

**OREGON SCHOOL DISTRICT
BOARD OF EDUCATION
POLICY COMMITTEE MEETING
2022-23**

DATE: April 17, 2023
TIME: 5:00 P.M. - 6:30 P.M.
PLACE: via Google Meet and Conference Calls* meet.google.com/ppd-cdmq-ihq
or via phone at 1 651-560-5484 PIN: 882 501 771#

Order of Business

Call to Order

Roll Call

Proof of Notice of Meeting and Approval of Agenda

Approval of Minutes of Previous Meeting(s)

AGENDA

A. Public Comment Regarding Agenda Items

B. Old Business

1. None

C. New Business

1. Policy 341 - Early College Credit Program

D. Future Business:

1. Policy 164 - Anti-Hate Speech Policy Update

E. Future Meeting: TBD

F. Adjournment

Notice is hereby given that a majority of the Oregon School Board may be present at the meeting of the Policy Committee scheduled to discuss subjects over which they may have decision-making responsibility. This constitutes a meeting of the Oregon School Board and must be noticed as such although the School Board will not take any formal action at this meeting.

Go to: [www.OregonSD.org/board meetings/agendas](http://www.OregonSD.org/board%20meetings/agendas) for the most updated version agenda.

MINUTES OF THE POLICY COMMITTEE OF THE SCHOOL BOARD OF OREGON SCHOOL DISTRICT HELD ON MARCH 6, 2023

The regular meeting of the Policy Committee of the School Board of the Oregon School District was called to order by Ms. Heather Garrison at 5:32 PM at the Oregon High School in the Innovation Center Conference Room.

Committee Members Present: Ms. Heather Garrison, Dr. Mary Lokuta and Leslie Wright

Other Board Members Present: None

Administrators present: Jina Jonen, Dr. Leslie Bergstrom and Jon Tanner

Others present: OEA: Colleen Schell, Greg Granberg

Proof in the form of a certificate by the Oregon Observer of communications and notice given to the public and the Oregon Observer, and a certification of posting as required by Section 19.84 Wisconsin Statutes as to the holding of this meeting was presented by Ms. Garrison.

Ms. Wright moved to approve the agenda as posted. Ms. Wright voted yes. Dr. Lokuta voted yes. Ms. Garrison voted yes. Motion approved 3-0.

Ms. Wright moved to approve the minutes from February 13, 2023, as posted. Ms. Wright voted yes. Ms. Garrison voted yes. Dr. Lokuta abstained. Motion approved 2-0-1.

A. Public Comment: None

B. Old Business:

1. Policy 342 - Start College Now. Discussion held. Dr. Lokuta moved to approve Policy 342 as revised. Ms. Wright voted yes. Dr. Lokuta voted yes. Ms. Garrison voted yes. Motion approved 3-0.

C. New Business:

1. None

D. Future Business:


1. Policy 341 - Early College Credit Program

2. Policy 164 - Update on Anti-Hate Speech Policy

E. Future Meetings: April 17, 2013 at 5:00 - 6:30 p.m. (Virtual)

F. Adjournment: Ms. Wright moved to adjourn. Ms. Wright voted yes. Dr. Lokuta voted yes. Ms. Garrison voted yes. Motion approved 3-0. Meeting adjourned at 6:00 PM.

341.01 Early College Credit Program

The District supports providing quality educational opportunities to ensure students graduate from high school, college, career and/or community ready. Consistent with state law, high school students who meet the eligibility requirements defined in applicable statutes, regulations and District policies, and who submit timely and complete applications and notices, may be permitted to enroll in a UW System institution, a tribally controlled college, or a private, nonprofit institution of higher education located in Wisconsin (but not a technical college) for the purpose of taking one or more nonsectarian courses, including during a summer semester or session. This is called the Early College Credit Program. For technical colleges, see Board Policy  342: Start College Now Program

341.02 Definitions

341.02.1 Comparable Course. A comparable course means all of the following:

- The high school course is offered or will be offered between the date the student submits a notice to enroll in a course under the Early College Credit Program and the date the student is expected to graduate from high school.
- The high school course content, as determined by curriculum guides, expectations, goals, scope and sequence, is 80% equivalent to the content of the postsecondary course as determined by the postsecondary course syllabus, if available, and course description.

341.02.2 Credit means unit of measure given for the successful completion of a course of study.

341.02.3 Good Academic Standing means a cumulative high school grade point average of at least 2.0 (or the equivalent) at the time of the determination and be on track for graduating from high school.

341.02.4 Successful Completion means a student has completed the course with a passing grade.

341.03 Administrative Procedures

The Superintendent or their designee shall establish administrative procedures for the administration of the Early College Credit Program.

341.04 Costs

Per state law, courses taken as part of this Program shall be paid for as follows:

341.04.1: If the student is taking a course for high school credit, regardless of whether the course is also taken for postsecondary credit, and if the course is not comparable to a course offered in the District, the District shall pay 75 percent of the actual cost of tuition for the course as determined by state law. The District shall request reimbursement from the state for the remaining 25 percent with the understanding that the District will pay for tuition costs not paid by the state.

341.04.2: If the student is taking a course for postsecondary credit and if the course is not comparable to a course offered in the District, the District shall pay 25 percent of the actual cost of tuition for the course, as determined by state law. The District shall request reimbursement from the state for 50 percent and the student shall pay 25 percent with the understanding that the District will pay for tuition costs not paid for by the state. The student must pay the District within 15 school days of the start of the course.

341.04.3: If the student is taking a course that is comparable to a course offered at the District, the student shall pay 100 percent of the actual cost of tuition for the course

341.04.4: The District may waive the student's responsibility for costs under this Program if DPI determines the cost of the course would pose an undue financial burden on the student's family.

341.04.5 The District shall pay only such tuition, fees and course materials costs as are required by law. If the District is required to pay the college for the cost of a book or similar resource that is not a one-time use item, the student may be required to return the resource(s) to the District upon completion of the course.

341.04.6 The District shall pay for no more than the equivalent of a combined total of 18 postsecondary semester credits per student for any courses that are taken through the Early Credit Program and/or the Start College Now Program under Board Policy 342.

341.04.7 The District shall only pay for courses that are successfully completed. If a student receives a failing grade in a course or fails to complete the course, the student's parent/guardian, or the student if over the age of 18, is responsible for reimbursing the District for the tuition, fees and other costs paid by the District, and is ineligible for any further participation in the Early College Credit Program of the Start College Now Program.

341.04.8 Unless otherwise required by law, the District is not responsible for providing transportation to college courses taken under this policy or paying for transportation-related costs. The student or student's parent/guardian may apply to DPI for financial assistance with transportation.

341.05 Notice

Information about the Early College Credit Program shall be provided to eighth grade and high school students annually by October 1. Early College Credit Program information shall also be included in the Oregon High School's Academic and Career Planning Guide and on the District's website.

341.06 Non-Discrimination

The District shall not discriminate in admission to this Program on the basis of any category protected by state or federal law, or Board Policy 157. Discrimination complaints all be processed in accordance with [157: Anti-Harassment / Non-Discrimination](#).

341.07 Appeals

Decisions made under this Policy may be appealed to the Superintendent by submitting a written request in writing within five (5) days of the date of the Superintendent's designee's decision. The Superintendent's decision regarding the comparability of a course or the satisfaction of the high school graduation requirements may be appealed to the State Superintendent of Public Instruction (DPI) within 30 days after the date of the Superintendent's decision.

Legal References: Wis. Stat. sec. 118.55

Cross References: Board Policy 342 - Start College Now Program; Wis. Stat. s. 38.12(14); Wis. Admin Code PI 40; Board Policy 157

Adopted: Adopted: April 9, 2018; Revised: _____

4-YEAR COLLEGE COURSE PROGRAM ("EARLY COLLEGE CREDIT") ADMINISTRATIVE PROCEDURES

341.08 Student Eligibility To Participate in the Early College Credit Program

- 341.08.1 The student must have completed 8th grade by the time the student would be enrolled in the college course.
- 341.08.2 The student must submit all required notices, parent/guardian permissions (if under 18) and college applications on a timely basis.
- 341.08.3 The student must be accepted for admission in the college course. A college may deny a high school student admission to the college or registration in a specific course for any of the reasons provided in state law, including the college's determination that the student has an unacceptable record of disciplinary problems. To the extent consistent with student records laws and the District's student records policies and procedures, the District will certify student disciplinary information that is necessary for completing and processing a student's application to enroll in and take a course at a college under the Early College Credit Program.
- 341.08.4 A student may attend only two college courses per postsecondary semester as part of the Early College Credit Program.
- 341.08.5 A student who is participating in the Early College Credit Program in any postsecondary semester may not simultaneously participate in the Start College Now Program.
- 341.08.6 If the costs related to the special services required for the student's participation in the Early College Credit Program would impose an undue financial burden on the District, the District may decline a student's participation.
- 341.08.7 Students in home-based private educational programs, residents of the District who are private school students or non-OSD public school students, and nonresident students who are participating in the part-time open enrollment program are not eligible to participate in the Early College Credit Program through the District, even if they are taking or have taken individual courses in a District high school.

341.09 Application Process

District students interested in attending individual courses at a college under the Early College Credit Program must complete all of the following to start the application process:

- 341.09.1 Students must notify the School To Career Coordinator in writing of the student's intention to participate in the Early College Credit Program by completing the appropriate form found here: [Early College Credit Application](#)
- 341.09.2 A separate notification form must be completed and processed for each postsecondary semester that a student applies to participate in the Early College Credit Program.
- 341.09.3 This notification must be received by March 1 for fall postsecondary semester courses and by October 1 for spring postsecondary semester courses. Courses taken during the summer are not eligible for the Early College Credit Program.
- 341.09.4 Students must apply to a college during the school term prior to enrollment in the college. If the student who intends to take a college course is a minor, the student's parent/guardian must provide signed permission for the student to participate in the Early College Credit Program.
- 341.09.5 As soon as such information is available, the student shall further notify the School To Career Coordinator when the student has been:
- Admitted to the college to which the student applied;
 - Successfully enrolled in and registered to attend individual courses; and
 - If any of the course information provided on the initial notification has changed.
- 341.09.6 Student and parent/guardian are required to cooperate with the District in providing any information that may be necessary to determine their eligibility for the Early College Credit Program and process individual course requests.
- 341.09.7 Upon receiving a student's written notification of intent to participate in the Early College Credit Program, the School To Career Coordinator shall process the student's request, including determining the following:
- Whether the student meets the minimum eligibility criteria for participation in the Early College Credit Program;
 - Whether the student will be eligible to receive high school credit for the successful completion of the proposed course and, if so, how much high school credit;
 - Whether the proposed course is comparable to a course already offered in the District; and
 - Whether the proposed course and any resulting credit meets any of the District's high school graduation requirements.
- 341.09.8 The District shall notify the student's parent/guardian, or the student if age 18 or older, of the District's determinations regarding approval/credit status of postsecondary coursework and the right to appeal a negative determination made by the District to the Superintendent and the State Superintendent of Public Instruction.

341.09.9 Provided that none of the course information submitted on the student's initial notice of intent has changed, such notice shall normally be issued by April 15 for initial notices that were received by March 1 for fall courses, and by November 15 for initial notices that were received by October 1 for spring courses.

341.09.10 If the District determines that it is impractical to provide notice of the District's course-related determinations in the regular timeframe identified immediately above, such notice shall, at a minimum, be issued at least 30 days before the beginning of the college semester in which the student will be enrolled for the course(s).

341.10 High School Credit Determination

341.10.1 The determination of whether a course satisfies a high school graduation requirement shall be made with reference to District policies that set forth such requirements and by applying the standards and guidelines that the District applies to its own course offerings and to courses that are submitted for a similar assessment by students who are transferring into the District.

341.10.2 The District may deny high school credit for a college course if any of the following apply:

- The District offers a comparable course. Although a student may still elect to take a college course that the District has determined is comparable to a District course, the District is not responsible for paying any portions of the costs related to such a course.
- The course repeats the course content for which a student has already received a passing grade and high school credit.
- The course repeats the content of a postsecondary course that the student has already taken and failed.

341.10.3 If credit is not denied for any of the reasons identified above, the District will grant high school credit for a college course if the course meets any of the District's high school graduation requirements, as identified in District policies, and if any of the following conditions apply:

- The course is complementary to, consistent with or expands on a course of study or sequence of courses offered by District.
- The course expands an opportunity for the student to move to another level of an academic or vocational course of study.
- The course curriculum meets or exceeds the same standards for rigor and content as other courses approved by, but not offered by, the District for credit toward graduation.

- The postsecondary course supports rather than prevents a student from completing high school graduation requirements.

341.10.4 In order for a student to receive high school credit for a course taken at a college under the Early College Credit Program, the student must complete the course and receive a passing grade, as determined by the college.

341.10.5 To the extent required by state regulations, a student shall be granted 1/4 high school credit per 1 semester of conversion-eligible postsecondary credit for a course taken under the Early College Credit Program.

Revised: _____

341: Early College Credit Program

- 341.01** – The District shall offer the Early College Credit Program to all full-time enrolled high school students as provided for by this policy and state law starting in the Fall of 2018.
- 341.02** – The Board appoints the District Superintendent or their designee as its agent under this Program and delegates its decision making under this Program to the District Superintendent or their designee. Decisions made by the District Superintendent or their designee may be appealed to the Board within 5 days of the decision.
- 341.03** – The student may enroll in a UW System institution, a tribally controlled college, or a private, nonprofit institution of higher education located in Wisconsin (but not a technical college) for the purpose of taking one or more nonsectarian courses, including during a summer semester or session.
- 341.04** – The student must submit an application to the institution of higher education during the previous semester and must indicate on the application whether the student will be taking the course or courses for high school credit or postsecondary credit or both, if applicable. The student shall also specify on the application that, if the student is admitted, the institution of higher education may disclose the student's grades, the courses that the student is taking, and the student's attendance record to the District. An institution of higher education must admit a student to attend a course if the student meets the requirements and prerequisites of the course and there is space available in the course.
- 341.05** – The student must notify the Board no later than March 1 if the student intends to enroll in the summer or fall semester, and no later than October 1 if the student intends to enroll in the spring semester. The notice shall include the titles of the courses in which the student intends to enroll and the number of credits of each course, and shall specify whether the student will be taking the courses for high school or postsecondary credit or both. The student must notify the Board if the student is ultimately not admitted to attend the course.
- 341.06** – If the student specifies in the notice that the student intends to take a course at an institution of higher education for high school credit, the Board shall determine whether the course is comparable to a course offered in the school district, and whether the course satisfies any of the high school graduation requirements and the number of high school credits to award the student for the course, if any. The Board may deny high school credit for the course if it does not satisfy a graduation requirement or the District offers a comparable course. The Board shall notify the student of its determinations, in writing, before the beginning of the semester in which the student will be enrolled. If the student disagrees with the Board's decision regarding comparability of courses, satisfaction of high school graduation requirements or the number of high school

credits to be awarded, the student may appeal the decision to the state superintendent within 30 days after the decision. The state superintendent's decision shall be final.

341.07 – Courses taken as part of this Program shall be paid for as follows:

- 341.07.01: If the student is taking a course for high school credit, regardless of whether the course is also taken for postsecondary credit, and if the course is not comparable to a course offered in the District, the District shall pay 75 percent of the actual cost of tuition for the course as determined by state law. The District shall request reimbursement from the state for the remaining 25 percent with the understanding that the District will pay for tuition costs not paid by the state.
- 341.07.02: If the student is taking a course for postsecondary credit and if the course is not comparable to a course offered in the District, the District shall pay 25 percent of the actual cost of tuition for the course, as determined by state law. The District shall request reimbursement from the state for 50 percent and the student shall pay 25 percent with the understanding that the District will pay for tuition costs not paid for by the state. The student must pay the District within 15 school days of the start of the course.
- 341.07.03: If the student is taking a course that is comparable to a course offered at the District, the student shall pay 100 percent of the actual cost of tuition for the course.
- 341.07.04: If the student is a child with a disability, the District shall pay the costs of any special services required for the student as determined by the student's IEP.
- 341.07.05: The Board shall waive the student's responsibility for costs under this Program if DPI determines the cost of the course would pose an undue financial burden on the student's family.
- 341.07.06: The payment for books and materials necessary for the course shall be determined by state law.
- 341.07.07: The District shall pay the institution within 30 days after the end of the semester and send an itemized report to DPI of the amounts paid.

341.08 – The District will pay up to the equivalent of 18 postsecondary semester credits (4 ½ high school credits) per student.

341.09 – Should the student fail to complete a course, or fail to receive a passing grade, the student and/or the student's parent/guardian shall be responsible for reimbursing the District the amount the District paid for the course within 30 days of the last day of the course. If no reimbursement is received, the student is no longer eligible to take courses under this Program.

341.10 – The student shall be responsible for providing transportation to and from the course. The student and/or the student's parent/guardian may apply to DPI for reimbursement for transportation.

341.11 – Annually by October 1, the District shall provide information about the program under this section to all students enrolled in the 8th, 9th, 10th, and 11th grades.

Legal References: Wis. Stat. sec. 118.55

Adopted: April 9, 2018