

MEMO

DATE: August 16, 2006

TO:

FROM: Christopher Barnes

SUBJECT: High School Course Approval for Grades 5-8

The following enclosures are to be completed by schools wishing to teach high school courses for credit at the middle school level. These courses include, but are not limited to, Algebra I, Geometry, and Foreign Language I or II. Schools planning to teach such courses in the middle level are required to complete the form in full in order to be considered for approval.

The form includes four specific requirements:

1. Teacher Background must be confirmed, including name, SSN, area(s) of licensure, and grade level(s) of licensure;
2. Schools must submit a description of student population for which the course is intended and a statement of any prerequisites for students enrolling in the course;
3. Each school district superintendent must sign the statement of assurance, which certifies that the middle level school seeking high school course approval will utilize the identical course content taught at the high school level and will align with the latest approved content standards and curriculum frameworks developed by the Arkansas State Board of Education;
4. Each school seeking approval must insure that students take appropriate state assessments and that students are well prepared to demonstrate proficiency on those assessments.

Once reviewed, course approval requests will receive either course approval status or course disapproval status. School districts will be contacted in writing of the status of this course approval request.

This approval form must be completed in full. Failure to adhere to the specific requirements of this course approval form will justify **course disapproval** status. Please remit all correspondence relating to the course approval process to:

Christopher Barnes
Course Approval Program Manager
Arkansas Department of Education
Curriculum, Assessment, and Research
4 Capitol Mall, Room 107-A
Little Rock, AR 72201
Phone: (501) 682-4471
Christopher.Barnes@arkansas.gov

**COURSE APPROVAL REQUIREMENTS
GRADES 5-8**

HIGH SCHOOL COURSE APPROVAL FOR GRADES 5-8

Please answer the following questions completely and include information requested below.

School District: _____ LEA# _____

Contact Person: _____ Phone: _____

E-mail: _____

Name of Course: _____ Length of course: _____
(One semester, two semesters, or two-year course)

Amount of Credit: _____ Area of Credit: _____

COURSE APPROVAL REQUIREMENTS

1. Teacher Background:

Teacher Name: _____ SS#: _____

Area(s) of Licensure:

Grade Level(s) of Licensure:

2. Description of student population for which this course is intended and statement of prerequisites for students enrolling in this course.
3. Statement of Assurance, see attached.
4. Students must take the state assessments that are based on the state curriculum frameworks, and schools must insure that students are well prepared to demonstrate proficiency on the state assessments. Failure on the part of a school to prepare students can constitute a due process error.

After the review by the course approval committee, requests receive one of two possible responses: approval or disapproval. Schools will be notified in writing of committee findings.

STATEMENT OF ASSURANCE

HIGH SCHOOL COURSE APPROVAL FOR GRADES 5-8

I, _____, Superintendent of the _____ School District, do hereby certify by my signature below and by this written Statement of Assurance that the content of each high school credited course taught in grades five through eight, as required by the Arkansas Standards for Accreditation of Arkansas Public Schools regardless of grade level, is identical to the course taught at the high school level and is aligned to the latest approved content standards and curriculum frameworks developed by the Arkansas State Board of Education. This Statement of Assurance is given in compliance with Ark. Code Ann. § 6-15-1505.

Superintendent

School District

Date