

**HIGH SCHOOL GRADUATION REQUIREMENTS**

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

The Board shall establish graduation requirements which, as a minimum, satisfy those established by the state board of education.

English (reading, writing, and communications)	3 credits
Mathematics	2 credits
Science (physical, life, and earth; one laboratory credit)	2 credits
Social Studies (civics, history and geography)	2.5 credits
Health and Fitness	2 credits
Arts	1 credit
Occupational Education	1 credit
Electives	<u>5.5 credits</u>

**TOTAL:** ..... 19 credits

A credit is defined as 150 hours of planned instructional activities excluding passing time. A Carnegie unit (180 50-minute hours) is required unless a waiver process has occurred **as provided in WAC 180.51.100**. No student may earn more than one credit/year to satisfy the state board requirements in English, Mathematics and Science except as provided in RCW 28A.230.100. The board shall approve additional graduation requirements as recommended by the superintendent.

In addition to the minimum credit requirements, each student must complete:

1. A High School and Beyond Plan: Within the first year of high school enrollment, each student shall 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, parent, and district staff. The plan should include how the student will satisfy the district's academic credit requirements, preparation for successfully completing the Washington Assessment of Student Learning, a description of the student's culminating project 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;
2. A Culminating Project: During the course of their high school career each student shall complete a culminating project. The project shall demonstrate the student's ability to think analytically, logically and creatively and to integrate experience and knowledge to form reasoned judgment and solve problems. The project will also have a connection to the world of work in that it will demonstrate that the student understands the importance of work and how performance, effort, and decisions directly affect future career and educational opportunities; and
3. Earn a certificate of academic achievement or a certificate of individual achievement. (Pass 10<sup>th</sup> grade WASL).

- B. The superintendent shall develop procedures for implementing this policy which include:

1. Establishment of the process and assessment criteria for the high school culminating project requirements; and 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 citizens of the district.
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 (another public school district, 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 high school 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 principal may be appealed to the superintendent within fifteen school days.
5. Making graduation requirements available in writing to students, parents and members of the public.
6. Providing for a waiver of graduation requirements for an individual student when permitted.
7. Granting credit for learning experiences conducted away from school, including National Guard high school career training.
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 high school credit for every five quarter hour credit or three 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 shall 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 for completion of their schooling.
13. Preparing a list of all graduating students for the information of the board and release to the public.
14. Preparing suitable diplomas and final transcripts for graduating seniors.
15. Planning and executing graduation ceremonies.
16. Developing student learning plans for students who are not successful on one or more components of the Washington Assessment of Student Learning (WASL).

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

A student shall 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 shall 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 shall have the right to an appeal using the same process as used for short-term suspension as defined in Policy 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 shall apply.

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

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 shall be regarded as a school suspension. In such instances, the diploma will be granted.

Cross References:	Board Policy 3110	Qualifications of Attendance and
Placement		
	Board Policy 3241	Classroom Management, Corrective
Actions or		Punishment
	Board Policy 3520	Student Fees, Fines and Charges
Legal References:	RCW 28A.230.090	High school graduation requirements or
and report		equivalencies – Reevaluation
		By state board of education – Credit for
high school –		courses taken before attending
credit equivalencies		Postsecondary
Notice	RCW 28A.230.120	Option to receive final transcripts –
	RCW 28A.600.300-400	Running Start
Liability of	RCW 28A.635.060	Defacing or injuring school property –
		parent or guardian
	Chapter 180-50 WAC	Courses of studies and equivalencies
	Chapter 180-51 WAC	High school graduation requirements
high	Chapter 180-57 WAC	Secondary Education – Standardized
		school transcript
	Chapter 392-169 WAC	Running Start
Management Resources:		
	Policy News, April 1999	Variations complicate college credit
		equivalencies
Requirements	Policy News, December 2000	2004 High School Graduation
		Adopted
	Policy News, February 2004	High School Graduation Requirements
and	<u>Policy News, October 2004</u>	<u>Graduation Requirements: High School</u>
		<u>Beyond Plans</u>