



Rankin County
School District

TRADITION OF EXCELLENCE

BRANDON FLORENCE McLAURIN NORTHWEST PELAHATCHIE PISGAH PUCKETT RICHLAND

Credit Recovery and First Time Online Credit *Online Learning Handbook*

2022 - 2023

RCSD Online Learning

The Rankin County School District provides online learning opportunities for students to earn first-time credit in select Mississippi Department of Education (MDE) approved online courses and for students who need to recover approved course credits in order to graduate high school. Students who are approved for first-time credit online or credit recovery online will be enrolled in the online learning platform Edgenuity. Edgenuity is an engaging standard-based computer software program that contains courses aligned to the Mississippi Curriculum Framework. Parents/guardians and students can find information about the availability of online learning courses through their school counselor.

RCSD First Time Credit

RCSD provides students the opportunity to take online courses and earn first-time credit for select courses. Approved first-time credit online courses may be found in the MOCA-approved online course list on the MDE website.

Students must complete a first-time credit online application and have parent, counselor, and principal approval before submitting the form and receipt of payment to the Director of Accountability, Accreditation, and Assessment. Only a limited number of courses are provided for first-time credit online, and students may only take one course at a time. Students may not enroll in an online course for first-time credit if the course has a required statewide assessment. There is a required \$50 yearly fee to take any online first-time credit course.

Procedures

- The student and parent/guardian will need to complete the first-time credit online learning application and return the signed form to the student's school counselor for counselor and principal approval.
- After the counselor and principal have approved the form, the online learning fee must be paid.
- The first-time credit online learning application and receipt must be sent to the Director of Accountability, Accreditation, and Assessment in order for the course to be assigned in Edgenuity. Once the student receives login information the student will log into the Edgenuity program and complete the full course at the student's pace and time.
- The completion deadline for all first-time credit online learning will be one week before the end of the semester and/or school year. Any work not completed by this time will receive a zero and the Edgenuity actual grade earned will be listed on the transcript and calculated in the GPA.
- All parties must agree to the terms of the Rankin County School District Online Learning Handbook. The signed and approved first-time credit online learning application must be included in the student's cumulative folder, along with the final grade report from Edgenuity.

Course Instructions/Grading Procedures

- It is the student's responsibility to complete the first-time credit online coursework by the end-of-course date.
- The grading scale for first-time credit online learning coursework will follow the Rankin County School District grading scale.
- Students must complete 100% of the course, and all assignments must be graded. The grade assigned will be the overall grade according to Edgenuity and based on all assignments, essays, and projects. Any assignments, essays, and projects not completed will receive a grade of zero.
- First-time credit online coursework can not be customized and students will not be allowed retakes on quizzes, tests, or exams.

- Students may not withdraw or drop a first-time credit online Edgenuity course.
- Students who do not complete 100% of the first-time credit online Edgenuity coursework prior to the assigned end date will receive the current actual grade listed in Edgenuity as the final grade for the course.
- The final overall grade will be included in the cumulative grade point average and will be posted on the student's permanent record.

RCSD Credit Recovery

RCSD provides students the opportunity to recover approved course credits in order to graduate high school. Credit recovery is defined as a course-specific, skill-based learning opportunity for students who have previously been unsuccessful in mastering the content/skills required to receive high school course credit. Students will be allowed to complete credit recovery for courses failed in The Rankin County School District.

Students may not enroll in a credit recovery online learning course without prior approval. A credit recovery enrollment form must be completed and signed by the student's parent/guardian, counselor, and principal before being submitted to the Director of Accountability, Accreditation, and Assessment for approval. Once the student has been approved for credit recovery, the student course will be created in Edgenuity and the counselor will receive the student's login instructions. Counselors are responsible for identifying and listing needed competencies on the credit recovery enrollment form.

Credit recovery online learning in Rankin County School District is designed for students who have failed a required course for graduation and need to recover the credit. Only a limited number of courses are provided for credit recovery and students may not credit recovery courses in which they have not passed the required Mississippi end-of-course assessment unless the student has met alternate end-of-course assessment graduation options.

Procedures

- The student and parent/guardian will meet with their school counselor to determine if credit recovery is needed in order for the student to graduate high school.
- The student and parent/guardian will complete the credit recovery online learning enrollment form and return the completed form to the student's school counselor. The counselor will sign and get principal approval before submitting to the district office.
- If the credit recovery is approved at the district level, the course needed for credit recovery will be created in Edgenuity and the counselor will be provided the student login for the Edgenuity system. The student will login to the Edgenuity program and complete the credit recovery online coursework at the student's pace and time.
- The student and parent/guardian will be provided a start date and completion deadline for the course.
- All parties must agree to the terms of the Rankin County School District online learning procedures. **The signed and approved credit recovery online**

learning enrollment form and the end-of-course grade report must be included in the student's cumulative folder.

- The credit recovery course must be listed on the students schedule as a 10th block course.

Course Instructions/Grading Procedures

- Students enrolled in a credit recovery online learning course may be monitored by a school facilitator and assistance will be provided as needed. It is the student's responsibility to complete the credit recovery online coursework by the end of course date and to request assistance when needed.
- The grading scale for credit recovery online coursework will follow the Mississippi Department of Education *Rule 28.5 Credit Recovery Policy*. A student who selects credit recovery to earn a Carnegie unit may only earn the minimal passing grade on the district's grading scale.
- When the student has mastered 100% of the required coursework standards within Edgenuity with a passing grade, the student will receive a passing grade on the student transcript equal to the lowest passing score for the district.
- Students who do not complete the credit recovery online Edgenuity coursework prior to the assigned end date will receive a failing grade. They may re-enroll in the course at the principal's discretion.
- The final grade will be included in the cumulative grade point average and will be posted on the student's permanent record.
- See ***RCSD Policy IDCAB - Credit Recovery Program*** for additional information.

Academic Honesty/Network Usage

Students are required to adhere to all district policies regarding acceptable use of the network and technology. Students are responsible for exercising appropriate and ethical behavior at school and home. Academic honesty is an important part of an online learning course. Cheating, plagiarism, or collaboration is not allowed when completing online learning. Students who violate the academic honesty or network usage policies will be dismissed from the online learning program.

Course Supplies and Fees

1. There will be a \$50 yearly fee for online first-time credit Edgenuity courses completed during the academic year.
2. Credit recovery completed during the school year will not have a fee.
3. Online first-time credit and credit recovery Edgenuity courses completed during the summer school session will be subject to summer school tuition fees.
4. If the student does not have an RCSD-assigned computer, the student must provide his/her own technology for completion of the learning.

RANKIN COUNTY SCHOOL DISTRICT
2022-2023 First Time Credit Online Learning Application

STUDENT LAST NAME	STUDENT FIRST NAME	SCHOOL
STUDENT MSIS	GRADE	GRAD. COHORT
STUDENT EMAIL		PARENT/GUARDIAN NAME
PARENT PHONE NUMBER		STUDENT DOB

Students may choose from the following courses for first-time online credit. Students must pay a first-time credit online learning fee of \$50 per year. Students can take multiple courses but only one course may be taken at a time. Student applications must have parent, counselor, and principal approval before being submitted to the district office. Cheating, plagiarism, or collaboration is not allowed when completing online learning. **PLEASE SEE THE ONLINE LEARNING HANDBOOK FOR GUIDELINES AND PROCEDURES. CHECK ONE COURSE PER FORM.**

English I Course Code 450432 (1CU)	U.S. Government Course Code 450480 (.5CU)
English III Course Code 450434 (1CU)	World History Course Code 450490 (1CU)
English IV Course Code 450435 (1CU)	Economics Course Code 450453 (.5CU)
Oral Communications Course Code 450446 (.5CU)	MS Studies Course Code 450445 (.5CU)
Health Course Code 450452 (.5CU)	Earth & Space Course Code 450470 (1CU)
Personal Finance Course Code 450447 (.5CU)	Environmental Course Code 450471 (.5CU)
Spanish I Course Code 450466 (1CU)	Physical Science Course Code 450458 (1CU)
Spanish II Course Code 450467 (1CU)	Algebra II Course Code 450431 (1CU)
Intro to World Geography Course Code 450473 (.5CU)	Algebra III Course Code 450400 (1CU)
Psychology Course Code 450456 (.5CU)	Geometry Course Code 450439 (1CU)
Sociology Course Code 450465 (.5CU)	Advanced Math Plus Course Code 450420 (1CU)
College and Career Readiness Course Code 450443 (1CU)	

AGREEMENT

My student is choosing to take an online course. All parties understand the online course is based on the actual grade earned in Edgenuity and will be listed on the student’s transcript and factored into the student’s GPA. Students cannot drop or withdraw from an online course once started.. All courses must be completed one week before the last day of school or the actual grade at that time will be recorded.

STUDENT SIGNATURE	DATE	PARENT/GUARDIAN SIGNATURE	DATE
COUNSELOR SIGNATURE	DATE	PRINCIPAL SIGNATURE	DATE

FOR DISTRICT OFFICE:
DATE RECEIVED: _____ INITIAL: _____ APPROVED: YES OR NO _____
FEE PAID: YES OR NO Student Start Date: _____ Student Username/password: _____



Rankin County School District

Credit Recovery Application 2022-2023

Student LAST Name	Student FIRST Name	Grade	MSIS Number
SCHOOL	Grad Cohort	Credit Recovery Class Needed	
Reason Needed	Date of Original Class	Final Grade	
School Original Class Taken	Standards/Objectives Needed for Mastery		

CRITERIA FOR RECEIVING CREDIT THROUGH ONLINE CREDIT RECOVERY

- Students must submit a Credit Recovery application that has been signed by the student's parent/guardian, counselor, and principal. The form should be submitted to the Director of Accountability, Accreditation, and Assessment for approval.
- Cheating, plagiarism, or collaboration is not allowed when completing online course work. Students who violate the academic honesty or network usage policies will be dismissed from the online learning course.
- Credit Recovery courses completed during the academic year are at no cost to the student. Credit Recovery completed during the summer school session will be subject to summer school fees.
- Online credit recovery is designed for students who have failed a required course in the Rankin County School District and need to recover the credit in order to graduate with their graduation cohort.
- When the student has mastered the required coursework standards at 100% completion within Edgenuity with a passing grade, the student will receive a grade equal to the lowest passing score (60) for the district on the high school transcript. If a student does not complete the online Edgenuity coursework prior to the assigned end-date he/she will receive a failing grade.
- See the online learning handbook for guidelines and procedures related to online learning.

CREDIT RECOVERY PARENT AGREEMENT

____ (Initial) I give the school permission to enroll my child in the credit recovery course outlined in this letter.

____ (Initial) I understand that per RCSD policy my child will receive a "60" on their transcript for this course.

____ (Initial) **I understand that failure to complete the online learning course by the deadline will result in a failed grade that will be included on the high school transcript, calculated in the GPA, and if needed for graduation, could delay graduation.**

_____ PARENT/GUARDIAN SIGNATURE	_____ DATE	_____ STUDENT SIGNATURE	_____ DATE
_____ COUNSELOR SIGNATURE	_____ DATE	_____ PRINCIPAL SIGNATURE	_____ DATE

FOR DISTRICT OFFICE:

DATE RECEIVED: _____ INITIAL: _____ APPROVED: YES OR NO _____

STUDENT START DATE: _____ STUDENT USERNAME/PASSWORD: _____