

# La Canada USD

## Administrative Regulation

### Transcript Credit For Summer Coursework

AR 6146.31

#### Instruction

The Administration understands that the prescribed course of study offered during the school year at La Canada High School may not fully accommodate the needs of some students. In alignment with Governing Board Policy 6146.31, the Administration shall provide alternative means for the completion of prescribed courses in accordance with law.

Credit for courses taken from an outside agency summer school will be accepted as per the following requirements:

1. Outside agency summer school must be taken at a WASC or equivalent accredited institution to be included for credit on the District transcript.
2. Outside agency summer school credit may be granted for credit recovery, acceleration, or enrichment outside the LCHS curricular offerings.
3. Outside agency summer school credit will be transferred to the District transcript under the following conditions.
  - a. Summer school courses must include immediate supervision and instruction by a teacher.
  - b. Summer school courses organized in an independent study model will not be accepted.
  - c. Summer school courses taken online must have a component of synchronous or asynchronous interaction with a teacher on a regular basis. Teacher instruction and student feedback must be provided during the online class sessions.
  - d. Online courses organized in an independent study model will not be accepted.
4. Outside agency summer school courses taken for acceleration will be included for transcript credit on the District transcript, but will be limited to 10 summer school credits per summer prior to the beginning of the regular school year in grades nine through twelve, for a total of four courses maximum. Full credit will be given for the courses taken at qualified outside agency summer schools and the grade earned will be recorded on the District transcript with identification of the outside agency noted. A maximum of 40 summer school credits may be applied to meeting graduation requirements. **English courses that satisfy the graduation requirements may not be taken for acceleration in other educational institutions as the alignment with Common Core State Standards and the District writing requirement cannot be ensured through other curricula.**
5. There is no limit to the number of outside agency summer school courses taken for credit recovery or remediation. Full credit will be given to these courses and the grade earned from the outside agency summer school will be recorded on the District transcript.
6. There is no limit to the number of course requirements students may fulfill utilizing postsecondary institutions with approval by the Principal/designee and Superintendent/designee (see BP

6146.11). Approved coursework taken at postsecondary institutions will be given full credit and the grade earned will be recorded on the District transcript.

7. Students electing to take online courses during summer for credit recovery, acceleration, or enrichment outside the LCHS curricular offerings must follow the online course requirements cited in Board Policy 6146.1. A maximum of 40 online credits may be applied to meeting graduation requirements with no more than one online course taken per twelve-month calendar year. Approved online coursework will be given full credit and the grade earned will be recorded on the District transcript with notation of the entity sponsoring the online course.

8. Institutions offering summer school or online courses which a student may take to replace certified UC/CSU courses offered at LCHS must be certified by UC/CSU or out of state equivalent. In the case above, the institution must have a current UC/CSU or equivalent certified course list which includes the summer school or online course being taken. Elected courses that are not UC/CSE certified remain eligible for summer school credit.

9. For Special Education students whose Individualized Education Plans (IEPs) provide for summer school, on-line or other courses of study, which exceed the course or unit maximums indicated in this Board Policy, the terms and conditions of the IEP supersede.

10. The maximums set in this policy for the number of courses and units of credit for acceleration via summer school or online coursework may be waived only upon approval by the Principal/designee and Superintendent/designee when deemed to be in the best interest of the student's successful progress towards the completion of his or her course of study.

Policy LA CANADA UNIFIED SCHOOL DISTRICT

adopted: ~~March 7, 2017~~ December 5, 2017 La Canada Flintridge, California