

Board Policy #: 43
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SECTION 43 – SCHOLAR POLICY – INTERIM POLICY FOR MITIGATION OF SCHOLAR HARDSHIP CAUSED BY COVID-19

The Compass Charter Schools (“CCS” or the “Charter School”) Board of Directors (“Board”) recognizes the challenges posed by the COVID-19 pandemic, including interruptions to traditional educational and extracurricular programming and in-person instruction. To ensure each scholar is provided an opportunity to succeed in this unique and unprecedented environment, CCS shall provide eligible scholars with the following options to complete course requirements, to earn a high school diploma, and participate in extracurricular activities.

Definitions

“*Parent*” means the natural or adoptive parent or guardian, the person having legal custody, or other educational rights holder.

“*Eligible scholar*” means a scholar who has received deficient grades for at least one-half of the scholar’s coursework in the 2020–21 academic year. A deficient grade is a D, F, a No Pass, or an equivalent as determined by CCS. Notwithstanding existing law and school policy, a scholar enrolled in grade 12 during the 2020–21 school year shall not be eligible for retention under this section.

A. Parent-initiated Retention Requests

1. The parent of an eligible scholar may submit a written request to retain the scholar for the 2021–22 school year. The retention request form should be submitted to the scholar’s supervising teacher.
2. If a parent submits a request for retention, the Superintendent & CEO or designee shall respond with a written invitation to a Retention Consultation Committee (“RCC”) with the parent, scholar, scholar’s supervising teacher, school counselor, and an administrator. Any other staff members deemed necessary shall also be invited. The RCC shall occur within thirty (30) days of the written request for retention.
3. The RCC shall include consultation on all of the following:
 - a. Discussion of all available learning recovery options, including but not limited to the following specific interventions and supports:
 - i. Supplemental instruction, including tutoring or other one-on-one or small group learning supports.
 - ii. Integrated scholar supports to address other barriers to learning, such as the provision of health, counseling or mental health services, access to school

meal programs, before and after school programs, programs to address scholar trauma and social-emotional learning, or referrals for support for family or scholar needs.

- iii. Supports for credit recovery to complete graduation or grade promotion requirements and to increase or improve college eligibility.
 - iv. Supports for scholars experiencing homelessness, foster youth, English language learners, and scholars with disabilities.
 - v. Access to prior semester courses in which the scholar received a D or F letter grade in the 2020–21 academic year.
- b. Consideration of the scholar’s academic data, and any other information relevant to whether retention is in the best academic and social-emotional interest of the scholar.
 - c. Discussion about research on the effects of scholar retention and the types of interventions and supports that have been shown to be beneficial to scholars.
 - d. If the scholar is a scholar with a disability, a retention discussion shall include assurances that it is consistent with the scholar’s Individualized Education Plan (“IEP”).
4. If there is disagreement among the members of the RCC, the Superintendent/CEO or designee will make the determination based upon all information discussed at the RCC.
 5. CCS shall notify Parent of its decision, in writing, within ten (10) calendar days of the RCC.
 6. A scholar who is retained shall be offered appropriate interventions, supports, and recovery options as discussed in Paragraph A(3)(a) above.
 7. A scholar who is **not** retained shall be offered appropriate interventions, supports, and recovery options as discussed in Paragraph A(3)(a) above, as well as access to prior semester courses in which the scholar received a D or F letter grade in the 2020–21 academic year.
 8. The requirements of this Policy are supplemental to, and do not replace, any existing retention policy, which shall continue to remain operative for all school years.

B. Requests for Grade Changes

The parent of any scholar (or a scholar who is 18 years of age) who was enrolled in grades 9-12 at CCS in the 2020-21 school year may request to change a letter grade earned in the 2020-21 school year to Pass or No Pass on their transcript. While they are encouraged to do so, please note that some postsecondary educational institutions, including those in other states, may not accept a Pass or No Pass grade instead of a letter grade for admission purposes. CCS shall comply with the following legal requirements in notifying Parents/Guardians of the option for a grade change and for processing requests:

1. Written notice of the option to request a grade change shall be provided to all families and shall be posted on the school website.

2. A request form for this grade change request shall be available on the CCS website and must be completed and submitted to the school contact listed on the form no later than fifteen (15) calendar days from the date of the CCS written notice. No requests submitted after the cut-off date shall be considered. Absent a request to change a transcript pursuant to this Policy, a letter grade earned in the 2020–21 school year shall remain on the scholar’s transcript subject only to the CCS grade appeal policy which can be found in the Board Policy Manual.
3. All properly and timely submitted requests shall be granted, the requested letter grade changed to Pass or No Pass, and the parent notified of same within fifteen (15) calendar days of the submission of the grade change request form.
4. CCS shall not limit the number or type of courses eligible for the grade change.
5. The grade change shall not negatively affect the scholar’s grade point average.
6. Notwithstanding any other law, the grade change shall not result in the forfeiture of the scholar’s eligibility or entitlement to state or institutional scholar financial aid.

C. Extended Opportunities for High School Coursework Completion

For any scholar who, in the 2020–21 school year, was in their 3rd or 4th year of high school and who is not on track to graduate in four years from all coursework and other requirements adopted by the CCS Board of Directors that are in addition to the minimum statewide coursework requirements for a California high school diploma pursuant to Education Code Section 51225.3, CCS shall exempt the scholar from all coursework and other requirements adopted by the Board that are in addition to the statewide coursework requirements;

For any scholar who was enrolled in the pupil’s third or fourth year of high school during the 2020–21 school year, and who is not on track to graduate in the 2020–21 or 2021–22 school years, shall have the opportunity to complete the minimum statewide coursework required for a California high school diploma pursuant to Education Code Section 51225.3, which opportunity may include, but is not limited to, completion of the coursework through a fifth year of instruction, credit recovery, or other opportunity to complete the required coursework.

D. Eligibility for Extracurricular Activities

Scholars who do not meet the conditions for participation in CCS’s extracurricular or co-curricular programs (including school events and after and before school programs) due to not achieving satisfactory academic progress as defined by existing school policy shall remain eligible during a probationary period of one semester in length due to the impact of COVID-19. Probationary periods shall no longer be implemented following the end of the first semester of the 2021-22 school year.

E. Retroactive Diploma

CCS may retroactively grant a high school diploma to a scholar who has not received a high school diploma if they meet the following conditions:

1. The scholar was in their senior year of high school during the 2019–20 school year.
2. in good academic standing and on track to graduate at the end of the 2019–20 school year, as of March 1, 2020.
3. unable to complete the statewide graduation requirements as a result of the COVID-19 crisis.

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