



Kelly Dunn <khdunn67@gmail.com>

Re: [Counselortalk] Dropping HS Courses - Policies

1 message

Stacey Nance <nancest@wwcs.k12.in.us>

Fri, Sep 18, 2020 at 9:26 AM

Reply-To: Stacey Nance <nancest@wwcs.k12.in.us>

To: Tina Randall <trandall@scentral.k12.in.us>

Cc: "Kirkwood, Dana" <kirkwood@delphi.k12.in.us>, Kevin Kendall <kkendall@greencastle.k12.in.us>, CounselorTalk <counselortalk@list.indiana.edu>

Here's our policy:

High School Schedule Change Policy

The scheduling process occurs throughout the spring semester. Each student will have the opportunity to meet individually with the counselor and explore all available scheduling options. Course offerings are subject to change based on availability, staffing and enrollment.

Students may request changes to their schedule within the first three (3) days of school, only if they meet the requirements for an approved schedule change. Change requests will not be accepted after that time. All schedule change requests must be made in writing on a Schedule Request Change Form and are subject to counselor review and approval.

Approved reasons for a schedule change request may include:

- Missing a class required for graduation
- Adding a class that a student did not previously pass
- Student does not have the required prerequisite
- Changing Career and Technical Education (CTE) pathway
- Diploma type change
- Student has an incomplete schedule
- Teacher recommends a change based upon academic needs
- Error made by the school

Schedules will not be changed for a failing grade, teacher preference, the class being perceived to be too difficult, to have classes with friends, personality conflicts, etc.

*Stacey Nance
High School Counselor*

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Campbellsburg, IN 47108
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On Fri, Sep 18, 2020 at 8:43 AM Tina Randall <trandall@scentral.k12.in.us> wrote:

We have a drop/add period (add as space allows in the class) that typically is the first 10 days of each semester. If they drop after that time, we do a W/F on transcripts. There are exceptions of course due to IEP, RTI, etc. This year we have been more lenient as this is our first week with any students in person (and we had 4 weeks of Virtual).

Tina Randall

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trandall@scentral.k12.in.us

On Fri, Sep 18, 2020 at 6:59 AM Kirkwood, Dana <kirkwood@delphi.k12.in.us> wrote:

We have a drop and add period. After the drop and add period, students drop with an F. The only exception would be if that is made in an IEP case conference.
-d

Dana A. Kirkwood, MSW, LSW
Student Services
Delphi Community High School
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"If you don't want to learn, years of schooling will teach you very little. But if you want to be taught, there is no end to what you can learn. This includes being willing to accept discipline and correction and to learn from the wisdom of others."

On Fri, Sep 18, 2020 at 7:36 AM Kevin Kendall <kkendall@greencastle.k12.in.us> wrote:

Good Morning Everyone,

I'd like to know what policies or procedures schools around the state have for dropping HS courses throughout the semester. Do you allow a student to drop without penalty at any time? Do you have a select date during the semester where a student can no longer drop without receiving an F or perhaps another grade mark? Other ideas, procedures, or policies? This also excludes extenuating circumstances.

Any information helps, thanks!

--

Kevin Kendall
Professional School Counselor
Greencastle High School
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(765) 653-9711 ext. 2011

Proud Hoosier

"The key is not the will to win... Everybody has that. It is the will to prepare to win that is important."

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