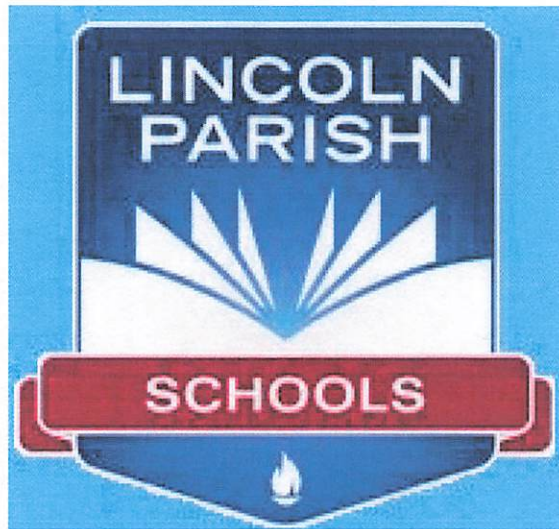


Lincoln Parish School District



2020-2021 Pupil Progression Plan

Mike Milstead, Superintendent

Submitted to Louisiana Department of Education

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Background and Purpose

Louisiana state law (R.S. 24.4) requires local education agencies (LEAs) to establish a comprehensive Pupil Progression Plan based on student performance on the Louisiana Educational Assessment Program with goals and objectives that are compatible with the Louisiana Competency-Based Education Program and which supplements the minimum standards approved by the State Board of Elementary and Secondary Education (BESE). **The plan shall address student placement and promotion** and shall require the student's mastery of grade-appropriate skills before he or she can be recommended for promotion.

The law states that "particular emphasis shall be placed upon the student's proficiency in grade-appropriate skills which may be considered in promotion and placement; however, each local school board shall establish a policy regarding student promotion and placement." The law goes on to require the state Department of Education to establish, subject to the approval of BESE, the level of achievement on the fourth and eighth grade LEAP test_in mathematics, English language arts, science, and social studies_needed for students to advance to grades five and nine. BESE must also determine the nature and application of various intervention options to be used when students fail to meet the minimum academic standards approved by the board.

BESE has established minimum standards in [*Bulletin 1566 – Pupil Progression Policies and Procedures*](#), that relate to placement, promotion, and supports and interventions for students not meeting minimum academic standards. BESE has also approved regulations pursuant to state law that relate to placement and promotion in [*Bulletin 741 – Louisiana Handbook for School Administrators*](#), which includes but is not limited to instructional time, grading policies, credit recovery, and graduation requirements. These bulletins also adhere to federal and state laws and regulations that govern the placement and promotion of students with disabilities, English learners, and transfer students.

The purpose of this document is to assist LEAs in developing their required Pupil Progression Plan in accordance with applicable laws and regulations, and to codify LEA policies and procedures related to student placement and promotion. In each section of this document, language that conforms to applicable laws and regulations has been prepopulated. Space is provided for LEAs to add any additional local policies and procedures that fulfill the mandate of the law and support students in acquiring proficiency in grade-appropriate skills. Once completed, submitted to the Louisiana Department of Education, and published locally, teachers shall determine promotion or placement of each student on an individual basis. LEAs may review promotion and placement decisions in order to ensure compliance with their established policy, and reviews may be initiated by a school's governing body, the local superintendent, or a student's parent or legal custodian.

Questions about this document should be directed to ppp@la.gov.

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Placement of students in Kindergarten and Grade 1

Kindergarten

Schools can only make recommendations to parents regarding student enrollment in kindergarten, since kindergarten is not mandatory. However, in accordance with state law (R.S. 17:221), once students have enrolled in kindergarten, they are subject to compulsory attendance laws and promotion requirements set forth by the LEA.

Every child, as a prerequisite to enrollment in any first grade of a public school, shall meet one of the following criteria:

- attended a full-day public or private kindergarten for a full academic year; or
- passed an academic readiness screening administered by the LEA at the time of enrollment for first grade

The minimum age for kindergarten shall be one year younger than the age required for that child to enter first grade. Each local educational governing authority, by rule, may provide for a child of younger age to enter kindergarten, provided that such child has been evaluated and identified as gifted in accordance with state regulations for such evaluation.

Grade 1

- Any child admitted to kindergarten pursuant shall be eligible to enter first grade upon successful completion of kindergarten, provided all other applicable entrance requirements have been fulfilled.
- The age at which a child may enter the first grade of any public school at the beginning of the public school session shall be six years on or before September thirtieth of the calendar year in which the school year begins.
- Any child transferring into the first grade of a public school from another state and not meeting the requirements herein for kindergarten attendance shall be required to pass an academic readiness screening administered by the LEA prior to the time of enrollment for the first grade.

In the space below, please describe any additional placement considerations or policies required by the LEA. Include the names of any required assessments and explain how results will be used.

All students entering kindergarten in Lincoln Parish will be administered a readiness screening instrument approved by LDOE. The recommended screener provides scores for social-emotional, physical, language, cognitive, literacy, and math development. Using this data, teachers group children based on skills mastered and skills to be acquired. Small groups are formed to provide instruction needed in math and English Language Arts to support each child's academic development.

Children from out of state who did not attend a state approved full day public or private kindergarten may enroll in first grade if they meet the age requirement. Students entering first grade without attending a full-day public or private kindergarten for a full academic year will be tested and screened using an approved early literacy screener. This screening will be performed during the first two weeks of school.

If a child is identified (Bulletin 1508) as gifted and will be 5 years old by January 1, he/she is eligible for early school entrance and may enroll in kindergarten.

Placement of transfer students

A student who has transferred from a public school, in- or out-of-state, or a nonpublic school, shall be granted credit for work completed in the previous school. A properly certified transcript shall be required with the student's record of attendance, levels of achievement, history of immunization, and units of credit earned.

Evaluation information for exceptional students transferring from another school system shall be reviewed by pupil appraisal and approved by a supervisor of special education before the student is enrolled in a special education program.

Students in grades 5 and 9 transferring to a public school from any in-state nonpublic school, any approved home study program, or a Louisiana resident transferring from any out-of-state school, shall be required to pass the English language arts and mathematics portions of the LEAP placement test.

In the space below, please describe any additional considerations or local policies related to placement of transfer students.

Home Study and/or Unapproved Public/Nonpublic (Grades K-4 and 6-8)

Students who transfer from home study and/or unapproved schools who wish to enroll in grades K-8 must meet the age requirement and provide documentation of enrollment from prior school. A district created placement exam will be administered to any student who wishes to enroll in grades 2-4 and grades 6-8 to determine placement.

Home Study and/or Unapproved Public/Nonpublic (Grades 9-12)

Students who transfer from home study and/or unapproved schools entering grades 9-12 must meet the age requirement and provide documentation of enrollment from prior school. Parents and/or guardians will be responsible for providing documentation as to what courses have been successfully completed. In order to receive Carnegie credits, students are required to take a district approved proficiency examination in each subject for which credit is sought. Proficiency exams will then be administered at the school of enrollment by the counselor or designee. Mastery (70%) must be achieved in order to receive credit. Students who score below mastery (70%) will not receive credit and will repeat the course if it is a required course. If parent and/or guardian can provide documentation of scores on state required assessments (EOC, H.S. LEAP 2025) for specified high school courses, the student may be awarded Carnegie Credit based on passing scores earned on the assessments. Grade placement decision will be made after review of placement test scores and the following information:

- Course grades-a student must pass 75% of the courses with a D or better grade
- Attendance
- Age
- Discipline records

The final decision will be determined by the SBLC. Students who are promoted to the 9th grade transitional class will take remedial classes needed for ELA and math. Students will not earn Carnegie Units toward graduation for remedial classes. Students may take other classes at the same time and use these towards graduation requirements. Extenuating circumstances will be evaluated on an individual basis and the decision will be made in the best interest of the student.

Home Study and/or Unapproved Public/Nonpublic (Grades 5 and 9)

Students who transfer from home study and/or unapproved schools requesting placement in grades 5 or 9 and did not participate in the state mandated assessments and/or a recognized standardized assessment for English and Math will be administered the appropriate level of the LEAP placement tests for grade placement. Students will take the LEAP placement test and meet the promotional criteria established by the LDOE. Grade placement decision will be made after review of placement test scores and the following information:

- Course grades-a student must pass 75% of the courses with a D or better grade
- Attendance
- Age
- Discipline records

Home Study Mid-year Transfers (Grades 9-12)

Students transferring at mid-term are required to take a mid-year district approved proficiency examination in each course in which credit is being sought. Credits earned shall be determined by the guidelines in the Pupil Progression Plan. The SBLC may award credits based on exam results.

- Course grades-a student must pass 75% of the courses with a D or better grade
- Attendance
- Age
- Discipline records

The requirement of remedial course enrollment for 9th grade transitional students also applies to mid-year transfers.

Promotion for students in kindergarten and grades 1, 2, 3, 5, 6, 7

Teachers shall, on an individual basis, determine the promotion of each student according to the local Pupil Progression Plan. Particular emphasis shall be placed upon the student's proficiency in grade-appropriate skills.

In the space below, please describe the LEA's policies and procedures that will be used to determine promotion for students in Kindergarten and Grades 1, 2, 3, 5, 6, and 7.

In general Lincoln Parish does not retain students in any grade (K-8) more than once.

Promotion from one grade to the next is dependent upon the following criteria:

- The Kindergarten student has successfully achieved 67% (passing grade) of 3's in reading and math on standards- based report cards.
- The first through seventh grade student has successfully passed (earned 67/D or higher, or achieved a minimum of 67% of 2s and 3s on standards based grading) ELA or Math and one other core content area (ELA, Math, Science, or Social Studies).
- The student has met the attendance policy as provided in Bulletin 741.
- Students Eligible for Section 504 of the Rehabilitation Act of 1973 have the same criteria for promotion as the regular education students. Students eligible for Section 504 are provided accommodations as listed in the Individual Accommodation Plan (IAP).
- Students with Disabilities have the same promotion criteria as regular education students. Students are provided accommodations as noted in the student's Individual Educational Plan. A student participating in the Louisiana Alternate Assessment program will have his/her promotion determined by the IEP team.

Review of promotion and placement decisions may be initiated by the local school board, superintendent, and/or parent or guardian. Review of placement and promotional decisions shall be conducted by the SBLC, which may review the following data:

- The student's previous retention record;
- The student's social/physical maturity and/or age;
- The student's academic achievement record;
- The student's test scores;
- Formative/summative evaluations of the student's academic performance and/or behavior.

Student promotion, progression, and placement decisions will be monitored annually upon request by Supervisory staff at the Central Office to confirm that the policies are being implemented uniformly throughout the district. Each principal shall annually certify that he/she has monitored the promotion and placement decisions made for his/her students, in compliance with the policies of the Louisiana Department of Education and the Lincoln Parish School System.

Promotion of students in grade 4

Each LEA shall identify third and fourth grade students who have not met an acceptable level of performance that would enable them to successfully transition to the next grade level. Fourth grade students who have not met the acceptable level of performance may be retained or promoted, but in either case, shall be provided with an individual academic improvement plan that adheres to the following requirements:

- The school shall convene an in-person meeting with the student's parent or legal custodian, all teachers of core academic subjects, and specialized support personnel, as needed, to review the student's academic strengths and weaknesses, discuss any other relevant challenges, and formulate an individual academic improvement plan designed to assist the student in achieving proficiency in all core academic subjects. All participants shall sign the documented plan and meet to review progress at least once more before the next administration of the LEAP assessment.
- The student shall be provided with focused, on-grade level instructional support that is appropriate to the content area(s) in which the student has not yet achieved proficiency. Instruction shall be aligned with state academic content standards.
- The student shall be identified as requiring an academic improvement plan in the state Student Information System (SIS).
- The student shall be afforded the opportunity to receive grade-level instruction during the summer.
- Each LEA shall adopt a written policy pertaining to the development of individual academic improvement plans. This policy shall be included in the Pupil Progression Plan.
- The Department shall audit a random sampling of students identified as needing an individual academic improvement plan in each local education agency each year.

The LDOE will provide to each LEA a roster of third and fourth grade students who have scored below the "Basic" achievement level in at least two core academic subjects. Such roster will assist the LEA in making final determinations relative to students' required individual academic plans.

- The decision to retain a student as a result of his/her failure to achieve the standard on the LEAP shall be made by the LEA in accordance with this pupil progression plan.
- The individual academic improvement plan shall continue to be in effect until such time as the student achieves a score of "Basic" in each of the core academic subjects that initially led to the development of the student's individual academic plan.

In the space below, please describe any local policies or additional considerations used to determine promotion of students at the end of the fourth grade.

Fourth grade students are expected to score "Basic" on LEAP2025 in at least two core academic subjects, including ELA, math, science, and social studies. Promotion and retention decisions are based on a preponderance of evidence of student learning, including LEAP results. See Bulletin 1566, section 701.

Promotion at the end of fourth grade is dependent upon the following criteria:

- The student has successfully passed (earned 67/D or higher, or achieved a minimum of 67% of 2s and 3s on standards based grading) ELA or Math and one other core content area (ELA, Math, Science, or Social Studies).
- The student has met the attendance policy as provided in Bulletin 741.
- Students Eligible for Section 504 of the Rehabilitation Act of 1973 have the same criteria for promotion as the regular education students. Students eligible for Section 504 are provided accommodations as listed in the Individual Accommodation Plan (IAP).
- Students with Disabilities have the same promotion criteria as regular education students. Students are provided accommodations as noted in the student's Individual Educational Plan. A student participating in the Louisiana Alternate Assessment program will have his/her promotion determined by the IEP team.

Review of promotion and placement decisions may be initiated by the local school board, superintendent, and/or parent or guardian. Review of placement and promotional decisions shall be conducted by the SBLC, which may review the following data:

- The student's previous retention record;
- The student's social/physical maturity and/or age;
- The student's academic achievement record;
- The student's standardized test scores;
- Formative/summative evaluations of the student's academic performance and/or behavior.

Student promotion, progression, and placement decisions will be monitored annually upon request by Supervisory staff at the Central Office to confirm that the policies are being implemented uniformly throughout the district. Each principal shall annually certify that he/she has monitored the promotion and placement decisions made for his/her students, in compliance with the policies of the Louisiana Department of Education and the Lincoln Parish School System.

Fourth grade students who do not meet the promotion criteria must attend and complete summer remediation provided by the district to be considered for placement in 5th grade by the SBLC. Students are expected to attend a minimum of 90% of the required summer remediation classes. The school of record will notify parents/legal guardians of the final SBLC placement decision within one week after the summer remediation program has ended.

Fourth grade students who do not meet the promotion criteria and who do not attend summer remediation classes, or who fail to meet the 90% summer remediation attendance requirement, may be retained in 4th grade in accordance with district promotion guidelines.

A parent/legal guardian may request a waiver from the superintendent, or designee, on behalf of individual students who are unable to participate in summer remediation required for placement in fifth grade, because of one or more of the following extenuating circumstances as verified through appropriate documentation:

- *Physical Illness*—appropriate documentation must include verification that the student is under the medical care of a licensed physician for illness, injury, or a chronic physical condition that is acute or catastrophic in nature. Documentation must include a statement verifying that the illness, injury, or chronic physical condition exists to the extent that the student is unable to participate in remediation.

- *Custody Issues*—certified copies of the court-ordered custody agreements must be submitted to the Lincoln Parish School District at least 10 school days prior to summer remediation

For any student who recently completed the fourth grade and is transferring into the Lincoln Parish School District from another state or country after the completion of summer remediation, the Lincoln Parish School District shall review the student's academic record to determine appropriate placement. Such placement shall occur no later than October 1 of each school year.

A student who has repeated the 4th grade may be promoted to only the 5th grade. However, a student who has repeated the 4th grade and who is 13 years old on or before September 30th may be promoted to the 6th grade based on SBLC decision according to the local Pupil Progression Plan.

Individual Academic Improvement Plan (IAIP) Policy: Fourth grade students who do not score "Basic" in at least two core academic subjects, or who do not meet the Lincoln Parish School District promotional requirements outlined in the Pupil Progression Plan will be provided with an Individual Academic Improvement Plan (IAIP), reviewed with and signed by the student's parent or legal custodian. The plan will include at least **two** allowable interventions/supports to be provided during the school year and/or during the summer. Allowable interventions and supports include:

- placement in the classroom of an effective teacher
- completion of summer remediation program that includes curriculum fully aligned to Louisiana State Standards and limits below grade-level content to no more than 35 percent of total instructional minutes
- additional instructional time during or outside of the school day
- grade-level instruction that is aligned to Louisiana State Standards, which may include limited below-grade level content and support needed to address the student's identified weaknesses Academic improvement plans shall continue until such time as the student meets academic expectations. See Bulletin 1566, section 705 for specific interventions and supports.

By October 1st of each school year all Individual Academic Improvement Plans will be reviewed/formulated and documented using the template provided by the LDOE and will include all required stakeholder signatures. The second IAIP stakeholder meeting to document student progress will be held by March 1st of each school year.

For students needing an IAIP who enroll on or after October 1st, the IAIP will be reviewed/formulated and documented within two weeks of the receipt of student records from the transferring school.

Lincoln Parish School District has chosen a Tier 1 curriculum recommended by LDOE for ELA, math and science. The district is also following the LDOE recommended scope/sequence for social studies. To enhance programs that are not fully aligned, Lincoln Parish will follow LDOE guidance and **supplement** any program chosen using the LDOE approved resources.

Promotion and support of students in Grade 8

Regular Grade 8 Promotion

Eighth grade students shall score at least at the "Basic" achievement level in either English language arts or mathematics and "Approaching Basic" in the other subject in order to be promoted to the ninth grade. Students who do not meet the promotion standard after taking the eighth grade state assessments in the spring may be placed on a high school campus in the transitional ninth grade. For any student who recently completed the eighth grade and is transferring into the LEA from another state or country after the completion of summer remediation, the LEA shall review the student's academic record to determine appropriate placement in ninth grade or transitional ninth grade. Such placement shall occur no later than October 1 of each school year.

Grade 8 Promotion Waivers

The LEA may waive the state policy for students scoring at the “Unsatisfactory” level in English language arts or mathematics, if the student scores at the “Basic” level in the other, provided that the student has participated in the spring administrations of LEAP and has attended the summer remediation program offered by the LEA.

An LEA, through its superintendent, may grant a waiver on behalf of individual students who are unable to participate in LEAP testing or unable to attend LEAP summer remediation, including summer remediation required for placement in transitional ninth grade, because of one or more of the following extenuating circumstances as verified through appropriate documentation:

Physical Illness—appropriate documentation must include verification that the student is under the medical care of a licensed physician for illness, injury, or a chronic physical condition that is acute or catastrophic in nature. Documentation must include a statement verifying that the illness, injury, or chronic physical condition exists to the extent that the student is unable to participate in remediation.

Custody Issues—certified copies of the court-ordered custody agreements must be submitted to the LEA at least ten school days prior to summer remediation

Transitional 9th Grade

Any first-time eighth grade student who does not meet the passing standard set forth in BESE Bulletin 1566, §703, and any student not eligible for any waiver pursuant to §707 of the bulletin, after completing summer remediation, may be placed on a high school campus in transitional ninth grade.

LEAs shall follow the guidelines set forth in §703 to determine, based on evidence of student learning, whether eighth grade students may be promoted to the ninth grade or placed on a high school campus in transitional ninth grade. The percentage of an LEA's eighth graders placed in transitional ninth grade is expected to remain stable over time. In the event that the percentage of an LEA's eighth graders placed in transitional ninth grade exceeds the percentage of eighth graders in that LEA eligible for transitional ninth grade at the conclusion of the prior school year, the local superintendent of that LEA shall provide a written justification to the state superintendent.

The initial decision to place a student in the transitional ninth grade or to retain a student in the eighth grade shall be made by the school in which the student is enrolled in the eighth grade, in consultation with the student's parents.

The LEA shall admit transitional ninth grade students, subject to any admissions requirements approved by the school's governing authority or charter authorizer.

For any student who recently completed the eighth grade from another state or country and is transferring into the LEA after summer remediation has taken place, the LEA shall review the student's academic record to determine appropriate placement in ninth grade or transitional ninth grade. Students placed in the transitional ninth grade shall complete the remediation program offered by the LEA. Such placement shall occur no later than October 1 of each school year.

After one full year of transitional ninth grade, students shall be included in the ninth grade graduation cohort for high school accountability purposes.

Students enrolled in transitional ninth grade shall receive appropriate academic supports in any subjects in which they did not score at or above proficient, as determined by BESE. A plan outlining such academic supports shall be included in the student's individual graduation plan (IGP). Progress pursuant to such specified academic supports shall be reviewed at least once throughout the school year in order to determine effectiveness and any needed adjustments.

In the space below, please describe any local policies or additional considerations used to determine promotion of students at the end of the eighth grade.

The support team for transitional ninth grade students consists of the principal, school counselor, teachers, parents, and IEP team (when applicable). Each student is individually scheduled with the objective of academic success through accumulation of Carnegie units as well as on-time graduation. The support team will:

1. Meet quarterly as ongoing progress checks for all transitional ninth grade students
2. Review course grades, common assessments, attendance records, discipline reports, and teacher evaluations
3. Plan ongoing counseling and mentoring (as needed)
4. Create an Individualized Graduation Plan that will support the student in the 9th grade cohort based on his/her ongoing needs
5. Identify next steps when student is not making progress
6. Assess whether the student has socially acclimated to the high school campus and matured in his/her academic life (attendance, course work, homework, class participation, and study habits)

Student progress will be tracked by way of:

- Quarterly support team meetings as ongoing progress checks for all transitional ninth grade students
- Review course grades, common assessments, attendance records, discipline reports, teacher reports, as well as academic data to determine if student is progressing
- Assess whether the student has socially acclimated to the high school campus and matured in his/her academic life (attendance, course work, homework, class participation, and study habits)

Transitional Ninth Grade Career Readiness opportunities include:

- Career Exploration or Journey to Careers/Quest for Success - career fairs, career presentations, Career Awareness course (including Financial Literacy, student interest testing)
- College Awareness - school posters, college representatives presentations, college campus visits

T9 students are scheduled in the traditional ninth grade coursework except in situations where remediation is required. Efforts are made to place him/her in a smaller student/teacher ratio class when possible. Depending on the area of need (ELA or math) students will be required to take an ELA or math elective to remediate non-proficient skills.

Lincoln Parish School District has chosen a Tier 1 curriculum recommended by LDOE for ELA, math and science. The district is also following the LDOE recommended scope/sequence social studies. To enhance programs that are not fully aligned, Lincoln Parish will follow LDOE guidance and **supplement** any program chosen using the LDOE approved resources.

Student promotion, progression, and placement decisions will be monitored annually upon request by Supervisory staff at the Central Office to confirm that the policies are being implemented uniformly throughout the district. Each principal shall annually certify that he/she has monitored the promotion and placement decisions made for his/her students, in compliance with the policies of the Louisiana Department of Education and the Lincoln Parish School System.

Any student failing coursework in ELA and/or Math shall be considered non-proficient. Eighth grade students who failed math and/or English must attend remediation programs to be considered for promotion to the next grade or be in a transitional ninth grade program. Review of placement and promotional decisions shall be conducted by the SBLC, which may review the following data:

- Previous retention record
- Social/physical maturity and/or age
- Academic achievement record
- Test scores
- Discipline Record/Behavior
- Academic performance -a student must pass 75% of the courses with a D or better grade

This decision will be based on age, discipline records, and academic records (must pass 75% of core subjects to be promoted to ninth grade) and the final decision will be determined by the SBLC.

High School Considerations

Instructional Minutes

When awarding credit based on instructional time, LEAs shall provide a minimum of 7,965 instructional minutes for one Carnegie credit, and students shall be in attendance for a minimum of 7,515 minutes. In order to grant one-half Carnegie credit, LEAs shall provide a minimum of 3,983 instructional minutes, and students shall be in attendance for a minimum of 3,758 minutes.

Individual Graduation Planning

By the end of the eighth grade, every student (with the assistance of his parent or other legal custodian and school guidance personnel, counselor) or IEP team (when applicable) shall begin to develop an [Individual Graduation Plan](#) (IGP). An IGP guides the next academic year's coursework, assisting students in exploring educational and career possibilities and in making appropriate secondary and postsecondary education decisions as part of an overall career/post-secondary plan.

Financial Aid Planning

Louisiana requires public school students graduating spring 2018 and beyond to take one of the following steps as part of their Individual Graduation Plan:

- [Complete the FAFSA](#); or
- [Complete the Louisiana TOPS form](#); or
- Certify a waiver in writing to the LEA (sample: [non-participation LEA form/Letter](#)); or
- Receive a waiver through the district hardship waiver process.

Early Graduation

Each LEA shall develop an early graduation program allowing students to accelerate their academic progress, complete all state graduation requirements, and receive a high school diploma in less than four years.

- The early graduation program may include distance education (§2326), dual enrollment (§2327), and Carnegie credit and credit flexibility (§2314).
- LEAs shall not have any policies or requirements that would prevent students from graduating in less than four years.

Credit Recovery

Students may earn a maximum of seven credit recovery units that may be applied towards diploma graduation requirements and no more than two Carnegie units annually. The school system must annually report to LDE the rationale for any student:

- receiving more than two credit recovery credits annually; and/or
- applying more than seven total credit recovery Carnegie units towards graduation requirements.

Students earning Carnegie credit in a credit recovery course must have previously taken and failed the field. Previously attempted coursework is considered an academic record and must be recorded on the official transcript.

Completed credit recovery courses must be recorded and clearly labeled on the official transcript.

Students enrolled in credit recovery courses are not required to meet the instructional minute requirements found in §333 (Part A).

Credit recovery courses must be aligned with state content standards and include a standards aligned pre-assessment to identify unfinished learning and a standards aligned post-assessment to demonstrate course proficiency for content identified as non-proficient.

Credit recovery courses taught in a classroom setting using online courses designed for credit recovery must have an assigned certified Louisiana teacher of record or certified teacher of record recognized through a state reciprocity agreement facilitating the instruction.

The end-of-course exam weight in a student's final grade determined by the LEA must be the same for a traditional course and a credit recovery course. Students who have previously passed the end-of-course exam, but have failed the course, may choose to retain the previous end-of-course exam score in lieu of participating in an additional administration of the exam.

NCAA Policy

Nontraditional Courses

Courses include classes taught online or through blended learning, distance learning, credit recovery, independent study, or similar means. For a nontraditional program to be approved, the courses must meet the following requirements:

- The courses must meet NCAA course requirements.
- The courses must have ongoing and regular teacher-initiated interaction for the purposes of teaching, evaluating, and providing assistance throughout the duration of the course. Examples include synchronous or asynchronous instructive interaction, including emails, videoconferencing, online chats, phone calls, and feedback on assessments.
- The courses must have a defined time period for completion. This means the nontraditional program must identify the fastest and slowest paths to successfully complete a course.

Nontraditional courses could fail to meet NCAA core-course requirements for any of the following reasons:

- Does not require regular and ongoing instructive interaction between the student and teacher throughout the duration of a course.
- Does not require students to complete the entire course.
- Allows students to take numerous courses at the same time, especially courses in the same subject area or that are sequential.
- Does not prepare students for four-year college classwork.
- Does not have official student grade records.

Information for school administrators

If a nontraditional course or program at your school has not yet been reviewed by the NCAA, please contact the [NCAA Eligibility Center](#) to begin the review process.

Credit recovery programs

For a credit recovery program to be approved, the courses must meet the following requirements:

- The courses must meet NCAA core-course requirements, and in some instances, nontraditional course requirements.
- The school must follow its credit recovery policies, regardless if the student is an athlete. The NCAA Eligibility Center may request the school's policy, if necessary.
- The credit recovery courses should be clearly identified as such on the high school transcript.
- Repeated courses must be substantially comparable, qualitatively and quantitatively, to the previously attempted course.

Distance and E-Learning Environments

Coursework completed via distance learning during the spring and summer of 2020 will not require a separate review. This guidance applies to students seeking college eligibility.

Students are encouraged to complete their NCAA-approved core-courses through the channels of instruction provided or recommended by their school, district, or state department of education.

In the space below, please describe any local policies or additional considerations used to determine the promotion of students in Grades 9 and above and to support their attainment of a high school diploma.

Review of promotion and placement decisions may be initiated by the local school board, superintendent, and/or parent or guardian. Review of placement and promotional decisions shall be conducted by the SBLC, which may review the following data:

- The student's previous retention record;
- The student's social/physical maturity and/or age;
- The student's academic achievement record;
- The student's test scores;
- Formative/summative evaluations of the student's academic performance and/or behavior.

Student promotion, progression, and placement decisions will be monitored annually upon request by Supervisory staff at Central Office to confirm that the policies are being implemented uniformly throughout the district. Each principal shall annually certify that he/she has monitored the promotion and placement decisions made for his/her students, in compliance with the policies of the Louisiana Department of Education and the Lincoln Parish School System.

For the 9–12 students, the basic unit of credit will be the Carnegie Unit. The chart below indicates the number of Carnegie units necessary to promote:

Classification	UNITS
FRESHMAN	0 – 5
SOPHOMORE	5 ½ - 11
JUNIOR	11 ½ - 17
SENIOR	17 ½

Students may earn high school credit in the following ways:

- Receive a passing grade in the course while earning seat time (includes required minutes)
- Edgenuity credit
- Proficiency exam (LEAP 2025) – achieve proficiency as defined by LDOE
- CLEP exam
- Advanced Placement (AP) exam
- Any student choosing to earn college credit as a substitute for high school credit will be required to get written approval from school administration AND pass the CLEP exam for that course.

One-half unit of credit will be awarded in courses designated by the state as one-half credit courses. In order to receive the one-half credit, the student must earn a passing grade in the class and meet the attendance requirements.

Carnegie credit courses that will be offered on an “accelerated” schedule.

Students who receive high school credits through approved course options will be placed in the appropriate grade based on Carnegie credits earned and will be eligible to graduate once the student meets all high school graduation requirements.

Components and requirements of the local early graduation program.

Meet requirements of Act 660. Components include virtual school, credit recovery, and correspondence courses. State graduation requirements must be completed and course requirements followed.

LEAP 2025 EOC Remediation**Program Description:**

Remediation instruction is based on student needs after examination of each LEAP 2025 EOC student profile. Instruction and assessment include activities addressing Louisiana Content Standards, district-adopted materials, model science/social studies lessons, and activities developed by the district specifically for the remediation program.

Student selection criteria

All students who score Unsatisfactory (English I, II, Algebra I, Geometry, Biology and U.S. History) on the LEAP 2025 EOC test are eligible for LEAP 2025 EOC remediation (in needed subjects).

Pupil/Teacher ratio

The district strives to meet the needs of all students with a recommended pupil/teacher ratio no greater than 15 to 1 when possible. Use of computer based instruction and remediation is also implemented.

Instructional time

Students are provided a total of 30 hours of remediation per subject in each area they do not pass. (“Pass” means a student scores Approaching Basic or above on the LEAP 2025 assessment)

Selection criteria for teachers and/or paraprofessionals

All teachers providing remediation shall possess the appropriate Louisiana regular and/or special education certification as required by SBESE. Paraprofessionals may provide instruction under the immediate supervision of certified teachers.

Paraprofessionals will have the following qualifications:

1. Be at least 20 years of age;
2. Possess a high school diploma or its equivalent;
3. Pass Para Pro Assessment (450 minimum score), or two years of full-time study (48 semester credit hours), or possess an Associate Degree.

Materials and methodology to be used

Methods and materials supplement and reinforce the methods and materials used in the regular program and other remedial programs. Instruction will address the grade appropriate skills, which are based upon the Louisiana Student Standards for ELA/math as well as the Grade level Expectations for Science/Social Studies for required subjects, deficit skills, and their prerequisites.

Program type

Lincoln Parish will offer remediation courses, after-school tutoring, and credit recovery through an online platform (Edgenuity).

Documentation of students’ and parents’ refusal to accept remediation

Documentation of student and parent refusal to accept remediation will be attached to the Individual Student Profile placed in the student’s cumulative folder.

Plan for coordination of state, federal, and local funds for remediation

Funds from all available sources, Title I, Local, IDEA, EEF Grant, and other grants will be used to fund the remediation programs. These funds will be integrated to best meet the needs of the eligible students.

Evaluation plan for documenting evidence of achievement/growth of students

The Lincoln Parish School System will complete an annual evaluation of its remedial program by:

1. Student Performance;

a. A profile of each eligible student will be maintained. The profile documents will indicate:

- The results of the current LEAP 2025 EOC Test.
- The dates upon which the student's identified deficit skills are remediated.
- The results of student assessment at the end of the remediation period.

2. Student Assessment;

The Lincoln Parish School System will use the following assessment instruments to determine student achievement:

a. LEAP 2025 EOC test will be Re-administered at the conclusion of the remedial program

b. The evaluation report will be submitted to the State Department of Education according to SBESE timelines and standards. Annually, prior to October 15, the Lincoln Parish School system shall report to the public the results of its efforts to provide a remedial education program and the results of the monitoring review submitted by the State Superintendent.

Support for students

School year support

The individual academic plan for each student identified in §701 of BESE Bulletin 1566 will outline the responsibilities of each party for students who have failed to achieve the standards by the end of fourth grade.

The LEA will design and implement additional instructional strategies to move the students to grade-level proficiency by providing at least two of the following, which will be documented in the individual academic improvement plan:

- The student is placed in the classroom of a teacher who has been rated "Highly Effective" pursuant to his/her most recent evaluation or has achieved a value-added rating of "Highly Effective" pursuant to his/her most recent evaluation, or has documented evidence derived from state summative assessments of improving the academic performance of students having individual academic improvement plans in the past.
- The student completes summer remediation.
- Additional instructional time is provided during or outside of the school day to expose the student to high-quality instruction. This will not result in a student being removed from English language arts, mathematics, science, or social studies courses.
- The student is provided access to on grade-level instruction that is aligned to Louisiana State Standards, which may include some below grade-level content and support needed to address the student's identified weaknesses.
- Remediation programs used throughout the school day and school year will not account for more than 35 percent of total instructional minutes.

The LEA will offer, at no cost, extended, on-grade level instruction through summer remediation to students who did not take the spring LEAP tests or who failed to meet the standard set forth in §701 and §703 of BESE Bulletin 1566. The LEA will provide transportation to and from the assigned remediation summer site(s) from, at a minimum, a common pick-up point.

Students with disabilities attending summer remediation will receive special supports as needed.

Summer remediation

Pursuant to state law (R.S. 17:24.4), LEAs shall continue to offer summer remediation to any student not meeting promotion standards as determined by BESE. Summer remediation programs will meet all of the following requirements:

- Uses curriculum determined by the Louisiana Department of Education to fully align to Louisiana State Standards (Bulletin 141 – *Louisiana Standards for English Language Arts*, Bulletin 142 – *Louisiana Standards for Mathematics*, Bulletin 1962 – *Louisiana Science Content Standards*, and Bulletin 1964 – *Louisiana Social Studies Content Standards*).
- Utilizes teachers rated “Highly Effective” pursuant to the teacher’s most recent evaluation or have achieved a value-added rating of “Highly Effective” on the most recent evaluation.
- Limits remedial (below grade-level) instruction to only necessary and focused skills as identified from top-quality assessments and does not account for more than 35 percent of the total summer remediation instructional time.

Promotion and placement of certain student populations

Students with disabilities

Students with disabilities attending summer remediation shall receive special supports as needed.

IEP teams shall determine promotion to the next grade level for a student with a disability who fails to meet state or local established performance standards for the purposes of promotion. Such determination shall be made only if, in the school year immediately prior to each grade level in which the student would otherwise be required to demonstrate certain proficiency levels in order to advance to the next grade level, the student has not otherwise met the local requirements for promotion or has not scored at or above the basic achievement level on the English language arts or mathematics components of the required state assessment and at or above the approaching basic achievement level on the other (Bulletin 1530 §403).

English learners

The requirements of Title VI of the Civil Rights Act of 1964 are as follows:

- Establish procedures to identify language minority students.
- Establish procedures to determine if language minority students are Limited English Proficient.
- Establish procedures for age-appropriate placement and determine the specialized language services or program the district will use to address the linguistic and cultural needs of the Limited English Proficient student.

Limited English Proficient (LEP) students shall participate in the statewide assessments pursuant to Bulletin 118. Increasing the expectations for the academic content that students must master in grades K-12 requires a parallel increase in expectations for English language acquisition.

- Establish procedures to monitor former Limited English Proficient students for two years.
- Ensure that no LEP student shall be retained solely because of limited English proficiency.

In the space below, please describe any local policies or additional considerations related to the promotion and placement of students with disabilities, English learners, or other student populations.

When students register the parents/guardians complete a "Home Language Survey." If any of the three questions below are answered with any response other than English the student will be identified as Language Minority and will be screened to determine English language proficiency.

1. First language learned by student
2. Language other than English used at home
3. Language student uses most often

After a student is identified as Language Minority he/she will be screened using a state approved language proficiency assessment to determine if the student is Limited English Proficient.

1. The SBLC will meet and review records of past academic performance, information about the student provided by the parent or guardian, any standardized test results that are available, the results of a language assessment screening, and if possible the results of local tests in areas such as math and science, which would not necessarily require that the student be proficient in English. Students will be placed as near to their ability/grade level as is possible.
2. The parish Education plan for English Language Learner (ELL) students will abide by all federal and state laws, statutes, and court decisions regarding the education of limited English proficient students.
3. Federal law dictates that each student is entitled to a free and appropriate education. The educational program of ELL students should be reasonably designed to overcome learning difficulties resulting from limited English proficiency. Meaningful assistance is provided to these students within the existing regular instructional program. A Limited English Proficient (LEP) Accommodation Plan is offered and developed to assist the ELL student in the regular class setting. Assistance from an ESL teacher is provided based on academic functioning levels.
4. Each ELL student will be provided with the educational program available to regular English-proficient students, which is intended to promote the development of the student's academic skills in the areas of English Language Arts, mathematics, social studies, and science. The instructional program will be monitored and modified so as to ensure that each ELL student is making reasonable progress toward learning English.

Every grading period the English Language Arts grade will be reviewed. If the ELL student's grades fall below passing, accommodations and remediation will begin. ELL students must meet or exceed the state guidelines on the English Language Proficiency Test (ELPT) and/or high stakes testing before being exited from the LEP program. The performance of exited students are monitored by LEP teachers for two years. If the student becomes unable to function successfully in the regular class, the student can be scheduled to return to the LEP program.

No ELL student shall be retained based solely on his/her level of English proficiency. If retention is considered, concerns about the student's performance will be addressed at the school with the SBLC/ELL committee. A meeting must be held with the parent and an interpreter. A letter must indicate student retention, reasons for retention, and signatures indicating parental approval. This letter is placed as a permanent record in the student's LEP Student Service Folder within the cumulative folder.

Alternative education placements

Alternative schools/programs serve students who are not succeeding in the traditional educational setting and offer a venue that aids in preventing these students from dropping out of school. Alternative schools/programs provide educational and other services to students who have a variety of behavioral and other needs that cannot be adequately met in a traditional school setting. (Refer to Bulletin 741, §2903 and Bulletin 131)

In the space below, please describe the LEA's policies for placement of students in an alternative program or school, including any promotion policies that may differ from what was provided above.

Written policies for all alternatives to regular placements:

Students enrolled in the alternative setting will be subject to the same policies and procedures as the students enrolled in the regular school setting and those of *Bulletin 131* and the *Louisiana Alternative Education Handbook*.

Description of each approved alternative school/program/setting operating in Lincoln Parish Schools, including the entrance and promotion criteria:

The Lincoln Parish alternative program is designed as an interim program to address the needs of students who must be removed from a traditional school setting due to behavioral issues. Placement in the alternative program is determined by the district hearing officer through an expulsion hearing process. Students assigned to the program will continue their academic work using Edgenuity online platform, virtual school, and/or teacher assigned work. Once the student has fulfilled the requirements of the expulsion hearing, they will transition back to their home school if all the following requirements have been met:

- Attendance
- Appropriate behavior
- Acceptable academic progress

Procedures for placement in adult education programs.

A child below eighteen years and beyond sixteen years of age who seeks to exit public school must submit to the adult education or vocational education site director an age waiver (AWR-1, Attachment 2) that is approved by the local school system's superintendent or his/her designee. The approved age waiver verifies that the child meets one of the following criteria to exit school:

1. Pregnant or actively parenting, (accompanied by birth certificate/doctor or birth hospital letter)
2. Incarcerated or adjudicated, (accompanied by probation/court order)
3. Institutionalized or living in a residential facility, (accompanied by letter from facility)
4. Chronic physical or mental illness, (accompanied by letter from doctor)
5. Family and/or economic hardships, (accompanied by employer letter and proof of hardship: parent death or illness; see *Bulletin 741, chapter 27.2703*)

The Lincoln Parish Alternative program curriculum varies depending on age of student and courses he/she may be taking. Students assigned to the program will continue their academic work using Edgenuity online platform, virtual school, and teacher assigned work. Once the student has fulfilled the requirements of the expulsion hearing, they will transition back to their home school. For students attending the alternative school with special needs, there is a special education teacher on-site to meet their needs.

Due process related to student placement and promotion

In the space below, please describe the LEA's due process procedures related to student placement for regular education students, students with disabilities having an Individualized Education Program plan, and students having an Individual Accommodation/Section 504 plan.

Regular education students

Students, teachers, and parents must be made aware of the Lincoln Parish Pupil Progression Plan. Students, teachers, and/or parents have the right to examine their records according to the guidelines of the Family

Privacy Act and policies of the Lincoln Parish School Board. A student, teacher, and/or parent may appeal any decision dealing with placement or promotion. A conference with the involved teacher or teacher and principal will be held. Most situations or problems are settled at this step. If the problem is not resolved, a conference with the appropriate district supervisor will be held. The final decision will be made by the superintendent.

Students with disabilities

The due process procedures must be consistent with those required in the individuals with Disabilities Education ACT (IDEA) Part B and Bulletin 1706. Due process procedures involving placement decisions may be initiated by an individual student, parent/guardian, or any school personnel. A student or parent/guardian should first contact the involved teacher or request a conference. Decisions rendered at said conference may be appealed by the student, parent/guardian, or teacher to the school principal, who may convene a school level committee to review the placement. If an agreement cannot be reached, the parent(s) or school personnel may request that mediation be conducted. The mediation and/or impartial hearing will be conducted in accordance with Bulletin 1706. The Lincoln Parish School Board shall provide parents the opportunity to be involved in the educational process of their exceptional child and ensure parents of their due process rights. In the case of all students with a disability, the Lincoln Parish School System will afford all due process rights as defined in IDEA-Part B and will include the following:

- Parents are notified when screening procedures are implemented for their child by SBLC;
- Full and effective notice is given and parental permission is obtained before their child is evaluated and prior to initiation of a re-evaluation;
- Full and effective notice is given prior to IEP meetings and parents are involved in the development of the IEP;
- Parental approval is obtained on the initial IEP prior to providing special education and related services;
- Parents have access to their child's records and can approve other persons having access to records;
- Parents have a right to appeal a decision made concerning their child and to request mediation and/or a due process hearing if needed. Such a request should be made by contacting the Lincoln Parish Special Education Supervisor;
- Lincoln Parish School Board shall ensure that the rights of students are protected when no parent can be identified. A surrogate parent will be assigned for an exceptional student when the parents of the child are not known, unavailable, or the child is a ward of the state, i.e., resides in foster care. When an exceptional student is found to have no known parent, or the parent is unavailable, or the child is a ward of the state, the following steps are followed in appointing a surrogate parent;
- The Special Education Supervisor/designee shall attempt to recruit volunteers to serve as surrogate parents. Application to become a surrogate parent can be obtained from the Special Education Supervisor/designee. Such applicants will be informed of required training by the Special Education Supervisor/designee. The Special Education Supervisor/designee will appoint a trained adult to act as surrogate parent for each child needing one. A letter from the Special Education Supervisor/designee assigning a trained adult as surrogate parent will authorize the surrogate parent appointment.

Section 504 students

Students, parents, and teachers must be made aware of Section 504 concerning placement and promotion of students with dyslexia or any Section 504 disabling condition. Students, parents, and teachers may request mediation or an impartial due process hearing related to decisions or actions regarding a child's placement. The parent and the student may take part in the hearing and attorneys may be present.

Additional LEA policies related to student placement, promotion, etc.

In the space below, please describe any additional LEA policies related to student placement and promotion, etc. that have not been addressed in other sections of this document.

Note: This may include course pre-reqs, class ranking, etc.

It is the policy of Lincoln Parish that no students will be retained except through the SBLC. Before a student can be considered for retention, the following must be submitted to the Lincoln Parish Retention Committee at the Central Office:

- Student brought before SBLC throughout the school year
- Documentation of research-based interventions by classroom teachers
- Documented parent contact throughout the school year
- Any documentation that supports the need to retain the student

K-8 Acceleration at this level will be addressed through the policies governing services for gifted students as identified in Bulletin 1508.

9-12 Early College Admissions. The guidelines and procedures for administering and/or entering this program are specified in Bulletin 741. Students may have choice in Honors, Advanced Placement, CLEP, and Dual Enrollment courses if a local school criterion is met.

- Dual Enrollment - student must meet the post-secondary institution eligibility requirements
- Honors/AP Courses - Student placement may be based on teacher recommendations, academic record, standardized test scores, SBLC recommendation, and/or IEP decision
- CLEP Exam

Virtual Learning Program

Students enrolled in the Virtual Learning Program are subject to the same promotion/retention requirements outlined for each respective grade in this document. Promotion and retention decisions are based on a preponderance of evidence of student learning, including LEAP results when available. See Bulletin 1566, section 701.

- **Kindergarten** - successfully achieved 67% (passing grade) of 3's in reading and math on standards-based report cards.
- **Grades 1, 2, 3, 5, 6, 7** - successfully passed (earned 67/D or higher, or achieved a minimum of 67% of 2s and 3s on standards based grading) ELA or Math and one other core content area (ELA, Math, Science, or Social Studies).
- **Grade 4** - successfully passed (earned 67/D or higher, or achieved a minimum of 67% of 2s and 3s on standards based grading) ELA or Math and one other core content area (ELA, Math, Science, or Social Studies).
- **Grade 8** - Any student failing coursework in ELA and/or Math shall be considered non-proficient. Eighth grade students who failed math and/or English must attend remediation programs to be considered for promotion to the next grade or be in a transitional ninth grade program.
- **Grades 9 - 12** - the basic unit of credit will be the Carnegie Unit. The chart below indicates the number of Carnegie units necessary to promote:

Classification	UNITS
FRESHMAN	0 – 5
SOPHOMORE	5 ½ - 11
JUNIOR	11 ½ - 17
SENIOR	17 ½

- For promotion to the next grade, students enrolled in the Virtual Learning program must meet the attendance policy as provided in Bulletin 741. Virtual Learning students are expected to log in to their digital classroom everyday and complete all assignments by the due date. Failure to log in and complete assignments will be documented as an unexcused absence. Truancy Laws apply to Virtual Learning students.
- Virtual Learning students Eligible for Section 504 of the Rehabilitation Act of 1973 have the same criteria for promotion as the regular education students. Students eligible for Section 504 are provided accommodations as listed in the Individual Accommodation Plan (IAP).
- Virtual Learning students with Disabilities have the same promotion criteria as regular education students. Students are provided accommodations as noted in the student's Individual Educational Plan. A student participating in the Louisiana Alternate Assessment program will have his/her promotion determined by the IEP team.

Review of promotion and placement decisions may be initiated by the local school board, superintendent, and/or parent or guardian. Review of placement and promotional decisions shall be conducted by the SBLC, which may review the following data:

- The student's previous retention record;
- The student's social/physical maturity and/or age;
- The student's academic achievement record;
- The student's standardized test scores;
- Formative/summative evaluations of the student's academic performance and/or behavior.

Student promotion, progression, and placement decisions will be monitored annually upon request by Supervisory staff at the Central Office to confirm that the policies are being implemented uniformly throughout the district. Each principal shall annually certify that he/she has monitored the promotion and placement decisions made for his/her students, in compliance with the policies of the Louisiana Department of Education and the Lincoln Parish School System.

Distance and E-Learning Environments

In the event of interrupted schooling due to the closure of school facilities, promotion and retention decisions will be based on a preponderance of evidence from student learning throughout the school year. Performance on classroom assignments, digital learning assignments, course grades, and any benchmark assessments are examples of items that can be used to determine student grades and placement.

Policies and Procedures for grade "skipping."

Individual cases handled by the SBLC. Under extenuating circumstance and with approval of the appropriate Supervisor, students with disabilities who participate in alternate assessments may have placement decisions made by the SBLC after review of documentation of grades related to class work and IEP goals and objectives.

Policies governing services for gifted students.

It is the policy of the Lincoln Parish School Board to provide accelerated programs for gifted and talented students in grades 1–12. In order to participate in the gifted and talented program, a student must first be screened as detailed in the *Pupil Appraisal Handbook*. Students who meet the screening requirements will then be evaluated by the appropriate members of the Lincoln Parish multidisciplinary team according to the criteria in the *Pupil Appraisal Handbook*. Placement decisions shall be reviewed during an annual IEP meeting.

GRADES and REPORT CARDS

Grading Scale for Regular Courses	
Grade	Percentage
A	100-93
B	92-85
C	84-75
D	74-67
F	66-0

Elementary schools implementing standards-based report cards for 2020-21 will use the following grading scale:

3 = **Proficient** - consistently demonstrates understanding of concepts, skills, and processes

2 = **Developing** - not yet consistent in demonstrating understanding of concepts, skills, and processes

1 = **Emerging** - does not demonstrate understanding of grade level concepts, skills, and processes

Student work is sent home weekly for parents to review and return to the classroom teacher. Report cards will be sent home at the end of each grading period.

CURRICULUM

Lincoln Parish follows the curriculum and standards adopted by the Louisiana Department of Education. The content of lessons and the number of minutes dedicated to each subject is mandated by the state. Lincoln Parish also offers many initiatives to support the implementation of the curriculum and standards through a variety of supplementary programs:

High School Curriculum/Diploma Requirements

TOPS University (College Diploma) Course Requirements can be found at:

<http://www.louisianabelieves.com/docs/default-source/jumpstart/course-substitutions.pdf?sfvrsn=25>

Jump Start Tops Tech (Career Diploma) Course Requirements can be found at:

<http://www.louisianabelieves.com/docs/default-source/jumpstart/tops-tech-course-requirements.pdf?sfvrsn=16>

State Mandated Quality Points for TOPS Core Curriculum

Beginning with the students entering the 9th grade for the first time in 2014-15 and thereafter, the calculation of the TOPS Core Curriculum GPA will use a 5.0-point scale for grades earned in the following BESE/Board of Regents approved courses used to complete the TOPS Core Curriculum: Advanced Placement, International Baccalaureate, Gifted and Talented, Dual Enrollment, and/or Honors.

For such courses, the following quality points will be assigned:

Letter Grade "A" = 5 quality points
Letter Grade "B" = 4 quality points
Letter Grade "C" = 3 quality points
Letter Grade "D" = 2 quality points
Letter Grade "F" = 0 quality points

The 5-point quality weight scale will ONLY apply to LDOE recognized honors courses and will be used to calculate TOPS Core Curriculum GPA for students enrolled. For a complete listing of eligible TOPS weighted coursework, go to www.louisianabelives.com.

*Note that students earning credit in courses graded on the 5.0 quality point scale may earn a GPA on the TOPS Core Curriculum that exceeds 4.0.

10-Point Grading Scale for Lincoln Parish Recognized Honors Courses (Grades 9 – 12)

Lincoln Parish will use the 10-point grading scale policy only for recognized Honors courses (this does not apply to Advanced Placement or Dual Enrollment courses unless the course is also classified as an Honors course):

High school Carnegie Credit courses only (i.e. English I, Algebra I) may be designated as honors and use the 10-point grading scale. For such courses the following extra requirements/content for the course must be approved by Lincoln Parish. Extra requirements should parallel those set forth by the LDOE for upper level honors courses. (see list below)

- **English:** Require an additional unit of instruction beyond the regular course; the unit of instruction should include additional grade-level, complex texts and related writing and research tasks.
- **Math:** Require two (2) additional projects beyond the regular course; the projects should emphasize practical application.
- **Science:** Require two (2) additional labs beyond the regular course.
- **History:** Require two (2) additional projects beyond the regular course; the projects should emphasize the inquiry process.

Standard/College Prep Grading Scale		Honors, Dual, AP Grading Scale	Quality Points for GPA*
A	93-100	A 90-100	A = 4
B	85-92	B 80-89	B = 3
C	75-84	C 70-79	C = 2
D	67-74	D 60-69	D = 1
F	66-0	F 0-59	F = 0

*LDOE recognizes some high school courses on a 5 quality-point scale.

Definition of Terms:

Acceleration - Advancement of a pupil at a rate faster than usual in or from a given grade or course. This may include gifted students identified according to Bulletin 1508.

Alternate Assessment- the substitute way of gathering information on the performance and progress of students with disabilities who do not participate in regular assessment.

Content Standards- statements of what we expect students to know and be able to do in various content areas.

Credit Recovery- A Program which allows high school students to complete courses on a proficiency basis that they have previously failed. (Typically operated through use of computer generated curriculum)

ELPT - Assessment for ELL students.

ELL- English Language Learners (students) A language minority student whose English comprehension, speaking, reading, or writing proficiency is below the average English proficiency level of English speaking students of the same age and/or grade.

EOC/H.S. LEAP 2025- End of Course Tests for entering freshmen of 2010-2011 and beyond. LEAP 2025 End of Course tests will replace the GEE for these high school students. Students must pass one in each of the following categories.

- English I, English II or English III
- Algebra I or Geometry
- Biology or US History

Home Language Survey: Required registration for all students; if another language is spoken then the student is referred to the ESL program for screening.

IAP (Individual Accommodation Plan) – a plan of classroom and testing accommodations afforded to students identified with an impairment that substantially limits a major life activity as defined by Section 504 of the Rehabilitation Act of 1973 and as determined by the School Building Level Committee (SBLC).

IAIP (Individual Academic Improvement Plan) – An academic improvement plan written for fourth grade students who have not scored "Basic" in at least two core academic subjects, or who have not met the district promotional requirements. The plan will include at least two allowable interventions/supports to be provided during the school year and/or during the summer. The plan is reviewed with and signed by the student's parent/legal guardian.

IEP (Individualized Education Program)—a written plan for educational services to be provided for students identified as exceptional under Individuals with Disabilities Education Act (IDEA), Bulletins 1706, and Bulletin 1508.

La Connectors (Formerly LAA1) - for students with significant cognitive disabilities who are eligible to participate in the assessment based on participation criteria.

Louisiana Education Assessment Program (LEAP2025) – the state's testing program that includes the grades 3-12.

LEAP (State) Placement Test - the placement test is a state administered assessment for students transferring into Louisiana Public Schools and enrolling in grades 5 and 9, per Bulletin 1566.

Promotion – A pupil's placement from a lower to a higher grade based on local and state criteria contained in the Guidelines in Bulletin 1566.

Pupil Progression Plan – "The comprehensive plan developed and adopted by each parish or city school board which shall be based on student performance on the Louisiana Education Assessment Program with goals and objectives which are compatible with the Louisiana competency-based education program and which supplements the minimum standards approved by the State Board of Elementary and Secondary Education; particular emphasis shall be placed upon the student's mastery of the basic skills of reading, writing, and mathematics before he or she would be recommended for promotion or placement provided that other factors shall be considered." (Act 750)

Regular Placement – The assignment of students to classes, grades or programs based on a set of criteria established in the pupil progression plan. Placement includes promotion, retention, compensatory programs, and/or remediation, and acceleration.

Remediation – programs or actions designed to assist students, including students with disabilities and Limited English Proficient students, to overcome educational deficits identified through the Louisiana Education Assessment Program and other local criteria.

RTI (Response to Intervention)- a multi- tier approach to the early identification and support of students with learning and behavior needs in order to improve their rate of learning.

Retention – Non-promotion of a pupil from a lower to a higher grade based on local and state criteria contained in Bulletin 1566.

SBLC (School Building Level Committee) – Membership Each campus must establish a committee of knowledgeable persons to conduct assessment and referral activities. An SBLC chairperson should be selected by the school principal to chair all meetings and to facilitate the functions of the committee. The SBLC will be responsible for gathering information, assessment, programming, maintaining records, and monitoring progress of students referred. SBLC shall be comprised of at least four members of the following: Chairperson, Classroom teacher(s), School Nurse, Referring teacher(s), Principal, Assistant Principal/Administrative Assistant, Pupil Appraisal personnel, Counselor, School Nurse, Speech Therapist, Reading Specialist, and Parent/Guardian

Summer Remediation: extended, on-grade level instruction for students who did not take the spring LEAP tests or who failed to meet the standard set forth in §701 and §703 of BESE Bulletin 1566. The time period for summer remediation will be the day after state standardized testing ends through October 1st of the following school year.

Virtual Learning: Instruction through an approved digital learning platform. Instruction in the virtual learning model may be both synchronous (students are face to face with the teacher and other students through Google Meet) and asynchronous (students working independently to preview material through videos or other digital resources, to complete assignments or assessments, etc.). The total time spent in both synchronous and asynchronous learning will be comparable to a typical face-to-face school day. Instruction and curriculum provided through virtual learning will match the course and content standards for student learning in the face-to-face school setting.

LEA assurances and submission information

Assurance is hereby made to the Louisiana Department of Education that this Lincoln Parish School Board 2020-2021 Pupil Progression Plan has been developed in compliance with all applicable federal and state laws and regulations. If any local policy outlined in this plan conflicts with federal or state laws or regulations, I understand that federal and state laws and regulations shall supersede the local policy.

Date approved by local school board or governing authority: October 6, 2020

Mike Milstead
Superintendent

Joe E. Mutham, Jr.
Board President

Lincoln Parish School Board

Mike Milstead
Superintendent

Joe E. Mitcham
President

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As the parish's policy for promotion and retention of students, the *Pupil Progression Plan* (PPP), is based on Bulletin 1566, Bulletin 741, and Act 750 (R.S. 17:24.4) of the Louisiana State Legislature. Michelle Thrower, Pupil Progression Chair asked that revisions to the 2019-2020 PPP be approved in order to be in full compliance with all state regulations. She indicated that an entire copy of the PPP is available for review.

Upon a motion by Otha Anders, seconded by Donna Doss, the Board unanimously voted to approve the revised 2020-2021 Lincoln Parish *Pupil Progression Plan*.

I, Mike Milstead, secretary of the Lincoln Parish School Board, hereby certify that the above and foregoing is a true and correct copy of a portion of the minutes of the regular session of the Lincoln Parish School Board meeting on Tuesday, October 6, 2020.


Mike Milstead, Secretary
Lincoln Parish School Board