

Procedure #5016
Category: Academy Programs
Title: POSTSECONDARY ENROLLMENT OPTIONS (PSEO)
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Reviewers: MSA Superintendent; MSA Directors; MSA-FPS Coordinator(s)

PURPOSE

This procedure is to establish a clear and consistent procedure for students who wish to take PSEO courses at a nearby college program.

OVERVIEW

Postsecondary Enrollment Options (PSEO) is a program that allows 10th, 11th, and 12th grade students to earn college credit while still in high school, through enrollment in and successful completion of college-level, nonsectarian courses at eligible participating postsecondary institutions. Most PSEO courses are generally offered on the campus of the postsecondary institution, with some courses being offered online. Each participating college or university sets its own requirements for enrollment into the PSEO courses. 11th and 12th grade students may take PSEO courses on a full- or part-time basis. 10th graders may take one career/technical PSEO course. If they earn at least a grade of C in that class, they may take additional PSEO courses.

A partnership with South Central College (SCC) has been established to provide this option for students at MSA. South Central College has an established PSEO program in which students can take a variety of classes, based on their acceptance into the college and specific prerequisites for each course.

Postsecondary institutions are not allowed to charge PSEO students for tuition, textbooks, or support services. Students are responsible for any other costs incurred at the college (library fees, transportation, and supply/classroom fees not covered in tuition costs). Students are responsible for supplies, tools, clothing, and any consumable supplies. Students may be charged for any books not returned by the end of the business day at the end of South Central College's finals. The student will be charged at a used price of the textbook for any books that are not returned on time and not in the same condition as when they were picked up. Any CDs or supplemental materials must be returned with the book.

Students must meet the PSEO residency and eligibility requirements and abide by participation limits specified in Minnesota statutes, section 124D.09. If MSA determines

that a student is not track to graduate, they may continue to participate in PSEO courses on college campuses.

By March 1st of each year, MSA must provide up-to-date information on the MSA website and in materials that are distributed to parents and students, about the program, including information about enrollment requirements and the ability to earn postsecondary credits to all pupils in grades 8, 9, 10, and 11. Students must notify their school by May 30th if they want to participate in PSEO for the following school year.

PHILOSOPHY

1. We believe that if programming is educationally appropriate, the opportunity for MSA students to take college-level coursework during their high school years is valuable and desirable. This option is provided by Minnesota Law.
2. We believe that PSEO coursework will provide the opportunity for a broader range of academic, vocational and social experiences. In order to access this option, accurate identification of student needs and establishment of appropriate support services is required.
3. We believe that decisions for PSEO coursework are based on the following educational considerations:
 - a. Demonstration of desire and the ability to take higher-level coursework in preparation for transition to college after graduation from the Academies.
 - b. Assurance that the educational environment will provide appropriate support services covering academic supports, social, emotional, and psychological considerations, and transition needs/challenges.
 - c. The student's levels of academic achievement, motivation, independence, and positive attitude towards balancing their classes at both MSA and SCC.

CRITERIA

State law provides the following criteria for students wishing to attend PSEO classes. Students need to meet prerequisite requirements for the course that they wish to take at SCC. SCC makes the final determination on a student's readiness. Students wishing to attend PSEO classes must check with the MSA-FPS coordinator to learn about SCC's eligibility requirements, which courses are offered, and details of the application process.

1. High school seniors must be in the upper one-half of their class or score at or above the 50th percentile on a nationally standardized, norm-referenced test (ACT, SAT, PLAN, ACT Aspire, or PSAT), or have a cumulative GPA of 2.8 (on a 4.0 scale) or better.
2. High school juniors must be in the upper one-third of their class or score at or

- above the 70th percentile on a nationally standardized, norm-referenced test (ACT, SAT, PLAN, ACT Aspire, or PSAT), or have a cumulative GPA of 3.2 (on a 4.0 scale) or better.
3. Sophomores may enroll in a career or technical education course at a Minnesota State college or university if they have a minimum of a “proficient” score (850 or better) on the 8th grade Minnesota Comprehensive Assessment in Reading and meet other course prerequisites or course enrollment standards established by the college. These standards include but are not limited to assessment test scores, program admission, or other requirements.
 4. If a sophomore receives a grade of C or better in the course, the student shall be allowed to take additional career or technical education courses in subsequent terms.
 5. Student readiness and behavior should be conducive to success at SCC.
 - a. The student has a positive self-concept and confidence.
 - b. The student is independent and responsible, demonstrating the ability to follow a different schedule and adhere to transportation pick-up and drop-off times.
 - c. The student demonstrates ability to maintain consistent attendance and manage coursework loads. The student is able to self-advocate for additional support (tutoring, additional modifications) as needed.
 - d. The student demonstrates interest and skills in a particular academic or vocational area.
 - e. The student demonstrates appropriate expressive/receptive communication skills for the class under consideration. The student demonstrates reading/writing skills appropriate to the class under consideration. If the student requires the use of an interpreter, the student must demonstrate the ability to use an interpreter for both receptive and expressive communication. The student is able to self-advocate for communication needs (Braille, ASL/English interpreter for study sessions, use of FM Systems, etc.)
 - f. The student is likely to meet the objectives of the classroom placement independently (or with minimal assistance).
 - g. The student is committed to a full semester of attendance/participation in SCC coursework. The student follows all registration timelines for registering and planning for coursework.
 6. For continued placement in classes at SCC; the student must demonstrate consistent ability to manage classes, attending classes regularly, keeping up with course assignments, and maintaining a GPA of at least 2.0.

PROCESS

Requests for consideration to take classes at FPS must be submitted to the MSA-FPS Coordinator, following deadlines established by the Director. The IEP team must be reconvened to consider requests for classes, make adjustments to the student's IEP as needed, and if appropriate, modify the students' educational placement to include classes at SCC.

The criteria are intended to guide the determinations of the IEP team as it considers whether or not class(es) at SCC is an appropriate educational option for each individual student. The decision to modify the educational placement of a student will be based on IEP-team determination of how the students' performance and needs align with the criteria. The IEP team will utilize available data from teachers, test results, and other sources to make their decision.

Students must apply and be admitted to South Central College, having successfully completed all college admissions requirements. SCC provides potential PSEO students with guidance and information at www.southcentral.edu/pseo. Students may also work with the MSA-FPS Coordinator to review the information and complete all necessary registration/application paperwork.

Students work closely with the MSA-FPS Coordinator to register for and schedule their classes at SCC within their MSA class schedule.

CALENDAR/EARLY RELEASE DAYS

The FPS calendar does not always align perfectly with the SCC calendar. Students must be aware of the current schedules of both programs and work with the MSA-FPS Coordinator to ensure adherence to both schools' calendars and schedules. Students must be aware of the add-drop deadlines at SCC and must commit to participating in classes for the full semester if they do not drop classes prior to the deadline.

Students are expected to attend classes at SCC, even on days when MSA is closed. Students who live locally must make plans to attend classes, establishing plans for transportation and other needs. Students who do not live locally must discuss plans with the MSA-FPS Coordinator to determine how they will continue to participate in classes. Options include e-learning activities arranged with the teacher; staying in the dorms at MSA during those days; staying with a friend/family member in the area; and/or making plans with the teacher to make up work that is missed. If students do not plan to attend class in person, the student must communicate with the MSA-FPS Coordinator so arrangements to cancel support services such as interpreting can be made.

Students must understand that classes at SCC do not follow MSA's early release on Fridays. Students must follow the same procedure for days when MSA is closed above. For this reason, it is not encouraged that students register for classes during 6th period.

On days when MSA has special assemblies or activities, the student must meet with the MSA-FPS Coordinator and determine if the activity is allowable for an excused absence from SCC classes. Almost always, SCC classes will take precedence over activities at MSAB/MSAD with very few exceptions.

TRANSPORTATION

FPS funds the transportation of any student taking classes at FPS through their contracts with the Faribault Transportation Company.

At the beginning of each semester, a transportation schedule will be established for MSA students. Students are responsible to meet the bus in an agreed-upon location, following times listed on the schedule. MSA will only provide transportation for students, using a driver and MSA vehicle if the student has missed the bus due to circumstances beyond their control. Students who miss the bus for unexcused reasons will have to arrange their own transportation and/or report to study hall. They will have to make up the work they missed that day and communicate with the MSA-FPS Coordinator, the MSAB or MSAD Main Office, their teacher, and their support services providers (interpreters, etc.). MSA will provide transportation for students who need to return to SCC for assistance from teachers before and/or after school.

Since FPS provides the transportation for students taking classes at SCC, students are expected to follow FPS' transportation rules and expectations. Below is the FPS policy of bus rules and consequences for breaking those rules.

Major Infractions:

Violations of the following rules will result in immediate suspension of riding privileges.

1. Throwing objects at the driver or in front of the bus so as to distract the driver.
2. Opening or tampering with the emergency exit door on the bus.
3. Swearing or using obscene language at the driver or treating the driver with disrespect.
4. Use of tobacco, alcoholic beverages, and/or use of non-prescription drugs.
5. Fighting with other students or the intimidation or threatening of other students.
6. Vandalism to bus property or property of other students, not only will result in suspension from riding the bus, but also require payment for the damages to the director of the bus operation.
7. Igniting a match or fire.

8. Any other serious infraction that endangers other students on the bus or the driver, or which could affect the safety on the bus.

Minor Infractions:

Violations of the following rules will result in issuance of a citation of the bus driver for the first violation and suspension of riding privileges for repeated violations:

1. Standing up while the bus is in motion.
2. Switching seats while the bus is in motion.
3. Walking about the bus.
4. Opening windows without authorization of the driver.
5. Swearing at other students.
6. Throwing objects about the bus (other than in the direction of the driver or the driver's area of the bus).
7. Throwing items out of the window.
8. Any other infractions that are not considered causes for immediate suspension.

ATTENDANCE

If a student has to miss a class at SCC, the student must inform the MSA-FPS Coordinator. The MSA-FPS Coordinator will communicate with the bus company, classroom interpreter, and document the absence. The student is responsible for communicating with their teacher at SCC to request make-up work if needed.

Students are responsible for attending classes at SCC unless they are excused by the MSA-FPS Coordinator for certain reasons. Students who willfully miss SCC classes will be disciplined in accordance with the MSA Student-Parent Handbook.

ORIENTATION

All students that are registered for classes at SCC must attend orientation with the MSA-FPS Coordinator prior to their first class. This orientation will include information about items such as their schedule, transportation, use of interpreters and/or other support services, how to self-advocate for their educational needs, communication channels, technology rules and agreements, and duties/responsibilities of taking classes at SCC.