assessment.

### **2011-2012 and 2012-2013**

- A student who is enrolled in Algebra I must earn a passing score on the Algebra I EOC assessment or attain a comparative score as authorized under **s. 1008.22(8), F.S.**, in order to earn a standard high school diploma. A student who has not earned a passing score on the Algebra I EOC assessment must participate in each retake of the assessment until the student earns a passing score.
- All students enrolled in Geometry must take the Geometry EOC assessment.
- Middle grades students enrolled in Algebra I or Geometry must take the statewide, standardized EOC assessment for those courses and are not required to take the corresponding grade-level FCAT.
- All students enrolled in Biology I must take the Biology I EOC assessment.

### **2013-2014 and Beyond**

- All students entering grade 9 in 2013-2014 who enroll in Algebra 1, Geometry, Biology 1, U.S. History or equivalent courses any time during grades 9-12, must take the associated EOC assessment that shall constitute thirty percent (30%) of the student's final course grade. Students must pass the Algebra 1 EOC to graduate from high school, **s. 1008.22(3)(b), F.S.**, and **s. 1003.4282(3), F.S.**
- Middle grades students enrolled in Civics must take the Civics EOC assessment that shall constitute thirty percent (30%) of the student's final course grade.

**2015-2016 and 2016-2017**

- All students who enroll in Algebra 2 must take the associated EOC assessment that shall constitute thirty percent (30%) of the student's final course grade.

**2017 and Beyond**

- All students who enroll in Algebra 2 are not required to take an associated EOC assessment.

**XXV. Concordant Scores - s. 1008.22(7), F.S.:**

The Commissioner of Education must identify scores on the SAT and ACT that if achieved, satisfy the graduation requirement that a student pass the grade 10 statewide, standardized Reading assessment or upon implementation, the grade 10 ELA assessment. The commissioner may identify concordant scores on assessment other than the SAT and ACT. If the content or scoring procedures change for the grade 10 Reading assessment or, upon implementation, the grade 10 ELA assessment, new concordant scores must be determined. If new concordant scores are not timely adopted, the last adopted concordant scores remain in effect until such time as new scores are adopted. The state board shall adopt concordant scores in rule.

**XXVI. Comparative Scores for End-of-Course (EOC) Assessment - s. 1008.22(8), F.S.:**

The Commissioner of Education must identify one (1) or more comparative scores for the Algebra 1 EOC assessment. If the content or scoring procedures change for the new EOC assessment, new comparative scores must be determined. If new comparative scores are not timely adopted, the last-adopted comparative scores remain in effect until such time as new scores are adopted. The state board shall adopt comparative scores in rule.

**XXVII. Previous Scores Required for Graduation:**

Students originally scheduled to graduate between 2004 and 2013 – students who entered grade 9 in the 2008-2009 school year or prior and were originally scheduled to graduate between 2004 and 2013 must earn passing scores on Grade 10 FCAT Reading and Mathematics, or their equivalents. Students who entered grade 9 in the 2009-2010 school year or prior must earn an alternate passing score (comparable to the passing score for Grade 10 FCAT Reading) on Grade 10 FCAT 2.0 Reading and a passing score on Grade 10 FCAT Mathematics. The FCAT Mathematics retake is no longer administered. Students who still need to satisfy this requirement must earn a concordant score on the SAT or ACT. Students may also meet the FCAT Mathematics requirement by passing the NGSSS or FSA Algebra 1 EOC Assessment.

**XXVIII. Common Placement Testing for Public Postsecondary Education:**

The District will continue to test all 11<sup>th</sup> graders with a recognized college readiness test and shall use the results of the test to advise the students of any identified deficiencies.

## Cohort Requirements 2002 and Beyond

Students Who Enter Grade 9 in 2018-19 and <b>BEYOND</b>		Students Who Entered Grade 9 <b>BETWEEN</b> 2010-11 and 2017-2018	
ELA		ELA	
FCAT 2: Reading 2010-11 to 2012-13	NA	FCAT 2: Reading 2010-11 to 2012-13	245
FSA: ELA (Alternate passing scores DO NOT apply)	NA	FSA: ELA (Alternate passing score for students who entered grade 9 in 2010-2014 <b>(ONLY)</b> )	349
FSA: ELA	350	FSA: ELA	350
SAT: *EBRW (Evidence Based Reading and Writing)	480	SAT: *EBRW (Evidence Based Reading and Writing)	430
SAT: Reading Subset	NA	SAT: Reading Subset	24
ACT: Reading	NA	ACT: Reading	19
ACT: English and Reading Subtest (Average) Superscored	18	ACT: English and Reading Subtest (Average) Superscored	18
Algebra		Algebra	
FACT 2: NGSSS Algebra 1 EOC	NA	FACT 2: NGSSS Algebra 1 EOC	399
FSA: Algebra EOC (Alternate passing scores DO NOT apply)	NA	FSA: Algebra EOC * Alternate passing score for students who first participated on the FSA ALG EOC 2011-2015 <b>(ONLY those who participated prior to Spring 2016)</b>	489
FSA: Algebra EOC	497	FSA: Algebra EOC	497
PERT	NA	PERT	97
SAT: Math (If earned prior to March of 2016)	NA	SAT: Math (If earned prior to March of 2016)	380
SAT: Math	420	SAT: Math	420
ACT: Math	16	ACT: Math	16
PSAT/NMSQT: Math (If earned prior to 2015)	NA	PSAT/NMSQT: Math (If earned prior to 2015)	39
PSAT/NMSQT: Math	430	PSAT/NMSQT: Math	430
NOTE: Students who entered grade 9 in 10-11: FCAT 2 Rdg 245, no math requirement.			
Students Entering Grade 9 from 2007-08 to 2009-10		Students Entering Grade 9 from 2001-02 to 2006-07	
ELA		ELA	
FCAT: Reading	1926 (SS 300)	FCAT: Reading	1926 (SS 300)
FCAT 2: Reading (Equivalent to FCAT 1926/300)	241	FCAT 2: Reading (Equivalent to FCAT 1926/300)	241
FSA: ELA Alternate Passing Score (Equivalent to FCAT(1926/300) / FCAT 2 (241))	349	FSA: ELA Alternate Passing Score (Equivalent to FCAT(1926/300) / FCAT 2 (241))	349
SAT: Critical Reading (SAT taken prior to March of 2016)	420	SAT: Critical Reading (SAT taken prior to March of 2016)	410
SAT: *EBRW (SAT taken after March of 2016)	420	SAT: *EBRW (SAT taken after March of 2016)	410
SAT: Reading Subset (SAT taken after March of 2016)	23	SAT: Reading Subset (SAT taken after March of 2016)	22
ACT: Reading	18	ACT: Reading	15
MATH		MATH	
FCAT: Math	1889 (SS 300)	FCAT: Math	1889 (SS 300)
FSA: Algebra EOC	497	FSA: Algebra EOC	497
SAT: MATH*	340	SAT: MATH*	340
ACT: Math	15	ACT: Math	15
*SAT MATH—Students required to pass FCAT Mathematics for graduation may submit a score of 340 or higher, regardless of their year of enrollment in grade 9, if the score is dated March 2005 and beyond.			
<b>Class of 2003</b> —Students who were originally scheduled to graduate in 2003 may satisfy their graduation requirements by earning a score of 339 on the Grade 10 FSA ELA Assessment. This is equivalent to a score of 236 on Grade 10 FCAT 2.0 Reading Assessment.			
<b>High School Competency Test (HSCT) Requirement</b> —The HSCT State Board Rule (6A-1.09421, F.A.C.) was repealed in fall 2015. Students who were scheduled to graduate in 2002 or earlier and have not passed the HSCT as part of their graduation requirements will need to enroll in an adult education program to earn a standard high school diploma. In accordance with Rule 6A-6.020, F.A.C., those who enter adult high school after their ninth-grade cohort has graduated or who are not part of a ninth-grade cohort must meet the current grade 12 cohort's graduation requirements that are in effect the year they enter adult high school.			
<b>6A-6.020 Granting High School Credits and Diplomas to Adults.</b>			
Graduation requirements. To determine graduation requirements, including course requirements and state assessments, for students who are not enrolled in the K-12 educational system and enroll in adult high school, the following shall apply:			
(a) Students entering adult high school and whose ninth-grade cohort has not graduated must meet the graduation requirements based on the year that the student entered the ninth grade, and,			
(b) Students entering adult high school after their ninth-grade cohort has graduated or who are not part of a ninth grade cohort must meet the current twelfth grade cohort graduation requirements that are in effect for the year they enter adult high school.			
Note: Student who earned a certificate of completion and are not enrolled in an Adult Education program would follow their grade nine cohort requirements.			



**XXIX. Students with Disabilities:**

The District must provide instruction to prepare students with disabilities in core content knowledge and skills necessary for successful grade to grade progression and high school graduation, **s. 1008.22(c)1, F.S.** See Progression Plan for Students with Disabilities section.

**XXX. Un-Weighted GPA:**

Grade	All Courses
A	4
B	3
C	2
D	1
F	0

The cumulative un-weighted grade point average includes all courses taken for credit. It is calculated for high school graduation purposes with the exception of those courses retaken under the District's forgiveness policy.

**XXXI. Weighted GPA:**

- A. The cumulative weighted grade point average includes additional weight for Dual Enrollment (DE), Advanced Placement (AP), International Baccalaureate (IB), and Advanced International Certificate of Education (AICE), courses as well as Level III (Advanced) high school courses.

**B. Note:**

The District must weight dual enrollment courses the same as Advanced Placement courses when weighted grade point averages are calculated. Alternative grade calculation or weighting systems that discriminate against dual enrollment courses are prohibited, **s. 1007.271 (8), F.S.** See chart below:

Grade	Other Courses	Level III Courses	Dual Enrollment/ AP/IB/AICE Courses
A	4	4.5	5
B	3	3.5	4
C	2	2.5	3
D	1	1	1
F	0	0	0

**XXXII. High School Grading System – Rank-In-Class:**

- A. Rank-in-class shall be for the purpose of college admissions and scholarship applications. The release of such individual student information shall be in accordance with School Board Policy 8330 (Maintenance and Access to Student Records). Rank-in-class shall be computed on a cumulative un-weighted GPA. State universities in Florida recalculate a student's grade point average for admissions purposes in accordance with Florida statute and rule.

- B. Upon a student or parent/legal guardian request, for purposes of admissions to colleges and universities which are not a part of the Florida state system, and for certain scholarship applications, the rank-in-class procedure utilizing only academic subjects on a weighted basis shall be used.

**XXXIII. Honor Graduates:**

- A. Any student with a minimum of 3.50 cumulative weighted GPA at the end of the first semester during the year prior to graduation shall be declared an honor graduate, provided that the student maintains a comparable level of performance during the second semester.
1. All high school course grades earned in grades 7-12 are to be included in the grade point average for determining honor graduates with the following exceptions:
    - a. Adult education;
    - b. Pass/fail grades (transfer students);
    - c. On-the-job;
    - d. Lowest grade for a course that is repeated.
  2. The cumulative weighted grade point average as indicated in the previous chart shall be utilized in computing the grade point average.

**XXXIV. Valedictorian and Salutatorian:**

The local school determines policies and procedures associated with the selection of student graduation speakers and/or designation of the Valedictorian or Salutatorian.

**XXXV. Honorary Diploma:**

An honorary diploma may be awarded in the case of such unfortunate circumstances as the severe disability or death of a student prior to graduation. The student must have been a senior in good standing to meet the requirements of graduation established by the District at the time of the disability/death.

**XXXVI. Distance Learning:**

- A. Full-time students may enroll in courses offered by distance (on-line or correspondence) learning programs, as part of, or in addition to, the regular instructional day. Courses may be taken through distance learning provided that:
1. the principal approves the course(s) prior to enrollment,
  2. the course content is comparable to the District-adopted course(s), and
  3. the course or courses are received on an official transcript as defined by the State Uniform Transfer of High School Credits Rule, **s. 1003.25(3), F.S.**
- B. The principal shall award credit for successful course completion. Exceptions for extenuating circumstances must be approved by the Superintendent or his designee.

## **XXXVII. Alternatives to High School Graduation:**

### **A. Certificate of Completion:**

Certificate of Completion may be awarded to a student who completes the minimum number of credits and other requirements in statute **s. 1003.4282, F.S.**, but fails to pass the assessments required under **s. 1008.22(3), F.S.**, or achieve a 2.0 grade point average (GPA) on a 4.0 scale. At the end of the senior year, a student who has earned the minimum required twenty-six (26) credits but who has not met the testing or GPA requirements may qualify for one (1) of the following:

1. Certificate of Completion - W8A - A student who has met state and District credit requirements for graduation and GPA requirements for graduation, but has not met assessment requirements.

*This code applies to the twenty-six (26) or twenty-four (24) Credit Graduation Options, but DOES NOT apply to the eighteen (18) Credit Graduation Option.*

2. Certificate of Completion - W08 - A student who has met state and District credit requirements for graduation, and has met assessment requirements, but does not have the required GPA requirements for graduation.

*This code applies to the twenty-six (26) or twenty-four (24) Credit Graduation Options, but DOES NOT apply to the eighteen (18) Credit Graduation Option.*

3. Certificate of Completion - W08 - A student who has met state and District credit requirements, has not met assessment requirements, and does not have the required GPA requirements for graduation.

*This code applies to the twenty-six (26) or twenty-four (24) Credit Graduation Options, but DOES NOT apply to the eighteen (18) Credit Graduation Option.*

4. Certificate of Completion - W8B - A student who has met state and District credit requirements, has not met assessment requirements, and/or does not have the required GPA requirements for graduation.

*This code applies to the eighteen (18) Credit Graduation Option, but DOES NOT apply to the twenty-six (26) or twenty-four (24) Credit Graduation Options.*

5. A student who is otherwise entitled to a Certificate of Completion but chooses not to accept the Certificate may elect to remain in the high school as a full-time student or a part-time student for up to one (1) additional year and receive special instruction to remedy the identified deficiencies.
6. A student who has received a Certificate of Completion who subsequently meets the requirements for a standard high school diploma (assessment or GPA requirements) shall be awarded a standard high school diploma whenever the requirements are completed. The date on the standard diploma will reflect the year the student completed the graduation requirements.

**B. High School Equivalency Diploma Program - s. 1003.435, F.S.:**

A candidate for a high school equivalency diploma shall be at least eighteen (18) years of age on the date of the examination, except that in extraordinary circumstances, as provided for in rules of the District in which the candidate resides or attends school, a candidate may take the examination after reaching the age of sixteen (16). All high school equivalency diplomas issued under the provisions of this section shall have equal status with other standard high school diplomas for all state purposes, including admission to any state university or Florida College System institution.

**C. Adult Student High School Diploma:**

Students enrolled in the Adult Education Program are required to earn twenty-six (26) credits to graduate. However, in accordance with s. 1004.93, F.S. the following are exceptions for students enrolled in adult general education:

1. The one (1) credit in physical education is not required for graduation and shall be substituted with an elective credit keeping total credits consistent with the twenty-six (26) credits.
2. The District may waive the lab component of science requirement when facilities do not exist or are inaccessible.
3. Any course listed within the Florida Course Code Directory and Instructional Personnel Assignments in the areas of art, drama, dance, or music may be taken by adult education students and will satisfy the credit in performing arts required for high school graduation, s. 1003.4282(3)(e), F.S.

**XXXVIII. Acceleration:**

- A. Articulated acceleration shall be available and will serve to shorten the time necessary for a student to complete the requirements associated with a high school diploma and a postsecondary degree, broaden the scope of curricular options available to students or increase the depth of study available for a particular subject. Articulated acceleration mechanisms shall include, but not be limited, to dual enrollment and early admission as provided for in s. 1007.27, F.S., Advanced Placement, credit by examination, the International Baccalaureate Program, and the Advanced International Certificate of Education Program. Credit earned through the Florida Virtual School shall provide additional opportunities for early graduation and acceleration, s. 1007.27, F.S.
- B. Students may participate in a program of accelerated graduation through any of the following options for which they are eligible:
  1. Credits earned through early admission/dual enrollment to postsecondary institutions authorized by Florida law or accredited by the Southern Association of Colleges and Schools. Specific guidelines for eligibility are provided by the postsecondary institution;

2. Credits earned through Credit- By- Exam Programs (CAP Program) as approved by the District and/or state;
3. Credits earned through Distance Learning (Non-Fee Based and Fee-Based, i.e. Florida Virtual School, Correspondence, etc.);
4. Credits earned through demonstration of mastery of student performance standards;
5. Credits earned in a program approved by the Office of High School Programs in which a student, using performance-based criteria, progresses through course standards in less than 135 hours. Procedures are in place to amend a school master schedule to 135 hours of instruction for students who may need the additional time to meet course requirements;
6. ACCEL Graduation Program.

**XXXIX. Acceleration Options:**

- A. Each high school shall advise each student of courses through which a high school student can earn college credit including Advanced Placement (AP), International Baccalaureate (IB), Advanced International Certificate of Education (AICE), 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 and accelerated graduation option under s. 1003.4281, F.S., and s. 1003.4295(1), F.S.
- B. Beginning with the 2011-2012 school year, each high school shall offer an IB program, an AICE program, or a combination of at least four (4) courses in dual enrollment or AP, including one (1) course each in: English, mathematics, science and social studies. To meet this requirement, the District may provide courses through virtual instruction, if the virtual course significantly integrates postsecondary level content for which a student may earn college credit, as determined by the Florida Department of Education (FDOE), and for which a standardized end-of-course assessment, as approved by the FDOE, is administered, s. 1003.4295(2), F.S.
- C. The Credit Acceleration Program (CAP) is created for the purpose of allowing a student to earn high school credit in courses required for graduation through the passage of an end-of-course assessment administered under s. 1008.22, F.S., an Advanced Placement Examination, or a College Level Examination Program (CLEP). Notwithstanding s. 1003.436, F.S., the 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 District shall permit a 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, s. 1003.4295(3), F.S.

**XL. Advanced Placement (AP):**

- A. Advanced Placement (AP) is the enrollment of an eligible secondary student in a course offered through the Advanced Placement Program administered by the College Board. Course

descriptions and course examinations are prepared by the College Board. Examinations are administered at high school sites in May of each year at a fee established by the College Board.

- B. Students who successfully complete the course work in an Advanced Placement class receive credit toward high school graduation. Postsecondary credit for an AP course shall be awarded at Florida public colleges/universities to students who score a minimum of three (3) on a 5-point scale on the corresponding AP exam. Although most colleges and universities grant advanced placement and/or credit to students presenting AP Examination grades of three (3) or higher, policies on awarding college credit are the decision of the individual institution. All students enrolled in an AP course are required to take the AP Exam. Students shall be exempt from the payment of any fees for administration of the examination regardless of whether or not the student achieves a passing score on the examination, **s. 1007.27(5), F.S.**

C. **District Advanced Placement Diploma:**

To earn the District's Advanced Placement Diploma, students must participate in at least six (6) full-year Advanced Placement (AP) courses (or a combination of full-year courses and semester courses totaling six (6) credits) earning scores of three (3) or higher on the exams for those courses. Students who complete this specified cluster of AP courses may accelerate the first year of college through early completion of lower division general education requirements.

D. **AP Capstone Diploma**

A new opportunity for District students at participating schools is the Capstone Diploma. Students who earn three (3) or higher on the AP Seminar and AP Research exams and on four (4) additional AP exams of their choosing will receive the AP Capstone Diploma. The AP Seminar and Research Certificate is awarded to students who earned three (3) or high on both the AP Seminar and AP Research exams.

**XLI. International Baccalaureate (IB):**

The International Baccalaureate (IB) Program is the curriculum in which eligible secondary students are enrolled in a program of studies offered through the International Baccalaureate Program administered by the International Baccalaureate Office. Examinations are administered at high school sites in May and June of each year. Students who successfully complete the course work in IB receive credit toward high school graduation. Postsecondary credit for an IB course shall be awarded at Florida public colleges/universities to students who score a minimum of four (4) on a seven (7)-point scale on the corresponding IB exam. Although most colleges and universities grant IB and/or credit to students presenting IB Examination grades of four (4) or higher, policies on awarding college credit are the decision of the individual institution. All students enrolled in an IB course are required to take the IB Exam. Students shall be exempt from the payment of any fees for administration of the examination regardless of whether or not the student achieves a passing score on the examination, **s. 1007.27(5), F.S.**

**XLII. Advanced International Certificate of Education Program (AICE):**

The Advanced International Certificate of Education (AICE) Program is the curriculum whereby students are enrolled in programs of study offered through the Advanced International Certificate of

Education Program administered by the University of Cambridge Local Examinations Syndicate. Examinations are administered at high school sites in May and June of each year. Students who successfully complete the course work in AICE receive credit toward high school graduation. Postsecondary credit for an AICE course shall be awarded at Florida public colleges/universities to students who score a minimum of E on an A-E scale on the corresponding AICE exam. Although most colleges and universities grant AICE and/or credit to students presenting AICE Examination grades of E or higher, policies on awarding college credit are the decision of the individual institution. All students enrolled in an AICE course are required to take the AICE Exam. Students shall be exempt from the payment of any fees for administration of the examination regardless of whether or not the student achieves a passing score on the examination, s. 1007.27(8), F.S.

### **XLIII. Dual Enrollment:**

- A. The dual enrollment program shall be the enrollment of an eligible secondary student, who is on track to meet promotion and graduation requirements as per the District's Student Progression Plan, in a postsecondary course creditable toward a high school diploma and a vocational certificate or an associate or baccalaureate degree, s. 1007.271(1), F.S. A student who is enrolled in postsecondary instruction that is not creditable toward a high school diploma may not be classified as a dual enrollment student.
- B. Students who are eligible for dual enrollment may enroll in dual enrollment courses conducted during school hours, after school hours, and during the summer term. However, if the student is projected to graduate from high school before the scheduled completion date of a postsecondary course, the student may not register for that course through dual enrollment. The student may apply to the postsecondary institution and pay the required registration, tuition, and fees if the student meets the postsecondary institution's admissions requirements under, s. 1007.263, F.S. Instructional time for dual enrollment may vary from 900 hours; however, the full-time equivalent student membership value shall be subject to the provisions in s. 1011.61(4), F.S. Any student enrolled as a dual enrollment student is exempt from the payment of registration, tuition, and laboratory fees, s. 1007.271, F.S.
- C. Applied academics for adult education instruction, developmental education, and other forms of pre-collegiate instruction, as well as physical education courses that focus on the physical execution of a skill rather than the intellectual attributes of the activity, are ineligible for inclusion in the dual enrollment program. Recreation and leisure studies courses shall be evaluated individually in the same manner as physical education courses for potential inclusion in the program, s. 1007.271(2), F.S.
- D. Students may take college level courses while still in high school by co-enrolling in a community college, college, or university, subject to entrance requirements of the individual institution and terms of the articulation agreement between the School Board and the institution. The State Board of Education Rules for dual enrollment programs include requirements for high school graduation. The State Board of Education shall determine the number of postsecondary credit hours earned through dual enrollment that satisfy the requirements of the District's dual enrollment articulation agreement and that equal one (1) full credit of the equivalent high school course identified in, s. 1007.271, F.S. Upon successful completion of the college course, credit toward high school graduation may be granted provided that the course is academic in nature and

may be applied toward an academic degree (physical education and college preparatory courses are specifically excluded); or the course is a career certificate course or program approved by the District and the postsecondary institution;

- E. The District shall inform all secondary school students and their parents/legal guardians of dual enrollment as an educational option and mechanism for acceleration. Students and their parents/legal guardians shall be informed of student eligibility requirements, the option for taking dual enrollment courses beyond the regular school year, and the minimum academic credits required for graduation. The District must annually assess the demand for dual enrollment and provide that information to each partnering postsecondary institution.
- F. Alternative grade calculation, weighting systems, and information regarding students' education options that discriminates against dual enrollment courses are prohibited, **s. 1007.271(8), F.S.**

#### **XLIV. Dual Enrollment Student Eligibility Requirements - s. 1007.271(3), F.S.:**

- A. Student eligibility requirements for initial enrollment in college credit dual enrollment courses includes:
  - 1. Student is on track to meet promotion and graduation requirements as per the Board Student Progression Plan,
  - 2. State unweighted cumulative high school GPA requirement for the selected program of study:

a. Academic Dual Enrollment	3.0
b. College Credit Certificate	2.5
c. Postsecondary Adult Vocational Certificate	2.0
  - 3. Minimum score on a common placement test adopted by the State Board of Education which indicates that the student is ready for college-level coursework.
- B. Student eligibility requirements for continued enrollment in college credit dual enrollment courses must include:
  - 1. Student continues to be on track to meet promotion and graduation requirements as per the District's Student Progression Plan
  - 2. Student must continuously meet all dual enrollment admission standards for their selected degree or certificate program to maintain eligibility
  - 3. Maintenance of a minimum unweighted high school GPA (which includes Dual Enrollment and High School courses),

a. Academic Dual Enrollment	3.0
b. College Credit Certificate	2.5
c. Postsecondary Adult Vocational Certificate	2.0



4. A student who fails to meet the above requirements will be ineligible for dual enrollment for a period of one (1) school term.
- C. Students are expected to complete and achieve an overall GPA of 2.0 in college credit dual enrollment coursework taken during a term
- D. A student who withdraws from two (2) EFSC courses in one (1) term will be considered ineligible for dual enrollment in the next term.
- E. If a student withdraws from an EFSC course and does not notify the school in five (5) school days, the student is ineligible for dual enrollment for two (2) school terms.
- F. Unqualified students may not sit in a dual enrollment class under a high school number. Under limited circumstances, a student may be permitted by exception to enrollment in a dual enrollment Early Childhood Education Program offered at the high school with lower than the required GPA. There are no other GPA exception waivers available for any academic or career technical courses that are offered at the EFSC campus or on the high school campus.
- G. Regardless of meeting student eligibility requirements for continued enrollment, a student may lose the opportunity to participate in a dual enrollment course if the student is disruptive to the learning process such that the progress of other students or the efficient administration of the course is hindered.

#### **XLV. Career and Technical Dual Enrollment:**

- A. Career dual enrollment shall be provided as a curricular option for secondary students who wish to earn credits toward a high school diploma and a degree or certificate from a job preparatory program. Students may not take isolated vocational courses.
- B. Eligible public secondary students may apply to enroll in vocational credit courses leading to a Postsecondary Adult Vocational Certificate (PSAV) or college credit courses leading to a College Credit Certificate (CCC) provided that the selected program of study is included on the School Board/EFSC Approved List of Programs Leading to Industry Certification.
- C. The Bright Futures Course Table (BFCT) provides detailed information on how all public school secondary courses and the most commonly used dual enrollment courses apply toward academic course requirements. The BFCT, located on the Bright Futures Website, is designed to help educators, students and their families identify courses which are used to determine a student's initial eligibility for the Florida Bright Futures – Gold Seal Scholarship Endorsement and the Gold Seal CAPE Scholars Award.
- D. By entering the Career and Technical (vocational) program on the BFCT, a list of specific high school and dual enrollment courses will be displayed which can be applied to Gold Seal Scholarship and Gold Seal CAPE Scholars eligibility for the identified program. High schools and Eastern Florida State College (EFSC) do not offer every course on the Bright Futures Course Table. High school counselors can provide information regarding courses offered on the high school campus and EFSC advisors can provide information regarding courses offered on each

college campus. For the most current information and Gold Seal guidelines visit the Florida Department of Education Bright Futures website:  
[www.floridastudentfinancialaid.org/SSFAD/bf](http://www.floridastudentfinancialaid.org/SSFAD/bf).

#### **XLVI. Early Admission/Full-time Dual Enrollment:**

- A. Early admission is a form of dual enrollment through which eligible first semester seniors may enroll in a postsecondary institution instead of their high school of attendance in courses creditable toward the high school diploma and the associate or baccalaureate degree or a vocational certificate. Full-time dual enrollment students must enroll in at least four (4) courses totaling twelve (12) college credit hours or more for the term and earn a sufficient number of credit hours in appropriate courses during the term to meet high school graduation requirements by the end of their senior year. One (1) credit laboratory courses do not count towards the twelve (12) credit hours or four (4) course count. It is recommended that students enroll in five (5) courses per semester or the equivalent to participate in the early admission program; however, a student may not be required to enroll in more than fifteen (15) college credit hours per semester or the equivalent. Students enrolled pursuant this subsection are exempt from the payment of registration, tuition, and laboratory fees.
- B. Early admission is in lieu of the senior year of high school and is available only in the fall semester for students on the twenty-six (26) credit track. It is available to students who have completed the following:
  - 1. Completed their junior year;
  - 2. Completed all required courses for graduation in Brevard County with the exception of up to 1.0 high school credit each in English, Science, Social Studies and Math. These must be completed at the college;
  - 3. Met GPA and other admission requirements;
  - 4. Been recommended by a high school counselor and received prior approval of the high school principal.
- C. Students participating in the early admission program may be awarded a high school diploma after completing two (2) semesters with twenty-six (26) credits with an overall un-weighted GPA of 2.0 or higher and meeting the high school graduation requirements.
- D. Students in early admission or dual enrollment may not drop a course without first obtaining permission from the principal. Early admission and full-time dual enrollment students are expected to enroll in and successfully complete (2.0 un-weighted college GPA) a minimum of twelve (12) credit hours each semester. If a student falls below the required twelve (12) credit hours, they will no longer be considered an early admission or full-time dual enrollment student and will be required to return to the high school and take the required seven (7) courses.

- E. Early admission and full-time enrollment students remain eligible to participate in all extracurricular and graduation activities at their high school of attendance in accordance with the District's rules.
- F. Early admission and full-time dual enrollment students must take four (4), but no more than five (5) courses, totaling at least twelve (12) credit hours each semester. Based on their strong academic record, students with a cumulative unweighted high school GPA of 3.5 may register for six (6) courses each term with their high school's approval. Students may exceed the total number of allowable courses through the Early College Credit Option (ECCO) administered by the College. ECCO courses do not count towards high school graduation requirements; tuition and textbook costs must be paid by the student.

#### **XLVII. Bright Futures Scholarship Program:**

- A. The Bright Futures Scholarship Program is the umbrella program for three (3) state-funded scholarships: the Florida Academic Scholars, the Florida Medallion Scholars, and the Florida Gold Seal Vocational Scholars Awards. These awards are based on specific academic requirements and volunteer service work hours earned in grades 9-12. The volunteer service work hour requirements are as follows:
  - 1. Florida Academic Scholars Award – 100 hours, **s. 1009.534(1), F.S.**;
  - 2. Florida Medallion Scholars Award – 75 hours, **s. 1009.535(1), F.S.**;
  - 3. Florida Gold Seal Vocational Scholars Award – 30 hours, **s. 1009.536(1)(e), F.S.**:
    - a. A student who is initially eligible in the 2012-2013 academic year and thereafter, may earn a Florida Gold Seal Vocational Scholarship for a maximum of 100% of the number of hours required to complete only one (1) of the following programs at a Florida public or eligible Florida private postsecondary institution: **s. 1009.536, F.S.**
    - b. Applied Technology Diploma, up to sixty (60) credit hours or equivalent clock hours;
    - c. Technical Degree Education Program, not to exceed seventy-two (72) credit hours or equivalent clock hours;
    - d. Career Certificate Program, not to exceed seventy-two (72) credit hours or equivalent clock hours, **s. 1009.536, F.S.**
  - 4. Gold Seal CAPE Scholars Award – thirty (30) hours, **s. 1009.536, F.S.**:
    - a. Created as an alternative to the current Florida Gold Seal Vocational Scholars award for student graduating in the 2016-2017 academic year and thereafter;
    - b. Meet general eligibility requirements for the Florida Bright Futures Scholarship Program;
    - c. Earn a minimum of five (5) postsecondary credit hours through CAPE industry certifications which articulate for college credit;

- d. Students may receive an award for specific applied technology diplomas, technical degree programs or career certificate programs. Once CAPE students complete a technical degree program that articulates into a higher degree, expanded funding will be available for an eligible Bachelor of Science degree or a Bachelor of Applied Science degree.
- B. Eligible Bright Futures students enrolled in the pilot program at the University of Florida may receive an award for no more than two (2) semesters in a fiscal year. Summer funding is available for those students.
- C. All students whose transcripts are submitted electronically to the FDOE for an official early evaluation (based on academic progress in the middle of the last year of high school and test scores for tests taken by January 31) will receive an eligibility or ineligibility determination, with the award status notification posted to their online account. Students cannot lose an award based on early evaluation unless they fail to earn a standard Florida high school diploma.
- D. Students who intend to use Bright Futures in the summer following high school graduation should make all attempts to receive an early eligibility determination in order to have their Bright Futures application reviewed in time to use the award over the summer.
- E. Students who graduate from high school mid-year may submit a *Florida Financial Aid Application* no later than December 31 prior to the student's graduation, be evaluated for Bright Futures, and, if eligible, receive funding in the spring term following the student's high school graduation, **s. 1009.531, F.S.** These students will be evaluated for renewal of their scholarships at the end of their first full year (fall through spring) of funding, **s. 1009.532 (4), F.S.**
- F. Students should see their counselors or visit the Bright Futures website at <http://www.floridastudentfinancialaid.org/SSFAD/home/uamain.htm>.

**XLVIII. Benacquisto Scholarship Program (formerly the Florida National Merit Scholar Incentive Program) - s. 1009.893, F.S.**

- A. The Florida National Merit Scholar Incentive Program is created to reward a high school graduate who receives recognition as a National Merit Scholar or National Achievement Scholar and who initially enrolls in the 2015-2016 academic year or, later, in a baccalaureate degree program at an eligible Florida public or independent postsecondary educational institution.
- B. In order to be eligible for an award under the incentive program, a student must:
  - 1. Earn a standard Florida high school diploma or its equivalent pursuant to **s. 1002.3105, F.S.**, **s. 1003.4281, F.S.**, **s. 103.4282, F.S.**, or **s.1003.435, F.S.**, unless:
    - a. The student completes a home education program according to **s. 1002.41, F.S.**; or
    - b. The student earns a high school diploma from a non-Florida school while living with a parent/legal guardian who is on military or public service assignment out of this state;
  - 2. Be accepted by and enroll in a Florida public or independent postsecondary educational institution that is regionally accredited; and

3. Be enrolled full-time in a baccalaureate degree program at an eligible regionally accredited Florida public or independent postsecondary educational institution during the fall academic term following high school graduation.
- C. An eligible student who is a National Merit Scholar or National Achievement Scholar and who attends a Florida public postsecondary educational institution shall receive an incentive award equal to the institutional cost of attendance minus the sum of the student's Florida Bright Futures Scholarship and National Merit Scholarship or National Achievement Scholarship.
  - D. An eligible student who is a National Merit Scholar or National Achievement Scholar and who attends a Florida independent postsecondary educational institution shall receive an incentive award equal to the highest cost of attendance for a resident of this state enrolled at a Florida public university, as reported by the Board of Governors of the State University System, minus the sum of the student's Florida Bright Futures Scholarship and National Merit Scholarship or National Achievement Scholarship.
  - E. A student may receive the incentive award for a maximum of 100 percent of the number of credit hours required to complete a baccalaureate degree program, or until completion of a baccalaureate degree program, whichever comes first, **s. 1009.893, F.S.**

# **Virtual Programs**

## **I. Brevard Virtual School:**

- A. Students in Brevard have many options for participating in a virtual instruction program. Brevard Virtual School (BVS) is the local option, which provides students with quality online curriculum and instruction. BVS teachers are local and are employed by the District. Students may enroll full-time or part-time. More information about BVS is available at <http://www.brevardschools.org/BrevardVirtual> and can be obtained from the current school counselor.

## **B. District Virtual Instruction Program - s. 1002.45, F.S.:**

1. In accordance with **s. 1002.45, F.S.**, the District offers eligible students full-time and part-time virtual instruction options in grades K-12. Additional information regarding all enrollment types is available at: <http://www.brevardschools.org/BrevardVirtual>. The purpose of this program is to make quality virtual instruction available to students using online and distance learning technology in the nontraditional classroom. The District will provide parents and legal guardians with timely written notification of at least one (1) open enrollment period for full-time students of ninety (90) days or more, which ends thirty (30) days before the first day of the school year.
2. Part-time virtual instruction options are also available for students enrolled in dropout prevention and academic intervention programs under **s. 1003.53, F.S.**, Department of Juvenile Justice education programs under **s. 1003.52, F.S.**, core-curricula courses to meet class size requirements under **s. 1003.03, F.S.**, or Florida College System institutions under, **s. 1002.45, F.S.**
3. The full-time virtual instruction programs under **s. 1002.37, F.S.**, or **s. 1002.45, F.S.**, must fulfill the obligations of the District under **s. 1003.57, F.S.**, for public school exceptional students who are enrolled in a full-time virtual instruction program. A student whose individual educational plan indicates that full-time virtual instruction is appropriate may be enrolled in a full-time virtual instruction program.

## **II. Florida Virtual School Acceleration -- s. 1002.37, F.S.:**

- A. In accordance with **s. 1002.37, F.S.**, Florida Virtual School (FLVS) offers fully accredited, online courses aligned with the Florida Standards. The District shall provide students with access to enroll in courses available through FLVS and award credit for successful completion of such courses. Access shall be available to students during or after the normal school day, and through summer school enrollment, **s. 1001.42(23), F.S.**
- B. Florida Virtual School may provide full-time and part-time instruction for students in kindergarten through grade 12.

- C. **Section 1002.37, F.S.**, allows for *course acceleration*, rather than *grade level acceleration*. Prior to placement in an accelerated course, the school administration must determine that enrollment is academically appropriate. This may be accomplished through the administration of District required assessments, teacher-made assessments, independent class work and/or review of other pertinent data. If a student is enrolled in an FLVS course, then this course will replace the same subject area, grade-level course in the student's daily schedule.
- D. The District operates a franchise of the Florida Virtual School, Brevard Virtual School (BVS). BVS utilizes the FLVS learning management system and their curriculum, taught by District teachers.
- E. Public school students receiving full-time instruction in kindergarten through grade 12 by FLVS must take all statewide standardized assessments required pursuant to **s. 1008.22, F.S.**. Public school students receiving part-time instruction by FLVS in courses requiring statewide end-of-course assessments must take all statewide end-of-course assessments required pursuant to, **s. 1008.22, F.S.**.
- F. Unless an alternative testing site is mutually agreed to by FLVS and the District or as contracted under **s. 1008.24, F.S.**, all statewide, standardized assessments must be taken at the school to which the student would be assigned according to the District's attendance areas. The District must provide the student with access to the school's testing facilities.

### **III. Integrity of Online Courses - s. 1002.321(5), F.S.:**

It is unlawful for any person to knowingly and willfully take an online course or examination on behalf of another person for compensation. Any person who violates this subsection commits a misdemeanor of the second degree, punishable as provided in, **s. 775.082, F.S.**, or **s. 775.083, F.S.**.



# **Exceptional Student** **Progression Plan**

## **I. General Information:**

- A. The primary responsibility for determining each student's level of performance and ability to function academically, socially, and emotionally, is that of the Individual Educational Plan (IEP) committee. Promotion and retention are the sole responsibility of the school principal. School personnel should use all resources to achieve parental understanding and support regarding a student's grade placement, however, the final decision must be in compliance with State Board of Education rules.
- B. As a part of the Florida Standards and Next Generation Sunshine State Standards, Access Points for students with a significant cognitive disability have been developed. Access Points are expectations for students with a significant cognitive disability to access the general education curriculum and reflect the core intent of the standards with reduced levels of complexity.
- C. A decision must be made regarding participation in the Florida Standards/Next Generation Sunshine State Standards Access Points for students, once a student is found eligible for exceptional education services. Students may participate in either the Florida Standards Assessments (FSA) or an alternate assessment, based upon their level of cognitive functioning and educational needs. Alternate assessment participation is determined by the IEP team and noted on the IEP. In accordance with the IEP committee, all students being supported by Exceptional Student Education (ESE) services are expected to participate in the Florida Standards/Next Generation Sunshine State Standards and must be assessed via state and District assessments.
- D. All students being supported by ESE services must participate in either the iReady or the Brigance as the specified alternate assessment. In grades 3-11 all students must participate in either the Florida Standard Assessment (FSA) or the Florida Standards Alternate Assessment (FSAA). In both cases these decisions are determined based upon State Statute and documented by the IEP team prior to testing.

## **II. Progression:**

- A. The requirements for progression are:
  - 1. Compliance with the District's attendance policy;
  - 2. Satisfactory progress on IEP goals and objectives;
  - 3. Demonstration of satisfactory progress/performance on the Florida Standards, the Next Generation Sunshine State Standards **or** the Florida Standards/Next Generation Sunshine State Standards Access Points.

## **III. \*K-2 Grades:**

- A. *The decision regarding progression or retention for students being supported by ESE services in grades K-2 is the sole responsibility of the school principal and is based on the following criteria:*
  - 1. A review of the IEP goals and objectives;
  - 2. Increased intensity of ESE services and accommodations;
  - 3. Modifications, accommodations or strategies specified on the IEP within the basic education/ESE classroom have been increased;
  - 4. Making progress towards mastery of the Florida Standards;

5. Student working at their current potential successfully and is demonstrating continuous progress on the IEP.

\*NOTE: Students in grades K-2 who are being supported by ESE services and are working below grade level may be considered for progression when the above actions have been considered in compliance with State and District requirements.

**IV. Students being supported by ESE services seeking a Standard Diploma through mastery of the Florida Standards:**

- A. \*Grades K-6: Refer to the Elementary Student Progression Plan
- B. \*Grades 7 and 8: Refer to the Middle School Student Progression Plan
- C. \*Grades 9-12: Refer to the Senior High Student Progression Plan

\*NOTE: For students who have not achieved a grade of “D” or better, it is recommended that the IEP team meet to discuss student progress. As part of the IEP review, goals, special education services, supports, and accommodations should be reviewed to ensure the student is receiving appropriate supports.

**V. Students being supported by ESE services seeking a Standard Diploma through mastery of the Florida Standards Access Points/Alternate Assessment:**

- A. *Students who are working on the Access Points (Next Generation Sunshine State Standards Access Points or Florida Standards Access Points) and taking an alternate assessment, may be promoted if all requirements are in place.*
- B. The primary determination for progression is based upon the Individual Education Plan as well as input from the classroom teacher written for each student. This plan consists of written statements which include: the student’s present levels of educational performance; measurable annual goals; short term instructional objectives; specific special education and related services to be provided and the extent to which the student will be able to participate in regular education programs; the projected dates for initiation of services and the anticipated duration of the services; appropriate objective criteria and evaluation procedures and schedules for determining on at least an annual basis, whether the annual goals/short term instructional objectives are being achieved.
- C. Additional considerations for determining a student’s progression shall be based upon the following: daily performance, previous performance, progress reports, student’s work habits, classroom assignments, progress on the state alternate assessment, mental and physical health, chronological age in relation to peer group, parental understanding and input in the retention of a student, reading level compared to ability at age level, student’s sense of responsibility, maturity and other evidence available to the teacher that indicates that the student would be successful at the next grade level.
- D. **For students receiving instruction in Access Points:** If the Florida Standards/Next Generation Sunshine State Standards Access Points have been determined appropriate and are documented on the IEP then:
  1. “working below grade level” is documented on the report card and
  2. the statement “(student name) is working on modified Next Generation Sunshine State Standards or Florida Standards Access Points. Modifications are changes in the way the skills and concepts

are taught and assessed, as well as changes in expected outcomes and curricular standards.” is placed on the report card.

**VI. Graduation from High School as Related to a Free and Appropriate Public Education (FAPE):**

- A. The regulations, 34 CFR 300.121, specify that all children with disabilities aged three (3) through twenty-one (21), including children with disabilities who have been suspended or expelled from school, are entitled to a free appropriate public education (FAPE) with certain exceptions.
- B. The exceptions are specified in, 34 CFR 300.122. As stated in these regulations, the District must provide FAPE to all students who have not reached age twenty-two (22) and who have not earned a regular high school diploma. If a student graduates with a special diploma, a certification of completion, or a GED, and has not reached age twenty-two (22), the District must make FAPE available to that student at the student’s option, until that student turns twenty-two (22) or until he or she earns a regular diploma whichever comes first.

**VII. Graduation Requirements:**

The senior high school graduation requirements do not restrict the rights of a student being supported by ESE services. All students shall be afforded the opportunity to fully meet all requirements and thereby qualify for a Standard Diploma. The District shall make provisions for each student to use basic, vocational and exceptional student education courses as appropriate for meeting the minimum number of course credits.

**VIII. Waivers:**

Students with disabilities who are working toward a standard high school diploma are expected to participate in the state and District assessments as well as meet other requirements set forth by state or District policy; however, legislation provides for waivers to be available to students with IEP’s if specific requirements are met.

**IX. Waiver of Statewide, Standardized Results for Students with Disabilities:**

- A. Section 1008.22(3)(c), F.S., states that a student with a disability, as defined in s. 1007.02 F.S., for whom the IEP team determines that the statewide, standardized assessments under this section cannot accurately measure the student’s abilities, taking into consideration all allowable accommodations, shall have assessment results waived for the purpose of receiving a course grade and a standard high school diploma.
- B. To be considered for a waiver from the statewide, standardized assessment graduation requirement, the student must:
  - 1. Be identified as a student with a disability as defined in, s. 1007.02(2) F.S.;
  - 2. Have an Individual Education Plan (IEP); and
  - 3. Have taken the statewide, standardized assessment with appropriate allowable accommodations at least once.
- C. In accordance with s. 1008.22(3)(c)2, F.S., 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.

- D. The completed Statewide, Standardized Results Waiver for Students with Disabilities form must be signed by the school principal or curriculum assistant principal and sent to the Director of ESE Program Support. The Statewide, Standardized Results Waiver form can be found on the District's intranet site.
- E. For those students who are receiving instruction aligned with the Florida Standards Access Points and whose performance on standardized assessments are waived by the IEP team as approved by the parent/legal guardian, the development of a graduation portfolio of quantifiable evidence of achievement is required. The portfolio must include a listing of courses the student has taken, grades received, student work samples and other materials that demonstrate growth, improvement, and mastery of required course standards. Multi-media portfolios that contain electronic evidence of progress, including videos and audio recordings, are permissible. Community based instruction, MOCPs, work experience, internships, community service, and postsecondary credit, if any, must be documented in the portfolio.
- F. To be awarded a standard high school diploma, refer to the District's, High School Graduation Requirements.

**X. Diploma Options:**

Beginning with the 2014-15 9<sup>th</sup> grade cohort, students with disabilities will have the following diploma options based on **Rule 6A-1.09963, F.A.C.**

**A. Standard Diploma - General Education:**

Students with disabilities entering grade nine may attain a standard diploma and earn standard diploma designations by meeting the requirements referred to in the Senior High Student Progression Plan.

**B. Standard Diploma - Access Points:**

The Standard Diploma-Access Points pathway includes requirements for a Standard Diploma for students with disabilities for whom the IEP team has determined that participation in the Florida Standards Alternate Assessment is the most appropriate measure of the student's skills and instruction in the Access Points is the most appropriate means of providing the student access to the general curriculum. For specific requirements, please refer to the "Standard Diploma- Access Point Pathway" chart or contact the Office of ESE Program Support at (321) 633-1000 extension 520.

**C. Standard Diploma - Academic and Employment:**

The Standard Diploma-Academic and Vocational pathway includes 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. In addition to the academic requirements, the pathway also includes employment requirements. Such employment must be at minimum wage or above in compliance with the requirements of the Federal Fair Labor Standards Act, for the number of hours a week specified in the student's completed and signed employment transition plan for the equivalent of at least one (1) semester. For specific requirements, please refer to the "Standard Diploma-Academic Employment Pathway" chart or contact the Office of ESE Program Support at (321) 633-1000 extension 520.

## Standard Diploma – Access Point Pathway

	Credits	Courses
English/LA	4	<ul style="list-style-type: none"> <li>* Access English I, II, III, IV</li> <li>* Proficient score on 10th grade ELA alternate assessment</li> <li>- (Results may be waived when mastery of standards is documented through a portfolio)</li> </ul>
Mathematics	4	<ul style="list-style-type: none"> <li>* Access Algebra 1A and 1B</li> <li>* Access Geometry</li> <li>* One other math course</li> <li>* Proficient score on the Access Algebra assessment</li> <li>- (Results may be waived when mastery of standards is documented through a portfolio)</li> <li>* Must take Geometry alternate assessment which will count for 30% of final course grade</li> <li>- (Results may be waived when mastery of standards is documented through a portfolio)</li> </ul>
Science	3	<ul style="list-style-type: none"> <li>* Access Biology</li> <li>* Two other equally rigorous science courses</li> <li>* Must take Biology alternate assessment which will count for 30% of final course grade</li> <li>- (Results may be waived when mastery of standards is documented through a portfolio)</li> </ul>
Social Studies	3	<ul style="list-style-type: none"> <li>* Access World History, Access U.S. History, Access U.S. Government, and Access Economics with Financial Literacy</li> <li>* Must take U.S. History alternate assessment which will count for 30% of final course grade</li> <li>- (Results may be waived when mastery of standards is documented through a portfolio)</li> </ul>
Arts	1	* 1.0 credit in fine or performing arts, speech and debate, or practical arts
Physical Education	1	* 1.0 credit in Health Opportunities for Physical Education (HOPE)
Electives	8	* 1 must be in Self-Determination, Transition Planning, or other career planning course
GPA		* Cumulative Grade Point Average (GPA) of 2.0 on a 4.0 scale
Online Course		<ul style="list-style-type: none"> <li>* 1 course within the 24 credits</li> <li>- (May be waived by the IEP team per s. 1003.4282(4), F.S.)</li> </ul>
<b>Total</b>	<b>24</b>	
<p><b>Notes:</b></p> <p><u>Assessments:</u> Proficiency on the Florida Standards Alternate Assessments for grade 10 English Language Arts and the End-of-Course (EOC) assessment for Access Algebra I, unless assessment results are waived in accordance with Section 1008.22(3)(c), F.S. A waiver of the results of the statewide, standardized assessment requirements by the IEP team, pursuant to Section 1008.22(3)(c), F.S., must be approved by the parents and is subject to verification for appropriateness by an independent reviewer selected by the parents as provided for in Section 1003.572, F.S.</p> <p><u>Portfolios:</u> For those students whose performance on standardized assessments are waived by the IEP team as approved by the parent, the development of a graduation portfolio of quantifiable evidence of achievement is required. The portfolio must include a listing of courses the student has taken, grades received, student work samples and other materials that demonstrate growth, improvement, and mastery of required course standards. Multi-media portfolios that contain electronic evidence of progress, including videos and audio recordings, are permissible. Community based instruction, MOCPs, work experience, internships, community service, and postsecondary credit, if any, must be documented in the portfolio.</p> <p><u>Certificate of Completion:</u> Will be awarded to students who earn the required 24 credits but fail to pass the assessments under s. 1008.22 (unless result waiver granted) and/or achieve a 2.0 GPA.</p>		

## Standard Diploma - Academic Employment Pathway

ESE Academic and Employment		Standard Diploma – Academic Employment Pathway		Revised 9-26-2016	
Subject Area		Credits		Courses	
English (LA)		4.0		<ul style="list-style-type: none"><li>• ELA 1, 2, 3, 4</li><li>• Honors, AP, AICE IB and Dual Enrollment courses may satisfy this requirement</li><li>• Must pass statewide Grade 10 Reading assessment (or ACT/SAT concordant scores)</li><li>• May substitute a CTE course with content related to English for English 4</li></ul>	
Mathematics		4.0		<ul style="list-style-type: none"><li>• Algebra 1 (or Algebra 1A and 1B)</li><li>• Geometry</li><li>• Two (2) other math courses</li><li>• Must take Algebra 1 EOC and Geometry EOC which will count for 30% of final course grade</li><li>• Must pass Algebra 1 EOC (or comparative score on the PERT)</li><li>• May substitute a CTE course with content related to mathematics for one (1) mathematics credit (except for Algebra 1 and Geometry)</li></ul>	
Science		3.0 or 4.0		<ul style="list-style-type: none"><li>• Biology 1</li><li>• Two (2) other equally rigorous science courses</li><li>• Must take Biology alternate assessment which will count for 30% of final course grade</li><li>• May substitute a CTE course with content related to science for one (1) science credit (except for Biology 1)</li></ul>	
Students must complete 4.0 Science credits OR 4.0 Social Studies credits					
Social Studies		3.0 or 4.0		<ul style="list-style-type: none"><li>• 1.0 credit in World History</li><li>• 1.0 credit U.S. History</li><li>• 0.5 credit in U.S. Government</li><li>• 0.5 credit in Economics with Financial Literacy</li><li>• Must take U.S. History EOC which will count for 30% of final course grade</li><li>• May substitute a CTE course with content related to social studies for one (1) social studies credit (except for U.S. History)</li></ul>	
Performing Fine Arts		1.0		<ul style="list-style-type: none"><li>• 1.0 credit in fine or performing arts, speech and debate, or practical arts</li></ul>	
Physical Education		1.0		<ul style="list-style-type: none"><li>• 1.0 credit in Health Opportunities for Physical Education (HOPE)</li></ul>	
Electives		9.0		<ul style="list-style-type: none"><li>• 0.5 credit <u>must</u> be an employment based course which includes paid employment</li></ul>	
Grade Point Average (GPA)				<ul style="list-style-type: none"><li>• Cumulative Grade Point Average (GPA) of 2.0 on a 4.0 scale</li></ul>	
Online Course				<ul style="list-style-type: none"><li>• 1 course within the twenty-six (26) credits<ul style="list-style-type: none"><li>– May be waived by the IEP team per s. 1003.4282(4), F.S.</li></ul></li></ul>	
Total		26			
<b>Notes:</b> <b>Goals/Objectives Requirement:</b> Documented achievement of all annual goals and short-term objectives for academic and employment competencies, including industry certifications and occupational completion points specified in the student’s transition plan.  <b>CTE Course Substitutions:</b> Eligible courses and eligible course substitutions are specified in the Florida Course Code Directory at <a href="http://www.fldoe.org/academics/career-adult-edu/career-tech-edu/">http://www.fldoe.org/academics/career-adult-edu/career-tech-edu/</a>  <b>Employment Requirement:</b> At a minimum wage or above for the number of hours a week specified in the student’s completed and signed employment transition plan for the equivalent of at least one (1) semester.  <b>Assessments:</b> A waiver of the results of the statewide, standardized assessment requirements by the IEP team, pursuant to <u>s. 1008.22(3)(c) F.S.</u> , must be approved by the parents and is subject to verification for appropriateness by an independent reviewer selected by the parents as provided for in, <u>s. 1003.572, F. S.</u>  <b>Certificate of Completion:</b> Will be awarded to students who earn the required twenty-six (26) credits but fail to pass the assessments under <u>s. 1008.22, F.S.</u> , (unless result waiver granted) and/or achieve a 2.0 GPA.					

## **XI. Special Diploma:**

Students who entered grade nine before the 2014-2015 school year and whose Individual Educational Plan (IEP), as of June 20, 2014, contained a statement of intent to receive a special diploma may continue to work toward a special diploma.

## **XII. Certificate of Completion:**

Students being supported by ESE services, except students eligible for the Gifted Student Program, working towards a Standard Diploma, may participate in all commencement exercises by earning a certificate of completion. A certificate of completion will be awarded to students who earn the required credits required for graduation, but who do not achieve the required grade point average or who do not pass required assessments unless a waiver of the results has been granted.

## **XIII. ESE Guidelines:**

### **A. Documentation of Diploma Option:**

The Individual Education Plan (IEP) delineates the student graduation options beginning on or before age fourteen (14) or by the end of the eighth grade year, whichever comes first.

### **B. Certificate of Mastery of Required Courses:**

In order to earn course credit, a student must demonstrate mastery of the Next Generation Sunshine State Standards/Florida Standards. Demonstration of mastery of the Standards means that a student has mastered at least 70% of the course objectives, at 70% passing rate or above, as assessed by teacher observations, classroom assignments, examinations, and documented in the teacher's lesson plan book.

### **C. Course Modification for Exceptional Students:**

Course modifications/accommodations authorized for use with exceptional students include:

1. For all students with disabilities the educational environment will be accommodated/modified as stated in the student's IEP, to accommodate the student's disability;
2. State and District-wide test procedures and other evaluation procedures as specified in **Rule 6A-1.0943, F.A.C.**, may include accommodations per the student's IEP. Accommodations for assessment shall be consistent with the accommodations utilized in the classroom setting. Accommodations may not be utilized for the assessment setting when it is inconsistent with classroom implementation.

### **D. Extended School Year Services:**

1. Extended School Year (ESY) means specially designed instruction and related services that are provided to a student with a disability beyond the normal school year of the District, in accordance with the student's Individual Education Plan (IEP), at no cost to the parent/legal guardians.
2. The District ensures that ESY services are available as needed to provide a free appropriate public education (FAPE) to all students with disabilities. ESY services are not limited to particular categories of disability or to the type, amount or duration of those services. Actual decisions to recommend ESY programs for ESE students must be based on data and address individual student needs through the IEP process. The need for ESY is determined by an IEP



team in consideration of regression and recoupment measures. Other appropriate factors are also considered by the IEP team in making the decision whether

3. ESY services are needed including the impact of the student's disability, the student's rate of progress, and critical periods of skill acquisition based on the individual student's profile. All special education and services that a student needs, as related to ESY and as determined by the IEP team, will be available to eligible students. The Office of Exceptional Student Education (ESE) coordinates provision of these services.
4. For additional information, refer to the District's Plan for Exceptional Student Education.

# **English for Students of** **Other Languages**

## **I. General Information:**

The District's guidelines regarding English for Students of Other Languages (ESOL) are to ensure continued compliance with the Florida Consent Decree (META agreement) and all subsequent state mandates. The District continues its commitment to provide the English Language Learner access to programs and services which are equal and comparable in amount, scope, sequence and quality to those provided to English proficient students and which are understandable to the student given his or her level of English language proficiency. **Rules 6A-6.0900 to 6A-6.0909, F.A.C.**

## **II. Florida Consent Decree Requirements:**

- A. All students with limited English proficiency must be appropriately identified in order to ensure the provision of adequate services. English Language Learners (ELL) shall have access to all educational programs and services in a manner that is equal and comparable in amount, scope, sequence, and quality to the access provided to English proficient students.
- B. The District shall follow with fidelity the various requirements of the Florida Consent Decree:
  - 1. Identification and Assessment
  - 2. Equal Access to Appropriate Programming
  - 3. Equal Access to Other Programs
  - 4. Personnel
  - 5. Monitoring
  - 6. Outcome Measures

## **III. Classroom Instruction:**

- A. Based on a student's English language proficiency, classroom teachers must assure and document that ESOL accommodations, strategies, and support are in use in their classroom, in addition to students learning and progressing towards content mastery.
  - 1. Understanding a student's WIDA proficiency levels and scaled scores are necessary to build appropriate supports to facilitate content understanding and mastery.
  - 2. Teachers are encouraged to utilize WIDA CAN DO during the lesson planning process.
- B. Accommodations are changes that can be made in the way instruction is provided to the ELL student and how the student demonstrates performance. They do not alter in any significant way assignments nor assessment measures. Utilized by classroom teachers, they allow an English Language Learner to access effectively course content.

- C. Strategies refer to skills or techniques used to provide comprehensible instruction and assist in learning. Strategies are individualized to suit the English language developmental level of the student and ensure that the student understands the instruction.
- D. Support are sensory, graphic, and interactive resources embedded in instruction and assessment, which assist students in constructing meaning from the language and content of classroom experiences.
  - 1. **Sensory supports:** alternative ways to process information other than via written or oral language;
  - 2. **Graphic supports:** pictorial representations used to organize or summarize information;
  - 3. **Interactive supports:** strategies that promote comprehension and expose students to a variety of communication styles.
- E. Teachers are to document ESOL classroom strategies in their lesson plans and have them available upon request.
- F. All core content teachers may review their course descriptions for embedded WIDA ELD standards and ELL expectations in CPALMS.

#### **IV. ELL Student Plan:**

The ELL student plan, also known as the ELL monitoring folder, is a mandatory written document which identifies student name, instruction by program, including programs other than ESOL, amount of instructional time or schedule, date of ELL identification, and assessment data used to classify or reclassify as ELL, etc. Each student must have an individual copy of the plan maintained in their file. **Rule 6A-6.0905, F.A.C.**

#### **V. ELL Committee:**

- A. An ELL committee shall be established at each school to ensure proper placement and monitoring of ELL students and to prevent single individuals making educational decisions for ELL students.
- B. The ELL committee comprises the ESOL contact, an administrator or designee, the ESOL teacher (based on school enrollment), the classroom teacher, the school counselor, the parent/legal guardian, and any other educator (reading coach, social worker, school psychologist, ESE specialist, bilingual assistant, etc.).
- C. When reviewing the progress of an ELL student, the committee takes into consideration the following factors, which are documented on the ELL committee form:
  - 1. Prior educational and social experience;
  - 2. Current level of English language proficiency level;
  - 3. IPT Aural/Oral diagnostic and IPT Reading and Writing levels;

4. Performance in District and state assessments;
5. Written recommendation and observation by current and previous instructional and support staff.

**VI. Identification and Placement:**

- A. Schools shall administer the Home Language Survey (HLS) to all students. Any students with a documented yes to one (1) or more of the three (3) required HLS questions shall be referred for ESOL screening. An aural/oral assessment shall occur within twenty (20) school days of enrollment. Starting in grade 2, schools shall have twenty (20) additional days to assess, in reading and writing, any student who shows English proficiency in the aural/oral section of the ESOL assessment.
- B. Any student pending ESOL testing (LP) or ESOL enrolled (LY) shall have a Date of Entry in US (DEUSS) recorded on their ELL plan and in the District student database.
- C. An ELL student with educational records from a previous school system or home country shall be placed in a grade level and courses based on their records. Guidance shall enroll student in courses that commensurate to their skills and achievement level for that subject area regardless of their level of English proficiency.
- D. For ELL students without documentation of previous school experiences, schools shall determine placement based on chronological age. Programmatic Assessment is to be kept in the ELL folder. *English language proficiency shall not be used for grade placement.*  
**Rule 6A-6.0902, F.A.C.**

**VII. Programmatic Assessment:**

- A. Students who meet eligibility for the ESOL Program must have a completed Programmatic Assessment in their ELL monitoring folder. Completed by school personnel (registrar, school counselor, ESOL contact, etc.) in collaboration with parents/legal guardians, the required Programmatic Assessment collects the following data:
  1. Date of Entry in US Schools (DEUSS)  
  
Required for all active (LY) and pending testing (LP) ESOL and immigrant students.  
**Rule 6A-6.09022, F.A.C.;**
  2. Previous educational and social experiences;
  3. Any exposure to the English language;
  4. Home resources;
  5. Parent/legal guardian concerns.

**Rule 6A-6.0902, F.A.C.**

**VIII. English Language Assessment:**

- A. Annual language assessment is mandatory for all active ESOL students (LY), in the areas of listening comprehension, speaking, reading, and writing. For the 2016-2017 school year, students will be assessed via Florida's ACCESS for ELL 2.0 Students (WIDA).
- B. State approved language proficiency levels are as followed:
  - 1. **Access for ELLs 2.0 (K-12)**
    - a. Student must achieve a COMPOSITE overall proficiency **level of 4.0** or greater  
**AND**
    - b. Student must receive a Proficiency **level of at least 4.0** in the Reading domain
  - 2. **Alternate Access for ELLs 2.0 (K-12)**
    - a. Student must achieve a COMPOSITE overall proficiency level of **P1 or greater**

**Rule 6A-6.09021, F.A.C.**

- C. On a yearly basis, schools shall communicate ELL progress in language acquisition and other subject areas via the Annual Measurable Achievement Objectives (AMOA's) and approved state assessment results.

**Rule 6A-6.0902 and 6A-6.0906, F.A.C.**

**IX. Classification and Reclassification:**

- A. Students classified as ELL continue to receive appropriate instruction, until such time as the student is reclassified as English proficient or otherwise exited from the ESOL program by the ELL committee.
- B. In regards to exiting the ESOL program, ELL students must meet state requirements as stated below:
  - 1. **Grades K – 2:**  
Proficiency on WIDA
  - 2. **Grades 3 – 12:**  
Proficiency on WIDA

**And**

Grade level proficiency in FSA ELA or approved concordant scores

3. **All Grades:**

Via the ELL Committee's approval

**Rule 6A-6.0903, F.A.C.**

**X. Post-reclassification Monitoring:**

The performance of students who have been exited from the ESOL program must be reviewed to identify any patterns of continuing under performance on appropriate test and/or grades. Such review occurs four (4) times during the mandated two (2) year monitoring:

- 1<sup>st</sup> Report Card after exit from ESOL program
- 2nd Report Card after exit from ESOL program
- 4th Report Card after exit from ESOL program
- 2nd Anniversary after exit from ESOL program

**Rule 6A-6.09031, F.A.C.**

**XI. Report Cards:**

- A. Report cards for ELL students need to reflect grades based on classroom accommodations and ELL strategies in order to meet the student's level of English proficiency while addressing the Florida State Standards for his/her grade level.
- B. Classroom teachers should utilize the note section of report card to communicate student performance. The following statement is recommended for home communication:

*"English language proficiency level is taken into consideration when planning instruction and grading ELL student."*

- C. The ESOL contact should convene an ELL committee meeting to determine the needs of the any ELL student who performs continuously poorly in class and/or a course. The committee will determine if the student is in need of additional support to make instruction comprehensible.

**XII. Course Failure and Grade Retention:**

- A. An ELL student may not fail a course and/or be retained, based solely on the lack of English language proficiency. An ELL Committee must be convened whenever considering course failure and/or grade retention of an ELL student.
- B. Based on the student's English proficiency level, systematic accommodations and strategies ought to be in place to ensure effective instruction. For course failure and grade retention consideration, a classroom teacher must provide evidence of the accommodations made to the curriculum, materials, and assessments throughout the school year. In addition, lack of adequate performance shall be articulated to guardians and brought to the attention of the ELL committee, prior to the course failure and/or retention considerations.

### **XIII. Good Cause Exemption:**

As defined by **s. 1008.25, F.S.**, an ELL student qualifies for the Good Cause Exemption if he/she has been receiving English language instruction for less than two (2) academic years or four (4) completed semesters based on the student's Date of Entry in US Schools (DEUSS).

#### **Rule 6A-6.0909, F.A.C.**

### **XIV. ESOL Course Enrollment Guide:**

#### **Elementary Schools**

Recommended for ELL students who are non-English speaking and/or at the beginning or intermediate level of English language proficiency:

Intensive reading instruction in addition to grade-level instruction in English/language arts or English for Speakers of Other Languages (ESOL);

**Example:** Ninety (90) minute block of instruction in reading which incorporates a language development focus, including instruction in the acquisition of listening, speaking, reading and writing in English.

Thirty (30) to forty-five (45) minutes of daily English language acquisition instruction by ESOL teacher if allocated (based on school enrollment)

#### **Middle Schools:**

**Option A – Recommended for ELL students who are non-English speaking and/or at the beginning or intermediate level of English language proficiency:**

Developmental Language Arts course - Delivery of instruction under this option requires a focus on language development, but incorporates instruction on grade level state standards reading benchmarks.

**Example:** Course Number 1002180, M/J Developmental Language Arts through ESOL (MC)

**Option B – Recommended for ELL students who are at the advanced level of English language proficiency with a level 1 on approved state assessment:**

Intensive Reading course - delivery of instruction under this option requires an instructional focus on reading, but should incorporate language development through the use of appropriate ESOL instructional strategies.

**Example:** Course Number 1000010, M/J Intensive Reading



## **High Schools**

**Option A** –Recommended for ELL students who are non-English speaking and/or at the beginning or intermediate level of English language proficiency:

Developmental Language Arts course - delivery of instruction under this option requires a focus on language development, but incorporates instruction on grade level reading benchmarks.

**Example:** Course Number 1002380 - Developmental Language Arts through ESOL (MC).

**Option B** – Recommended for ELL students who are at the advanced level of English language proficiency and not yet proficient on the approved state or concordant assessments.

Intensive Reading course - delivery of instruction under this option requires an instructional focus on reading, but should incorporate language development through the use of appropriate ESOL instructional strategies.

**Example:** Course Number 1000410, 9-12 Intensive Reading

For further guidelines regarding English Language Learners and the ESOL program, please refer to the Brevard County's ESOL website.

# **APPENDIX**

150 Minutes of Physical Education and 100 Minutes of Recess - s. 1003.455, F.S.:

“Physical education” is the development or maintenance of skills related to strength, agility, flexibility, movement and stamina, including dance; the development of knowledge and skills regarding teamwork and fair play; the development of knowledge and skills regarding nutrition and physical fitness as part of a healthy lifestyle; and the development of positive attitudes regarding sound nutrition and physical activity as a component of personal well-being. Such instruction may be provided by any instructional personnel as defined in s. 1012.01(2), F.S., who are designated by the school principal.

Each District school shall:

- Provide 150 minutes of physical education each week for students in K- 5 and for students in grade 6 who are enrolled in a school that contains one (1) or more elementary grades so that on any day during which physical education instruction is conducted there are at least thirty (30) consecutive minutes per day.
- Each school shall provide at least 100 minutes of supervised, safe, and unstructured free-play recess each week for students in kindergarten through grade 5 so that there are at least twenty (20) consecutive minutes of free-play recess per day. This requirement does not apply to charter schools.
- Submit to the Department of Education a copy of its school wellness policy as required by the Child Nutrition and WIC Reauthorization Act of 2004 and a copy of its physical education policy required under s. 1003.455, F.S.
- Annually review its school wellness policy and physical education policy and provide a procedure for public input and revisions. In addition, each District shall send an updated copy of its wellness policy and physical education policy to the department when a change or revision is made.

Links must be posted to the District’s wellness policy and physical education policy on its website so that the policies can be accessed and reviewed by the public. The District shall provide the most current versions of its school wellness policy and physical education policy on the District’s website.

**DOCUMENTATION:**

- Students will be scheduled for a minimum of 150 minutes under the physical education and 100 minutes of free play recess under the following course codes sequentially from Kindergarten through 5<sup>th</sup> grade: **5015000, 5015010, 5015020, 5015030, 5015040, 5015050, 5015060, 5015070.**
- Documentation should be maintained by instructional staff identified to teach physical education.

## **PLANNING FOR 150 MINUTES OF PHYSICAL EDUCATION:**

- Maximize the instructional time of that students spend with certified Physical Education Teachers.

School administrators will determine who will be responsible for providing supplemental physical education. Supplemental Physical Education is considered any additional minutes of the mandated 150 minutes per week of physical education instruction not taught by the certified physical education teacher.

## **THE DIFFERENCE BETWEEN PHYSICAL EDUCATION AND PHYSICAL ACTIVITY (recess):**

Based on sequence of learning, physical education should not be compared to or confused with other physical activity experiences such as (free play) recess, intramurals, or recreational endeavors. Physical Education courses and curriculum include Next Generation Sunshine State Standards for Physical Education and offer the best opportunity to provide physical activity to all children. (Ref: Brevard County Wellness Policy and Procedures).

# Elementary

## Elementary Schools

### District Administrative Procedures for Grading

In accordance with **School Board Policy 5420, Reporting Student Progress**, and **School Board Policy 5421, Grading**, the following policies shall be implemented to establish uniform procedures for reporting progress of students to their parents/legal guardians. Schools utilizing alternative scheduling need to ensure that their procedures are aligned with those outlined below.

1. Grades shall be a measure of a student's progress and achievement in mastering the Florida Standards, based on the quality of student work. A student's attendance, daily preparation, and promptness in completing assignments should be consistent and congruent with these grades and taken into consideration in reporting a student's progress.
2. The grades used for primary students (K-2) measure academic performance and are used as a means of reporting achievement relative to Florida Standards and other curriculum objectives. Students in kindergarten through grade 2 are assessed using the following grading scales:

#### **Kindergarten:**

4 =	Meets and applies expectations/standards independently
3 =	Meets and applies expectations/standards with support
2 =	Does not meet expectations/standards; shows growth with additional support
1 =	Does not meet expectations/standards; shows no growth even with support

#### **First and Second Grades:**

- 0 = Outstanding
- S = Satisfactory
- N = Not demonstrated
- U = Unsatisfactory

Letter grades shall be issued in **Grades 3-6** each marking period based on the following numerical value as established by **s. 1003.437, F.S.**

4. No grade lower than 49 will be recorded for the marking period average. If the student earns an average grade less than 49, or if a student receives a failing grade due to excessive unexcused absences, the minimum grade recorded will be 49. This grading floor is intended to prevent the student from reaching a situation where academic motivation is destroyed.

#### 5. **Nine (9) Week Progress Reports:**

If a student has a failing grade at the end of the fourth (4<sup>th</sup>) week of the grading period, a parent/legal guardian notice must be sent home no later than the last day of the fifth (5<sup>th</sup>) week or by the date indicated on the District-approved calendar. Should a student have a failing grade beyond the fourth (4<sup>th</sup>) week, a parent/legal guardian notice must be sent home within one (1) week after the failing grade is discovered. A student may still receive a failing grade based on poor performance during the final weeks of the grading period.

### **Nine (9) Week Interim Reports:**

During the fifth (5<sup>th</sup>) week of each nine (9) week grading period, or by the date indicated on the District-approved calendar, all teachers must complete interim progress reports for each student.

6. In calculating the grading period average, teachers may utilize the numerical value of each grading period or the letter grade with the following values assigned:

A = 4 points

B = 3 points

C = 2 points

D = 1 point

F = 0 points

*Grade averaging procedures must be consistent at each grade level within a school as approved by the principal.*

If letter grade values are used, the average shall be at least .50 in order to receive a passing grade, unless a passing grade is justified by a numerical average. Rounding up shall be used in mathematical calculations in accordance with the following conversation chart:

A = 4.00 – 3.50

B = 3.49 – 2.50

C = 2.49 - 1.50

D = 1.49 - .50

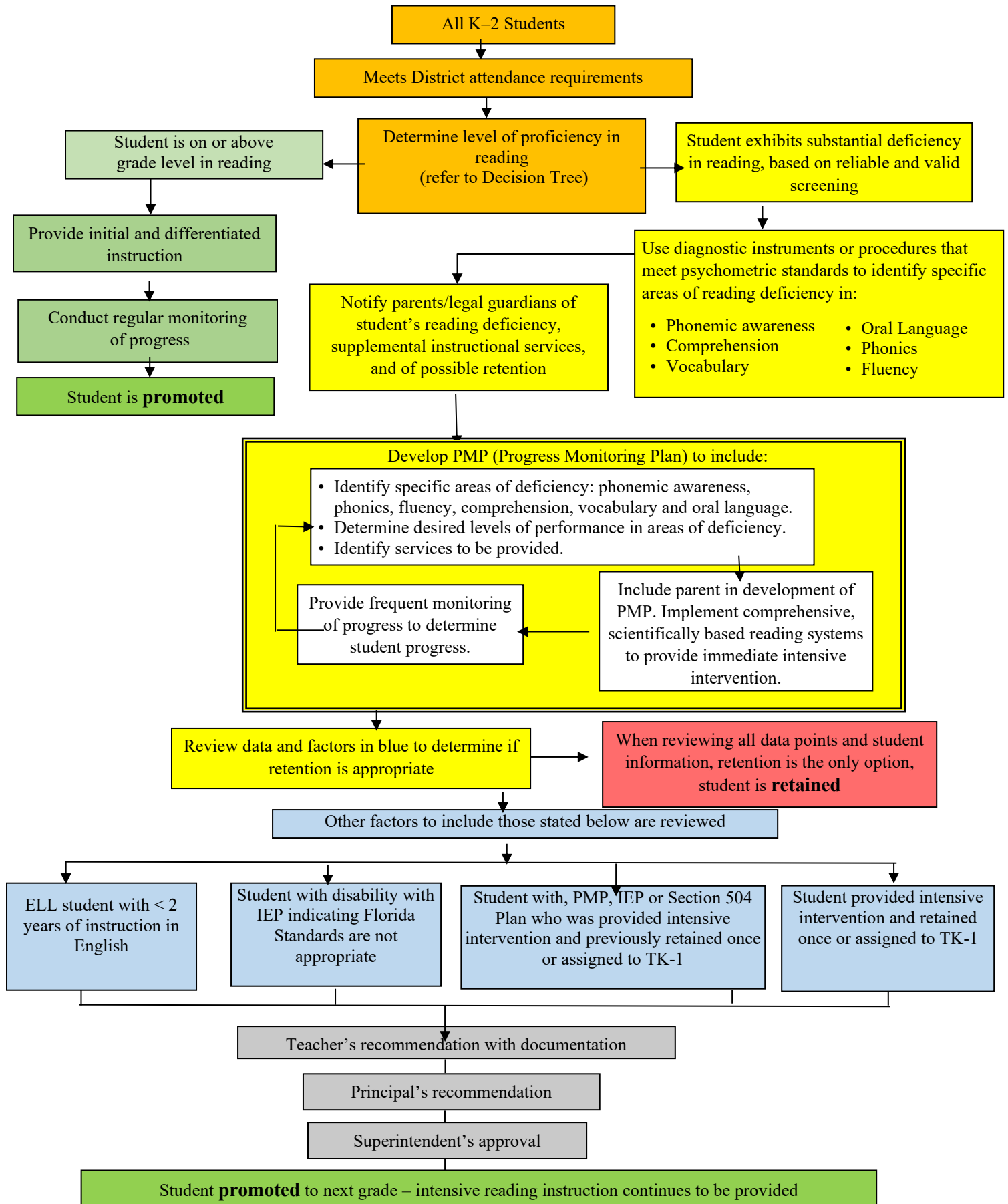
F = 49 and below

*If a student's performance on major student assessments are higher than his/her performance throughout the grading period, the teacher may issue the student one (1) letter grade higher for the grading period than mathematical calculations provide.*

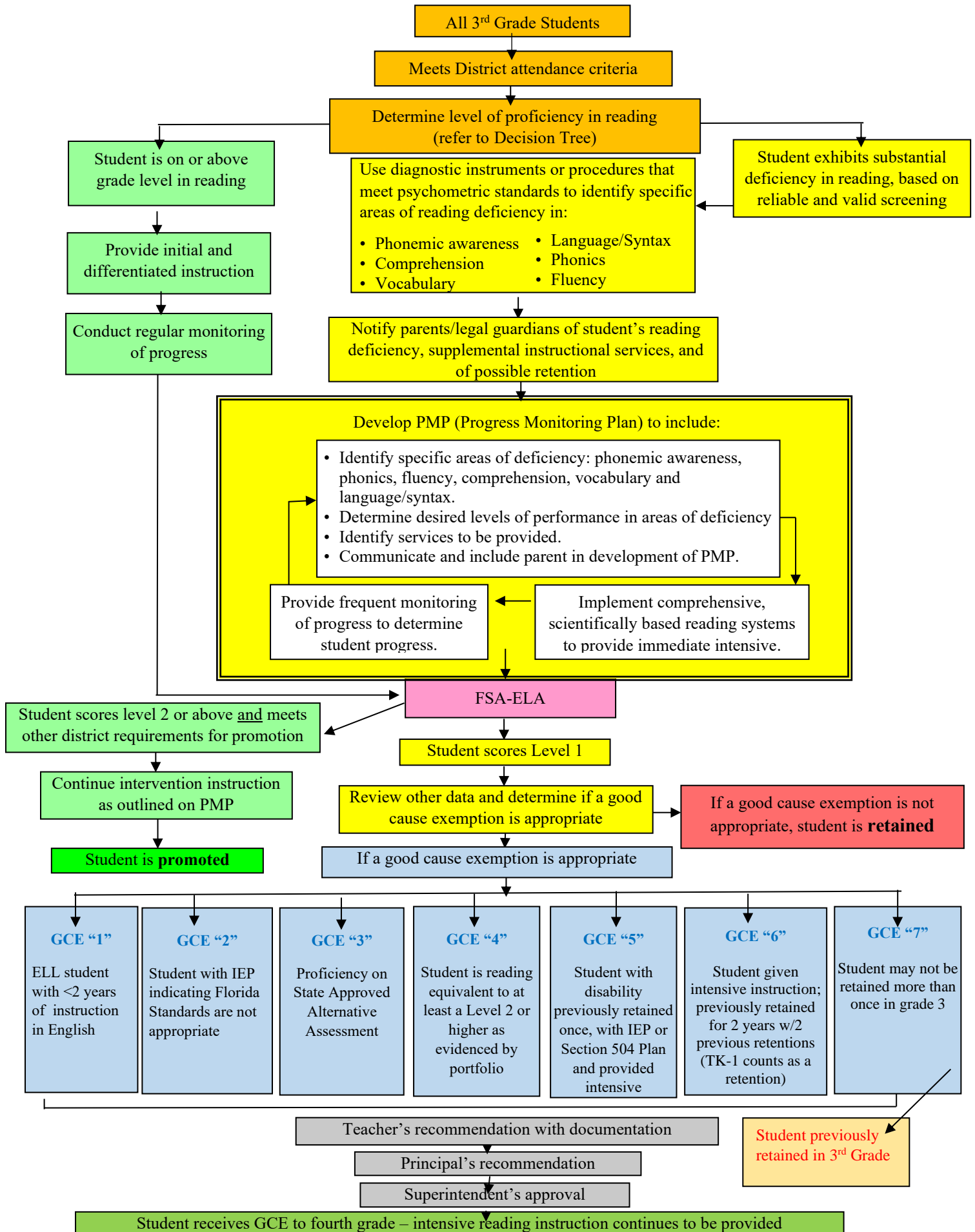
1. Grades once recorded will not be changed without approval of the principal. A principal may change a grade for justifiable academic reasons.
2. Grading procedures not addressed in this policy must be consistent in a given grade level in a given school. The principal must approve school-based grading procedures.

## Flow Charts for Promotion/Retention:

### K – 2 Students

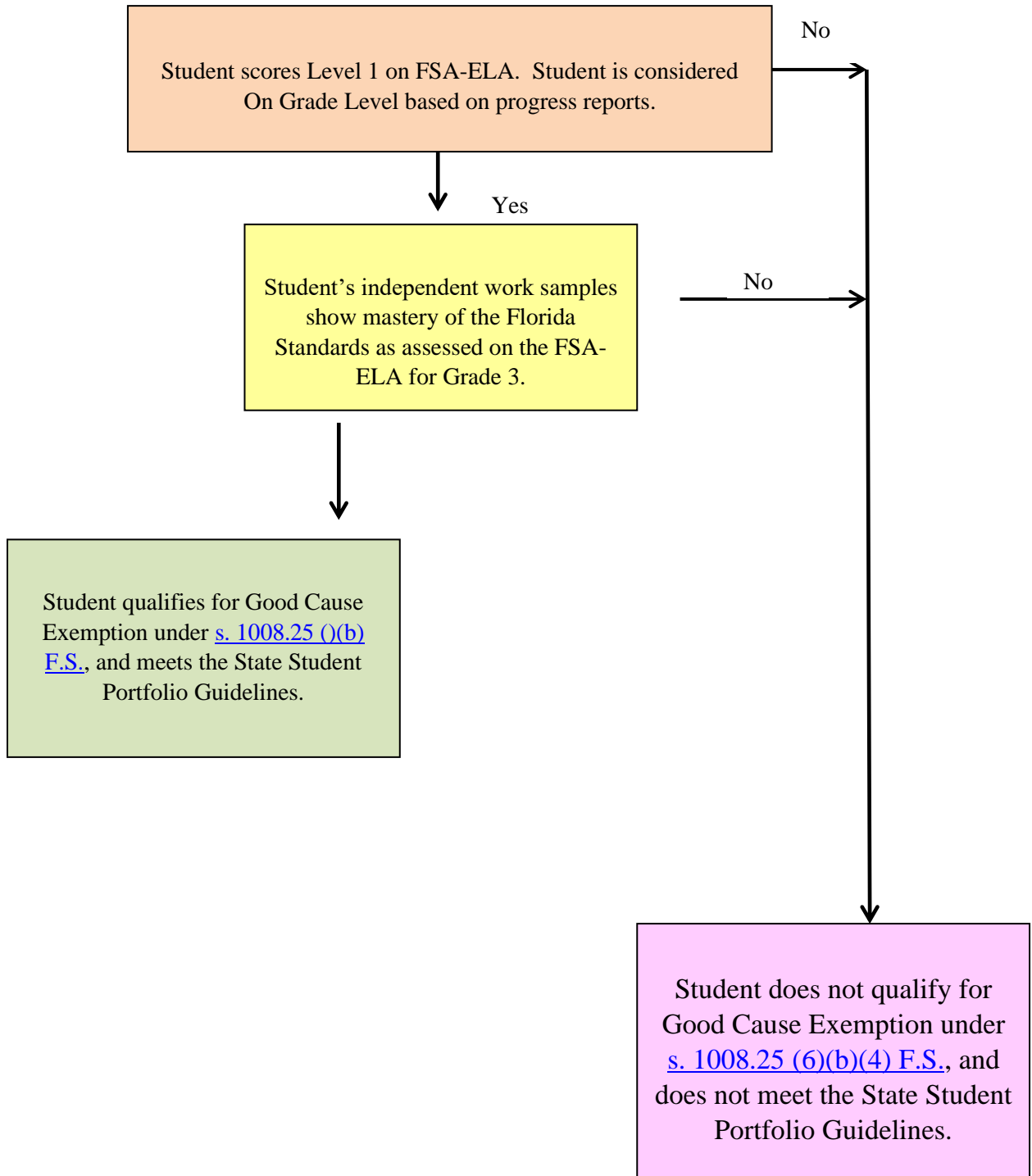


### 3<sup>rd</sup> Grade Students

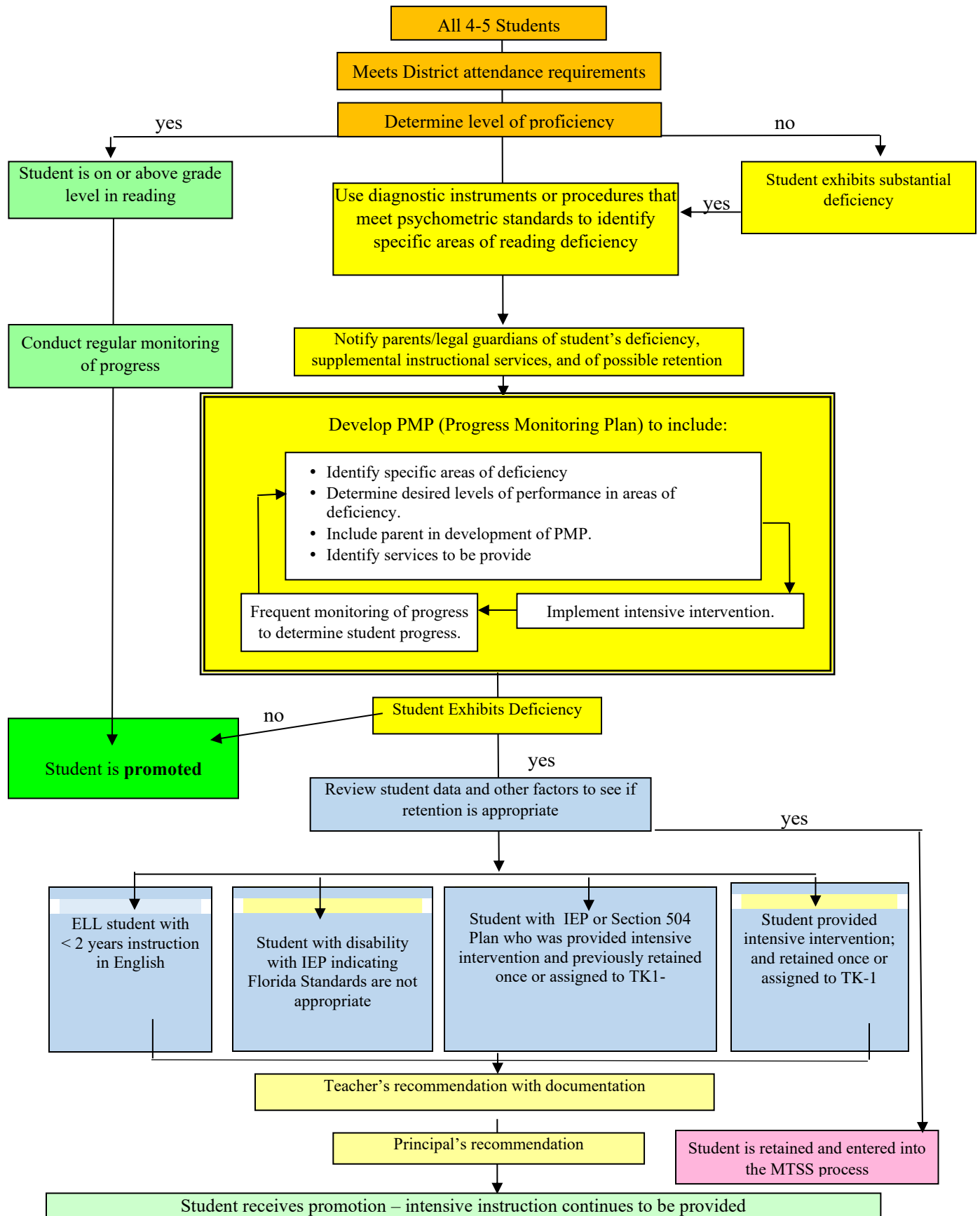




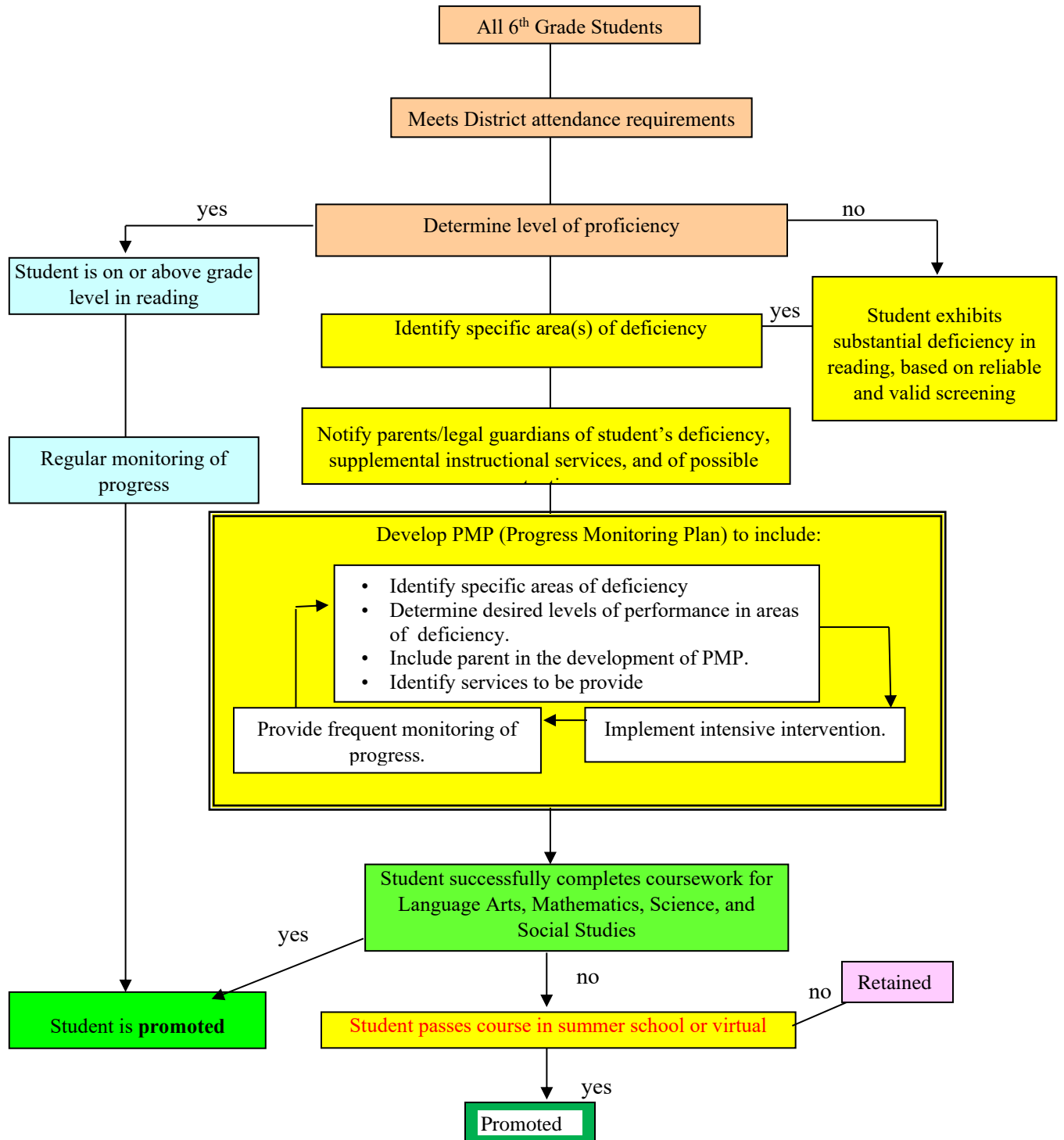
### Good Cause Exemption Student Portfolio - 3<sup>rd</sup> Grade



## 4 – 5 Grade Students



## 6<sup>th</sup> Grade Students



## **Sample Letters to Parents/Legal Guardians:**

### **3<sup>rd</sup> Grade Progression**

Dear Parent/Legal Guardian,

The intent of the third-grade progression law is to ensure that students have the necessary reading skills to be successful in grade 4 and beyond. To be promoted, a third-grade student must score a Level 2 or above on the statewide Florida Standards Assessment – English Language Arts (FSA-ELA).

The FSA-ELA is not the sole determiner of promotion. Additional evaluations, portfolio reviews and assessments are available to assist the school. Some third graders can be exempted from the retention requirement and be promoted to fourth grade using a “good cause exemption.” Good cause exemptions are only given to students scoring Level 1 on the grade 3 statewide FSA-ELA who:

- Receive a passing score on a state-approved standardized assessment. This assessment has been approved by the State Board of Education an assessment which may be used for good cause exemption;
- Demonstrate, through a student portfolio, mastery of the state standards. The portfolio is an alternative means for students to demonstrate proficiency of third-grade skills;
- Are Limited English Proficient with less than two (2) years of instruction in an English for Speakers of Other Languages program;
- Have an Individual Educational Plan indicating participation in statewide assessment is not appropriate;
- Students whose IEP or 504 Plan reflects intensive remediation in reading and English Language Arts for more than two (2) years, but still demonstrate a deficiency and were previously retained;
- Students receiving intensive reading intervention for two (2) or more years but still demonstrate a deficiency in reading and who were previously retained for a total of two (2) years. A student may not be retained twice in grade 3.

Parents/legal guardians of Grade 3 students who are identified as being at risk of retention may request that the school initiate a portfolio. Portfolio procedures have been established for each school. Parents/legal guardians may request a meeting with school administration or the classroom teacher to review their child’s progress.

Students who do not demonstrate proficiency on the statewide FSA-ELA may attend Third Grade Summer Reading Camp to ensure they receive additional instruction. The Florida Department of Education has published a Read to Learn brochure with information for parents/legal guardians regarding progression for grade 3 students. Please visit the FDOE website at <http://www.fldoe.org/core/fileparse.php/7539/urlt/readtolearn.pdf> for more information.

Sincerely,

Principal

## **6<sup>th</sup> Grade Progression Requirements:**

Date

Dear Parent/Legal Guardian of a Sixth Grade Student,

As part of Florida's mission to provide rigorous and relevant learning opportunities for our students, important changes to the 6<sup>th</sup> grade promotion requirements are now in place.

According to **s. 1003.4156, F.S.** promotion to 7<sup>th</sup> grade will require successful completion of the following academic courses:

- English
- Mathematics
- Social Studies
- Science

Please be aware that if a final grade of "F" is received in English, mathematics, social studies and/or science the student will be **retained** in the **6<sup>th</sup> grade**. If a student earns a failing average in one (1) of the four (4) major academic subjects, in order to be promoted, they must attend summer school at the zoned middle school or make up the course through virtual options prior to August 1<sup>st</sup> of the upcoming school year.

Sincerely,

Principal

**Please sign below and return to your child's teacher.**

---

**Unsatisfactory Progress toward Promotion-Mid Year Letter:**

Date

Dear Parent/Legal Guardian:

This letter is being provided to you regarding your child's academic performance. I have carefully reviewed your child's academic records. These records indicate that your child's classroom performance does not meet the academic expectations for their grade level. Students who do not meet grade level expectations are not considered to have made satisfactory progress toward promotion.

A Progress Monitoring Plan (PMP) has been implemented to address your child's educational needs. Every effort will be made to provide assistance and remediation for your child in the areas of deficiency before the end of the school year. However, if satisfactory progress toward the grade level expectations is not made, your child may need retention or a special placement for the upcoming school year.

Your child will be assessed with the Florida Standards Assessment at the end of this school year. Those results will be incorporated into the other factors in your child's performance profile as end of year progression decisions are made. The Florida Standards Assessment is not the sole determiner for student promotion.

If you wish to discuss this matter in more detail, please call the office to schedule a conference.

Sincerely,

Principal

---

Parent/Legal Guardian Signature

---

Date

**Level 1 Students in Grades 4-6:**

Date

Dear Parent/Legal Guardian:

This letter is being provided to you regarding your child's performance on the Florida State Assessment (FSA).

Your child's FSA score was in the level 1 range, which does **not** indicate ***grade level proficiency*** as defined by the Florida Department of Education. Every effort will be made to provide support for your child in the areas of deficiency before the end of the school year. However, if satisfactory progress is not made, your child may be retained. Your child will be assessed with Florida Standards Assessment at the end of this school year and those results will be incorporated into other factors in your child's performance profile as end of year progression decisions are made. The Florida Standards Assessment is not the sole determiner for student promotion.

A Progress Monitoring Plan (PMP) is being designed to address your child's academic needs. You will be asked to attend a conference soon with your child's teacher to finalize this plan.

If you wish to discuss this matter in more detail, please call the office to arrange an appointment.

Sincerely,

Principal

## **Third Grade Portfolio Information:**

### **Third Grade Promotion with a Portfolio**

**Updated and Approved by the State Board of Education September 29, 2014**

#### **Rule 6A-1.094221, F.A.C.**

To be accepted as meeting the portfolio option for demonstrating mastery of the required reading skills, the student portfolio must:

1. Be selected by the student's teacher;
2. Be an accurate picture of the student's ability and only include student work that has been independently produced in the classroom;
3. Include evidence that the standards assessed by the grade 3 statewide English Language Arts assessment have been met. Evidence is to include multiple choice items and passages that are approximately 60 percent literary text and 40 percent informational text that are between 100-700 words with an average of 500 words. Such evidence could include chapter or unit tests from the District's/school's adopted core reading curriculum that are aligned with the Language Arts Florida Standards or teacher-prepared assessments;
4. Be an organized collection of evidence of the student's mastery of the Language Arts Florida Standards that are assessed by the grade 3 statewide English Language Arts assessment. For each standard, there must be at least three (3) examples of mastery as demonstrated by a grade of 70 percent or above on each example; and
5. Be signed by the teacher and the principal as an accurate assessment of the required reading skills.

*The Department of Education shall, upon analysis of school assessment and promotion information, identify and audit a sample of schools to determine their level of compliance with, s. 1008.25(6)(b)(4), F.S.*



**Parent/Legal Guardian/Teacher (Level 1 and is considered on grade level)**

This document is for use only in the case of a grade 3 student who scores Level 1 on FSA-ELA and is considered on grade level according to progress reports and daily work.

Student \_\_\_\_\_ School \_\_\_\_\_

- 1. The student's progress report reflects achievement ON or ABOVE grade level (attach current progress report)**

☐ yes (Go to item 2.) ☐ no (The student does not qualify for this Good Cause Exemption.)

- 2. The student shows mastery (70% or higher) through independent work samples, reflecting the standards assessed on the Grade 3 Florida Standards Assessment for ELA (FSA-ELA) required to meet the State Portfolio Guidelines.**

☐ yes (Go to item 3.) ☐ no (The student does not qualify for this Good Cause Exemption.)

If yes, three (3) independently-produced student evidences of mastery must be documented and attached. Each piece of evidence must be marked with the standard(s) mastered. One (1) piece of evidence may serve for multiple standards.

- 3. The teacher recommends that the student be promoted to fourth grade for the 2018-2019 school year.**

☐ yes ☐ no (The student does not qualify this for Good Cause Exemption.)

*Teacher's explanation of their recommendation*

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*The information above accurately reflects that the student's performance is consistent with Level 2 or higher on the FSA-ELA. All student samples in this portfolio have been **independently** produced in the classroom and selected by the classroom teacher.*

Teacher's Signature \_\_\_\_\_ Date \_\_\_\_\_

**Approval:** *This student meets the guidelines for Good Cause Exemption as identified in s. 1008.25 (6)(b)(4), F.S., as well as the District's Student Progression Plan.*

Parent/Legal Guardian's Signature \_\_\_\_\_ Date \_\_\_\_\_

Principal's Signature \_\_\_\_\_ Date \_\_\_\_\_

## Portfolio Chart

Student: \_\_\_\_\_

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

The portfolio as a whole must reflect evidence relating to approximately 60% literary texts and 40% informational texts.

Standard(s)	Text Types (100-700 words)	Evidence of Mastery #1		Evidence of Mastery #2		Evidence of Mastery #3		Avg. Word Count (must be approx. 500)
<b>LAFS.3.RL.1.1 / LAFS.3.RI.1.1</b> Ask and answer questions to demonstrate understanding of text, referring explicitly to the text as the basis for the answers. <b>LAFS.3.SL.1.3</b> Ask and answer questions about information from a speaker, offering appropriate elaboration and detail.	<ul style="list-style-type: none"> <li>Literature (stories, dramas, poems)</li> <li>Informational text</li> <li>Brief audiovisual presentations</li> </ul>	Source <input type="checkbox"/> Lit		Source <input type="checkbox"/> Lit		Source <input type="checkbox"/> Lit		
		Date <input type="checkbox"/> Info		Date <input type="checkbox"/> Info		Date <input type="checkbox"/> Info		
		Word Count	Score	Word Count	Score	Word Count	Score	
<b>LAFS.3.RL.1.2</b> Recount stories, including fables, folktales, and myths from diverse cultures; determine the central message, lesson, or moral and explain how it is conveyed through key details in the text.	<ul style="list-style-type: none"> <li>Literature (stories, dramas, poems)</li> </ul>	Source <input type="checkbox"/> Lit		Source <input type="checkbox"/> Lit		Source <input type="checkbox"/> Lit		
		Date		Date		Date		
		Word Count	Score	Word Count	Score	Word Count	Score	
<b>LAFS.3.RI.1.2</b> Determine the main idea of a text; recount the key details and explain how they support the main idea. <b>LAFS.3.SL.1.2</b> Determine the main ideas and supporting details of a text read aloud or information presented in diverse media and formats (visually, quantitatively, and orally).	<ul style="list-style-type: none"> <li>Informational text</li> <li>Brief audiovisual presentations</li> </ul>	Source		Source		Source		
		Date <input type="checkbox"/> Info		Date <input type="checkbox"/> Info		Date <input type="checkbox"/> Info		
		Word Count	Score	Word Count	Score	Word Count	Score	
<b>LAFS.3.RL.1.3</b> Describe characters in a story (e.g., their traits, motivations, or feelings) and explain how their actions contribute to the sequence of events.	<ul style="list-style-type: none"> <li>Literature (stories, dramas, poems)</li> </ul>	Source <input type="checkbox"/> Lit		Source <input type="checkbox"/> Lit		Source <input type="checkbox"/> Lit		
		Date		Date		Date		
		Word Count	Score	Word Count	Score	Word Count	Score	
<b>LAFS.3.RI.1.3</b> Describe the relationship between a series of historical events, scientific ideas or concepts, or steps in technical procedures in a text, using language that pertains to time, sequence, and cause/effect. <b>LAFS.3.RI.3.8</b> Describe the logical connection between particular sentences and paragraphs in a text (e.g., comparison, cause/effect, first/second/third in a sequence)	<ul style="list-style-type: none"> <li>Informational text</li> </ul>	Source		Source		Source		
		Date <input type="checkbox"/> Info		Date <input type="checkbox"/> Info		Date <input type="checkbox"/> Info		
		Word Count	Score	Word Count	Score	Word Count	Score	
<b>LAFS.3.RL.2.4</b> Determine the meaning of words and phrases as they are used in a text, distinguishing literal from nonliteral language. <b>LAFS.3.RL.2.4</b> Determine the meaning of general academic and domain-specific words and phrases in a text relevant to a grade 3 topic or subject area. <b>LAFS.3.L.2.3.a</b> Choose words and phrases for effect. <b>LAFS.3.L.3.5</b> Demonstrate understanding of word relationships and nuances in word meanings.	<ul style="list-style-type: none"> <li>Literature (stories, dramas, poems)</li> <li>Informational text</li> </ul>	Source <input type="checkbox"/> Lit		Source <input type="checkbox"/> Lit		Source <input type="checkbox"/> Lit		
		Date <input type="checkbox"/> Info		Date <input type="checkbox"/> Info		Date <input type="checkbox"/> Info		
		Word Count	Score	Word Count	Score	Word Count	Score	

Standard(s)	Text Types (100-700 words)	Evidence of Mastery #1		Evidence of Mastery #2		Evidence of Mastery #3		Avg. Word Count (must be approx. 500)	
<b>LAFS.3.RL.2.5</b> Refer to parts of stories, dramas, and poems when writing or speaking about a text, using terms such as chapter, scene, and stanza; describe how each successive part builds on earlier sections.	<ul style="list-style-type: none"><li>Literature (stories, dramas, poems)</li></ul>	Source <input type="checkbox"/> Lit		Source <input type="checkbox"/> Lit		Source <input type="checkbox"/> Lit			
		Date		Date <input type="checkbox"/> Lit		Date <input type="checkbox"/> Lit			
		Word Count	Score	Word Count	Score	Word Count	Score		
<b>LAFS.3.RI.2.5</b> Use text features and search tools (e.g., key words, sidebars, hyperlinks) to locate information relevant to a given topic efficiently.	<ul style="list-style-type: none"><li>Informational text, including web-based text for performance tasks</li></ul>	Source		Source		Source			
		Date <input type="checkbox"/> Info		Date <input type="checkbox"/> Info		Date <input type="checkbox"/> Info			
		Word Count	Score	Word Count	Score	Word Count	Score		
<b>LAFS.3.RL.2.6</b> Distinguish their own point of view from that of the narrator or those of the characters. <b>LAFS.3.RI.2.6</b> Distinguish their own point of view from that of the author of a text.	<ul style="list-style-type: none"><li>Literature (stories, dramas, poems)</li><li>Informational text</li></ul>	Source <input type="checkbox"/> Lit		Source <input type="checkbox"/> Lit		Source <input type="checkbox"/> Lit			
		Date <input type="checkbox"/> Info		Date <input type="checkbox"/> Info		Date <input type="checkbox"/> Info			
		Word Count	Score	Word Count	Score	Word Count	Score		
<b>LAFS.3.RL.3.7</b> Explain how specific aspects of a text’s illustrations contribute to what is conveyed by the words in a story (e.g., create mood, emphasize aspects of a character or setting) <b>LAFS.3.RI.3.7</b> Use information gained from illustrations and the words in a text to demonstrate understanding of the text.	<ul style="list-style-type: none"><li>Literature with visual components</li><li>Informational text with maps, photographs, graphs, charts, etc.</li></ul>	Source <input type="checkbox"/> Lit		Source <input type="checkbox"/> Lit		Source <input type="checkbox"/> Lit			
		Date <input type="checkbox"/> Info		Date <input type="checkbox"/> Info		Date <input type="checkbox"/> Info			
		Word Count	Score	Word Count	Score	Word Count	Score		
<b>LAFS.3.RL.3.9</b> Compare and contrast the themes, settings, and plots of stories written by the same author about the same or similar characters (e.g., books in a series).	<ul style="list-style-type: none"><li>Excerpts from books in a series of 3<sup>rd</sup> grade literature</li></ul>	Source <input type="checkbox"/> Lit		Source <input type="checkbox"/> Lit		Source <input type="checkbox"/> Lit			
		Date		Date <input type="checkbox"/> Lit		Date <input type="checkbox"/> Lit			
		Word Count	Score	Word Count	Score	Word Count	Score		
<b>LAFS.3.RI.3.9</b> Compare and contrast the most important points and key details presented in two (2) texts on the same topic.	<ul style="list-style-type: none"><li>Informational texts on the same topic</li></ul>	Source		Source		Source			
		Date <input type="checkbox"/> Info		Date <input type="checkbox"/> Info		Date <input type="checkbox"/> Info			
		Word Count	Score	Word Count	Score	Word Count	Score		
<b>LAFS.3.L.1.1</b> Demonstrate command of the conventions of standard English grammar and usage when writing or speaking. <b>LAFS.3.L.1.2</b> Demonstrate command of the conventions of standard English capitalization, punctuation, and spelling when writing.	<ul style="list-style-type: none"><li>Conventions rubric scores from extended writing tasks</li><li>Passages created for multiple-choice editorial tasks</li></ul>	Source <input type="checkbox"/> Lit		Source <input type="checkbox"/> Lit		Source <input type="checkbox"/> Lit			
		Date <input type="checkbox"/> Info		Date <input type="checkbox"/> Info		Date <input type="checkbox"/> Info			
		Word Count (editorial passages only)		Score	Word Count (editorial passages only)	Score	Word Count (editorial passages only)		Score
<b>LAFS.3.L.3.4</b> Determine or clarify meaning of unknown and multiple-meaning words and phrases based on grade 3 reading and content, choosing flexibly from a range of strategies (context clues, roots and affixes, glossaries/dictionaries).	<ul style="list-style-type: none"><li>Literature (stories, dramas, poems)</li><li>Informational text</li></ul>	Source <input type="checkbox"/> Lit		Source <input type="checkbox"/> Lit		Source <input type="checkbox"/> Lit			
		Date <input type="checkbox"/> Info		Date <input type="checkbox"/> Info		Date <input type="checkbox"/> Info			
		Word Count	Score	Word Count	Score	Word Count	Score		

## Third Grade Good Cause Exemption Information

### Sample Parent/Legal Guardian Notice

Date \_\_\_\_\_

Dear Parent/Legal Guardian:

Students who perform below grade level, as indicated by classroom performance toward mastery of the Florida Standards, may be eligible for a promotion under one of the “Good Cause Exemptions”. I have carefully reviewed your child’s performance records. These records indicate that \_\_\_\_\_ meets the Good Cause Exemption indicated below and will be promoted, for Good Cause to fourth grade for the \_\_\_\_\_ school year.

- \_\_\_\_ English Language Learner student with less than two (2) years of instruction, based on the Date of Entry in US Schools (DEUSS).
- \_\_\_\_ Students with disabilities whose individual education plan (IEP) indicates that participation in the statewide assessment program is not appropriate.
- \_\_\_\_ Student who received a passing score on state approved standardized test (3<sup>rd</sup> Grade)
- \_\_\_\_ 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. (3<sup>rd</sup> Grade)
- \_\_\_\_ Student who takes 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 two (2) years, but still demonstrates a deficiency and was previously retained in kindergarten, grade 1, grade 2 or grade 3.
- \_\_\_\_ **A third grade** student who has received intensive remediation in the area(s) for two (2) or more years but still demonstrates a deficiency, and who was previously retained for a total of two (2) years.
- \_\_\_\_ A third grade student who was previously retained in third grade.

Please acknowledge your receipt of this notification by signing and returning this letter to the school office by \_\_\_\_\_. This signed copy will be placed in your child’s cumulative record and will serve as a reference in planning your child’s education program. If you wish to discuss this matter, please call to schedule an appointment at your earliest convenience.

Sincerely,

Principal

\_\_\_\_\_  
Parent/Legal Guardian Signature

\_\_\_\_\_  
Date

## Third Grade Good Cause Chart

[illegible]

**School:** \_\_\_\_\_

**Principal Signature:** \_\_\_\_\_

**Please send original to the attention of your school director and a copy to Terri Harmon.**

**Director Signature:** \_\_\_\_\_

## Sample Retention Letters

### General Retention Notice: End-of-Year Letter

Date

Dear Parent/Legal Guardian:

As you are aware children are promoted on the basis of their academic achievement. Some children need more time than others to make satisfactory academic progress. Students who have not successfully mastered the grade level Florida Standards or Next Generation Sunshine State Standards cannot be considered for promotion to the next grade level.

I have carefully reviewed your child's performance records. These records indicate that \_\_\_\_\_ **has not** successfully mastered all of the standards necessary for promotion to the next grade. He/She will continue in grade \_\_\_\_\_ for the \_\_\_\_\_ academic school year. This placement decision is based on the following:

- \_\_\_\_\_ Student made unsatisfactory progress in mastery of the grade level expectations in reading, language arts, mathematics, science, or social studies
- \_\_\_\_\_ Student's performance is substantially deficient, as indicated by classroom performance
- \_\_\_\_\_ Student has failed to comply with the District's Attendance Policy
- \_\_\_\_\_ Student does not meet the requirements for a Good Cause Exemption (insert appropriate GCE list)

Please acknowledge your receipt of this notification by signing and returning this letter to the school office prior to \_\_\_\_\_. This signed copy will be placed in your child's cumulative record and will serve as a reference in planning your child's education program. If you wish to discuss this matter with me, please call to schedule an appointment at your earliest convenience.

Sincerely,

Principal

\_\_\_\_\_  
Parent/Legal Guardian Signature

\_\_\_\_\_  
Date

# Secondary Schools

## **Brevard County Middle School Grade Level Assignment Procedures:**

### **I. Basic Requirements for Promotion**

In grades 7 and 8, the student must have completed the following:

1. Receive a yearly passing grade in four (4) major academic subject (language arts, mathematics, science, social studies)
2. Meet the District's attendance requirements

### **II. Middle School**

**Students must select the following subject areas each year:**

- Language Arts
- Mathematics
- Science
- Social Studies
- Physical Education
- Electives

Note 1: Literacy skills are essential for students to be successful in school and for their future endeavors, and students are required to pass the 10<sup>th</sup> grade Florida Standards Assessment in order to graduate. Although the state of Florida no longer requires school systems to place students in reading classes, School Board provides assistance to our students who are struggling with the literacy skills needed to be successful in all their coursework. The integrated reading and writing strategies provided in Intensive Language Arts (ILA) courses are designed to enable students to become more confident and successful in all content area courses.

- Students in 7<sup>th</sup> through 10<sup>th</sup> grade who have scored Level 1 or 2 on the most recent ELA FSA and scored Level 1 or 2 at least once in the previous two (2) years of testing will be considered for Intensive Language Arts placement unless they have demonstrated proficiency on formative benchmark testing.
- School-based IPST (Individual Problem Solving Teams) may recommend additional students for the ILA course, as well.
- If parents/legal guardians would like to discuss a student being removed from the Intensive Language Arts placement, they may contact a school administrator.

Note 2: The grade earned in high school courses (i.e., math and world language courses) taken in middle school will be factored into the high school GPA and will be part of the high school Academic History. Students earning a C, D or F in high school courses taken while in middle school may retake the course for Grade Forgiveness. See your School Counselor for more information.

Note 3: The following courses include EOC assessments which are 30-% of the Final Course Grade: Civics, Algebra 1, Geometry, Biology and U.S. History.

### III. Grading Scale

The following grading scale has been established by Florida Statute and is used in all District secondary schools:	To average semester grades, the teacher doubles the average of each grading period, adds the semester exam grade, and divides by five (5). The teacher may use either numerical averages or letter grades with the following values assigned: A= 4 points; B= 3 points; C=2 points; D=1 point; F=0 points. Final grades are assigned according to the following scale:
90 to 100 = A	3.50 to 4.00 = A
80 to 89 = B	2.50 to 3.49 = B
70 to 79 = C	1.50 to 2.49 = C
60 to 69 = D	0.50 to 1.49 = D
0 to 59 = F	0.00 to 0.49 = F

**Note:** The grade earned in high school courses (i.e., foreign language courses) taken in middle school will be factored into the high school GPA.

### IV. Options for Assistance

These include the following:

- Before and after school programs;
- Assignment of academic support strategies to students who have been identified as needing assistance;
- Remedial groups within existing classes;
- Recommendation for referral to the IPST (Individual Problem Solving Team);
- Summer school programs for students who qualify (depending on availability);
- Mentoring/tutoring;
- Counseling sessions;
- Remedial programs during the school day.

### V. Assignment Process

The final decision concerning the proper assignment for each student will be the responsibility of the principal.

**Note:** If a student receiving ESOL services is being considered for acceleration, retention, or if a student is deficient in math, reading, and writing proficiency, the school's ELL Committee must meet to review the student's progress and make a recommendation regarding placement and instructional plan.

### VI. Parent/Legal Guardian Notification

1. Report cards will be issued at the end of each grading period.
2. If a student is not meeting all criteria for promotion at the end of the first semester, the parent or legal guardian will be notified in writing and acknowledgement of receipt will be requested from the parent/legal guardians.
3. The parent or legal guardian will be notified in writing when the decision has been made that a student is to be retained, or assigned to remediation classes.
4. Scores from achievement and assessment tests will be communicated to parents/legal guardians.

### VII. Promotion by Acceleration

A student may be accelerated to a higher grade level after careful evaluation and approval by the principal and with written consent of the parent or legal guardian.



**Brevard County Secondary Schools**  
**District Administrative Procedures for Grading**  
Effective 2019-2020

In accordance with School Board Policies 5420, Reporting Student Progress, and 5421, Grading, the following procedures shall be implemented in order to establish suitable uniform methods for marking and reporting progress of students to their parents/legal guardians. Schools utilizing alternative scheduling need to ensure that their procedures are aligned with those outlined below. For example, a semester at a typical school equals a quarter at a block school, and procedures should be implemented accordingly.

1. Grades shall be a measure of a student's progress and achievement in mastering the standards of the course based on the quality of work done and reflect a comprehensive evaluation which utilizes numerous and varied assessments.
2. Letter grades shall be issued each marking period based on the following numerical values as established by, **s. 1003.437, F.S.**:

<i>A</i>	=	<i>90</i>	-	<i>100</i>
<i>B</i>	=	<i>80</i>	-	<i>89</i>
<i>C</i>	=	<i>70</i>	-	<i>79</i>
<i>D</i>	=	<i>60</i>	-	<i>69</i>
<i>F</i>	=	<i>0</i>	-	<i>59</i>

**Note:** In the above scale, the range of an "F" grade is six (6) times larger than any other grade. Teachers and administrators should recognize the weighted effect low "F" point values have when averaging assignments to calculate nine (9) week and interim grades. Teachers, departments, teams, and/or school-wide procedures (e.g. "Zero Tolerance for Zeros") should be studied, developed, and implemented to counteract this damaging effect. Please contact the Secondary Leading and Learning for assistance in this area if needed.

3. Minimum Marking Period Average

No grade lower than thirty-nine (39) will be recorded for the marking period average. If the student earns an average grade less than thirty-nine (39) for a nine (9) week grading period, a thirty-nine (39) is to be used when calculating the semester average. This grading floor is intended to prevent the student from reaching a situation where academic motivation is totally destroyed.

4. Nine (9)-Weeks Progress Reports

During the fifth (5<sup>th</sup>) week of each nine (9) week grading period, or by the date indicated on the District-approved calendar, schools must send interim progress reports home for each student. A student may, however, still receive a failing grade based on poor performance during the weeks remaining in the nine (9) week period.

5. Semester Examinations

Formal, comprehensive semester examinations shall be required at the end of the first semester and for courses other than those described in the next paragraph for the second semester. The principal may approve an alternative assessment in lieu of a formal, written, comprehensive semester examination for justifiable academic reasons in a course where such an assessment might not be appropriate. A student's semester examination will be made available by the teacher/principal for at least two (2) weeks following the examination and shall be available for parent/legal guardians/student perusal at the school.

Second semester examinations will not be administered in courses connected to FSA, SSA, State EOC, AP, IB, AICE, or Industry Certification, or junior year National Assessment (e.g. SAT). (English 3 and English 3 Honors are the courses exempt from second semester exams in lieu of the junior year National Assessment.)

However, teachers are to utilize the time after those assessments are administered until the last day of school (including shortened exam days) to further teach and assess performance standards of the course and include their on-going class assessments within the 4th grading period average. The second semester average for these courses is determined by averaging the 3<sup>rd</sup> and 4<sup>th</sup> nine (9) week grading periods.

English 4, English 4 Honors, and English 4: Florida College Prep classes will administer the Brevard Public Schools Final Examination (BPSFE) as the second semester examination. Teachers of these courses will set the scores to determine grades students earn from this examination.

6. Calculation of the Semester Average when including a semester (final) examination

The average for each of the two (2) nine (9) week grading periods is weighted 40% and semester examination is weighted 20%. (i.e. 40/40/20) In performing the semester average calculations, teachers may utilize the numerical value of each grading period and the semester examination or they may use the letter grade with the following values assigned:

A = 4 points  
B = 3 points  
C = 2 points  
D = 1 point  
F = 0 points

If the numerical value for each marking period is used in calculating the semester average, no grade below a thirty-nine (39) shall be used as the nine (9) week average. The semester examination grade will be included at its earned value. Grade averaging procedures must be consistent in a given school as approved by the principal.

If letter grades are used to calculate the semester average, the average shall be at least 0.50 in order to receive a passing grade or credit, unless a passing grade is justified by a numerical average. Rounding up shall be used in mathematical calculations in accordance with the following conversion chart:

3.50 - 4.00 = A  
2.50 - 3.49 = B  
1.50 - 2.49 = C  
0.50 - 1.49 = D  
0.00 - 0.49 = F

If a student's performance on the semester (final) examination is higher than their performance throughout the semester, the teacher may issue the student one (1) letter grade higher for the semester average than the mathematical calculations would typically provide. Such a decision should be made on actual academic performance considerations.

7. Calculation of the Year-Long Average for Middle School Courses

The year-long average for middle school courses that do not administer a State End-Of-Course (EOC) assessment is calculated by averaging the first semester grade with the second semester grade. In performing this calculation, teachers may utilize the numerical value of each semester or they may use the letter grade with the following values assigned:

A = 4 points  
B = 3 points  
C = 2 points  
D = 1 point  
F = 0 points

If the numerical value for each semester is used in calculating the year-long average, no grade below a 39 shall be used as the semester average. Grade averaging procedures must be consistent in a given school as approved by the principal.

If letter grades are used to calculate the year-long average, the following conversion chart is used to assign the year-long grade:

3.50	- 4.00 = A
2.50	- 3.49 = B
1.50	- 2.49 = C
0.50	- 1.49 = D
0.00	- 0.49 = F

8. Once recorded, grades other than an “Incomplete,” will not be changed without approval of the principal. A principal may change a grade for justifiable academic reasons.
9. Grading procedures not addressed in this document must be consistent in a given department, in a given school. The principal must approve these department procedures.

10. State EOC Courses

High School credit courses for which State End-Of-Course (EOC) assessments are given will earn 1.0 credit upon successful completion of the course including the EOC as 30% of the average or for passing the EOC Exam with a Level 3 or above.

The Final Course Grade for EOC courses (including Middle School Civics) will be calculated by the Office of Educational Technology and determined as follows:

- 1<sup>st</sup> Semester Average = 35%;
  - 1<sup>st</sup> Semester Average is calculated like all other courses. (See #6 above.)
- 2<sup>nd</sup> Semester Average = 35%;
  - 2<sup>nd</sup> Semester Average is calculated by averaging the 3<sup>rd</sup> and 4<sup>th</sup> nine (9)-weeks grades.
- EOC Exam = 30%

The EOC exam grade will be calculated by the Office of Testing and Accountability from the students’ EOC scores.

<b>FSA EOC Final Exam Cut Scores Range (575-425)</b>					
	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>F</b>
<b>Algebra 1/1B</b>	575-512	511-498	497-485	484-467	466-425
<b>Algebra 1 H +</b>	575-526	525-508	507-492	491-473	472-425
<b>Geometry</b>	575-513	512-498	497-484	483-471	470-425
<b>Geometry H +</b>	575-524	523-511	510-499	498-486	486-425
<b>NGSSS Final Exam Cut Scores Range (475-325)</b>					
	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>F</b>
<b>Biology 1/Integ 3</b>	475-412	411-395	394-375	374-354	353-325
<b>Biology H +</b>	475-429	428-412	411-395	394-369	368-325
<b>US History</b>	475-416	415-395	394-378	377-360	359-325
<b>US History H +</b>	475-429	428-405	404-386	385-371	370-325
<b>Civics</b>	475-409	408-389	388-369	368-346	345-325
<b>Civics H (Adv)</b>	475-419	418-399	398-381	380-359	358-325

## Grade Point Averages Used on High School Transcripts

Recommended GPA Uses	Type	Weight
Brevard Public Schools Graduation GPA	State	Unweighted
Athletic Eligibility GPA – at end of 1 <sup>st</sup> semester	S1-FHSAA	Unweighted
Athletic Eligibility GPA – at end of 2 <sup>nd</sup> semester	State	Unweighted
Bright Futures Scholarship GPA	Core	Weighted
Dual Enrollment Eligibility GPA – at end of 1 <sup>st</sup> semester	S1-FHSAA	Unweighted
Dual Enrollment Eligibility GPA – at end of 2 <sup>nd</sup> semester	State	Unweighted
Honor Graduates GPA	State	Weighted
Rank in Class (Standard Diploma)	Other	Unweighted
Scholarship GPA	State	Unweighted or Weighted
State University System (SUS) GPA	Core	Unweighted or Weighted

		State GPA	Local GPA	Core GPA	Other GPA	S1-FHSAA
Unweighted GPA	Reported on Transcript	State Unweighted GPA	District Unweighted GPA	Not reported on transcript	District Class Rank	Not reported on transcript
	Uses	<ul style="list-style-type: none"> <li>▪ BPS Graduation</li> <li>▪ Athletic Eligibility</li> <li>▪ Dual Enrollment Eligibility</li> <li>▪ Scholarship Eligibility</li> </ul>	Used if a GPA based on “all courses completed for credit towards graduation” is requested. Will not include additional electives.	Used for conversations regarding GPA that might be similar to unweighted State University System (SUS) GPA	<ul style="list-style-type: none"> <li>▪ Rank in Class</li> <li>▪ Standard Diploma only</li> <li>▪ Special Diploma, Withdrawn and Foreign students not included in Rank in Class</li> </ul>	<ul style="list-style-type: none"> <li>▪ Used for DE and Athletic Eligibility at the end of 1<sup>st</sup> semester since EOC courses are not calculated in the State GPA</li> </ul>
	Included Courses	All courses taken for credit	Only those courses used to meet the 26/24/18 credit state graduation requirements are included.	<ul style="list-style-type: none"> <li>▪ Core academic courses only: English, Math, Science, Social Studies, World Language</li> <li>▪ Prior to January 2013 calculated as Local GPA minus electives</li> </ul>	All courses taken for credit	All courses taken for credit
	Excluded Courses	Repeated courses with an 'X' in the course flag	<ul style="list-style-type: none"> <li>▪ Repeated courses with an 'X' in the course flag</li> <li>▪ Courses where credit was not earned, such as 'F'</li> </ul>	<ul style="list-style-type: none"> <li>▪ Repeated courses with an 'X' in the course flag</li> <li>▪ Electives</li> </ul>	Repeated courses with an 'X' in the course flag	Repeated courses with an “X” in the course flag
Weighted GPA	Reported on Transcript	Not reported on transcript	Not reported on transcript	Not reported on transcript	Not reported on transcript	Not reported on transcript
	Uses	<ul style="list-style-type: none"> <li>▪ Honor Graduate</li> <li>▪ Scholarship Eligibility</li> </ul>	No uses	Used for conversations regarding GPA that might be similar to weighted State University System (SUS) and Bright Futures GPA	No uses	No uses
	Included Courses	All courses taken for credit	NA	Core academic courses only: English, Math, Science, Social Studies, World Language	NA	NA
	Excluded Courses	<ul style="list-style-type: none"> <li>▪ Repeated courses with an 'X' in the course flag</li> <li>▪ Adult Education</li> <li>▪ Pass/fail grades</li> <li>▪ On-the-job (OJT)</li> </ul>	NA	Electives	NA	NA

## Florida Bright Futures Scholarship Programs

*The Florida Legislature is authorized to change eligibility and funding requirements.*

For the most up-to-date eligibility and requirements go to: <http://www.floridastudentfinancialaid.org/ssfad/bf/> or call 1-888-827-2004

- Students must be a Florida resident (determined by college).
- Students must earn a Florida standard high school diploma or go Early Admission the senior year.
- Initial Eligibility Requirements must be met prior to graduation from a Florida public high school or a registered FDOE private high school.
- Students seeking state scholarships must complete a Florida Financial Aid Application (FFAA) during their senior year of high school before graduation.
- Award Amount – See Bright Futures site for more specific information.

Award Name	16 High School Course Credits (Required coursework aligns with the State University System admission requirements found in Regulation 6.002)	High School Weighted Bright Futures GPA	College Entrance Exams (Tests must be completed by June 30 of graduation year)	Volunteer Service Work Required																												
FLORIDA ACADEMIC SCHOLARS AWARD (FAS)	<ul style="list-style-type: none"><li>▪ <b>4 English</b> (3 with substantial writing)</li><li>▪ <b>4 Mathematics</b> (Algebra 1 level and above, SEE NOTE 1 BELOW)</li><li>▪ <b>3 Natural Sciences</b> (2 must have substantial laboratory)</li></ul>	<ul style="list-style-type: none"><li>▪ <b>3.5</b> weighted GPA - calculated using only the 16 credits listed.</li><li>▪ May include 2 additional academic units to raise GPA (including AP, AICE and IB Fine Arts)</li></ul>	2019-20-Graduates: 29 / 1290  2020-21 Graduates: 29 / 1330	100 hours																												
FLORIDA MEDALLION SCHOLARS AWARD (FMS)	<ul style="list-style-type: none"><li>▪ <b>3 Social Studies</b> (World History, US History, US Government, Economics)</li><li>▪ <b>2 World Languages</b> (sequential, same language)</li></ul>	<ul style="list-style-type: none"><li>▪ <b>3.0</b> weighted GPA – calculated using only the 16 credits listed.</li><li>▪ May include 2 additional academic units to raise GPA (including AP, AICE and IB Fine Arts)</li></ul>	2019-20 Graduates: 26 / 1170  2020-21 Graduates: 25 / 1210	75 hours																												
FLORIDA GOLD SEAL VOCATIONAL SCHOLARS AWARD (GSV)	<ul style="list-style-type: none"><li>▪ <b>4 English</b></li><li>▪ <b>4 Mathematics</b> (including Algebra 1, SEE NOTE 2 BELOW)</li><li>▪ <b>3 Natural Sciences</b> (2 must have substantial laboratory)</li><li>▪ <b>3 Social Studies</b> (World History, US History, US Government, Economics)</li><li>▪ <b>1 Fine Art</b> (or approved Practical Arts)</li><li>▪ <b>1 Physical Education</b> (HOPE)</li><li>▪ Complete 3 full credits in a single approved Career and Technical Education Program of Study</li></ul>	<ul style="list-style-type: none"><li>▪ <b>3.0</b> weighted GPA - calculated using only the 16 credits listed</li></ul> <p><b>AND</b></p> <ul style="list-style-type: none"><li>▪ <b>3.5</b> unweighted GPA for the three credits in the approved Career and Technical Education (CTE) Program of Study</li></ul>	<table border="1"><tr><th colspan="2">PERT scores</th></tr><tr><td>Reading</td><td>106</td></tr><tr><td>Writing</td><td>103</td></tr><tr><td>Mathematics</td><td>114</td></tr></table> <p><b>OR</b></p> <table border="1"><tr><th>SAT scores</th><th>*</th><th>**</th></tr><tr><td>Reading</td><td>440</td><td>25</td></tr><tr><td>Writing/Lang</td><td></td><td>25</td></tr><tr><td>Mathematics</td><td>440</td><td>24</td></tr></table> <p><b>OR</b></p> <table border="1"><tr><th colspan="2">ACT scores</th></tr><tr><td>Reading</td><td>19</td></tr><tr><td>English</td><td>17</td></tr><tr><td>Mathematics</td><td>19</td></tr></table>	PERT scores		Reading	106	Writing	103	Mathematics	114	SAT scores	*	**	Reading	440	25	Writing/Lang		25	Mathematics	440	24	ACT scores		Reading	19	English	17	Mathematics	19	30 hours
PERT scores																																
Reading	106																															
Writing	103																															
Mathematics	114																															
SAT scores	*	**																														
Reading	440	25																														
Writing/Lang		25																														
Mathematics	440	24																														
ACT scores																																
Reading	19																															
English	17																															
Mathematics	19																															
FLORIDA GOLD SEAL CAPE SCHOLARS AWARD (GSC)	<ul style="list-style-type: none"><li>▪ Earn a minimum of 5 postsecondary credit hours through CAPE industry certifications which articulate for college credit</li></ul>	<ul style="list-style-type: none"><li>▪ None specified</li></ul>	No scores specified	30 hours																												

### Notes:

1. Algebra IA and IB may count as only one credit for College Admissions and for FAS/FMS eligibility.
2. Informal Geometry is not considered to be at the Algebra I level or above. Since this course has not been identified as a college preparatory course by the State University System, it may not be used to meet the mathematics requirement for the FAS and FMS awards. However, this course may be used to meet the mathematics requirement for the Gold Seal Vocational Scholars Award and for the Gold Seal Cape Scholars Award.
3. All students whose transcripts are submitted electronically to the FDOE for an official early evaluation (based on academic progress in the middle of the last year of high school and test scores for tests taken by January 31) will receive an eligibility or ineligibility determination, with the award status notification posted to their online account. Students cannot lose an award based on early evaluation unless they fail to earn a standard Florida high school diploma.

### Test Scores Needed for University Admission:

SAT: Reading 460 / Math 460 / Writing 440 OR  
 ACT: Reading 19 / Math 19 / English with Writing 18

### Gold Seal SAT Test Scores:

\* = SAT scores earned prior to March 1, 2016  
 \*\* = SAT scores earned March 1, 2016 and thereafter

Print Full Name: \_\_\_\_\_ Signature: \_\_\_\_\_

## Volunteer Service Work Plan

### Bright Futures Scholarship Volunteer Service Work Plan



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

Florida Bright Futures Scholarships are based on specific academic requirements and volunteer service work hours earned in grades 9-12. The volunteer service work hours are as follows:

- Florida Academic Scholars Award – 100 hours
- Florida Medallion Scholars Award – 75 hours
- Florida Gold Seal Vocational Scholars Award – 30 hours
- Florida Gold Seal CAPE Scholars Award – 30 hours

**Students must submit their Plan and have the Plan approved prior to beginning volunteer service work hours.** The Volunteer Service Work Log will be given to the student once the Plan has been approved. If at any time the volunteer service work changes, a new Plan MUST be submitted for review. The completed Volunteer Service Work Log must match the Plan.

Current seniors who would like to be considered for any of the Florida Bright Futures award levels at the seventh semester eligibility review should submit the Volunteer Service Work Log no later than the end of the 1<sup>st</sup> semester. Seniors who complete their volunteer service work hours during the eighth semester must submit the Volunteer Service Work Log **prior to graduation** to be considered for the Florida Bright Futures award in the reevaluation conducted following graduation.

**Section 1 - Identify a social issue, a civic issue or a professional area of interest:** *See your School Counselor to discuss options for volunteer service work.*

\_\_\_\_\_

**Section 2 – Name of agency (or agencies) where volunteer service work is to be performed:**

\_\_\_\_\_

**Section 3 – Type(s) of volunteer service work to be performed:**

\_\_\_\_\_

**Section 4 – Method of self-evaluation of service work experience:** *The intent of this section is to encourage students to reflect upon the service work experience itself. Students consider the difference they have made in their community and/or the life-long learning skills of planning, organization, collaboration and leadership they have acquired.*

- |  |                                  |
|--|----------------------------------|
| <input type="checkbox"/> Presentation            | <input type="checkbox"/> Journal |
| <input type="checkbox"/> Personal response essay | <input type="checkbox"/> Other   |

**Signatures** - *Student and Parent Signatures below indicate that student and parent understand that:*

- Student may only earn service work hours after the Volunteer Service Work Plan has been filled out and approved.
- Student may only earn service work hours in Grades 9-12 (summer before 9<sup>th</sup> grade is acceptable after student has been promoted).
- Transportation to and from outside agencies and/or organizations is the responsibility of the family.
- I understand that volunteer service work hours may not be earned through:
  - Court mandated community service
  - An activity for which a student benefited financially or materially for the volunteer service worked
  - Family related activities or service to family members (ex. babysitting, completing assigned chores, etc.)
  - Religious activity which can be interpreted as proselytizing (definition: to advocate, promote or attempt to convert (someone) from one religion, belief, or opinion to another). This does not include religious education or service.
  - Donations, such as Locks of Love or giving blood
  - Service work that earns the student academic credit (except for credit earned through an approved service-learning course).
  - An activity where there is no responsible adult or supervisor on site to evaluate and confirm student performance.

Student's Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent's Signature \_\_\_\_\_ Date \_\_\_\_\_

*Principal or designee signature below indicates that the student has presented an appropriate Volunteer Service Work Plan for meeting the volunteer service work requirement of the Bright Futures Scholarship Program and this Plan has been APPROVED.*

Principal's (or Designee) Signature \_\_\_\_\_ Date \_\_\_\_\_ Revised PMB 9-7-2016

## ANTI-HARASSMENT AND NONDISCRIMINATION NOTICE

### SCHOOL BOARD OF BREVARD COUNTY

Educational Services Facility  
2700 Judge Fran Jamieson Way  
Melbourne, FL 32940-6601

### SUPERINTENDENT

Dr. Mark Mullins, Ed.D.

### SCHOOL BOARD MEMBERS

Tina Descovich, Chairman  
Matt Susin, Vice Chairman  
Misty Belford  
Katie Campbell  
Cheryl McDougall



The School Board of Brevard County, Florida does not discriminate on the basis of race, color, national origin, sex (including sexual orientation, transgender status, or gender identity), disability (including HIV, AIDS, or sickle cell trait), pregnancy, marital status, age (except as authorized by law), religion, military status, ancestry, or genetic information or any other factor protected under applicable federal, state, or local law. The district also provides equal access to its facilities to youth groups, as required by the Boy Scouts of America Equal Access Act. The School Board of Brevard County is in compliance with the Americans with Disabilities Act of 1990 (ADA) and the Amendment Act of 2008 (ADAA), the Florida Education Equity Act of 1984, Age Discrimination Act of 1967 and Section 504 of the Rehabilitation Act of 1973, Civil Rights Act of 1964 including: Title II, Title VI, and Title VII, United States Education Amendments of 1972 - Title IX, Age Discrimination in Employment Act (ADEA), and Individuals with Disabilities Act (IDEA). Questions, complaints, or concerns with any of the above should be reported to either of the Anti-Harassment Compliance Officers listed below for proper assistance and handling. For concerns involving:

#### Students, Exceptional Education/504, Title IX, or the

#### Public contact:

Assistant Superintendent of Equity, Innovation, Choice  
2700 Judge Fran Jamieson Way  
Melbourne, FL 32940  
(321) 633-1000 Ext. 500

#### Employees or Job Applicants

#### contact:

Director of Professional Standards and Labor Relations  
2700 Judge Fran Jamieson Way  
Melbourne, FL 32940  
(321) 633-1000 Ext. 265

Reasonable accommodations are available for persons with disabilities to complete the application and/or interview process. Applicants and/or individuals with disabilities requesting accommodations under the Americans with Disabilities Act (ADA) may contact the Director of Human Resources & Labor Relations for assistance. Inquiries concerning Title IX may be referred to the Assistant Superintendent of Equity, Innovation, Choice as listed above for assistance or the Office of Civil Rights. This publication or portions of this publication can be made available to persons with disabilities in a variety of formats, including large print, braille or audiotape. Telephone or written requests should include your name, address, and telephone number. Requests should be made to the Office of Exceptional Education Projects, (321) 633-1000, ext. 535, at least two (2) weeks prior to the time you need the publication.

### MISSION STATEMENT

*Our Mission is to serve every student with excellence as the standard*