

## High School Graduation Requirements

- A. The board will award a regular high school diploma to every student enrolled in the district who meets the requirements of district graduation. Only one diploma will be awarded with no distinctions being made between the various programs of instruction which may have been pursued.

The board has established graduation requirements which, as a minimum, satisfy those adopted by the State Board of Education:

Subject	Graduation Requirements through the Class of 2020	Graduation Requirements for the Class of 2021 and Beyond
English	4	4
Mathematics	3	3
Science (including 2 lab credit)	2	3
Social Studies	3	3
Health and Fitness (one class must include training in cardiopulmonary resuscitation (CPR) and use of automatic external defibrillators (AED)).	.5 credit health; 1.5 credit fitness	.5 credit health; 1.5 credit fitness
Arts	1	2*
Occupational Education	1	1
Electives	4	4
World Language		2**
<b>Total State Credit Requirements</b>	<b>20</b>	<b>24***</b>
District Requirement:	2.5 Elective	
District Requirement:		
District Requirement:		
<b>Total State and District Credit Requirements</b>	<b>22.5</b>	<b>24</b>

Reference WAC 180-51-068

\*One (1) can be PPR (Personalized Pathway Requirements are related courses that lead to a specific post high school career or educational outcome chosen by the student based on the student's interests and High School and Beyond Plan, that may include Career and Technical Education, and are intended to provide a focus for the student's learning.

\*\*both can be PPR

\*\*\*For individual students, two (2) credits may be waived: based on the student's 'unusual circumstances.'

The board will approve additional graduation requirements as recommended by the Superintendent.

In addition to the minimum credit requirements, to earn a diploma each student must:

1. **Pass all statewide assessments as required by law;**
2. **Complete a High School and Beyond Plan:** Within the first year of high school enrollment, each student will develop a plan for satisfying the state and district's high school graduation requirements and for their first year after high school completion. The plan should be developed in collaboration with the student, parents/guardians and staff members. The plan should include how the student will satisfy the district's academic credit requirements, preparation for successfully completing the statewide assessment, and the student's goals for the year following graduation. Each student plan should be reviewed annually at the beginning of the school year to assess student progress, to adjust the plan, and to advise the student on steps necessary for successful completion of the plan;

B. Students must complete mathematics courses in the following progressive sequence:

1. Algebra I, Geometry, and Algebra II;

In lieu of an Algebra II, students may choose an alternative mathematics course, if the parents/guardians agree that the third credit mathematics elective is supportive of the student's education and career goals. Before approval of the elective third mathematics credit a meeting will be held with the student, the parents/guardians and the staff members to discuss the student's High School and Beyond Plan and the mathematics requirements for post-secondary and career choices.

The district will obtain a signed consent from the parents/guardians for the student to enroll in the alternative third credit of mathematics. The consent form will confirm the meeting, that the parents/guardians understands the impact of the selection on the student's educational and employment options, and that the alternative is most appropriate for the needs of the student.

Students may also satisfy the mathematics requirements by earning equivalency based credit in career and technical education mathematics courses. Those credits must be recorded using the equivalent academic high school department designation.

- C. A student will receive a certificate of academic achievement only if they earn the appropriate number of credits required by the district, complete the high school and beyond plan, and meet standard on all required statewide assessments or an appropriate alternative assessments.

Students qualifying for special education services will earn a certificate of individual achievement as determined by their individual education plan.

- D. High school credit will be awarded for successful completion of a specified unit of study. Successful completion of a specified unit of study means:

1. Earning a passing grade according to the district's grading policy; and/or
2. Demonstrating proficiency/mastery of content standards as determined by the district; and/ or
3. Successfully completing an established number of hours of planned instructional activities to be determined by the district.

The district will establish a process for determining proficiency/mastery for credit-bearing courses of study.

E. The Superintendent or designee will develop procedures for implementing this policy which include:

1. Determination of the education plan process for identifying competencies;
2. Establishing the process for completion of the High School and Beyond Plan;
3. Recommending course and credit requirements which satisfy the State Board of Education requirements and recognize the expectations of the district and community;
4. Determining which courses satisfy particular subject area requirements and whether a particular course may satisfy more than one subject area requirement, including a process for determining the credits the district will recognize for courses taken through another program recognized by the state (e.g. another public school district or an approved private school) or those courses taken by students moving into the state from another state or country. Decisions regarding the recognition of credits earned before enrolling in the district will be based on the professional judgment of the building principal or designee based on an evaluation of the student's former program and demonstrated knowledge and skills in the discipline for which credit is sought. The decision of the building principal may be appealed to the superintendent within fifteen (15) school days;
5. Making graduation requirements available in writing to students, parents/guardians and members of the public;
6. Providing for a waiver of graduation requirements for an individual student when permitted in unusual circumstances. Unusual circumstances may include, but are not limited to:
  - Homelessness;
  - A health condition resulting in an inability to attend class;
  - Limited English proficiency;
  - Disability, regardless of whether the student has an individualized education program or a plan under Section 504 of the federal Rehabilitation Act of 1973, Title I of the Americans with disabilities Act (ADA) or the Individuals with disabilities Education Act (IDEA);
  - Denial of an opportunity to retake classes or enroll in remedial classes free of charge during the first four (4) years of high school;
  - Transfer during the last two (2) years of high school from a school with different graduation requirements.
  - Other circumstances (e.g., emergency, natural disaster, trauma, personal or family crisis) that directly compromised a student's ability to learn.
7. Granting credit for learning experiences conducted away from school;
8. Granting credit for correspondence, vocational-technical institutes and/or college courses for college or university course work the district has agreed to accept for high school credit.

State law requires that the district award one (1) high school credit for every five (5) quarter hour credit or three (3) semester hour credit successfully earned through a college or university, except for community college high school completion programs where the district awards the diploma. Tenth and eleventh grade students and their parents/guardians will be notified annually of the Running Start Program;
9. Granting credit for work experience;

10. Granting credit based upon competence testing, in lieu of enrollment;
11. Granting credit for high school courses completed before a student attended high school, to the extent that the course work exceeded the requirements for seventh or eighth grade;
12. Counseling of students to know what is expected of them in order to graduate;
13. Preparing a list of all graduating students for the information of the board and release to the public;
14. Preparing diplomas and final transcripts for graduating seniors;
15. Planning and executing graduation ceremonies:

In the event minimum test requirements are adopted by the board, a student who possesses a disability will satisfy those competency requirements which are incorporated into the Individualized Education Program (IEP). Satisfactory completion of the objectives incorporated into the IEP will serve as the basis for determining completion of a course.

A student will be issued a diploma after completing the district's requirements for graduation. In lieu of the certificate of academic achievement, special education students may earn a certificate of individual achievement. A student will also be advised that he/she may receive a final transcript.

However, a student's diploma or transcript may be withheld until the student pays for any school property that has been lost or willfully damaged. Upon payment for damages, or the equivalency through voluntary work, the diploma or transcript will be released. When the damages or fines do not exceed \$100, the student or his/her parents/guardians will have the right to an appeal using the same process as used for short-term suspension as defined in Policy and Procedures 3241, *Classroom Management, Corrective Actions or Punishments*. When damages are in excess of \$100, the appeal process for long term suspension as defined in Policy 3241, *Classroom Management, Corrective Actions or Punishments*, will apply.

In the event that other forms of corrective actions are imposed for violations of school rules, the student may be denied participation in graduation ceremonies. Such exclusion will be regarded as a school suspension. In such instances, the diploma will be granted.

Graduation requirements in effect when a student first enrolls in high school will be in effect until that student graduates unless such period is in excess of ten (10) years.

Cross References:	Board Policy 3110  3241  3520 3412	Qualifications of Attendance and Placement Classroom Management, Corrective Actions or Punishment Student Fees, Fines and Charges Automated External Defibrillators (AED)
Legal References	RCW 28A.230.090	High school graduation requirements or equivalencies — Reevaluation of graduation requirements — Review and authorization of proposed changes — Credit for courses taken before attending high school — Postsecondary credit equivalencies

RCW 28A.230.120	High school diplomas — Issuance — Option to receive final transcripts — Notice
RCW 28A.600.300-400	Running start program
RCW 28A.635.060	Defacing or injuring school property — Liability of pupil, parent or guardian — Withholding grades, diploma, or transcripts — Suspension and restitution — Voluntary work program as alternative — Rights protected
WAC 180-51	High school graduation requirements
WAC 392-121-182	Alternative Learning Experience Requirements
WAC 392-169	Special service programs running start program
WAC 392-348	Secondary Education
WAC 392-410	Courses of studies and equivalencies

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