

Crossover Procedure

Conventional school crossover--High school or Middle school level and credit

Signing up for a crossover class:

- The Consensus Group must approve of a Learner taking a crossover class. The RC will send an email confirming which classes have been approved for each semester and send it to the DVHCP Registrar prior to the crossover sign up date. It would need to be the best learning environment and use of funds for the Learner. The crossover class must be listed in the Learning Plan and documented in the Weekly Journal.
- Crossover sign up dates and times are posted on the Google calendar. Each conventional school has a specific day and time that the counselors are available for DVHCP Learners to register for classes. (Some schools even prefer to complete the process over the phone with the Data Administrator.) The Learner and/or Parent attend this meeting with the Data Administrator. Once the family and crossover school decide which classes the Learner will enroll in, the DVHCP Data Administrator will enter the required data. Copies of the completed crossover form will be kept on file in the DVHCP office.

Cost and Conditions:

- The cost per class is \$250.00 per semester (additional fees are applied for college level classes).
- A Learner can access up to **Two** conventional school classes in a semester. DVHCP Learners can access classes at any of the conventional schools within Delta County School District 50J.
- The total cost for all classes for the semester will be transferred out of the Learner's account at the beginning of each semester by the RC's completion of a funding summary. If a Learner has attended a crossover class and then decides to drop the class, the cost for the class per semester will not be refunded.
- Families agree that if the classes registered for are not in consecutive order, they will pick the Learner up between classes or have a written agreement with the proper conventional school official that would allow the Learner to be on campus between two classes. Families understand that Learners are not allowed to stay on conventional school campus without prior arrangements – agreed to by the school. These arrangements must be documented in writing and on file both at the conventional school and in the DVHCP office.
- Learner must abide by the crossover school's general rules and code of conduct.
- The Learner understands and agrees to inform the conventional school principal in the event that the Learner feels threatened or unsafe at the school. The school administration at the conventional school will then follow the protocol in place for the situation at that school.

Grades and Attendance:

- A crossover Learner's parent and RC will be given authority to access the Learner's grades and daily attendance. This will allow the RC to monitor the learners' progress as part of the consensus group.
- The Power School Administrator will print quarterly grades and attendance records for each crossover student. This print out will be given to the RC to share with the family.
- Enrollment in a year long class-If a year long class is being dropped at the end of 1st semester, the DVHCP Registrar must be notified before the start of the second semester. Otherwise the student will be charged for the full amount of the 2nd semester class.

Failing a crossover class:

- If a student fails a crossover class they will lose the privilege of taking a crossover class in the future. To regain this privilege the consensus group will need to come up with a plan that shows how the student will do things differently for future classes. The consensus group would then need to meet with the DVHCP Data Administrator to discuss their plan.
- A failing grade must be reflected on the Learner's official transcript.
- The Learner can choose to take a similar course but a passing grade in the make up class would not override the failing grade. Both classes must be listed on the Learner's transcript.