

Academically Challenging Curriculum to Enhance Learning (ACCEL) Handbook

Elementary Guidelines

Broward County Public Schools 2025-2026



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Definitions of Terms

In accordance with Section 1002.3105 of the Florida Statutes, all Broward County Public Schools (BCPS) are required to provide educational options that offer an academically challenging curriculum or accelerated instruction to all eligible K-12 students. Acceleration is when a student is engaged in coursework that exceeds the normal coursework for their grade level.

This document provides specific procedures for the identification and enrollment of students into the following Academically Challenging Curriculum to Enhance Learning (ACCEL) options:

Whole Grade Promotion at the End of the Year - Before to the end of the school year, a student is identified as being a potential candidate for grade level acceleration and begins the ACCEL process following the Eligibility Criteria Flowchart (p.4). If the student has met the criteria for all content areas, the student will be accelerated to the appropriate grade level at the start of the following school year.

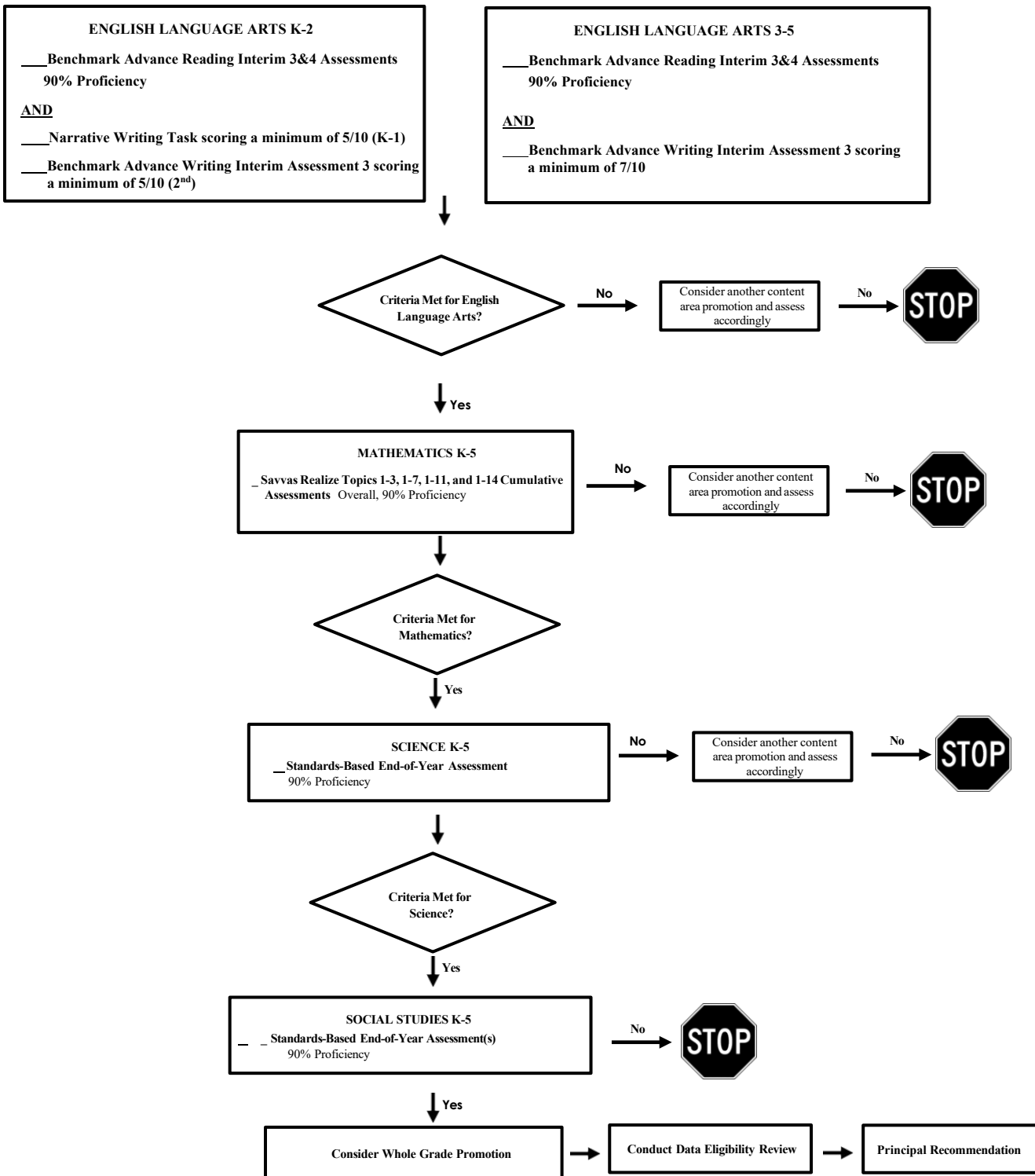
Whole Grade Promotion Within the School Year - Before October 1st, a student is identified as being a potential candidate for grade level acceleration and begins the ACCEL process following the Eligibility Criteria Flowchart (p.4). If the student has met the criteria for all content areas, the student will be accelerated to the next grade level within two weeks of meeting the criteria.

Subject Area Acceleration – Before October 1st, a student accelerates in one or more of the content core areas: English Language Arts (ELA), Mathematics, Science, or Social Studies, but does not meet the criteria for whole-grade promotion.

ACCEL Eligibility Criteria Flowchart (Grades K-5)

Whole Grade, Within the School Year, and Content Area Promotion Requirements:

*Charter Schools should use cumulative assessments from the approved core curriculum to assess all the grade level standards using the following criteria:



BROWARD COUNTY PUBLIC SCHOOLS K-5 ACCEL REFERRAL FORM

Student Name: _____ Student Number: _____ Grade Level: _____

School Name: _____ Date: _____ School Year: _____

Type of Acceleration to Be Considered:

- Content or Contents (specify): _____
- Whole-Grade Promotion: From Grade: _____ To Grade: _____

Explain why you are referring this student for acceleration. Include any evidence you may have to indicate the student will be successful in an accelerated placement:

Signature of Person Initiating Referral: _____

Relationship to Student: _____

Parent/Guardian Approval: My student may be evaluated by designated Broward County Public Schools (BCPS) personnel using BCPS-approved assessment instruments. Within 10 school days of completing the assessment, I will be informed of whether my student qualifies for the requested ACCEL option. Initial next to each statement to which you agree:

_____ I give permission for assessment(s) to be administered to my student.

_____ I understand that my student can be assessed for ACCEL only once per school year.

_____ I do not give permission for assessment(s) to be administered to my student.

Parent/Guardian Signature: _____

Daytime Telephone Number: _____

Return this completed form to the student's principal. Determination regarding ACCEL opportunities will be discussed and determined by the principal and designated leadership team.

**BROWARD COUNTY PUBLIC SCHOOLS
ACCEL OPTIONS**

BCPS Definition of Acceleration: Acceleration occurs when a student is engaged in coursework that exceeds the normal coursework for their grade level.

These internal ACCEL options are to be used by the designated school leadership team when identifying the type of ACCEL opportunity appropriate for a student.

Type of Acceleration	Indicate Recommendation
<i>*Whole-Grade Promotion-Prior to October 1st</i> (Advance one grade level ahead of peers)	
<i>*Subject Area Acceleration- -Prior to October 1st</i> (Student accelerates in one or more core content areas)	
<i>*Virtual Courses</i> (Courses completed through an approved, online virtual provider, such as Broward Virtual School (BVS) or Florida Virtual School (FLVS))	
<i>Student Placement in Gifted/High-Achieving Class</i>	
<i>Continuous Progress</i> (Match the pacing of content to the student's rate of learning)	
<i>Combined Classes</i> (Academic interaction between students of different grade levels)	
<i>Curriculum Compacting</i> (Focusing on advanced content and enrichment activities)	
<i>Telescoping Curriculum</i> (Increasing pace of instruction to result in advanced grade placement)	

*Must be offered at all schools.

BROWARD COUNTY PUBLIC SCHOOLS K-5 ACCEL CRITERIA GUIDE

Broward County Public Schools (BCPS) Working Definition of Acceleration:

Acceleration is when a student is engaged in coursework that expands beyond the normal coursework for that student's grade level.

1. Consideration for acceleration:

- a. The student has academic skill levels superior to those of their age/grade peers, as demonstrated on the Florida Assessment of Student Thinking (F.A.S.T) Progress Monitoring 1, 2, or 3, or other BCPS assessments.
- b. Students have been recommended by parent/guardian and/or school staff.

2. Requirements for acceleration:

- a. Single-content acceleration (prior to October 1st):
 - i The school counselor communicates with the parents and students.
 - ii Meet criteria as indicated for the content area under consideration on the flow chart.
 - iii Discuss long-range academic, social, and emotional effects on the student with the school's identified leadership team, as headed by the principal.
 - iv The student has demonstrated commitment to meeting requirements for acceleration opportunities by showing a high degree of persistence and motivation.
 - v Follow district-developed course sequences (if the course is not available, students may enroll in district-approved virtual courses).
 - vi Participate in the state assessment for the grade level content(s) to which they have been accelerated.
- b. Whole-grade promotion (prior to October 1st):
 - i The school counselor communicates with the parents and students.
 - ii Meet criteria for all content areas as indicated on the flow chart.
 - iii Discuss long-range academic, social, and emotional effects on the student with the school's identified leadership team, as headed by the principal.
 - iv Accelerate to the next grade level at the appropriate time as indicated by the definition of terms for whole grade promotion.
 - If a student accelerates during the 5th-grade to 6th-grade transition years, the principal, parent, and receiving school's leadership team must determine, on a case-by-case basis, how to best transition the student who will be promoted within the school year (prior to October 1st).
 - The student and parent must be informed that, within the school year, promotion to the next level will be restricted to the boundary-receiving school.

3. Documentation for acceleration:

- a. ACCEL documents must be placed in a student's cumulative record and entered into FOCUS.
- b. Student participation in an ACCEL option will be documented each school year for any of the core content areas.

BROWARD COUNTY PUBLIC SCHOOLS K-5 ACCEL RECOMMENDATION FORM

Student Name: _____ Teacher: _____ Grade Level: _____

School: _____ Date of Request: _____ School Year: _____

Data in Support of Single Subject Acceleration:

Assessment in: _____ Score: _____ Date of Assessment: _____

_____ Review of Cumulative Folder
Date Completed: _____

_____ School Counselor's Communication with Parent and Student Regarding
Social and Emotional Considerations
Date of Meeting: _____

Data in Support of Whole-Grade:

Assessment in Language Arts: _____ Score: _____
Date of Assessment: _____

Assessment in Math: _____ Score: _____
Date of Assessment: _____

Assessment in Science: _____ Score: _____
Date of Assessment: _____

Assessment in Social Studies: _____ Score: _____
Date of Assessment: _____

_____ Review of Cumulative Folder
Date Completed: _____

_____ School Counselor's Communication with Parent and Student Regarding
Social and Emotional Considerations
Date of Meeting: _____

Acceleration Option Recommended: _____

Note: Please refer to Broward County Public Schools' Internal Acceleration Checklist.

Principal's Name: _____

Principal's Signature: _____

Date: _____

**BROWARD COUNTY PUBLIC SCHOOLS
ACCEL PARENT AND STUDENT OPPORTUNITY AGREEMENT**

I have chosen to participate in the following ACCEL option for the academic year: __

___ Single-Content Acceleration ___ Whole-Grade

Promotion Student:

- I understand that I am responsible for keeping up with all the assigned coursework required as part of this agreement.

Parent:

- I understand online virtual learning courses require either a semester or a full-year commitment.
- I understand I must follow Broward County Public Schools' course sequences and prerequisites.
- I understand that if my child is experiencing difficulty in the designated acceleration option, a conference must be held (with parent, teacher, or school counselor).
- I understand that my child must participate in the state assessment at the grade level of acceleration.
- I understand that if my child is enrolled in a high school credit course, the grade they receive will be part of their high school grade point average.

I have read this document and agree to abide by the

statements listed above. Student Name: _____

Student Signature: _____

Date: _____

Parent Name: _____

Parent Signature: _____

Date: _____

This form must be submitted to the school principal for consideration of participation in an acceleration option.

DIRECTIONS FOR STUDENTS MEETING ACCEL REQUIREMENTS

For whole grade level acceleration (skipping a grade), please complete the following steps in FOCUS:

1. Verify with the school administration/counselor that the student has met the criteria for the whole grade level (skipping a grade).
2. Drop the student's grade schedule. The drop date would be the last day the student attended that class.
3. Before withdrawing the student, navigate to the Withdrawal tab on the student record and complete the necessary information.

Student Withdrawal Screen

The screenshot shows the 'Student Withdrawal Screen' with a navigation bar at the top containing 'Setup', 'Students', 'Users', 'Scheduling', and 'Grades'. Below this is a sub-navigation bar with 'Enrollment', 'Schedule', 'Requests', and 'Grade'. A 'Filter fields...' dropdown is visible. A list of withdrawal codes is displayed, with the 'W' code for 'Withdrawal' circled in red.

Code	Description
FC	Foster Care
G	General
G	Graduation
H	HEART
H-I	Health - Immunizations
H-OI	Health - Other Information
LL	Letter Logging
MHI	MTSS/RTI Historical Information
PTA	Pre-ID & Test Accommodations
R	Re-enrollment
RR	Re-enrollment Restrictions
RI	Registration Info
SW	Social Workers
SP	Special Programs
SR	State Reporting
SD	Student Documentation
SEC	Student Emergency Card/Other
SS	Student Summary
TE	Technical Education
T1S	Tier 1 Strategies
T	Transportation
V	Victims
W	Withdrawal

The screenshot shows the 'Withdrawal Information' form. The 'Drop Date' field is set to 09/10/2024, and the 'Drop Code' field is set to (W01) In School Transfer. Both fields are circled in red. Other fields include 'Reason for a student leaving' (Not Applicable), 'New Address if Known', and 'Next School if Known'. A 'Dropout Survey' link is visible at the bottom left.

Withdrawal Form

4. Withdraw the student on the Enrollment screen:
 1. Withdrawal code = W01
 2. Grade Promotion Status = P Academically Promoted
 3. Good Cause Exemption = 0- Not applicable

Enrollment Withdrawal Before

Enrollment

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Year	School	Grade Level	Enrollment Date	Enrollment Code	Drop Date	Drop Code	Prior State	Prior Country	Grade Promotion Status	Good Cause Exemption	
2024-2025	MIRROR LAKE ELEME...		09/05/2024								
View	2024-2025	MIRROR LAKE ELEME...	03	08/12/2024	(E01) In Dist...		FL - Fl...	US - Unit...		0 - Not Applicable	
View	2023-2024	MIRROR LAKE ELEME...	03	08/21/2023	(E01) In Dist...	06/11/2024	(W01)	FL - Fl...	US - Unit...	R - Retained in sam	0 - Not Applicable
View	2022-2023	MIRROR LAKE ELEME...	02	08/16/2022	(E01) In Dist...	06/09/2023	(W01)	FL - Fl...	US - Unit...	P - Academically Pr...	0 - Not Applicable
View	2021-2022	MIRROR LAKE ELEME...	01	08/18/2021	(E05) Enteri...	06/10/2022	(W01)	FL - Fl...	US - Unit...	P - Academically Pr...	0 - Not Applicable

Enrollment Withdrawal After

Enrollment

Export Filter: ON Toggle Columns Page Size: 20

Year	School	Grade Level	Enrollment Date	Enrollment Code	Drop Date	Drop Code	Second School	Moved To	Grade Promotion Status	Good Cause Exemption	District (Out of District)	School (Out of District)
2024-2025	MIRROR LAKE ELEME...		09/30/2024								Not Applicable	
View	2024-2025	MIRROR LAKE ELEME...	04	08/12/2024	(E01) In Dist...	09/12/2024	(W01)		P - Academically Pr...	0 - Not Applicable	Not Applicable	
View	2023-2024	MIRROR LAKE ELEME...	03	08/21/2023	(E01) In Dist...	06/11/2024	(W01)		P - Academically Pr...	0 - Not Applicable	Not Applicable	
View	2022-2023	MIRROR LAKE ELEME...	02	08/16/2022	(E01) In Dist...	06/09/2023	(W01)		P - Academically Pr...	0 - Not Applicable	Not Applicable	

- Re-enroll the student into the next grade level with an R01 Enrollment code

Re-Enrollment

Enrollment

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Year	School	Grade Level	Enrollment Date	Enrollment Code	Drop Date	Drop Code	Prior District	Prior State	Prior Country	Grade Promotion Status	Good Cause Exem	
2024-2025	MIRROR LAKE ELEME...		09/05/2024				Not Appli					
View	2024-2025	MIRROR LAKE ELEME...	04	09/05/2024	(R01) Reent			06 - Bro...	FL - Fl...	US - Unit...		
View	2024-2025	MIRROR LAKE ELEME...	03	08/12/2024	(E01) In Dist...	09/04/2024	(W01)	06 - Bro...	FL - Fl...	US - Unit...	0 - Not Applicabl	
View	2023-2024	MIRROR LAKE ELEME...	03	08/21/2023	(E01) In Dist...	06/11/2024	(W01)	06 - Bro...	FL - Fl...	US - Unit...	R - Retained in sam	0 - Not Applicabl
View	2022-2023	MIRROR LAKE ELEME...	02	08/16/2022	(E01) In Dist...	06/09/2023	(W01)	06 - Bro...	FL - Fl...	US - Unit...	P - Academically Pr...	0 - Not Applicabl
View	2021-2022	MIRROR LAKE ELEME...	01	08/18/2021	(E05) Enteri...	06/10/2022	(W01)	06 - Bro...	FL - Fl...	US - Unit...	P - Academically Pr...	0 - Not Applicabl