

**APPLICATION for a Waiver from an Administrative Rule**

**Courses offered Before Grade Nine for High School Credit**

\_\_\_\_\_ School District hereby applies for a waiver from certain South Dakota administrative rules that govern school accreditation, using the procedures outlined in § 24:43:08.

It is the intent of the \_\_\_\_\_ School District to implement the strategies for continued school improvement as outlined herein, and to annually report on the implementation of the of those strategies as described in § 24:43:08:08.

The \_\_\_\_\_ Board of Education has held a public hearing and approved this application. It is understood that the school district must continue to comply with all other administrative rules, including article 24:10 and chapter 24:43:11.

The school district will continue to submit all required accreditation reports, plans, and certifications to the South Dakota Department of Education on time.

\_\_\_\_\_  
**Signature of Supt. of Schools/Chief Educational Officer**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Signature of Board of Education President**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
*For Department Use Only*

Received: \_\_\_\_\_

Reviewed: \_\_\_\_\_

Reviewer: \_\_\_\_\_

Recommendation: \_\_\_\_\_

Department of Education Secretary's Action: \_\_\_\_ Approve                      \_\_\_\_ Deny

Department of Secretary's Signature: \_\_\_\_\_

Effective Date of Waiver (*Minimum 60 days after receipt*): \_\_\_\_\_

Report Due Date: \_\_\_\_\_

**Section I – Application Details**

Applying School District: \_\_\_\_\_

Participating Attendance Centers: \_\_\_\_\_

\_\_\_\_\_

Local Public Hearing Date: \_\_\_\_\_

Local Board Approval Date: \_\_\_\_\_

Date Submitted to the Department of Education: \_\_\_\_\_

**Section II - Waiver Schedule**

Intended Date for Waiver Implementation: \_\_\_\_\_

*(This date is always July 1 for fall implementation unless the district requests and explains the reasons for an alternate date.)*

Proposed Years of Waiver: \_\_\_\_\_

*(Maximum of 5 school terms, which begin July 1 of each year.)*

**Section III - Administrative Rules to be Waived**

**List the administrative rule number and title** for which this waiver is being requested.

Administrative rules are available online at <http://legis.state.sd.us/index.aspx>

*For a waiver for high school credit before grade nine, the district will want to waive administrative rule 24:43:11:01.*

\_\_\_\_\_

**Section IV – Course(s) for Which Exemption is Being Proposed**

\_\_\_\_\_

**Section V - Reasons for Waiver Request**

Explain the reasons the district is requesting a waiver from administrative rule. The district must explain why the plans outlined in this application will better meet local learning goals, enhance educational opportunities, promote equity, or increase accountability.

**Section VI - Verification of Administrative Rule Intent**

Explain how the intent of the administrative rule for which the waiver is being requested will be met if the waiver is granted.

Please note that the teachers of courses for which waivers are approved must be high school certified, in the content area and the waived courses must remain at high school-level rigor.

List teacher providing instruction for each course included on application:

<u>Name</u>	<u>Course</u>
_____	_____
_____	_____
_____	_____

If at any time during the timeframe this waiver is valid a teacher listed here is no longer the teacher of record, the district must notify the Department of Education with the name of the newly assigned educator.

**Section VII – Assurance of Rigor (Where applicable)**

Describe the school district's plan for offering continuing educational opportunities in the waived content area, where applicable.

**Section VIII- Evaluation**

DOE Waiver Evaluation Policy:

At the conclusion of the waived course, all students that wish to receive high school credit for the coursework completed must pass an end of course exam. The following guidelines should be noted:

- 1) If the South Dakota Department of Education (DOE) has an exam available in the waived course area, the State exam should be used.
- 2) \* If an exam is not available from the State, the district may create an exam, standards-based when applicable. The exam must be approved by the State before it may be administered.
- 3) A test security agreement must be signed by all district personnel who have access to the exam and must be returned to the SD DOE prior to the test dates(s). A security agreement must be filed each year, and for each exam that is given. The test agreement must be mailed and not faxed or emailed.
- 4) The student must pass the exam with at least 80% proficiency.
- 5) The exam may be administered up to two times, per district policy.
- 6) The DOE must receive a roster of participants, including the students' name, grade in school, district attendance center, and percentage on the best attempt of the completed exam before the start of the proceeding school year.

Check all that apply:

\_\_\_\_\_ State exam will be used

\_\_\_\_\_ Local exam has been approved by SDDOE Date approved: \_\_\_\_\_  
 (Approved local exam subject to 30% refreshment on a two-year cycle, as per ARSD 24:43:11:13. Failure to refresh this local exam by the designated deadline will default to state test approval for the balance of the waiver term)

\* For information regarding the creation of a district end of course exam, please refer to the South Dakota Department of Education End of Course Procedure Manual. <http://doe.sd.gov/oats/documents/EOCManual.pdf>

Local exam ARSD 24:43:11:13, effective 12/28/2010:  
<http://legis.state.sd.us/rules/DisplayRule.aspx?Rule=24:43:11:13>