



# BUNCOMBE COUNTY SCHOOLS

PREPARING STUDENTS FOR THEIR TOMORROW

CREDIT BY DEMONSTRATED MASTERY

# WHAT IS CREDIT BY DEMONSTRATED MASTERY?

Credit by Demonstrated Mastery (CDM) is the process where Buncombe County Schools shall, based on a body-of-evidence, award credit in a particular course without requiring the student to complete classroom instruction. This process is designed to provide our students, who have an exceptional mastery of a course content prior to even taking a course and who wish to earn credit and move on toward more advanced level courses, to do so.

# WHAT IS THE DEFINITION OF “MASTERY”?

The State Board of Education (*Buncombe County Schools*) defines “mastery” as a student’s command of course material at a level that demonstrates a deep understanding of the content standards and the ability to apply his or her knowledge of the materials.

## WHAT IS THE RATIONALE FOR CDM?

The State Board of Education has stated, “A great public education system is one that is ambitious and prepares all students for postsecondary education, careers, citizenship, and lifelong learning. It sets high standards and fosters the critical thinking and other skills needed in today’s global economy. By providing the CDM process, uniquely qualified students who possess mastery knowledge of content are able to personalize their learning and use their education time in courses that provide new challenges and content.”

# WHO CAN PARTICIPATE IN CDM?

- The CDM process is open to all Buncombe County Schools students in grades 9 – 12 for high school courses offered by Buncombe County Schools.
- The CDM process is also available to students in grades 7 – 8 for appropriate high school courses offered by Buncombe County Schools.
- The CDM is open to all students on an individual basis.
- It is **not** intended to replace the general accelerated pathway provided for advanced students.
- It is **not** intended to allow a student to show evidence of a course previously taken.

# WHAT DO I HAVE TO DO FOR CDM?

## **Successfully Complete a Multi-phase Assessment**

- Phase I – Complete a written exam. Upon successful completion of Phase I, a student may continue on to Phase II.
- Phase II – Student completes the artifact development process and any other criteria Buncombe County Schools may require to demonstrate deep understanding and application of course content.

# WHAT DOES PHASE I LOOK LIKE?

- For EOC courses students must achieve the scale scores indicated below in Math I, Biology and English II to qualify for Phase II of the Assessment.

Math I  $\geq 264$

Biology  $\geq 261$

English II  $\geq 165$

- For CTE courses students must achieve a scale score of 90% proficiency on CTE Assessments to qualify for Phase II of the Assessment.
- For non-EOC courses, students must achieve a 90% proficiency or higher on the local exam to qualify for Phase II Assessment.
- For NCFE courses, students must achieve a 90% proficiency or higher to qualify for Phase II of the assessment.

## WHAT DOES PHASE II LOOK LIKE?

Student completes the *artifact development* process and any other criteria Buncombe County Schools require to demonstrate deep understanding and application of course content.



## WHAT IS ARTIFACT DEVELOPMENT?

- All students will be expected to develop artifact(s) that demonstrate their deep understanding of the content standards and their ability to apply skills and knowledge.
- Specific expectations for the type of artifact(s) required will be determined by a Buncombe County Schools district team of teachers. Artifacts might include such activities as interviews, performances, portfolios, demonstrations, and/or anything that shows application of knowledge.

# WHAT COURSES ARE *EXCLUDED* FROM CDM?

- Career and Technical Education (CTE) work-based learning courses (co-op, Work-Based Learning, internship, apprenticeship)
- CTE courses that have a clinical setting as a requirement of the course such as ProStart, Early Childhood Education I/II and Nursing Fundamentals
- CTE Advanced Studies courses or any course without state technical standards
- English Language Learner (ELL) courses
- Study Support Courses
- Healthful Living required courses: 9<sup>th</sup> Grade Health/PE and CPR
- AP/IB Courses
- Any course *not* taught in Buncombe County Schools

# EXAMINATION TIMELINES

## 2 Examination Windows Per Year\*

(\*Examinations will be scheduled within the two weeks indicated below.)

- Last two weeks of February
- Last two weeks of September

## 2 Application Deadlines

- For September Testing: Applications must be submitted to the school counselor or Curriculum Assistant Principal by June 9
- For February Testing: Applications must be submitted to the school counselor or Curriculum Assistant Principal by December 19

# WHAT ARE THE EXAMINATION PROCEDURES?

- Modifications and/or accommodations based on IEP/504 should be addressed in the examination plan.
- All examinations will be administered in a designated location at the Buncombe County Schools Administrative Offices.
- Buncombe County Schools will determine additional assessments used in Phase II. These assessments will be revised after each examination window.
- Courses must be requested in the sequence as being offered at the school level. Only one level of a sequence of a course can be requested per session.

## HOW IS CREDIT AWARDED?

- Students who demonstrate mastery shall receive credit for the course toward graduation requirements.
- Credit will be indicated on the transcript but a numeric or letter grade shall not be included in the student's grade point average calculation; only a Pass/Fail grade will be added to the credit history.

## WHAT HAPPENS IF I AM *NOT* SUCCESSFUL WITH CDM?

- If a student unsuccessfully attempts to earn Credit by Demonstrated Mastery, he/she does ***not*** receive credit for the course.
- If a student is unsuccessful in the Phase I Assessment, the process does ***not*** move forward.
- A student can only attempt the CDM one time per course.
- Students shall ***not*** be penalized for an unsuccessful attempt and such attempts shall ***never*** affect the student's grades or transcript.

# WHAT ARE THE STEPS FOR CDM?

Step 1: Student/family completes the CDM Application

Step 2: Discussions and advisement sessions are held at the high school with student/family to ensure informed decisions are made

Step 3: School CDM Team reviews application and initiates Multi-phase Assessment Process by submitting the application to District Curriculum and Instruction.

Step 4: The student/parent are scheduled and notified of testing date and time. The exam will be administered at Buncombe County Schools Administrative Offices.

Step 5: Student completes Phase I Examination

# STEPS FOR CDM CONTINUED

Step 6: Student Review Panel reviews Phase I Examination

- If student does not meet minimum criteria, process no longer continues
- If student does meet minimum criteria, student continues on to Phase II Assessment

Step 7: Student/Family notified of Phase 2 Artifact(s) Assessment Date

Step 8: Student completes Phase II Artifact(s) Development

Step 9: District Level Content Team and District Level CDM Review Panel review Phase II Artifact(s)

Step 10: Student earns CDM or student DOES NOT earn CDM

- If the student meets criteria, student/family is notified and credit is earned.
- If the student does not meet criteria, the student/family is notified of the Appeals Process.

Step 11: CDM School Level Team/Counselor meets with family to discuss future course enrollment



# RECOMMENDATIONS

- Student and parents participate in a counseling session to review all short term and long term considerations
- Student and parent contact all external organizations that may be impacted by this decision for clarification

# CONTACT INFORMATION

## School Counselor or Curriculum Assistant Principal at each High School

C. Reynolds High School, 828-298-2500  
C.A. Erwin High School, 828-232-4251  
C. D. Owen High School, 828-686-3852  
Community High School, 828-686-7734  
Early College, 828-232-4123  
Enka High School, 828-670-5000  
Nesbitt Discovery Academy, 828-271-4521  
North Buncombe High School, 828-645-4221  
T. C. Roberson High School, 828-654-1765

## Curriculum and Instruction

Director of High Schools  
BCS Administrative Offices  
828-255-5102

Director of Middle Schools  
BCS Administrative Offices  
828-255-5883