

Bartlett City Board of Education		4030
Descriptor Term: ENROLLMENT IN ADVANCED COURSES	Descriptor Code: Instructional Services	Issue Date: 5/22/2014
	Rescinds:	Revised: 11/18/2021

1 **General**

2 Students in grades six (6) through twelve (6-12) may enroll in available advanced courses including,
3 but not limited to, advanced English language arts, mathematics, or science courses.¹

4 To enroll in these courses, students shall meet the following standards:

- 5 1. Exceptional Courses: Grades 6-7 - Recommendations for enrollment based on prior
6 success in prerequisite course(s) and proficiency level on TCAP/TNReady tests.
- 7 2. Honors Courses in Middle School - Recommendations for enrollment based on prior
8 success in prerequisite course(s) and proficiency level on TCAP/TNReady/EOC tests.
- 9 3. Dual Credit Courses: College Partner determined enrollment requirements
- 10 4. Dual Enrollment: College Partner determined enrollment requirements

11 9-12 Honors courses, AP, Industry Certification and CLEP courses are open for enrollment to all
12 students.

13 The principal shall have the authority to require additional criteria for the enrollment in advanced
14 courses to fit the needs of the students within the school.

15 **NOTIFICATION**

16 Parent(s)/guardian(s) shall be provided written notification of a student's eligibility to enroll in advanced
17 courses pursuant to this policy. The notification shall state that once enrolled, a student will remain
18 enrolled in the course unless the parent/guardian timely submits a written request for removal. The
19 Superintendent or his/her designee shall determine the deadline to submit a request for removal, and
20 such deadline shall be included in the written notification of advanced course eligibility.

21 Should a student encounter difficulty in making adequate academic progress in an Honors or
22 Advanced Placement Course, the following procedures should be followed:

23 The student must first consult the teacher for ways to improve. If academic difficulty continues, the
24 parent may request a school meeting to include the teacher, the student, the parent(s), and the
25 appropriate school counselor along with the appropriate Assistant Principal. This team will form a plan
26 of action.

¹ T.C.A. 49-6-1012; TRR/MS

1 Students may also be removed from an advanced course if the student’s teacher determines that,
2 based on the student’s performance in the course after thirty (30) days of instruction, the student
3 should be removed and placed in an alternate course. If a teacher makes such a determination, a
4 removal request shall be submitted to the Principal or his/her designee, and the request may be
5 approved or denied.

6 **COLLEGE LEVEL COURSES²**

7 Students may earn credit by enrolling in a postsecondary institution and taking college level courses.
8 Students who take and pass dual enrollment courses at a postsecondary institution shall have their
9 postsecondary credits accepted for high school credit as a substitution for an aligned graduation
10 requirement course.

11 These courses may be offered at the high school, postsecondary institution, or online. If not offered
12 on the high school campus, the Board shall not be responsible for transportation. Any tuition or fees
13 due to enrollment in college level courses are the responsibility of the parent(s)/guardian(s).

14 Grades earned in such college level courses shall be used to determine class rank, grade point
15 average, and class valedictorian or salutatorian.

16 **HONORS COURSES AND EARLY POSTSECONDARY OPPORTUNITIES³**

17 Bartlett City Schools will offer honors and early postsecondary opportunities (EPSO) for all students
18 to better prepare them for postsecondary and career. These offerings shall provide opportunities for
19 students to earn postsecondary credits, obtain recognized industry certifications, and/or substantially
20 exceed existing content standards of high school courses as approved by the State Board of
21 Education. Students completing such courses shall receive additional grade weighting consistent with
22 Policy 4014: Grading System. The Board shall annually approve the list of such courses and shall
23 provide this information readily to all Bartlett City Schools students and the public.

24 **HONORS COURSES⁴**

25 Honors courses are high school courses that provide additional rigor and substantially exceed the
26 academic standards, learning expectations, and performance indicators approved by the State Board
27 of Education. Teachers of honors courses will model instructional approaches that facilitate maximum
28 interchange of ideas among students: independent study, self-directed research and learning, and
29 appropriate use of technology.

30 All honors courses must include multiple assessments exemplifying coursework (such as short
31 answer, constructed-response prompts, performance-based tasks, open-ended questions, essays,
32 original or creative interpretations, authentic products, portfolios, and analytical writing). Additionally,
33 an honors course shall include a minimum of five of the following components:

- 34 I. Extended reading assignments that connect with the specified curriculum.
- 35 II. Research-based writing assignments that address and extend the course curriculum.

² TRR/MS 0520-01-03-.03(8)

³ Tennessee State Board of Education Policy 3.301

⁴ Tennessee State Board of Education Policy 3.301

- 1 III. Projects that apply course curriculum to relevant or real-world situations. These may
2 include oral presentations, PowerPoint, or other modes of sharing findings. Connection
3 of the project to the community is encouraged.
- 4 IV. Open-ended investigations in which the student selects the questions and designs the
5 research.
- 6 V. Writing assignments that demonstrate a variety of modes, purposes, and styles.
7 1. Examples of mode include narrative, descriptive, persuasive, expository, and
8 expressive.
9 2. Examples of purpose include to inform, entertain, and persuade.
10 3. Examples of style include formal, informal, literary, analytical, and technical.
- 11 VI. Integration of appropriate technology into the course of study.
- 12 VII. Deeper exploration of the culture, values, and history of the discipline.
- 13 VIII. Extensive opportunities for problem-solving experiences through imagination, critical
14 analysis, and application.
- 15 IX. Job shadowing experiences with presentations which connect class study to the world
16 of work.

17 All course types which meet the above framework will be classified as honors, eligible for additional
18 percentage point weighting.

19 **INDUSTRY CERTIFICATION ALIGNED COURSES**

20 Career and technical education courses that are aligned to a National Industry Certification through a
21 nationally recognized examination and/or an industry certification recognized by the Tennessee
22 Department of Education may be weighted by adding additional points to all grades used to calculate
23 the semester average.

24 **ADVANCED PLACEMENT COURSES⁵**

25 The Board shall annually approve a list of Advanced Placement courses and make such list readily
26 available to all Bartlett City Schools students and the public. Approved courses must substantially
27 incorporate the learning objectives and course descriptions as defined by the College Board Agency.
28 Only Advanced Placement courses that have end-of-course national examinations qualify for the
29 addition of 5 points to grades used to calculate semester averages, and such additional weighting
30 shall be removed if the student does not participate in the culminating exam by the end of the school
31 year in which the course was completed.

⁵ Tennessee State Board of Education Policy 3.301