

620R Credit for Learning: Students Experiencing Homelessness and Foster Youth

The purpose of this regulation is to increase credit recovery for students experiencing homelessness and foster care to meet compliance with the Every Student Succeeds Act.

McKinney Vento Act

- Under the McKinney Vento Act, schools are required to enroll students experiencing homelessness immediately.
- The Act requires the Local Education Agency (LEA) to remove barriers to the student retention in school, including barriers due to absences.
- The ability to earn credit is an incentive for remaining in school. The district needs to create this incentive because it helps with student retention.
- Under McKinney Vento, students, including those that have been out of school, shall receive "appropriate credit for full or partial coursework satisfactorily completed while attending a prior school, in accordance with State, local and school policies: 42 U.S.C. 11432(g)(1)(F)(ii)."
- The school must work with the prior school to calculate, award and receive partial credits as well as make any necessary adjustments to the student's schedule to permit the student to complete courses started elsewhere and to participate in credit recovery opportunities.

Student Eligibility

- All high school students who are identified as homeless or foster youth
- High school counselors and staff are encouraged to contact the district Families in Transition Coordinator with all enrollment questions

Partial Credit Process

Counselors will:

- Determine if the student is eligible on the enrollment form
- Determine if the student was in a school previous to entering your school
- Work with designated clerical staff to contact the previous school of enrollment regarding transcripts and withdrawal/exit.
- Determine if an investigation needs to occur to recover partial or full credit not already identified on incoming or outgoing transcripts. Pay close attention to transcripts when students come from a school with trimester grading in order to ensure that student earns the full amount of credit for the year

When a student enters a Duluth Public High School with exit or withdrawal grades:

- Students are required to finish the coursework at the new school for the remainder of the grading period. Teachers are to incorporate the progress (withdrawal) grades from the previous school for a final grade and full credit
- Students coming in with "withdrawal" grades who cannot be placed in "matched" classes will be awarded partial credit from the previous school in Infinite Campus

When a student enters a Duluth Public High School without withdrawal/exit or progress grades or leaves before the end of the grading period:

This guideline will be used to determine partial credits to award on Duluth Public Schools transcript at the end of the quarter.

Period of Enrollment	Credit Value (Quarter Credit)
Enrolled in the 1st ten (10) days of the quarter	Full Credit (.25)
Enrolled during the 11th - 20th day of the quarter	Partial Credit (0.188)
Enrolled between the 21st day and before the last 10 days of the quarter	Partial Credit (.063)
Enrolled during the the last 10 days of the quarter	No credit

*Students enrolling in the last 10 days of a grading period from out-of-district, without withdrawal grades, are not eligible to earn credit for that period.

Considerations:

1. Students coming with "withdrawal" grades who cannot be placed in "matched" classes: Duluth Public Schools strives to put incoming students with withdrawal grades into the equivalent classes that the student was taking at the previous school whenever possible. When this cannot be done, instructors in the new class will honor the student's withdrawal grade. While this is not ideal in cases where a student was taking a class that met a graduation requirement, such as a physical education class, the student has the opportunity to take the class at another time from their home school or through the ALC credit recovery program.
2. Students withdrawing before the end of a grading period: Counseling staff should include withdrawal grades and our partial credit calendar when sending records.
3. Students withdrawing within the last 10 days of a grading period: Students are to be held harmless in the last 10 days of the grading period as they are in the first 10 days. As with partial credit, credit values are based on the term of enrollment. For example a student who has been in class since the start of the marking period but withdraws to an out-of-district school within the last 10 days of the marking period can earn full credit for the marking period ("drop with grade"). Students withdrawing to another Duluth high school in this time period need to complete the coursework curriculum at their new school to earn credit.
4. Withdrawal grades received after partial credit has already been awarded: Counselors should work with teachers to determine whether an adjustment needs to be made to the student's grade.
5. Unfinished Coursework: Teachers give credit for the coursework completed at the end of the term. Teachers are encouraged to use "subject to change" in the comment area in cases where a student has a minimal amount of coursework to be completed for a grading period in order to earn a passing grade. The student will have 20 days in which to complete the necessary work.
6. Grading: Counselors should use their professional judgment when issuing Ps for passing marks and NPs for not passing marks. If grades are awarded, counselors should use the grades provided on the exit report. The designated office administrative assistant should input NPs and Ps on the transcript if they are provided in the withdrawal grade or transcript.

Responsibilities and Communication:

- Principals or designee are responsible for informing teachers and counselors of the partial grading process on a yearly basis.
- Counselors are responsible for determining when a student is eligible for partial credit for homeless and fostering youth and what the credit value is.
- Counselors are responsible for communicating to students and families about the partial credit system, what credit the student will or will not be able to earn and the student's options for credit recovery.
- The counselor is responsible for entering the credit value into the Infinite Campus student management system.
- Teachers are responsible for welcoming the student into class, allowing the student to earn a grade from the point of entry and to enter a grade at the end of the grading period.
- Teachers are to incorporate the progress (withdrawal) grades from the previous school for a final grade and full credit for courses that are similar to the one taken at the previous school when applicable.
- This information will be made available to the public in the counseling office and on the school counseling department website.