

**END OF COURSE POLICY
FOR STUDENTS GRADES 9 – 12**

Policy Code: 3423

The Martin County Board of Education believes that students should have the opportunity for academic success. Students enrolled in high school courses with State End-of-Course tests are expected to achieve at least a Level IV on the initial administration of the test. Students enrolled in any high school courses requiring the administration of a North Carolina Final Exam, (NCFE), are expected to achieve a passing score of 60 or higher, on the initial administration the test. Students scoring a Level III on the EOC will be given credit for the course if the student(s) meet all other course requirements. Students achieving a passing score on the NCFE will be given credit for the course if the student meets all other course requirements. In assigning grades for the semester, State End-of-Course, NCFE, and teacher made exams grades will count 25% of the student's final semester grade. Students who do not take State End of Course tests, NCFE or other State of North Carolina mandated test such as the ACT or ACT WorkKeys, unless the student has an approved medical exemption or otherwise previously documented good cause exemption, will not be eligible for promotion or graduation, dependent upon the student's grade level and the test(s) in question, unless the test is made up within the makeup testing window for the missed test(s).

Students achieving a minimum Level III score on the EOC test or passing score on the NCFE but failing the course with a grade of 50 or higher may choose to take the course over or participate in a credit recovery course as assigned by the principal. The credit recovery course must have a minimum of 18 contact hours for the student, (equivalent to 12 classes), in order to receive credit. Because the student has already received a proficient Level III EOC score, they are not required to take the associated EOC test.

Students who make a Level I or II score are expected, but not required, to participate in a summer school program that will provide targeted remediation and allow for another administration of the EOC test. Should the student receive a proficient score on the second test, Level III or higher, that student's original non-proficient test score will be replaced with the new proficient score. This test must be completed, scored, and uploaded to NCDPI accountability no later than a date and time specified by NCDPI.

Students failing both the State test and the course should retake the course unless a good cause exemption is determined by the principal and/or a review committee. Upon completion of the repeated course, the new course grade including the new EOC score as 25% of the course grade shall replace the previous grade for the course.

If at the conclusion of the targeted remediation and second administration of the test, the student does not pass, the principal in consultation with the student's teacher will review documentation and work for the student in question. The principal will then, under G.S. 115C-288(a) granting the principal the authority to grade and classify students, determines if there is sufficient evidence to refer the student to a review committee to determine the student's status.

Should a review committee be convened, the committee will consist of a district

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administrator, a school based administrator, two teachers to include one from the child's current course and one from the department of the course, and a guidance counselor.

The review committee will be responsible for reviewing the student's performance and may request additional information if necessary. Every effort will be made to keep the student's identity anonymous to ensure an objective review by the committee. The review committee will consider the following factors in determining if a student is eligible for course credit:

Portfolios of Students Work: The following are examples of student work that may be included in the student's portfolio:

- Individual Personal Education Plan
- Class work samples
- Selected tests and quizzes
- Benchmark status reports
- Exceptional Children's designation
- Listing of current and previous end-of-course scores
- Teacher assessment of strengths and weaknesses
- Listing of parental contacts and conferences.

Other Factors: In addition to the actual performance and portfolio data, the committee may also consider the following factors in making a final recommendation:

- Any information relating to extended illness or absences that may have affected the student's performance
- Attendance
- Any other extenuating factor that clearly affected the student's performance

Based on the review of student performance data, the committee will recommend or not recommend course credit for the student.

The principal shall ultimately determine whether student has or has not met the testing and/or course standard:

- The principal may determine that sufficient evidence exists to demonstrate that the student has met the standard and thereby may grant the student credit and a passing score in the class in question and will note this in the student's official records.
- The principal may determine that insufficient evidence exists to demonstrate that the student has met the standard and the student will not be given credit or a passing score for the class in question. This will be noted in the student's official record.

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- A principal may determine that evidence suggests the student will benefit from a period of directed remediation, and when successfully completed, the standard will be met. This will be noted in the student's official record.

Credit by Demonstrated Mastery

Credit by demonstrated mastery shall be available for all students in grades 9-12 for select high school courses. This process includes a multi-phase assessment consisting of:

1. A standard examination, which shall be the EOC where applicable, or a final exam developed locally.
2. An artifact/presentation/performance task which requires the student to apply knowledge and skills relevant to the content standards of the course.

Once a student achieves the acceptable minimum score on the examination, he/she will receive details on the second part of the assessment. A panel will utilize a rubric to evaluate whether the student has demonstrated competence at the level to earn credit. There is no grade assigned for the earned credit and the credit does not impact the student's GPA. Details on minimum exam scores and timelines are available in the Credit By Demonstrated Mastery Implementation Guide available at www.ncpublicschools.org.

Not all high school courses are eligible for the Credit by Demonstrated Mastery process.

ADOPTED: May 2, 2011

Revised: February 2, 2015, May 2, 2016, December 2, 2019