

**Option Two Program**  
Haddon Township High School



## Overview

Haddon Township High School will provide a superior education by utilizing multiple and diverse paths to success for all children. Students will be able to explore educational experiences that are meaningful and relevant, and that provide opportunities to explore and achieve at high levels. N.J.A.C.6A:8-5.1(a)1ii, commonly known as “Option Two,” permits district boards of education to establish curricular activities or programs aimed at achieving the New Jersey Core Curriculum Content Standards for promotion and graduation purposes. Option Two serves as an alternative to traditional high school courses.

Option Two programs will allow students to obtain credit for learning experiences outside of the traditional classroom environment. These experiences provide real-world connections not available in the school setting. Any course related to a state assessment cannot be taken in Option Two until the appropriate state assessment has been passed. Health cannot be completed under the Option Two program.

In some instances, the credit and grade earned will be calculated into a student’s GPA and class rank. Check specific Option Two programs for information about GPA and class rank. Once a course has been accepted and added to the transcript, it becomes a part of the permanent record and cannot be removed.

Please be aware that courses taken outside of the HTSD which are not on the approved 48-H form (courses approved by NCAA for HTSD students) will not calculate for NCAA eligibility. It is strongly advised that any potential college athlete check [www.ncaa.org](http://www.ncaa.org) for information on Option II programs and NCAA eligibility.

Students may be permitted an early release or late arrival from the school day in order to participate in some of the approved Option Two programs. If the student has early release or late arrival due to an Option Two program (and the program is not on school grounds), the student cannot be on school property during such times.

The safety, cost and transportation, to and from, any Option Two program and any and all costs for programs, fees, books, supplies, support, tutoring, etc. are the responsibility of the student’s parent/guardian. By completing the Option Two request the parent/guardian(s) agree to indemnify and hold harmless Haddon Township High School, its agents or employees from any and all claims of any type, action, complaint, judgment, costs or personal injury, arising out of, or related to, the student’s participation in the Option 2 program.

Types of Programs outlined below show the options available to students of Haddon Township High School as alternative means in obtaining the necessary credit for graduation. Depending on the Option II experience, administration will assign either a traditional letter grade or a pass/fail designation. In either case, neither the GPA nor class rank will be impacted by the assigned grade.

### College/Vocational Courses

Criteria for acceptance of Haddon Township High School Credit for College Courses under Option 2 (Grades 9 through 12):

High School credit will be awarded for courses taken at a college/vocational institution under the following conditions:

1. Student and parent will make a request to the School Counselor.
  - a. A shortened school day might not be possible after schedules have been finalized in late August.
2. Course must be preapproved by the school Principal or designee. The district reserves the right to approve or deny any course. If a student's application is denied a student may reapply at a later date. However, there is no appeal process once a student's application is denied.
3. Student must be approved by the college/vocational institution and meet their requirements to take course(s) as a high school student.
4. An official transcript from the college/vocational institution will be required at the end of the course to award credits.
  - a. Credits that will determine grade level promotion must be submitted by August 1<sup>st</sup>.
5. If a student successfully completes an out of district course it will be recorded on the student's transcript with the letter grade and credits earned; however, the letter grade will not be factored into GPA/class rank.
6. College credits earned will be converted to Haddon Township High School's credit scale after an analysis by the guidance facilitator.
7. Courses may be taken upon the successful completion of a student's ninth grade year. Haddon Township High School will grant credit for work completed prior to grade nine.
8. The safety, cost and transportation, to and from, any Option Two program and any and all costs for programs, fees, books, supplies, support, tutoring, etc. are the sole responsibility of the student's parent/guardian. By completing the Option Two request the parent/guardian(s) agree to indemnify and hold harmless Haddon Township High School, its agents or employees from any and all claims of any type, action, complaint, judgment, costs or personal injury, arising out of, or related to, the student's participation in the Option Two program.

### Online and Distance Learning Courses

Haddon Township High School Application for acceptance of Haddon Township High School Credit for Distance Learning Courses under Option Two (Grades 9 through 12):

High School credit will be awarded for courses taken via the Internet under the following conditions:

1. All courses must be pre-approved prior to registration by the Principal or designee.
  - a. The institution must be accredited.
  - b. The course must be at high school level or above.
  - c. The learning must be guided and must have an evaluative component (tests and/or projects).
  - d. A shortened school day might not be possible after schedules have been finalized in late August.
2. An official transcript from the accredited distance learning institution will be required at the end of the course to award credits.
  - a. Credits that will determine grade level promotion must be submitted by August 1st.
3. If a student successfully completes an out of district course it will be recorded on the student's transcript with the letter grade and credits earned; however, the letter grade will not be factored into GPA/class rank.
4. College credits earned will be converted to Haddon Township High School's credit scale after an analysis by the guidance facilitator.
5. The safety, cost and transportation, to and from, any Option Two program and any and all costs for programs, fees, books, supplies, support, tutoring, etc. are the responsibility of the student's parent/guardian. By completing the Option Two request the parent/guardian(s) agree to indemnify and hold harmless Haddon Township High School, its agents or employees from any and all claims of any type, action, complaint, judgment, costs or personal injury, arising out of, or related to, the student's participation in the Option Two program.

#### Career Based Internship

Criteria for acceptance of Haddon Township High School Credit for Work/Internship opportunities under Option 2 (Grades 11 through 12):

This is not designed to replace or work in conjunction with our cooperative education programs. The cooperative education programs (CBE/CWE/CME) have a required classroom component and provide supervision and on-site visits. Under CBE/CWE/CME students receive 15 credits: 5 credits for the required class and 10 credits for the work experience component.

High School credit will be awarded for programs under the following conditions:

1. Programs will **only** be pre- approved for students in grade 11 or 12.
2. It is the sole responsibility of the student and parent/guardian to find a work/ internship placement which suits the interest and career goals of the student.

3. The internship may commence on June 1 and must be completed by May 31 the following year.
4. The application must be submitted to the school counselor. The counselor and the principal's designee will approve or reject the application. **Any** change in the internship must be approved by the principal.
  - a. A shortened school day to accommodate the internship will be considered, however it may not be possible after schedules have been finalized in August.
5. A student must intern for at least 180 hours to earn 2.5 credits or 360 hours to earn 5 credits. No partial credit will be given. Pass or fail grade will be issued. Grade will not affect GPA or class rank.
6. Hours will begin to be counted from the time of application approval and must be completed within the school year.
7. The attached weekly log must be filled in by the student and signed by the internship supervisor. The log is to be signed by the student's guidance counselor in September and at the end of 1st, 2nd, and 3rd marking periods. The entire log will be turned in to the counselor by June 1 of the year the program is completed to the counselor.
8. At the discretion of the school administration and/or site supervisor the student may be ineligible to receive credit under this program (excessive school or program absenteeism, tardiness, insubordination, dishonesty, poor performance, or other serious violation). The principal reserves the right to discontinue the internship upon review of the logs, attendance, report of behavioral concerns or other violations of the school code of conduct as well as evidence of a lack of substantial progress at any given time.
9. If the student's school day is modified as a result of this (early release or late arrival due) internship (and the internship is not on school grounds), the student cannot be on school property during the portion of the school day that has been modified..
10. Working papers, if needed, may be obtained through the school office.
11. The safety, cost and transportation, to and from, any Option Two program and any and all costs for programs, fees, books, supplies, support, tutoring, etc. are the responsibility of the student's parent/guardian. By completing the Option Two request the parent/guardian(s) agree to indemnify and hold harmless Haddon Township High School, its agents or employees from any and all claims of any type, action, complaint, judgment, costs or personal injury, arising out of, or related to, the student's participation in the Option Two program.

## Independent Study

Criteria for acceptance of Haddon Township High School Independent Study program are defined in Board of Education Policy.

Independent Study is offered as an Option Two program to allow students to develop interests beyond those available in the district curriculum which:

1. Relates the real world and the school world in a more meaningful fashion.
2. Inculcates a sense of community service in the minds of students.
3. Broadens the base of learning to include a greater variety of experiences.
4. Draws upon the human and material resources that the community offers.

High School credit will be awarded for Independent Study under the following conditions:

1. All courses must be approved prior to beginning the study.
2. Student and parent will make a request to the school counselor. Application must be completed and accompanied by a proposal for the Independent Study work explaining the project, timeframe, objectives, and credit desired.
3. A committee of staff members, as appointed by the principal, will review the proposal to approve for submission for BOE approval and coordinate review of completed Independent Study work.
4. All independent study programs must be approved by the Board of Education prior to beginning work.
5. Upon completion of the independent study a weekly time log and a portfolio of work completed must be submitted to the counselor for evaluation and grading by the committee.
6. The committee will grant credit based on a review of the completed project. As a general guide, 5 credits = 130 hours.
7. No more than 5 credits can be earned through Independent Study in a school year.
8. Credit for Independent Study work will be recorded on the transcript with the letter grade determined by the committee and will not be calculated into GPA or class rank. Students may also elect at the beginning of the application process to have the Independent Study.
9. A shortened school day might not be possible after schedules have been finalized in August.

10. The safety, cost and transportation, to and from, any Option Two program and any and all costs for programs, fees, books, supplies, support, tutoring, etc. are the responsibility of the student's parent/guardian. By completing the Option Two request the parent/guardian(s) agree to indemnify and hold harmless Haddon Township High School, its agents or employees from any and all claims of any type, action, complaint, judgment, costs or personal injury, arising out of, or related to, the student's participation in the Option Two program.

### Firefighter/EMT

High School credit will be awarded for training for Firefighting and EMT as described below.

1. Option 2 credit earned under this program counts as elective credit.
2. An official transcript or grade report from the Firefighter/EMT course institution will be required at the end of the course to award credits.
3. Firefighter/EMT credit will be recorded on the transcript as a Pass and will not be calculated into GPA or class rank.

### **Firefighter**

1. 5 credits can be earned upon successful completion, and documentation provided, of Firefighter I – 110 hr. course, written exam and physical assessment.
2. Students need to arrange for this course through their local fire department.
3. Additional 5 credits can be earned by completion of hours under the Community Service portion of Option 2.
4. Townships that have an Explorer program can receive students as young as 14, while other townships can start students when they are 16 years old in their Junior Program. Full New Jersey certification can only be earned by students 18 years and older.

### **EMT**

1. 5 credits can be earned upon successful completion of Emergency Medical Technician certification program.
2. Students need to arrange for this course through their local EMS Squad.
3. Additional 5 credits can be earned by completion of hours under the Community Service portion of Option 2.

## Physical Education

Criteria for acceptance of Haddon Township High School Credit for Physical Education under Option 2 (Grades 11 and 12):

High School credit will be awarded under the following conditions:

1. The student and parent will make a request to the Health/PE Supervisor by June 1st.
2. The student must have a minimum G.P.A of 2.5 or above.
3. The student must have received a final grade in 9th and 10th grade physical education of a “B” or above.
4. The student must meet the NJSIAA academic eligibility requirements.
5. The activity/sport must meet or exceed the New Jersey Core Curriculum Content Standards (NJ CCCS).
6. The activity/sport must meet or exceed the HTSD Physical Education curricular objectives.
  - The learner will perform, analyze and apply movement skills that foster safe participation in physical activities throughout life.
  - The learner will analyze and apply the concepts of effective movement, including principles of biomechanics and elements of rhythm used in physical activity.
  - The learner will perform, know, understand and apply health related fitness movements and concepts.
  - The student will analyze rules and regulations, and apply strategies and standards of play while participating in physical education activities.
  - The learner will know, understand and analyze self-awareness, creative thinking, confidence, self-discipline, ability to collaborate with others, and risk-taking skills through participation in a wide range of physical activities.
7. The sport/activity must:
  - Be individualized with an intensive training program that prepares the student for competition in a sport at a high level (national or professional)
  - In general, these programs should be recognized by the National Federation of State High School Associations
  - Occur outside of the regularly scheduled Haddon Township High School curricular and extra-curricular programs (participation in extra-curricular sports/programs offered by the HTSD are not eligible for credit)
8. Participation in the designated sport/activity must:
  - Occur during the current school year
  - Be a minimum of 5 consecutive months in duration



- Include a minimum of 3 regularly scheduled practices/competitions per week or meet or exceed the Haddon Township High School minimum of 180 minutes per week.
- Include organized competition(s) and/or performances
- Be supervised by a nationally accredited/certified coach

9. Students who complete all the requirements of the Physical Education Option Two program will receive a grade of PASS.

- The application is good for only one physical education course for the specified school year it was accepted.
- The student will be placed in a semesterized study hall (during the student's scheduled PE class which meets two letter days per week).
- No student may have more than two(2) study halls per semester.
- Option Two applies to Physical Education only. Students cannot "Option Two" for Health Education.

10. Students who are unable to complete the requirements of the Physical Education Option Two program for any reason must immediately notify their guidance counselor so that they may be scheduled for a physical education class. Physical Education is a state mandated course required for graduation. Failure to successfully meet this requirement will affect your ability to receive a high school diploma and participate in graduation exercises.

11. The safety, cost and transportation, to and from, any Option Two program and any and all costs for programs, fees, books, supplies, support, tutoring, etc. are the responsibility of the student's parent/guardian. By completing the Option Two request the parent/guardian(s) agree to indemnify and hold harmless Haddon Township High School, its agents or employees from any and all claims of any type, action, complaint, judgment, costs or personal injury, arising out of, or related to, the student's participation in the Option Two program.

Approved: September 17, 2015