Section: I Instructional Program
Policy Code: IDCAB Credit Recovery Program
Policy:

Credit Recovery

Credit Recovery has been defined by the Mississippi State Department as a course-specific, skill-based learning opportunity for students who have previously been unsuccessful in mastering content/skills required to receive course credit or earn promotion. This policy does not apply for students retaking the class.

Jackson County School District has set up a credit recovery program to help struggling students graduate. Students must go through an application process and be approved by the administration before participation will be allowed.

I. Admission to and removal from the Credit Recovery Program

~~**Application Process**~~

~~A. Student must apply to the Credit Recovery Program~~

~~STAGE I~~

1. ~~The application must include the name of course to be recovered and recommendation from a teacher or counselor.~~
2. ~~The application must include parental approval for participation in the Credit Recovery program.~~
3. ~~The principal and/ or counselor must verify minimum criteria for participation.~~
4. ~~The principal and counselor must approve the credit recovery course and verify approval of parent for participation in program.~~
5. ~~Once application is made and criteria verified, the application is approved or disapproved. (If disapproved, justification of disapproval is indicated.)~~

~~STAGE II~~

1. ~~If approved for credit recovery a timeline for completion is established~~.

A. Admission Process

1. A student must have made a grade of at least 50 in the course/credit in which they are attempting to recover credit.

2. The application must include the name of the course to be recovered and must include parental approval for participation in the program.

3. The principal, counselor and CTE Director (if applicable) will verify the application. The principal will approve or disapprove participation in the course.

B~~. Timelines will be set for the completion of the Credit Recovery class.~~ Removal Process

1. ~~A student who fails to make an effort to start the Credit Recovery course within 5 days of the established time line will be counseled by the counselor.~~ The student has up to twelve (12) weeks to complete the credit recovery course.
2. ~~A student who fails to make an effort to start the Credit Recovery course within 8 days will be counseled by the principal.~~
3. ~~3.~~ 2. A student who fails to make an effort to start the Credit Recovery course within 10 days may be removed from the program.
4. ~~A student who fails to complete the timeline established on the application will be removed from credit recovery, unless a waiver is given for special circumstance by the administration.~~ Any student who fails to make adequate progress toward completion of the Credit Recovery course within 30 days may be removed from the program.

~~**Establishment of minimum criteria**~~
~~A student must have made a grade of at least 55% in the course they are attempting to recover.~~

Eligibility

1. Students who have already received credit for a course are not eligible for Credit Recovery.
2. Students shall take no more than one Credit Recovery course per ~~18 week period~~ semester, with a maximum of 2 courses per school year. (This 2 course limit does not include courses recovered during summer school sessions.) This requirement may be waived for students who have a serious illness and are or have been homebound.

II. Instruction
~~The Jackson County School District will use an online software or classes offered by the MDE Virtual School for Credit Recovery or a reputable company.~~

~~The Jackson County School District will use classes offered by the MDE Virtual School for Credit Recovery or a reputable online software company. The district will provide training from the software company for the teachers and facilitators. Credit Recovery will be offered after school hours and during school as resources permit, unless the student has an extenuating circumstance, such as being homebound due to illness.~~

A. JCSD will use approved online programming or teacher-facilitated instruction.

B. JCSD will provide training for teachers and facilitators.

C. Credit recovery is a self-guided program, unless offered by JCSD during the extended school year.

III. Content and Curriculum

The curriculum used by Jackson County School District for Credit Recovery is aligned with the Mississippi Curriculum Frameworks. It has been approved by Mississippi Department of Education for credit recovery.

~~The content, curriculum, and assessments used by Jackson County School District for Credit Recovery are aligned to MDE approved competencies, objectives and standards of the respective course. Each course has been authorized by Mississippi Department of Education for credit recovery. The objectives for each course will be individually selected for the student by a Credit Recapture Curriculum Committee. This committee will be a minimum of three people, a counselor, an administrator and a classroom teacher of the course to be recaptured or head of the department of the course to be recaptured.~~

IV. Grading

1. The student may receive only a score of ~~65%~~ 60%on any Credit Recapture course. Upon completion of the course a grade of ~~65%~~ 60%will be recorded for the course and it will be noted on the transcript.
2. ~~Grading of the individual objectives will be through the use of post tests of the individual modules A grade of 65% must be achieved on the module for the objective to be considered as mastered.~~ Grading of the objectives will be through online platforms or teacher-facilitated material. Students must achieve 60% mastery of all objectives to successfully complete the course.

   ~~a. If the module does not have a module posttest, then a completion of the lesson will fulfill the 65% criteria.~~
   ~~b. In the event that a module includes non-tested objectives (as determined by the Recovery Curriculum Committee), a mastery of the post test will be determined by mastery of the 65% of the individual objective items on the post test.~~

3. When a student ~~is finished~~ has completed the credit/course, ~~a Daily Usage Details and Pretest/ Posttest report~~ documentation will be submitted to the student's counselor. ~~as documentation of student completion of modules.~~

~~**Jackson County Schools**~~
~~**Credit Recovery Application**~~

~~STAGE I~~

~~Name _____ Date _____~~

~~Name of Course to be Recovered_____~~

Teacher/Counselor recommending recovery_____

Parental Signature for Approval of Credit Recovery _____

Signature of Student Applicant for Credit Recovery _____

Counselor Verification of Criteria for Participation_____
_____**Signature**

Counselor/Administrator Verification of Parental Approval_____
_____**Signature**

Administrator _____
_____**Signature and Date**

_____ Approval of Credit Recovery

_____ Disapproval of Credit Recovery and
Justification for Disapproval_____

STAGE II

Timeline for Credit Recovery:
Beginning Date _____
Expected Completion Date _____
Drop Date for non-compliance_____

JACKSON COUNTY SCHOOL DISTRICT

PARENTAL / STUDENT
AGREEMENT FOR PARTICIPATION IN
CREDIT RECOVERY

I understand that Credit Recovery is a way that graduation credit maybe obtained.

I understand that because this program is individualized to only the objectives I need to

~~complete to comply with graduation, the grade I will receive for completion of the program will be a 65%. This grade will be recorded on my transcript and denoted that it was completed through Credit Recovery (The program used will be approved by the Mississippi Department of Education for Credit Recovery.)~~

~~All tests will be taken on school property under school supervision, unless previously approved by the principal or designee.~~

~~I also understand that if I have not started the Credit Recovery program by the date stated on the application that I will be dropped from the program for non-compliance.~~

~~I, the undersigned, agree to the program for Credit Recovery.~~

_____ _____

~~Student Signature~~ ~~Date~~

~~I, the parent of the above named student, do hereby give my consent for my child to participate in the Jackson County School District Credit Recovery program. I agree with the above stated terms of the program.~~

_____ _____

~~Parent Signature~~ ~~Date~~

Regulations:

References:

Original Adopted Date:	10/13/2008	**Status:**	Adopted
Approved/Revised Date:	4/10/2017	**Record Id:**	272123