

## Final Guidelines for the Utilization of Option II 2016-2017 (Regulation)

### N.J.A.C. 6A: 8-5.1 (a) 2

The New Jersey Department of Education (NJDOE) recognizes and acknowledges that all students will not achieve all to the required NJDOE approved learning standards in the same manner and/or with the same level of success. To this end, the Northern Valley Regional School District is permitted to allow students with individualized learning opportunities, outside of the traditional classroom, that are stimulating and challenging and that enable students to meet or exceed the NJDOE approved standards. This is commonly referred to as, "Option II." Participation in Option II is predicated on the application process through which students seek approval.

Pursuant to N.J.A.C.6A:8-5.1 adopted in June 2009, district boards of education shall establish a process to approve individualized student learning opportunities that meet or exceed the Core Curriculum Content Standards. This regulation requires a set of policies and procedures that permit a student or group of students to meet or exceed the core standards in any subject area through alternative activities. Documentation of the student's achievement of the curricular objectives is required.

#### **Courses may be taken for credit through Option II only under one of the following six scenarios:**

1. **The student failed the course and must remediate.** Students who fail a course, or lose credit for any reason, can choose to remediate, or "make up," the course during the summer, instead of taking it during the following school year. The course must meet for a minimum of 60 hours to qualify.
2. **The course/experience is not offered at Northern Valley Regional High School.** Students may choose to take courses related to an area of interest, elective courses and/or courses that are not offered at Northern Valley (for example: Marine Biology, AP Psychology, Astronomy). An application must be completed prior to enrollment in the course. No credit will be given without prior approval. With the exception of Personal Financial Literacy, all academic courses that will count toward graduation, including Health and Drivers Education, must be taken at Northern Valley. Option II is not intended to replace offered courses rather it is to enhance the existing curriculum.
3. **The student may opt to enroll in college level courses.**
4. **Independent Study.** Independent study program is intended for an individual who seeks intense study in an academic area not currently offered by the NVRHS curriculum. Independent studies may not replace a course listed in the NVRHS Program of Studies.
5. **Senior Internship** Seniors may only apply for internships. The student is responsible for arranging his/her own placement at an internship site, and for transportation. Internships do not count towards the GPA. Internships may take place outside of the school day, or students may request "release time" during the school hours to intern. Those granted release time have additional responsibilities that are outlined in the Intern Request documentation.
6. **Alternative Physical Education.** N.J.S.A. 18A:35-7 requires every NJ public high school student to take courses in health and physical education. N.J.S.A. 18A:35-7&8 requires that high school students receive 150 minutes (or two and one-half hours) of health, safety, and physical education per week, prorated for school holidays. With regards to the standards, the principal must ensure that the student has met local district curricular objectives and should carefully document the student's achievement. To ensure that the learning experience meets or exceeds the NJDOE approved learning standards, students granted this option have additional responsibilities that are outlined in the Alternative PE Request documentation.

## **Graduation Requirements of the Northern Valley Regional High School District**

**To graduate from Northern Valley Regional High School it is necessary to complete 24 credits (these may be a combination of full-year or semester courses. These requirements include the successful completion of the following:**

- a. Four full-year English courses (or the equivalent);
- b. Three full-year Mathematics courses;
- c. Three full-year Science courses;
- d. One full-year course each in World Studies/Cultures, US History I and US History II;
- e. One full-year course in World Languages;
- f. Two full-year courses (or the equivalent) of Related Arts; \* One course must align with the Career Education, Consumer, Family, and Life Skills Standards and one course must align with the Visual and Performing Arts
- g. One credit of Health and Physical Education (including Driver Education) for each year in attendance;
- h. One half-year credit in career exploration (infused into the existing subject areas over the student's four-year program);
- i. One half-year course in personal financial literacy

**Note:** Each subject meeting for two semesters, pursued successfully, is equivalent to:

- A combination of Physical Education with Health or Driver Education, pursued successfully, is equivalent to 1 credit.
- In addition to these course requirements, the student must meet the required standardized testing graduation requirement as outlined by the NJDOE.
- Each student shall pursue a minimum of 7 credits per year.

### **Students in Good Standing**

All students enrolled in Northern Valley Demarest/Old Tappan must be enrolled in seven (7) academic credits with the exception of Cooperative Business Education (CBE) students who must be enrolled in six (6) academic credits\*. Any time during the school year a student is enrolled in six (6) or fewer academic credits, he/she will not be in good academic standing.

**Northern Valley Regional High School District  
Instructions for the Application for Option II Credit  
N.J.A.C. 6A: S-5.1(a) 2**

1. Eligibility

- a. Option II Credit is available to students in grades 9 -12
- b. Receipt of a completed Option II Credit Application by the Principal's Option II Credit Review Committee
- c. Acknowledgement of student, parent, and advisor/mentor (If applicable) responsibilities expectations and means through which the credits will be reported in the student's permanent record.

2. Complete Application – May 1st Deadline

- a. Obtain an application from assigned school counselor or download forms on-line at [http://www.nvnet.org/dist\\_pdfs/Option%20II%20Guidelines.pdf](http://www.nvnet.org/dist_pdfs/Option%20II%20Guidelines.pdf)
- b. Complete Sections 1, 2, and 3 of the Application for Option II Credit form. Submit application to appropriate Department Supervisor for completion of Section 4. Independent Study and Internship require the completion of additional application forms.
- c. Secure an advisor/mentor, if applicable.
- d. Obtain all signatures required in Section 5 of the Application for Option II Credit.
- e. Optional - include additional information that will assist the Principal's Committee in evaluating the request.
- f. Submit completed application to the Principal's Option II Credit Review Committee.

3. Application Review/Approval

- a. The Principal's Option II Credit Review Committee will review completed applications within 10 days following established deadlines and a determination will be made.
- b. Notification of the Principal's Committee's decision to approve or disapprove will be sent to the student and parent.

4. Certification of Option II Credit

- a. If approved, the student shall participate in the Option II Credit experience and submit necessary documents to verify completion. These documents shall include any or all of the following and deemed necessary by the Principal's Committee: official transcript; evaluation report; attendance report; completed project; and any other elements agreed to in the Option II application agreement.
- b. Following the final review of the Option II Credit experience by the Principal's Committee, notice will be sent to the student, parent, and school counselor regarding the decision to award credit. The student's transcript will be amended as necessary.
- c. Appeals - students and parents have the right to appeal the decision of the Principal's Committee. Such appeals must be submitted within 3 days of the Committee's decision. The appeal should address the specific reason(s) cited by the Committee in reaching its decision. Appeals can be made regarding eligibility and/or regarding the awarding of credit.

**Northern Valley Regional High School District  
Application for Option II Credit**

N.J.A.C. 6A:8-5.l(a) 2

**Section 1**

**Student Name:** \_\_\_\_\_ **Current Grade:** \_\_\_\_\_

**School Counselor:** \_\_\_\_\_ **Date of Application:** \_\_\_\_\_

**Section 2**

**Name of Course/Program:** \_\_\_\_\_

**School:** \_\_\_\_\_ **Location:** \_\_\_\_\_

**Section 3**

**Reason for Request (Please check one box):**

- Credit Recovery: used to recover credit lost due to a failing grade or "no credit" status
- Additional Credit: used to supplement a student's transcript
- College Credit: courses taken at an accredited two-or four-year college/university
- Alternate Physical Education: one marking period alternative per year, the grade for an Option II marking period per year (Fall-1st, Winter-2nd, Spring-4th) will be either pass or fail
- Submission of this completed application verifies your knowledge of and commitment to completing additional Physical Education Alternate requirements (curriculum log entries; verified log of Independent Study (additional application required))

**Rationale for Request (attach additional sheets as necessary)**

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**Start Date:** \_\_\_\_\_ **Credits Requested:** \_\_\_\_\_

**\*\*End Date:** \_\_\_\_\_

**\*\*Documents verifying completion of Option II experience must be submitted within two (2) weeks of the end date.**

**Section 4 -Academic Supervisor Review**

I have reviewed the request for Option II credit and have determined the following:

- Approved - is sufficiently aligned with NVRHSD NJDOE approved learning standards
- Not Approved - does not sufficiently align with NVRHSD and NJDOE approved learning standards

**Comments:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Academic Supervisor Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Application for Option II Credit**  
**N.J.A.C. 6A: 8-5.1(a) 2**  
**Continued**

**Section 5**

Signatures below acknowledge that you have read and understand the responsibilities and requirements for participation in Option II Credit Attainment:

- Completion and submission of all required documents to the Principal's Option II Credit Review Committee prior to established deadlines.
- Procurement of an advisor/mentor who will oversee the completion of approved credit experience. Independent Study advisors must be certified NVRHSD staff members.
- Acknowledgement of an agreement with the terms as established by Board of Education Policy and Rule 5264, Individual responsibility to meet any additional criteria required by participating Institutions.
- Grades will be designated on NVRHS transcripts as "P" (Pass) or "U" (Fail) and will not be calculated in a student's overall Grade Point Average (GPA). Course dropped after published drop/add dates will be recorded as "withdrawn" on NVRHSD transcripts in order to qualify for a (P) Passing grade the student must achieve a 75 or higher. The administration reserves the right to review the impact of Option 2 on students GPA, particularly those who may eligible for graduation honors (valedictorian, etc).
- **The student is required to take the final exam under the supervision of a NVRHSD staff member at the high school. If a student takes an online course, the student must take final assessment in the presence of a school official**
- The Northern Valley Regional High School District reserves the right to administer its own final assessment to determine student proficiency as applied to NJDOE approved learning standards
- The student and/or student's parent/guardian is responsible for all arrangements related to participation in Option II Credit experiences including, but not limited to, payment of tuition and fees, books and other required materials, transportation, safety, and knowledge of all relevant information pertaining to the experience.
- The student must submit documentation upon completion of Option II Credit including official transcripts, evaluation reports, attendance reports, completed projects, and any other documents as required by the Principal's Option II Committee within two (2) weeks of the end date.

Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Advisor/Mentor/Coach Signature: \_\_\_\_\_

Date: \_\_\_\_\_

School Counselor: \_\_\_\_\_

Date: \_\_\_\_\_

**Section 6 (to be completed by committee staff only)**

**Approved in the following category:**

- Credit Recovery \_\_\_ Credits
- Additional Credit \_\_\_ Credits
- College Credit \_\_\_ Credits
- Independent Study \_\_\_ Credits
- Alternate Physical Education \_\_\_ Marking Period Alternative

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Principal Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Superintendent Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Northern Valley Regional High School District**  
**Option II Credit -Independent Study**  
**N.J.A.C. 6A: 8-5.1(a) 2**

Student Name: \_\_\_\_\_

Current Grade: \_\_\_\_\_

School Counselor: \_\_\_\_\_

Date of Application: \_\_\_\_\_

Title of Independent Study: \_\_\_\_\_

Advisor: \_\_\_\_\_

Start Date: \_\_\_\_\_

End Date: \_\_\_\_\_

Credits Requested: \_\_\_\_\_

**Proposal (explain in detail, attach additional sheets as necessary) -the following should be addressed in the proposal:**

- Explain interest in this area
- Describe current knowledge as it relates to the proposed topic Goal(s)
- Outline of curriculum
- Resources
- Methods of research
- Methods of analysis
- How does this apply to the NJDOE approved learning standards

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**Option II Credit -Independent Study**  
**N.J.A.C. 6A: 8-5.1(a) 2**  
**Continued**

Expected Outcome (explain in detail, attach additional sheets as necessary) - the following should be addressed in the outcome:

- What will be learned-new knowledge gained
- How will the study be evaluated by the advisor
- In what form will student mastery be demonstrated

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Will this Independent Study occur during regular school hours? \_\_Yes \_\_No

If yes, indicate how often (daily, weekly, etc.) you will meet with your advisor, where (classroom) and during which period?

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\*\* Independent Studies approved during regular school hours require that the student report to a specified classroom -this will be indicated on his/her NVRHS schedule.\*\*

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Advisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

School Counselor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Department Supervisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Department Supervisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## **Northern Valley Regional High School District Alternative Physical Education – Option II**

Please be advised that Option II provides students with the opportunity to meet or exceed NJDOE approved learning standards in a setting other than the traditional classroom. Option II is not intended to replace the classroom experience. Participation in activities such as gymnastics, dance, competitive swimming and competitive sports are examples of activities that can be used as an alternative to the required 150 minutes of physical education per week. The student is responsible for demonstrating that he or she has learned the required NJDOE approved learning standards with documentation and/or assessment measures.

If approved for Option II Alternative Physical Education, the student will receive a copy of the New Jersey Standards for Health and Physical Education to review. Careful attention should be given to the third column on each page under the heading “By the end of grade 12.” In order to grant credit under Option II, the NVRHS requires the student to keep a curriculum log where he or she is learning these standards through practice, training, and participation in competition.

- Curriculum log entries are required on a weekly basis. The NVRHS physical education teachers will provide the student with more information following NVRHS approval of the request. Curriculum log entries must be reviewed and approved by a member of the NVRSD health and physical education department and/or the H.P.E. department supervisor who will then make a recommendation to the principal regarding the awarding of credit. In addition to the log, students must submit a culminating two-page paper that provides a detailed explanation on how the student met a minimum of 6 out of the 18 Cumulative Progress Indicators (CPI) found within the HPE curriculum standards.

**NJ State Statute 18A: 35-5, 7 and 8 requires 150 minutes of participation in physical education weekly. The student must have the coach verify that the student was present for at least 150 minutes each week. The weekly minute log must be signed by the coach or outside instructor.**

**Northern Valley Regional High School District  
Physical Education- OPTION II Curriculum Standard and Minute Log**

Marking Period \_\_\_\_\_

Student's Name \_\_\_\_\_

Week beginning \_\_\_\_\_

Teacher \_\_\_\_\_

	Date Range	Weekly Minutes	NJCCC Cumulative Progress Indicators (CPI)	List of Activities	Coach's Initials	Teacher's Initials
Week 1						
Week 2						
Week 3						
Week 4						
Week 5						
Week 6						
Week 7						
Week 8						

- The student is required to maintain a record of completion with this form and all related documentation for class credit.
- Minutes do not carry over from week to week
- Two late logs in a marking period may result in failure.

**To be completed at the end of the PE Option II Program:**

\_\_\_\_\_  
**Coach or Advisor's Original Signature      Date**  
 (Verifying completion of activities)

\_\_\_\_\_  
**H. Phys. Ed. Teacher's Original Signature      Date      P or E Student's Grade**  
 Verifying that the NJCCCS curriculum standards, 150 weekly minutes and grading requirements have been met.  
 (N.J.S.A. 18A:35-7&8)

- Failure may result if weekly logs are incomplete or have not demonstrated that the student has met curriculum and minute the requirements.

## Physical Education Standards

*Below are the approved NJDOE student learning standards for Physical Education and the Cumulative Progress Indicators (CPI) for each Standard.*

*Please pick a Standard and CPI for each curriculum log entry. Please use a variety of CPI's throughout the marking period.*

### **STANDARD**

#### **2.2 Integrated Skills:**

**All students will develop and use personal and interpersonal skills to support a healthy, active lifestyle**

#### **Cumulative Progress Indicator**

##### **C. Character Development**

- 2.2.12 C1: Analyze the impact of competition on personal character development.

### **STANDARD**

#### **2.5 Motor Skill Development:**

**All students will utilize safe, efficient, and effective movement to develop and maintain a healthy, active lifestyle**

#### **Cumulative Progress Indicators**

##### **A. Movement Skills and Concepts**

- 2.5.12.A.1: Explain and demonstrate ways to transfer movement skills from one game, sport, dance, or recreational activity to another (e.g., striking skills from/to tennis, badminton, ping pong, racquetball).
- 2.5.12.A.2: Analyze application of force and motion (weight transfer, power, speed, agility, range of motion) and modify movement to impact performance.
- 2.5.12.A.3: Design and lead a rhythmic activity that includes variations in time, space, force, flow, and relationships
- 2.5.12.B.1: Demonstrate and assess tactical understanding by using appropriate and effective offensive, defensive, and cooperative strategies.
- 2.5.12.B.2: Apply a variety of mental strategies to improve performance.
- 2.5.12.B.3: Analyze factors that influence intrinsic and extrinsic motivation and employ techniques to enhance individual and team effectiveness

##### **B. Strategy**

- 2.5.12.B.1: Demonstrate and assess tactical understanding by using appropriate and effective offensive, defensive, and cooperative strategies
- 2.5.12.B.2: Apply a variety of mental strategies to improve performance.
- 2.5.12.B.3: Analyze factors that influence intrinsic and extrinsic motivation and employ techniques to enhance individual and team effectiveness.

##### **C. Sportsmanship, Rules, and Safety**

- 2.5.12.C.1 Analyze the role, responsibilities, and preparation of players, officials, trainers, and other participants and recommend strategies to improve their performance and behavior.
- 2.5.12.C.2 Develop rule changes to existing games, sports, and activities that enhance safety and enjoyment.
- 2.5.12.C.3 Determine the current impact of globalization and technology on the development of, participation in, and viewing of games, sports, dance, and other movement activities, and predict future impact

### **STANDARD**

#### **2.6 Fitness:**

**All students will apply health-related and skill-related fitness concepts and skills to develop and maintain a healthy, active lifestyle.**

#### **Cumulative Progress Indicators**

##### **A. Fitness and Physical Activity**

- 2.6.12.A.1 Compare the short-and long-term impact on wellness associated with physical inactivity.
- 2.6.12.A.2 Design, implement, and evaluate a fitness plan that reflects knowledge and application of fitness-training
- 2.6.12.A.3 Determine the role of genetics, gender, age, nutrition, activity level, and exercise type on body composition.
- 2.6.12.A.4 Compare and contrast the impact of health-related fitness components as a measure of fitness and health.
- 2.6.12.A.5 Debate the use of performance-enhancing substances (i.e., anabolic steroids and other legal and illegal

**NORTHERN VALLEY REGIONAL HIGH SCHOOL DISTRICT  
PHYSICAL EDUCATION OPTION II  
Northern Valley Regional High School: Physical Education criteria for acceptance under  
Option II (Grades 11 and 12):**

High School credit worth .25 will be awarded under the following conditions:

1. The student and parent will make a request to the Health/PE Supervisor 1 week (7 days) prior to the beginning of a marking period.
2. The student must have completed and received a final grade in 9th and 10th grade physical education of a "B" or above. Students cannot have failed Health or any PE Unit prior to participation in this program.
3. The student must meet the NJSIAA academic eligibility requirements.
4. The activity/sport must meet or exceed NJDOE approved learning standards
5. The activity/sport must meet or exceed the NVRHS Physical Education curricular objectives. In order to grant credit under Option II, NVRHS requires the student to keep a weekly curriculum log where he or she is learning these standards through practice, training, and participation in competition. Student must also submit a log documenting the time and standards (pg. 11) and a culminating two-page paper that provides a detailed explanation on how the student met curriculum standards. The weekly curriculum log will be evaluated by certified school personnel and reflect/support the following:
  - 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.
6. The sport/activity must:
  - Be **individualized** with an intensive training program that prepares the student for competition in a sport at a high level (state, national or professional)
  - In general, these programs should be recognized by the National Federation of State High School Associations and NJSIAA
  - Occur inside of the regularly scheduled NVRHS curricular program.
  - If not meeting the above criteria, be reviewed by the administration on a case by case basis.
7. Participation in the approved sport/activity must:
  - Occur during the current school calendar year
  - Be a minimum of 3 consecutive months in duration
  - Include a minimum of 3 regularly scheduled practices/competitions per week
  - Meet or exceed the NVRHS minimum of 150 minutes per week
  - Include organized competition(s) and/or performances
  - Be supervised by a nationally accredited/certified coach or teacher
8. Students who complete all the requirements of the Physical Education Option II program will receive a grade of "PASS." Student not completing the PE Option II requirements will receive a grade of "F."

- 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 study hall for the marking period or until the sport ends during a given marking period (during the student's scheduled PE class).
  - PE Option II applies to Physical Education only. Students cannot "Option II" from Health Education or Project Adventure.
  - If a student returns to PE during a MP after participating in the PE Option II program, the student will receive a Pass/Fail grade for the remaining unit(s). If a student receives a failing unit grade upon returning to PE after participating in the PE Option II program, he or she will receive a failing grade for the entire marking period.
  - Pass/Fail grades do not count toward a student's GPA or class rank
9. PE Option II only applies for the student during the time they are in season. Students who are unable to complete the requirements of the Physical Education Option II program for any reason must immediately notify their guidance counselor and HPE teacher 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. Start dates for the PE Option II for MP 1, 2, and 4 will be determined by the Athletic Director/HPE Supervisor.
10. The safety, cost and transportation, to and from, any Option II program (other than a NV athletic team) 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 II request the parent/guardian(s) agree to indemnify and hold harmless the Northern Valley Regional 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 II program.