

**AMEND BOARD REPORT 04-0728-PO5  
POLICY FOR AWARDING HIGH SCHOOL CREDIT AND PLACEMENT  
FOR HIGH SCHOOL LEVEL COURSES TAKEN IN ELEMENTARY SCHOOLS**

**THE CHIEF EXECUTIVE OFFICER RECOMMENDS THE FOLLOWING:**

That the Board ~~adopt a new~~ amend the policy for Awarding High School Credit and Placement for High School Level Courses Taken in Elementary Schools to clarify when and how students receive credit and advanced placement for Algebra courses taken prior to entering high school.

**PURPOSE:** This policy ~~will allow system-wide~~ establishes criteria for awarding high school credit and making appropriate student placement at the high school level for elementary school students who have demonstrated proficiency and competency in ninth-grade level courses.

**POLICY TEXT:**

**INTRODUCTION:** ~~The establishment of This~~ policy is consistent with the philosophy of high school education that embraces the Design for High Schools, including the accelerated model of high school graduation. This policy will more accurately place our elementary students in appropriately challenging high school courses. Thus, the matriculation into high school for students having already completed high school course work and credit will be a seamless transition. This policy will enable these students to move more quickly through the school requirements, further enabling them to gain college credit through our College Bridge and other CPS programs. The Board will offer these courses in a manner that will allow all qualifying students who wish to take such courses access to them.

The Office of High School Programs will supervise an ongoing review of this program to consider expansion and/or modification after the initial year.

**I. REQUIREMENTS FOR OFFERING A HIGH SCHOOL CREDIT LEVEL COURSE IN ELEMENTARY SCHOOL**

A. For all high school level courses offered at an elementary school, except high school level Algebra courses, The the elementary school course must meet the following minimum requirements for each class taught:

~~A. 1.~~ 1. A teacher must hold a current high school certificate endorsed in the subject taught. The course follows the approved high school level curriculum and/or Curriculum Framework Program of Study approved by the appropriate CPS curriculum office Office of Standards Based Instruction.

~~B. 2.~~ 2. The principal and teacher must consult with the Office of Standards Based Instruction Office of High School Programs for guidance when developing the course curriculum for the subject being taught.

~~C. 3.~~ 3. For each high school class offered in the elementary school, the elementary school principal must complete and submit an application for approval by the Office of High School Programs in collaboration with the appropriate CPS curriculum office Office of Standards Based Instruction.

4. The course must include a minimum of 120 contact hours of instruction.

B. For any high school level Algebra course offered at an elementary school, the elementary school course must meet the following minimum requirements:

1. The requirements set forth in Section I.A. 2-4 and
2. If the course is to be offered for high school credit, the teacher must hold a current high school certificate (Type 9) endorsed in Algebra. If the course is offered for placement only, the teacher must meet the following requirements:
  - a. hold a Type 3 teaching certificate with a middle-grade mathematics endorsement; and
  - b. complete a one-year series of university courses approved by the Office of Mathematics for preparing Algebra teachers or obtain a waiver of this requirement from the Office of Mathematics and Science; and
  - c. pass the required Algebra qualifying examination.

C. The local elementary school principal with the assistance of the appropriate CPS curriculum office, Office of Standards Based Instruction the Office of Academic Enhancement and the Office of High School Programs, will ensure the quality and the integrity of these classes by assuring that course content meets the Illinois Learning Standards as outlined by the Illinois State Board of Education. All science courses offered must meet laboratory requirements. ~~This policy will apply to all qualifying elementary programs granting high school credit.~~

## **II. STUDENT HIGH SCHOOL CREDIT OR PLACEMENT FOR SUCCESSFUL COMPLETION OF HIGH SCHOOL LEVEL COURSES**

Elementary school students who are enrolled in qualifying high school level courses, as defined in Section I.A and I.B of this policy, may elect to ~~either obtain high school credit for their coursework, obtain placement in advanced high school courses, or obtain both credit and placement in advanced high school courses.~~

### A. Requirements for Offering High School Credit for Qualifying Core Subject Courses, Except High School Level Mathematics Courses

1. ~~All elementary school students who wish to obtain credit for or wish to be placed in advanced level high school courses for in core subjects, as defined in the High School Promotion Policy, must successfully complete examinations developed by the course instructor. Student prerequisites to taking these examinations or being evaluated will include: principal recommendation; a grade of C or higher for the duration of the class; maintaining attendance that exceeds the system wide average; completion of all necessary course requirements including daily class assignments and homework.~~
2. A student has successfully completed a qualifying core subject course, as defined in Section I.A. above, and may be offered high school credit if:
  - a. The student receives a recommendation from the principal; and
  - b. For each semester, the student obtains a grade of C or better in the course; and
  - c. For each semester, the student maintains daily attendance that meets or exceeds the system-wide average.

### B. Requirements for Offering High School Credit for a Qualifying High School Level Mathematics Courses

1. High school credit can be offered to students who successfully complete a qualifying high school level mathematics course if:

- a. The qualifying course is offered at one of the following sites:
  - CPS Academic Center
  - CPS Regional Gifted Center
  - CPS high school campus
  - Regular CPS elementary school campus; orthe qualifying course is taken through the Illinois Virtual High School program; and
- b. The qualifying course is taught by a teacher holding a Type 9 mathematics certificate, endorsed for the subject taught; and
- c. The course follows the approved high school level mathematics curriculum as outlined in the applicable mathematics framework; and
- d. The principal of the school offering the credit for the high school level mathematics course or the Office of Academic Enhancement has submitted an application and obtained approval of the application by the Office of High School Programs

2. Until the start of 2008-2009 school year, high school credit can also be offered to students who successfully complete a high school level mathematics course taken at a university or college campus. Beginning in September 2008, high school credit for a high school level mathematics course taken at a university or college campus can only be offered if:

- a. The qualifying course is taught or co-taught by a teacher holding a Type 9 mathematics certificate and
- b. The course includes a minimum of 120 contact hours of instruction

3. A student has successfully completed a qualifying Algebra I course and may be offered high school credit if:

- a. The student takes and obtains the required score on the citywide end-of-course Algebra examination; and
- b. For each semester, the student obtains a grade of C or better or, if the course is taken off site at a university or college campus, the student obtains a grade of B or better; and
- c. For each semester, the student maintains daily attendance that meets or exceeds the system-wide average.

A. C. Students who elect to obtain high school credit for advanced coursework, will be eligible to earn up to four credits toward high school graduation provided the student has met all of the prerequisites and successfully completed the aforementioned examination. Students who meet these requirements will receive credit for completion of the regular or honors level high school course based upon approval by the Office of High School Programs, and will be placed in the regular level high school course which sequentially follows the course in the curriculum. Students wishing to be placed in honors level classes ~~must~~ may be required to complete a placement exam at the receiving high school. These credits will be included on the student's high school transcript. These credits will be included in the determination of the student's high school grade point average. Students may earn no more than one credit in a content area.

### **III. PLACEMENT IN ADVANCED HIGH SCHOOL LEVEL COURSES**

Elementary school students who are enrolled in qualifying high school level courses may obtain placement in advanced high school courses.

**A. Offering Students Placement In Advanced High School Level Core Courses, Except Mathematics Courses**

To obtain placement in any advanced high school courses, except in a high school level mathematics course, a student will be required to take a placement examination in the content area for which they are seeking such placement before entering their receiving high school. The placement examination will be administered by the receiving high school, and used to determine the proper academic placement for the student.

**B. Offering Students Placement in Advanced High School Level Mathematics Courses**

1. Students who complete a high school level mathematics course (Algebra or Geometry) in an educational setting that does not meet the requirements set forth in Section II.B of this policy are not eligible to receive high school credit for that course, but shall be eligible to place out of the high school level mathematics course and into an advanced high school level mathematics course if the student takes the applicable citywide end-of-course examination and meets or exceeds the minimum score required for placement out of that course.

2. Elementary school students who meet the above requirements will be placed in the appropriate, advanced level mathematics course in high school, typically Geometry or Advanced Algebra/Trigonometry. A high school may administer additional examinations for the purpose of determining a student's specific placement into honors or regular advanced level high school mathematics classes.

3. All students who are placed in Geometry or Advanced Algebra/Trigonometry as freshmen must complete three years of high school mathematics pursuant to the Minimum High School Graduation Requirements, Board Report 06-0628-P02, as may be amended.

**C.** ~~Students who elect to obtain only placement in advanced high school courses will not receive credit for advanced coursework completed at the elementary school level. The student's grades from advanced coursework completed at the elementary school level will not be included in the determination of the student's high school grade point average, and the coursework will not be included on the student's transcript. Students who elect only to obtain placement in advanced high school courses will be required to take a placement examination in the content area for which they are seeking such placement before entering their receiving high school. The placement examination will be administered by the receiving high school, and used to determine the proper academic placement for the student.~~


**Approved for Consideration:**

  
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**Barbara Eason-Watkins**  
**Chief Education Officer**

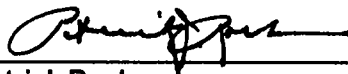
**Noted:**

  
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**John Maiorca**  
**Chief Financial Officer**

**Respectfully Submitted:**

  
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**Arne Duncan**  
**Chief Executive Officer**

**Approved as to Legal Form:** 

  
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**Patrick Rocks**  
**General Counsel**