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| OYSTER RIVER COOPERATIVE SCHOOL BOARD | Policy Code: IHBH |
| Drafts to Policy Committee: 3/9/16, 9/14/16, 10/26/16 School Board First Read: November 2, 2016 School Board Second Read/Adoption: January 18, 2017 | Page 1 of 3 Category: Recommended |

EXTENDED LEARNING OPPORTUNITIES

Purpose

The Oyster River Cooperative School Board encourages students to pursue Extended Learning Opportunities (ELO) as a means of acquiring knowledge and skills through instruction or study that is outside the traditional classroom methodology, enhances student opportunity above and beyond available support and resources. Extended Learning Opportunities may include, but are not limited to, independent study, private instruction, performing groups, internships, community service, apprenticeships, online courses/distance education, or other opportunities approved by the Superintendent or his/her designee, in conjunction with Board policies.

The purpose of extended learning opportunities is to provide educational experiences that are meaningful and relevant, and that provide students with opportunities to explore and achieve at high levels. In order to maximize student achievement and meet diverse pathways for learning, this policy permits students to engage in Extended Learning Opportunities that are engaging and intellectually challenging, and that enable students to fulfill or exceed the expectations set forth by State minimum standards and applicable Board policies, and incorporate ORHS 21st Century Learning Expectations.

Extended Learning Opportunities may be taken for high school credit. If the Extended Learning Opportunity is taken for credit, the provisions of Policy IMBC, Alternative Credit Options, will apply. The granting of credit shall be based on a student's mastery of course competencies, as defined by Policies ILBA, Assessment of Educational Programs and ILBAA, High School Graduation Competency. Certified Teachers} must authorize the granting of credit for learning accomplished through Extended Learning Opportunities.

Roles and Responsibilities

All programs of study must meet or exceed the proficiencies and skills identified by the New Hampshire State Board of Education, applicable rules and regulations of the Department of Education, and all applicable Board policies. All programs of study proposed through this program shall have specific instructional objectives aligned with the State minimum standards and District curriculum standards. All Extended Learning Opportunities will comply with applicable laws and regulations, including child labor laws and regulations governing occupational safety.

Students wishing to pursue an Extended Learning Opportunity under these guidelines must first present their proposal to the school's ELO coordinator for approval. The designated ELO coordinator will assist students in preparing the application form and other necessary paperwork. All ELOs must have parent/guardian approval.

The Principal or his/her designee will have primary responsibility and authority for ensuring the implementation of Extended Learning Opportunities and all aspects of such programs. The Principal or his/her designee will determine who will be responsible for approving student eligibility and such approval will include a consideration of the overall benefits, costs, advantages and disadvantages to both the student and the District, contingent upon available support and resources.

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The Principal or his/her designee will review and determine credits that will be awarded for Extended Learning Opportunities toward the attainment of a high school diploma. Parents/guardians and/or students may appeal decisions within the provisions below (see Appeal Process).

Students approved for an Extended Learning Opportunity must have parental/guardian permission to participate in such a program. Such permission will be granted in writing, and signed by the parent/legal guardian, and returned to the ELO coordinator before beginning the program.

All Extended Learning Opportunities shall be the financial responsibility of the student or his/her parent/legal guardian. Students electing independent study, college coursework, internships, or other Extended Learning Opportunities that are held off the high school campus will be responsible for providing their own transportation to and from the off-campus site.

Students approved for off-campus Extended Learning Opportunities are responsible for their personal safety and well-being. All community program partners must meet SAU#5 volunteer requirements which include a background check.

Application Process

1. The application is to be completed by the student/parent/guardian a minimum of two weeks prior to beginning of an Extended Learning Opportunity.
2. The application will be reviewed by the ELO teacher and administrator. If additional information is requested, the information must be submitted within one week of receipt of the request.
3. It is the student's responsibility to maintain academic standing and enrollment in the approved program. Any failure to complete an approved program will jeopardize the student's ability to earn credit for the course. The student and parent/guardian recognize that in the event the student withdraws from an approved program, the District cannot guarantee placement in an equivalent District-offered course.
4. The District reserves the right to determine the number of credits to be awarded.
5. Any credits earned will be calculated towards the overall Grade Point Average. This determination will be made prior to the start of an ELO by the principal and/or his/her designee. The course name and grade earned will be noted on the student's official transcript.

Evaluation Criteria

The Principal or his/her designee will evaluate all applications. At a minimum, all applications must meet the following criteria:

- Provides for administration and supervision of the program.
- Provides that certified school personnel oversee and monitor the program.
- Requirement that each Extended Learning Opportunity meets rigorous standards, including the minimum standards established by the State Board of Education and all other applicable District standards.

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Extended Learning Opportunity Approval Appeal Process

A student whose application has been denied may request, in writing, a meeting with the Principal to review the status of their proposal. The written request should include the rationale for reconsideration. At the conclusion of the appeal, the principal's decision is final.

Program Integrity

In order to insure the integrity of the Extended Learning Opportunity approved under this program, the student will be required periodically, or upon demand, to provide evidence of progress and attendance. The Principal and/or his/her designee will be responsible for certifying course completion and the award of credits consistent with the District's policies. If a student is unable to complete the Extended Learning Opportunity for valid reasons, the Principal, Principal's designee, or assigned Certified Teacher will evaluate the experience completed to date and make a determination for the awarding of partial credit or recommend an alternative experience.

If a student ceases to attend or is unable to complete the Extended Learning Opportunity for insufficient reason (lack of effort, failure to follow through, indecision, etc.), the Principal or his/her designee may determine that the student's transcript be adjusted to reflect the experience as a failure.

Students transferring from other schools who request acceptance of course credits awarded through similar Extended Learning Opportunity programs shall have their transcripts evaluated by the Principal or his/her designee.

It shall be incumbent upon the students or his/her parent/legal guardian to request that copies of the student's official transcript be sent from the former school.

Cross Reference:

- IHBH-R-R1-R2 -ELO Plan/ELO Proposal/VLAC
- IHBI – Alternative Learning Plan
- IKAA – Interdisciplinary Credit Toward Graduation
- IKF – Graduation
- ILBA - Assessment of Educational Programs
- ILBAA - High School Competency Assessments
- IMBC - Alternative Credit Options
- IMBD – High School Credit for 7/8 Grade Advanced Coursework

Legal References:

- RSA 193:1 – Alternative Learning Plans
- NH Code of Administrative Rules, Section Ed 306.04(a)(13), Extended Learning Opportunities
- NH Code of Administrative Rules, Section Ed 306.26(f), Extended Learning Opportunities – Middle School
- NH Code of Administrative Rules, Section Ed 306.27(b)(4), Extended Learning Opportunities – High School