

Booker T. Washington HSPVA

Principal's Plan for Restoring Credit 2016-2017

According to Texas State law, each student must be in attendance 90 percent of the days the class is offered. The implementation of the Attendance for Credit Initiative is to ensure that all students are in attendance 90 percent of the time a class is offered to certify successful accrual of credit or final grade.

Purpose

Students who are passing their classes, but have excessive absences, will have the opportunity to restore credit or final grade for their classes by completing a principal's plan.

Criteria

The Principal's Plan to Restore Credit will be implemented for students whose attendance drops below 90 percent but is at least 75 percent of the days the class is offered. The student must be earning a passing grade and have completed all classwork and homework associated with excessive absences.

Letters

Warning letters – When the student reaches five percent of the days any class is offered, a warning letter will be sent to the campus for delivery to the parent or guardian.
Violation letters - When the student reaches ten percent of the days any class is offered, a violation letter will be sent to the parent or guardian that their child may lose credit or final grade for the semester course due to attendance. However, the student may be eligible to participate in the principal's plan.

Documentation

All documentation is to be kept in Attendance for Credit binders that are securely maintained and available for review.

Determination of Final Grade or Credit

The Attendance Review Committee will review all documents for approval. Students will need 90 percent attendance rate, make-up work for academic seat time, and a passing grade of 70% or above in each class. The principal's signature is required for final approval.

Required Seat Time to Restore Final Credit (note: 9th period is double the absences)

	Fall Semester	Spring Semester	Academic Seat Time Per Content Area
# of Absences	4-5	5-6	2 hours of course specific tutoring OR 1 project
	6-7	7-9	3 hours of course specific tutoring OR 2 projects
	8-10	10-12	5 hours of course specific tutoring OR 3 projects
	11 or more absences	13 or more absences	<u>Approved Petition</u> 10 hours of course specific tutoring OR 5 projects

Opportunities to Restore Credit

Booker T. Washington High School for the Performing and Visual Arts

Credit Recovery Time Table

2016-2017 School year

Under Texas Education Code, §25.092, Minimum Attendance for Class Credit, Subsection (a-1), when a student's attendance drops below 90 percent but remains (at least) at 75 percent of the days the class is offered, the student may earn credit for the class before NG'S are given, by completing a plan approved by the principal.

This plan is only for students that fall between 4 and 10 absences for first semester and 5 to 12 second semester.

Principal's Plan 2016-2017: 1) Parents are notified via School Messenger by telephone daily when their student is absent. 2) Warning letters are generated and hand delivered to students: Warning – 2 absences per course; Violation – 4 absences per course. 3) Students are called in and given the principal's plan when they are over the limit of absences. 4) Contracts are given to students with a deadline to avoid credit denial.

BTW Students will be contacted via phone system, email (Naviance), or letter that they are over the limit for each semester. Students who have accumulated absences that fall between 4 and 10 for first semester and 5 to 12 second semester must make arrangements to make up time before ***Dec. 9, 2016 for first semester and May 19, 2017 for second semester.*** Make-up time logs are available in room 165 to log hours needed. Make-up hours can be in the form of course specific tutoring hours/projects with academic teacher during before and after school restoration time in room 165. All make-up time is by appointment only. Students that complete this plan successfully will receive all credits as earned. Students who do not complete the hours over the limit will lose credits in the classes over that limit.

If the student fails to successfully complete the plan, or when a student's attendance drops below 75 percent of the days the class is offered (11 absences first semester and 13 the second semester), the student, parent, or guardian may request award of credit by submitting a petition form to the Attendance Committee and fulfilling the requirements set by the committee.