

Annual Expanded Options Program Notification

Monroe High School
Monroe School District #1J
365 North 5th Street
Monroe, OR 97456
Phone: 541/847-5161

Date: _____

Student/Parent(s)/Guardian(s): _____

Address: _____

Dear:

This notice is required by law to notify you of potential opportunities under the Expanded Options Program (EOP) for your student. Your student may qualify as an eligible student to participate in EOP for the following school year if your student meets the criteria below.

Your student may be permitted to participate if he/she is an eligible student applying to an eligible post-secondary institution for an eligible post-secondary course. An eligible student means a student enrolled in a public school and who:

1. Is sixteen years or older at the time of enrollment in a course under the Expanded Options Program;
2. Is in grade 11 or 12 at the time of enrollment in a course under the EOP or has not yet completed the required credits to be in grade 11 or 12, but the district has allowed the student to participate in the program;
3. Has developed an educational learning plan as described in Board policy IGBHE Expanded Options Program;
4. Has not successfully completed the requirements for a high school diploma or modified diploma; and
5. Is not a foreign exchange student enrolled in a school under a cultural exchange program.

An “eligible post-secondary institution” means:

1. A community college;
2. A public university listed in ORS 352.002; and
3. The Oregon Health and Science University.

An “eligible post-secondary course” means:

1. Any nonsectarian course or program offered through an eligible post-secondary institution if the course or program may lead to high school completion, a certificate,

- professional certification, associate degree or baccalaureate degree.
2. It includes academic courses, career and technical education courses and distance education courses.
 3. It does not include a duplicate course, which is defined as “a course with a scope that is identical to the scope of another course”.

Purpose

The purpose of this program is to:

1. Allow eligible students who participate in the Expanded Options Program to enroll full-time or part-time in an eligible post-secondary institution; and
2. Provide public funding to the eligible post-secondary institutions for educational services to eligible students to offset the cost of tuition, fees, textbooks, equipment and materials for students who participate in the Expanded Options Program.

Graduation and Course Credit

Participating in the EOP will not adversely affect your student’s ability to graduate because credit received from successfully completing an eligible post-secondary course may be applied towards high school graduation requirements. If, however, your student does not receive a passing grade in the eligible post-secondary course, your student may not receive credit towards high school graduation.

Selection

All eligible students may apply for EOP, but all eligible students who apply may not be accepted because of space limitations. Enrollment in EOP may be limited because of caps on total credit hours that will be awarded by the high school. Unless notified otherwise, the total number of credits awarded under EOP by each high school equals one-third of its enrollment in grades 9 through 12. (For example, if high school enrollment in grades 9-12 is 1,000 students, the high school may award no more than 330 credit hours for all students in EOP.) If qualified applications to EOP exceed space limitations, the district will establish a process that gives priority to at-risk students.

Enrollment and Participation

To be eligible participation in EOP depends on your student’s acceptance by an eligible post-secondary institution to take an eligible post-secondary course. Your student will not be eligible for state financial aid. Your child will have all costs paid for by the district in the same manner as if your student was attending the public high school. The district will pay for textbooks, fees, equipment or materials, and any other cost associated with enrollment. You will be responsible for providing transportation to the eligible post-secondary institution. The district and the

eligible post-secondary institution may be able to arrange transportation services, although this service may not always be available, depending on circumstances. If your student receives special education services, the district will continue to provide special education services under an individualized education program (IEP).

Your student is expected to comply with the same behavior and attendance standards as if the student was attending the public high school. Failure to successfully complete an eligible post-secondary course or make satisfactory progress in the course may result in no credit received toward graduation, removal from EOP, disciplinary action or referral to law enforcement.

Your student may participate in EOP for no more than two years. After two years, your student is no longer eligible. If your student is in grade 12 when he or she first enrolls, he or she may participate no more than the equivalent of one academic year in EOP. If your student is enrolled in high school full time and you are taking a post-secondary course, you will not be awarded credit for that course under EOP. If a student first enrolls in an eligible post-secondary course in the middle of the school year, the time of participation shall be reduced proportionately. If a student is enrolled in a year-round program and begins each grade in the summer session, summer sessions are not counted against the time of participation.

If your student intends to enroll in a course that is already offered by the district, *i.e.*, a duplicate course, your student will not be eligible to participate in EOP. You will be notified within 20 business days after the student has submitted the list of intended courses if a specific course is denied and is considered a duplicate course. A “duplicate course” is one with a scope that is identical to the scope of another course. Your student should consider district-provided, educational alternative programs that offer post-secondary level courses.

If you disagree with the district’s assessment that a course is a duplicate course as determined by the district, you may appeal the decision under the procedures outlined below.

Contested Decisions/Appeal

If you disagree with the district’s determination that a course is a duplicate course, you may appeal first to the superintendent. Your appeal must be in writing and contain at a minimum the following information: (1) name of student; (2) name of post-secondary course; (3) detailed description of post-secondary course; (4) name of duplicate course offered by high school; (5) detailed description of duplicate course offered by high school; and (6) reasons why you believe course is not a duplicate. You must initiate your appeal within 5 days of receiving notification that the post-secondary course is a duplicate. The superintendent will issue a written decision within 10 days.

If dissatisfied with the superintendent’s decision, you may appeal next to the school district board. Your appeal must be in writing. You must initiate your appeal within 10 days of receiving the superintendent’s determination that the post-secondary course is a duplicate. The board will issue a written decision on the appeal within 30 business days of receipt of the appeal.

If dissatisfied with the Board's decision, you may appeal the decision to the Superintendent of Public Instruction or designee-under OAR 340.030.

Student Notification to District

If you have questions, please call the district office. Please respond to this notice before May 15 if your student intends to enroll in an eligible post-secondary course during the following school year. If your student decides to enroll in an eligible post-secondary course, we will schedule a meeting with your advisory support team to develop an educational learning plan that addresses your student's short-term and long-term academic and career goals. Thank you for your cooperation.

Sincerely,

[Superintendent or designee] [Principal]