

TENNESSEE STATE BOARD OF EDUCATION	
GUIDELINES FOR OUT-OF-SCHOOL EXPERIENCES	3.203

Out-of-school experiences are academic/instructional activities that take place away from the school premises. Local boards are authorized to adopt policies permitting students to earn a maximum of two (2) high school credits for these experiences. The local policies must adhere to State Board guidelines.

Courses that comply with these policies do not require special course approval from the Tennessee State Board of Education.¹ The state guidelines follow:

Program Components and Standards

Must have a Teacher of Record, who is an employee of the local board of education, assigned

Must be for elective credit only

Must fit the program of study of the student; i.e. The Tech Prep and/or the University Prep curriculum

Must include expected competencies

The time requirement must be equivalent to in-school course requirements

Must generate a final product; i.e. Multi-media Presentation, Journal, Performance or Document

Management Standards

The local board of education policy must address at least the following issues:

Who may initiate proposals for out-of-school experiences (i.e. the student(s), faculty member(s)) and who is responsible for granting final approval.

Whether prerequisites will be required for specific out-of-school experiences.

¹ Tenn. Code Ann. § 49-1-302(a)(8); SBE Rule 0520-1-3-.06(3).

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Whether the teacher of record must have credentials in a field related to the out-of-school experience. If not, the board policy must specify the procedure for communication between the teacher of record and the specialist in the field related to the out-of-school experience.

The application process.

The procedure for determining the appropriate final project for the out-of-school experience.

The process for determining and reporting the grade and for determining the amount of credit allowable.

Legal Issues

A school system has a duty to use reasonable care toward its students. The school's duty of reasonable care extends to school-related activities that take place off school grounds. The duty also extends to out-of-school learning activities where students are placed.

Transportation issues arise when out-of-school experiences require travel away from the school premises. The following are the most common forms of student transportation that will apply:

TRANSPORTATION	LIABILITY COVERAGE
School transports student on school bus	School bus insurance coverage extends
Student uses public transportation	School's coverage extends where applicable
Student uses own vehicle	Student's personal auto insurance coverage extends

Discrimination

No individual shall be excluded from participation in, denied the benefits of, subjected to discrimination under, in the administration of, or in connection with any out-of-school experience on the basis of race, color, religion, sex, national origin, age, disability, political affiliation or belief.