

# CFMS Course Override Process Overview

## **Background:**

The Chagrin Falls Exempted Village Schools believes strongly in the use of varied and ongoing data collection to inform readiness to move into more rigorous coursework, as each student is ready. Throughout the past 3 years, teachers across grades 4-12 have identified and refined Selection Criteria, which are key data points to be used to determine student readiness for levelled courses. The widespread and transparent articulation of Selection Criteria on the district website, in newsletters, within Programming and Course Selection Brochures in grades 4-12, and shared via parent meetings has assisted in helping our district to make consistent decisions which reflect ongoing student growth and has helped families and students understand the process.

We believe in the ability of our high-quality teachers and administrators to identify and use data to inform instructional decisions with our students. While our district is committed to the continued and ongoing use of Selection Criteria across grades 7-12 to determine student readiness for levelled courses, we are also committed to family engagement and increased opportunities to personalize student learning within this process.

Although we believe that the current Selection Criteria is a valuable predictor of student success in advanced programming, we understand that our families may sometimes wish to deviate from a recommended pathway in grades 7-8 coursework. In response, our district has created a Chagrin Falls Middle School Course Override Process to allow a student to enroll in a levelled Math and/or ELA course in grade 7 or 8, for which a completion of a pre-requisite course or bridging pathway is not required. This process seeks to provide an alternate pathway for families to explore when they have additional data or reasons to suggest a specific levelled course may be appropriate for the student to maximize his or her potential.

## ***The CFMS Course Override Process includes:***

1. **Required** parent/guardian identification of the levelled course of requested enrollment.
2. **Required** parent/guardian acknowledgement of the student's existing Selection Criteria met relative to those needed to evidence readiness for the requested course. (Families may request this information from the counselor, if needed.)
3. Optional discussion with the current teacher, counselor, Principal, as requested by the family relative to this request. (This is encouraged if you are unsure as to whether submission of a Course Override is appropriate for your child.)
4. **Required** completion and submission of a [CFMS Course Override Form](#) by **March 24, 2017 to the CFIS or CFMS School Counselor.**

