



# Livingston PUBLIC SCHOOLS

## Individualized Student Learning Opportunities (ISLO)

The purpose of this document is to provide local school districts with guidelines to assist with the implementation of *N.J.A.C. 6A:8-5.1(a)1ii*, Individualized Student Learning Opportunities (ISLO) formerly known as "Option II" (adopted June 2009.) ISLO or program completion, permits district boards of education to determine and establish curricular activities or programs aimed at achieving the NJ Student Learning Standards for promotion and graduation purposes. ISLO serves as an alternative to traditional high school courses and involves in-depth experiences that may be provided by school district personnel or instructors not employed by the school district. ISLO may include, but is not limited to, one or more of the following: interdisciplinary or theme-based programs, independent study, magnet programs, student exchange programs, distance learning, internships, community service, co-curricular or extra-curricular programs, and/or other structured learning experiences. In addition, *N.J.A.C. 6A:8-5.1(a)1ii(3)* permits district boards of education to recognize successful completion of an accredited college course that assures achievement of the knowledge and skills delineated in the New Jersey Student Learning Standards or includes learning that builds on and goes beyond the standards. In January 2004, the State Board adopted revised high school graduation regulations that provide clarification about how ISLO might be used in local school districts.

### Vision

New Jersey Student Learning Standards establish a core body of knowledge and skills that all students need in order to become healthy, productive, well-informed employable citizens of an ever-expanding and changing world. The NJDOE acknowledges, however, that all students will not achieve the standards in the same way, at the same pace, or with the same level of success. In order to maximize student achievement, the department encourages local school districts to permit alternative learning experiences that are stimulating and intellectually challenging, and that enable students to fulfill or exceed the expectations set forth by the NJDOE. ISLO (*N.J.A.C. 6A:8-5.1(a)1ii*) of the high school graduation requirements allows local school districts to design and/or approve educational experiences that serve as an alternative to traditional instruction and provide meaningful learning experiences that support student achievement. ISLO allows schools to provide a superior education for all students through the use of multiple and diverse paths.

## **Purpose**

The purpose of ISLO is to provide educational experiences that are meaningful and relevant, and that provide students with opportunities to explore and achieve at high levels. ISLO allows local school districts to design and implement curricular programs that meet the needs of all students. The regulations support student participation in deep and meaningful learning experiences that advance student learning and focus on student interest and abilities. ISLO allows students to obtain credit for learning experiences outside of the traditional classroom environment. Some of these experiences may provide connections not available in the school setting. Other learning experiences may go beyond what the traditional high school can provide, allowing students to participate in research, or college-level work.

Applications for ISLO will be available on the LHS website. An application must be submitted for review. Under no circumstances will students receive credit or be permitted to advance to the next course without approval. Students desiring to attend a summer program that may result in accelerating their program of study must:

- Students are not eligible to take an ISLO until the completion of their 9<sup>th</sup> grade year.
- Obtain approval before enrolling in a course.
- See their School Counselor to review specific details.
- Submit an application to the Department Supervisor as listed in table below.
- Upon approval for acceleration, students will receive confirmation letters listing the dates in the summer when the exams will be given.

Upon course completion, students will be required to:

- Take the midterm exam (if applicable) and the final exam for the respective course offered at LHS.
- Students must earn a minimum grade of C on each exam in order to advance to the next course.
- ISLO Courses taken will appear on the transcript; however, neither the grade nor the credits will be calculated into the GPA.

NOTE: Students taking Physics over the summer for advancement must declare which future Physics elective(s) they are interested in taking. For students interested in either of the AP Physics 1 or AP Physics 2 electives, the CP Physics midterm and final exams will be given. For students pursuing either of the AP Physics C options, the AP Physics 1 midterm and final exams will be given.

## **Rationale for ISLO Approvals**

Courses may be taken for credit through ISLO under the following scenarios:

- Course/experience is not offered at Livingston High School.

- Acceleration/Advancement opportunity.
- Alternate Activities that Fulfill the Standards for a Particular Content Area.
- Extraordinary Educational Opportunity\* (e.g. Study Abroad).
- Remediation
- Scheduling conflict that cannot be resolved.

\* Students who are requesting permission for an Extraordinary Educational Opportunity, must complete and submit this paperwork in addition to the ISLO forms. This form may be found at [www.livingston.org](http://www.livingston.org):

- Go to “Parent Resources”
- Click on “Forms You May Need”
- Form title: “Absence Request for Extraordinary Opportunity”

### **ISLO Course Pre-Approval**

ISLO courses must be taken at an accredited institution and pre-approved by the Content Area Supervisor.

A completed ISLO approval application must be submitted, along with syllabus/curriculum to LPS. The student must have received approval prior to the first instructional meeting of the course. Late application forms will not be accepted.

Pre-approved courses must meet or exceed state standards (e.g. Educere and NJ Virtual School). The current year application will be available on the LPS Website. Applications for ISLO coursework must be completed as outlined in the table on page 4 of this document. If the deadline falls on a weekend, school holiday or snow day the deadline will be moved to the next scheduled school day. There are no extensions for coursework end dates for course transcript/verification dates.

### **ISLO Approval Process**

- The student completes the application available on the LHS website and includes course descriptions and syllabus, when applicable.
- The Content Area Supervisor examines the application, based on the student’s rationale and the criteria outlined in the instructions. Once approved by the Supervisor, the application is forwarded to the Director(s) of Curriculum.
- Upon final approval, the student, parent and School Counselor will receive an email from the Content Area Supervisor advising them of the decision. This letter will contain the testing dates. Upon receipt, the student will sign and return the form indicating that he/she is available to attend the assigned testing dates.
- Once approved, the student completes the work during the time specified in the timeline listed in the chart below. Please note that some courses may require additional assessments, such as the NJSLA test when applicable for graduation requirements.

- Students are required to complete a midterm (if applicable) and a final assessment. The student will be notified prior to the testing dates and must confirm that he/she can attend the testing dates. Students must make certain they are available for final testing dates prior to beginning ISLO coursework.
- Finally, the student provides the Content Area Supervisor and the School Counseling Office with the proof of experience by the dates indicated below.

### **Study Abroad ISLO Approval Process**

- The student completes the application available on the LHS website and includes course descriptions and syllabus, when applicable.
- The student completes one ISLO application form and indicates all courses that will be taken while studying abroad. Each syllabus for each corresponding course must be attached to the ISLO application to be reviewed by Content Area Supervisors and the Director(s) of Curriculum and Instruction.
- ISLO Courses taken will appear on the transcript; however, neither the grade nor the credits will be calculated into the GPA. Regardless of when the study abroad program takes place, the course(s) completed in the study abroad program will **not** be calculated into the LHS GPA.
- Once approved, the student completes the work during the time specified in the abroad program. Please note that some courses may require additional assessments, such as the NJSLA test when applicable for graduation requirements. Students will not be required to complete LHS midterm and final exams if these exams take place while the student is abroad.
- Students must complete and obtain permission for an Extraordinary Educational Opportunity. This paperwork must be submitted in addition to the ISLO forms. This form may be found at [www.livingston.org](http://www.livingston.org):
  - → Go to “Parent Resources”
  - → Click on “Forms You May Need”
  - → Form title: “Absence Request for Extraordinary Opportunity”
- The district will not cover any fees connected to the ISLO Study Abroad opportunity including transportation, program fees, living fees, or boarding costs. All fees associated with the study abroad ISLO and any necessary transportation arrangements are the responsibility of the student and his/her family.

### **Deadlines**

If the deadline falls on a weekend, school holiday or snow day the deadline will be moved to the next scheduled school day. There are no extensions for coursework end dates for course transcript/verification dates.

### **Course Completion**

For coursework in:	Application due date:	Coursework end date:	Course transcript/ verification due date:
Summer (Outside provider)	April 1	August 15	August 30
For courses taken during the school year (outside provider)	For a full year course or a first semester course- August 15	For a first semester course- January 15	January 30
	For a second semester course- October 15	For a second semester course- May 15	May 30
		For a full year course-May 15	May 30

It is expected that each ISLO opportunity will be completed during the time specified. Deadlines are firm.

A student must earn a minimum grade of 60% in any ISLO course and earn at least a C on the designated LPS assessments to earn LPS credit. If credit is awarded through ISLO, the student may not enroll in the equivalent LPS course. LPS must receive an official transcript clearly showing successful completion of the course work.

**Students can apply for a maximum of 6 credits (one full year course or two half year courses) per academic year. Students are permitted to complete one course per subject/content area through ISLO. For example, if a student successfully completes Geometry through ISLO, he/she will not be permitted to take another math course through ISLO during his/her time at LHS. If a student is approved to take a course through ISLO during the school year, he/she cannot be registered for more than 35 credits at LHS.**

Student must provide the final transcript. The final transcript must be provided to LPS no later than two weeks from the completion of the course.

- Course and grade are listed on student's transcript.
- Credits are counted toward graduation requirements.
- Grade is not included in the GPA.
- Students will not receive Honors or AP weight for any courses taken outside of LPS.

When the ISLO coursework is completed, the student will provide a transcript to the supervisor and school counselor before the deadline listed in this document. When the grade is received, it will be recorded onto the student's LHS transcript. Reminder: ISLO courses are not calculated into the GPA, nor do they have any weighting.

## Requirements for ISLO Coursework

- Course extensions will not be granted.
- Successful completion of an ISLO course is only awarded if the student passes both the course and the LPS Equivalent Assessment (if an assessment is stipulated).
- Passing an ISLO course does not guarantee that a student is well equipped to pass the equivalent District course assessment. Please be familiar with the LPS curriculum of the content equivalent course and recognize, based on recent statistics, that not all students pass the District final exam.
- Students should appropriately pace themselves to complete ISLO courses, in order to sit for any necessary LPS assessments, earn appropriate credits, complete graduation requirements and make needed schedule changes.
- A student must record on the application the course name and level that they are applying to take; if a provider offers “honors” courses, and the student wishes to take an honors through the ISLO, this must be included in the ISLO application. If applying to take an “honors” course, as designated by the provider, the student will be required to take the honors competency examinations for the respective course offered at Livingston High School. If the student does not wish to earn the “honors” designation on his/her LHS transcript, a student can elect to take the CP competency examinations for the respective course offered at LHS. If a student chooses this option, “honors” will not be included in the course name on the LHS transcript.
- Reminder: ISLO courses are **not** calculated into the GPA, nor do they have any weighting.
- ISLO coursework cannot begin prior to the completion of the 9<sup>th</sup> grade year.
- Successful completion of an ISLO course does not guarantee placement.
- Passing an ISLO course, as well as the LPS final exam in that course, does not guarantee that a seat will be available in the next course. It is possible for an ISLO student not to have a seat in the next sequential course, due to master schedule limitations.
- ISLO courses cannot be retaken. If a student fails an ISLO course or a LPS assessment, they cannot retake the course or a like course via ISLO. They may, however, take a similar course offered by the District.
- ISLO courses must meet or exceed the NJSL Standards.
- ISLO must follow NCAA Eligibility Rules. Students are responsible for ensuring that courses they select meet the NCAA criteria: [NCAA High School Portal website](#). CEEB/ACT Code: 310705.
- As a student and his/her parents engage in discussion about ISLO, there should be conversations about the number of ISLO courses and studies a student should take, and the additional academic responsibilities that a student will feel as a result of these decisions.
- Students are limited to one ISLO experience per school year.

- All fees associated with ISLO and any necessary transportation arrangements are the responsibility of the student and his/her family.

**Livingston High School Graduation Requirements**  
(N.J.A.C. 6A:8-5.1)

Subject Area	Years Required	Credits Required
Language Arts Literacy	4	At least 20 credits in English language arts, aligned to grade 9 through 12 standards.
Mathematics	3	At least 15 credits in mathematics, including algebra I or the content equivalent; geometry or the content equivalent; and a third year of mathematics that builds on the concepts and skills of algebra and geometry and that prepares students for college and 21st century careers.
Science	3	At least 15 credits in science, including at least five credits in laboratory biology/life science or the content equivalent; one additional laboratory/inquiry-based science course, which shall include chemistry, environmental science, or physics; and one additional laboratory/inquiry based science course.
Social Studies	3	<p>At least 15 credits in social studies, including satisfaction of N.J.S.A. 18A:35-1 and 2 and five credits in world history; and the integration of civics, economics, geography and global content in all course offerings.</p> <p>N.J.S.A. 18A:35-1 and 2: Requires 2 years of US History in high schools including history of New Jersey and of African-Americans.</p>
Entrepreneurial Literacy		At least 2.5 credits in financial, economic, business, and entrepreneurial literacy.
Health & Physical Education	4	At least 3 $\frac{3}{4}$ credits in health, safety, and physical education during each year of enrollment, distributed as 150 minutes per week, as required by N.J.S.A. 18A:35-5, 7 and 8.

Visual and Performing Arts (Art, Music, Theater)	1	At least five credits in visual and performing arts.
World Languages	1	At least five credits in world languages or student demonstration of proficiency through successful completion of assessments that verify student achievement in meeting or exceeding the NJSLs at the high school level.
21 <sup>st</sup> Century Life and Careers, or Career-Technical Education	1	At least five credits in 21st century life and careers, or career-technical education.
Technological Literacy	-	Technological literacy, consistent with the NJSLs, integrated throughout the curriculum.

School districts may establish course and/or credit requirements that exceed the state minimums.  
 Livingston High School requires 125 credits for graduation.