

Bartlett City Board of Education		4012
Descriptor Term: COURSE RECOVERY	Descriptor Code: Instructional Services	Issue Date: 06/23/2014
	Rescinds:	Revised: 08/25/2016 08/26/2021

1 Course Recovery is a course-specific, skill-based extended learning program for students who
2 have previously been unsuccessful in mastering content or skills required to receive course credit
3 or earn promotion. Course Recovery is designed to provide students an opportunity to recoup
4 credit needed for graduation. Bartlett City Schools provides Course Recovery as self-paced
5 online courses that meet the Tennessee Standards for course credit.

6 Student Eligibility

7 In order to be eligible for course recovery, students must meet all of the following criteria:

- 8
- 9 1. Student is repeating a failed course with a minimum average of 50%
- 10 2. Student is deficient in credit to progress to the next grade level, or to graduate on time and
11 cannot obtain said credits during the regular school day during the school year.
- 12 3. Student has not been classified as Truant (10 unexcused absences or 15 total absences)
13 during the current term.
- 14 4. The student's parent or legal guardian has provided written consent for the student to
15 enroll in the proposed credit recovery course.

16 Instruction

- 17 1. Teachers of record shall be endorsed and certified in any content area(s) for which they
18 teach or otherwise facilitate credit recovery courses.
- 19 2. Teachers of record must work closely with credit recovery facilitators on class content and
20 instruction.
- 21 3. The Superintendent or his/her designee shall ensure that all credit recovery facilitators
22 receive training specific to the credit recovery course, online instruction management, and
23 related technology.
- 24 4. The Superintendent or his/her designee shall ensure that all credit recovery courses:
25 A. Align with Tennessee Standards for the relevant course content area, as approved by
26 the State Board of Education; and
27 B. Differentiate instruction to address individual student growth needs based on diagnostic
28 assessments or end of course data

29 Requirements/Procedures

- 30 1. Tuition, not to exceed the current tuition amount of summer school, may be charged for
31 Course Recovery offered outside the school day.
- 32 2. Students shall be allowed no more than two (2) absences from sessions (absences during
33 the summer will require "make-up" time.)
- 34 3. Students shall maintain appropriate conduct during session time, including adequate
35 progress toward completion.
- 36 4. Students will receive no more than three (3) attempts to pass any single test.

- 1 5. Course Recovery may only be taken at the student's base school during the school year.
- 2 6. Any course taken through Course Recovery will be honored across Bartlett City Schools.
- 3 This includes transfers prior to completion of the course.¹
- 4 7. Successful completion of Course Recovery will be recorded as an additional entry on the
- 5 transcript with a 70 being listed as the semester average with a Course Recovery
- 6 designation. The original failing grade will remain on the transcript.
- 7 8. Course Recovery priority for available seats will be given to seniors needing course credit
- 8 to graduate.

¹ T.C.A. §49-6-601