



Repeater Courses (Grades 9-12)

Administrative Procedure 3.A.80

Board Governance Policy Cross Reference: 1, 2, 3, 4, 12, 13, 16

Legal Reference:

Date Adopted: January, 1999

Date Amended: November, 2006; June, 2008

Preamble

Evergreen School Division is committed to high expectations and to quality programs for students. In those individual student cases where regular classroom instruction has not resulted in successful completion and, for those students on adapted programs, auxiliary student services as defined by an I.E.P., there may be a need for repeater status.

Procedures

1. When students are unsuccessful in the completion of a course, that is receiving a final grade, administration will make a determination that a student repeat a course, or offer a repeater course process.
2. To qualify for repeater course designation, the student must have failed course, and have demonstrated the desire and willingness to take the repeater course.
3. The student will request, in writing, for the repeater course designation and enclose one of the following fees as determined by the administration:
 - a. Fifty dollars (\$50.00) may be charged for those courses offered within the school day schedule.
 - b. One hundred dollars (\$100.00) for those courses offered outside the school day schedule.

The fee will be refunded if the school deems that it is unable to provide the course. The collected fee will be processed by the school using receipts and forwarded to the Secretary-Treasurer when the course is confirmed. The fee will be added to the school budget for that year.

4. There is no obligation for the school to offer a repeater course where sufficient resources are not available to sufficiently monitor the course.

5. Repeater courses are to be offered only at no cost to the Board of Trustees. No staff, in addition to the allocated school staffing, should be required to provide this service.
6. Repeater courses will have a designated staff member to monitor the progress of the student.
7. The student must achieve a minimum of sixty-percent (60%) on the repeater evaluation process to qualify for successful completion of the repeater course. Students who do not achieve this mark will be deemed to have failed the course.
8. Repeater Course content will be determined by the supervising teacher and will target the individual student's learning needs.
9. A student may not take more than two repeater courses per semester.
10. The final mark for a repeater course will be calculated based on the student's achievement based on all of the learning outcomes of the course.