

Oregon School Boards Association Selected Sample Policy

Code: **IKH**
Adopted:

Credit for Proficiency (Version 2)

Purpose

The purpose of this policy is to provide opportunities to students, to allow them to demonstrate the full extent of their knowledge and abilities and receive appropriate credit for their efforts outside the normal classroom environment. This policy directs district schools to:

1. Offer flexibility as they meet each student's diverse needs, interests and levels and rate of learning;
2. Create additional options for students based on Oregon's high standards and broad accountability system;
3. Empower and encourage local decision making and creativity.

Definitions

["Career development" is defined as "the exploration of personal interests and abilities with regard to career selection, and the development of tentative career goals."]

["Career education" is defined as "a process for improving educational programs to enhance student understanding of and preparation for work and continuing career development."]

"Career-related learning experiences" are defined as "structured student activities in the community, the workplace, or in school that connect academic content and career-related learning to real life applications. These experiences extend, reinforce and support classroom learning. They include, but are not limited to:

1. Workplace mentoring;
2. Workplace simulations;
3. School-based enterprises;
4. Structured work experiences;
5. Cooperative work and study programs;
6. On-the-job training;
7. Apprenticeship programs;

8. Service learning; and
9. Field-based investigations.”

“Community partnerships” are defined as “collaborations to network resources to assist students to meet state and local standards and prepare students for post high school transitions. These partnerships include parents, students, business, education, government and community-based organizations.”

“Instructional time” means time during which students are engaged in regularly scheduled instruction, learning activities or learning assessments that are designed to meet Common Curriculum Goals and academic content standards required by Oregon Administrative Rule (OAR) 581-022-1210, and are working under the direction and supervision of a licensed or registered teacher, licensed Career and Technical Education (CTE) instructor, licensed practitioner or educational assistant who is assigned instructional related activities and is working under the supervision of a licensed or registered teacher as required by OAR 581-037-0015.

Instructional time shall include:

1. Time that a student spends traveling between the student’s school and a CTE center, internship, work experience site or post-secondary education facility; and
2. Time that a student spends in statewide performance assessments.

Instructional time shall not include time that a student spends passing between classes, at recess, in non-academic assemblies, on non-academic field trips, participating in optional school programs or in study periods or advisory periods where attendance is not required and no instructional assistance is provided.

“High school” is defined as “any combination of grades 10 through 12 in districts providing a junior high school containing grade 9; any combination of grades 9 through 12 organized as a separate unit; grades 9 through 12 housed with grades K through 12; grades 7 or 8 through 12, if approved by the Oregon Department of Education.”

[“Junior high school” is defined as “a secondary school composed of one or more of grades 7, 8, and 9 organized separately from other grades and approved by the Oregon Department of Education.”]

[“Middle school” is defined as “an organizational unit composed of any combination of grades 5, 6, 7, and 8 organized separately from other elementary grades and identified as a middle school with the Oregon Department of Education.”]

“Proficiency” is defined as: “student demonstrated defined levels of mastery of recognized standards, including knowledge and skills.”

Criteria

A high school [junior high school] [middle school] student may receive credit toward a diploma or a modified diploma as described below.

Guidelines

The district recognizes that prior learning and work experience may provide learning that will be useful to the student's current education and future career. [The district encourages career development counseling (see Board policy IJ – Guidance Program) and supports a student's decision to pursue career education.]

1. Pursuant to OAR 581-022-1131, the district or public charter school shall grant required and elective credit to a student when the method for accruing such credit is described in the student's personal education plan and the student earns the credit by meeting the requirements of one or more of the options described in item 2. below. The district may grant credit to a student that demonstrates defined levels of proficiency or mastery of recognized standards, i.e., knowledge and skills (e.g., state academic content standards and essential skills, industry based, or other national or international standards) by one or more of the following options:
 - a. Successfully completing classroom or equivalent work (e.g., supervised independent student, career-related learning experiences, project based learning) that meets Common Curriculum Goals and academic content standards required by OAR 581-022-1210;
 - b. Successfully completing classroom or equivalent work in or out of class, where hours of instruction may vary;
 - c. Successfully passing an appropriate exam;
 - d. Providing a collection of work or other assessment; and
 - e. Providing documentation of prior learning activities or experiences, e.g., certification of training, letters, diplomas, awards, etc..

The Board may seek the advice of the superintendent, district staff and the community in deciding which local programs, community partnerships and career-related learning experiences would provide valuable and comparable learning environment for students. The Board directs the superintendent to develop and maintain an administrative regulation that establishes criteria for granting proficiency.

END OF POLICY

Legal Reference(s):

[ORS 329.885](#)
[ORS 332.107](#)
[ORS 336.615 to -336.665](#)

[OAR 581-022-0102](#)
[OAR 581-022-1130](#)
[OAR 581-022-1131](#)

[OAR 581-022-1140](#)
[OAR 581-022-1350](#)
[OAR 581-023-0008](#)