

SB 300 EXPANDED OPTIONS

Guidance for Temporary Rules Adopted by the State Board of Education - December 2, 2005

SB 300, known as Expanded Options, stipulates several requirements for all Oregon public school districts. On December 2, 2005, the Oregon State Board of Education adopted temporary rules regarding two components of SB300: 1) Annual Notice (OAR 581-022-1360) and 2) Annual Credit Hour Cap (OAR 581-022-1361). The following guidance is for school districts in addressing those temporary rules. The Department of Education is in process of drafting permanent rules for SB300 components with a target date for public hearings in February, 2006.

This guidance is divided into three sections: Process, Notice Components, and Credit Hour Cap Formula. Many of the details to be included in the Notice Components will be determined by existing statute (ORS), Oregon Administrative Rule (OAR), individual district policy, and on-going negotiations between the individual school district and eligible post-secondary institutions. Areas in which those or other resources would provide information for school district staff in developing their annual notice are noted in italics below.

PROCESS

Prior to February 1 of each year, beginning with the 2005-06 school year, each school district must notify all high school students and the students' parents or guardians of the Expanded Options Program.

The law is clear that the notification process must:

- Ensure that all at-risk students and their parents or guardians are notified about the Expanded Options Program.
- Identify high school students who have dropped out of school and provide those students with information about the Expanded Options Program.
 - **Information about the program must be sent to the last known address of the family of the student.**

Notification to all other students and their parents or guardians may be made through a variety of written means such as:

- Notice home to all eligible students and their parents or guardians
- School newsletters
- District websites
- Student and parent handbooks
- Any other district and or school established lines of written communication with students and parents or guardians

NOTICE COMPONENTS

OAR 581-022-1360 lists 19 items to be included in the notice, including definitions and the purpose of expanded options. Recommended components of those items are included below.

Definitions and Purpose:

- Expanded Options Program: Program created under Senate Bill 300 to promote opportunities for **public** high school students to earn college credit.
- Purpose of the Expanded Options Program
 - Create a seamless education system for **public school** students enrolled in grades 11 and 12 to
 - have additional options to continue or complete their education
 - earn concurrent high school and college credits
 - gain early entry into post-secondary education.
 - Promote and support existing accelerated college credit programs.
 - Support development of new programs unique to a community's secondary and postsecondary relationships and resources.
 - Allow eligible students who participate to enroll full-time or part-time in an eligible post-secondary institution.
 - Provide public funding to the eligible post-secondary institutions for educational services to participating eligible students to offset the cost of tuition, fees, textbooks, equipment and materials.
 - Provide college credit opportunities for high school aged at-risk students and drop outs.
- At-risk student: A student who qualifies for a free or reduced lunch program.
- Eligible student:
 - An eligible student is enrolled in an Oregon public school, and who
 - is in grade 11 or 12 or who is 16 years of age or older at the time of enrollment in an Expanded Options Program course,
 - has developed an educational learning plan,
 - has not successfully completed four years of high school,
 - has completed course requirements for graduation, but has not received a diploma.
 - An eligible student shall continue to be considered a resident pupil of the student's school district for purposes of calculation of the State School fund grant under ORS 327.006 to 327.133 and 327.731.
 - Eligible students do not include foreign exchange students enrolled in a school under a cultural exchange program.
- Eligible post-secondary institution:
 - A community college.
 - Institutions in the Oregon University System (University of Oregon, Oregon State University, Portland State University, Oregon Institute of Technology, Western Oregon University, Southern Oregon University, Eastern Oregon University).
 - Oregon Health and Sciences University.
- Eligible post-secondary course:

- Includes any nonsectarian course or program offered through an eligible post-secondary institution if the course or program may lead to a high school completion, certificate, professional certification, associate degree or baccalaureate degree.
- Includes academic and professional technical courses and distance education courses.
- Does not include a duplicate course offered at the student's resident school.
- Does not include otherwise eligible post-secondary courses if the student is also enrolled full time in the resident secondary school.
 - A student is considered full-time if the student attends classes for credit in the secondary school for all available hours of instruction.
- Duplicate course: A course with scope identical to the scope of another course.
 - If an eligible student wishes to take a course at an eligible post-secondary institution that a school district determines is a duplicate course, the student may appeal the determination of the school district to the Superintendent of Public Instruction or the superintendent's designee.
 - If the superintendent or the superintendent's designee fails to issue a decision within 30 days of receipt of the appeal, the course shall be deemed to not be a duplicate course and the student may enroll in the course, if the course and the student meet all other eligibility requirements for the program.

Eligible Student Responsibilities

- By March 1, eligible students must notify the school district of intent to enroll in eligible post-secondary courses during the following school year.
 - Eligible students who first enroll in grade 11 may not enroll in eligible post-secondary courses for more than the equivalent of two academic years.
 - Eligible students who first enroll in grade 12 may not enroll in eligible post-secondary courses for more than the equivalent on one academic year.
- Maintain satisfactory academic progress as defined by the eligible post-secondary institution.

School District Responsibilities

- Notify eligible students that participation in the Expanded Options Program is contingent on acceptance by an eligible post-secondary institution.
- Provide details of financial arrangements for tuition, textbooks, equipment and materials and other costs associated with the enrollment of students in eligible post-secondary courses. *(Details should be determined through negotiation with participating eligible post-secondary institutions.)*
- Describe available transportation services for students who attend eligible post-secondary institutions within the boundaries of the school district. *ORS 327.013 (8)*
- Describe the effect of enrolling in the Expanded Options Program on the eligible student's ability to complete the required high school graduation requirements. *(Effects should be consistent with individual district's diploma requirements and credit options policies.)*

- Explain the consequences of not maintaining satisfactory academic progress as defined by the eligible post-secondary institution, such as by failing or not completing an eligible post-secondary course. *(To develop consequences, use current district policy covering satisfactory academic progress in in-district courses, other current agreements for existing post-secondary programs, and work in conjunction with participating eligible post-secondary institutions. Consequences should be consistent with individual district's diploma requirements and credit options policies.)*
- Outline the district's responsibility for providing any required special education and related services to the participating students. *ORS 339.133 and 339.134 (residency) ORS 343.035 (Individualized Education Program) 20 U.S.C. 1232g (FERPA - federal Family Educational Rights and Privacy Act)*
- Inform eligible students of the number of post-secondary quarter credit hours that may be awarded each school year to eligible students by the resident high school if the Annual Credit Hour Cap (OAR 581-022-1361) will not be exceeded. *(Refer to OAR 581-022-1131 Credit Options, OAR 581-021-0210 Transcript Review, as well as local district policy governing other current post-secondary options.)*
- Provide details of the district board's process for selecting eligible students to participate in the Expanded Options Program, **if** the school district has not chosen to exceed the Annual Credit Hour Cap, **and** has more eligible students who wish to participate than are allowed by the cap.
 - **Participation priority must be given to at-risk students.**
- Include notice of other programs, agreements or plans in effect (e.g., Dual Credit, Tech Prep, 2+2, AP, IB) which provide access for resident high school students to a post-secondary course.
 - **These existing programs are not affected by the provisions of the Expanded Options Program.**

CREDIT HOUR CAP FORMULA

OAR 581-022-1361 provides the formula for individual high schools to use in determining their specific credit hour limits and considerations should they choose to exceed this cap. If the cap is exceeded, any process for selecting eligible students for participation in the Expanded Options Program must give priority to at-risk students as defined in OAR 581-022-1360.

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OAR 581-022-1360 Expanded Options Annual Notice—*Temporary Rule*

- 1) Prior to February 1 of each year, beginning with the 2005-06 school year, each school district must notify all high school students and the students' parents or guardians of the Expanded Options Program. The notification process must:
 - a. Ensure that all at-risk students and their parents are notified about the Expanded Options Program; and
 - b. Identify high school students who have dropped out of school and provide those students with information about the Expanded Options Program by sending information about the program to the last known address of the family of the student.
- 2) The notice must include, but is not be limited to, the following:
 - a. Definitions of "eligible student," "eligible post-secondary institution," and "eligible post-secondary course;"
 - b. Purposes of the Expanded Options Program;
 - c. Financial arrangements for tuition, textbooks, equipment and materials;
 - d. Available transportation services;
 - e. Effects of enrolling in the Expanded Options Program on the eligible student's ability to complete the required high school graduation requirements;
 - f. Consequences of not maintaining satisfactory academic progress as defined by the eligible post-secondary institution, such as by failing or not completing an eligible post-secondary course;
 - g. Participation in the Expanded Options Program is contingent on acceptance by an eligible post-secondary institution;
 - h. Eligible students may not enroll in eligible post-secondary courses for more than the equivalent of two academic years, and eligible students who first enroll in grade 12 may not enroll in eligible post-secondary courses for more than the equivalent of one academic year;
 - i. A student who has graduated from high school may not participate in the Expanded Options Program;
 - j. An eligible student who has completed course requirements for graduation but has not received a diploma may participate;
 - k. Notice(s) of any other program(s), agreement(s) or plan(s) in effect that provide access for public high school students to post-secondary courses
 - l. The district's responsibility for providing any required special education and related services to the student;
 - m. The number of quarter credit hours that may be awarded each school year to eligible students by the resident high school;
 - n. The district board's process for selecting eligible students to participate in the Expanded Options Program if the school district has not chosen to exceed the credit hour cap and has more eligible students who wish to participate than are allowed by the cap;
 - o. Information about program participation priority for at-risk students;
 - p. Exclusion of duplicate courses as determined by the resident school district;
 - q. The process for a student to appeal the district's duplicate course determination to the Superintendent of Public Instruction or the Superintendent's designee;
 - r. Exclusion of post-secondary courses in which a student is enrolled if the student is also enrolled full time in the resident secondary school; and
 - s. Exclusion of foreign exchange students enrolled in a school under a cultural exchange program.

OAR 581-022-1361 Expanded Options Program Annual Credit Hour Cap— Temporary Rule

- (1) The number of quarter credit hours that may be awarded by a high school under the Expanded Options Program is limited to an amount equal to the number of students in grades 9 through 12 enrolled in the high school multiplied by a factor of 0.33. For example, the cap for a high school with 450 students in grades 9 through 12 would be 148.5 ($450 \times 0.33 = 148.5$).
- (2) For districts with more than one high school, the caps must be established separately for each high school.
- (3) School districts may choose to exceed both the individual high school level cap(s) and the aggregate district level cap established under this rule.
- (4) School districts choosing not to exceed the cap(s) established under this rule are required to establish a process for selecting eligible students for participation in the program. The process must give priority for participation to students who are “at risk” as defined in Chapter 674 Oregon Laws 2005. “At-risk student” means:
 - a. A student who qualifies for a free or reduced price lunch program; or
 - b. An at-risk student as defined by rules adopted by the State Board of Education if the board has adopted rules to define an at-risk student.