

ADDITIONAL PARAMETERS FOR HIGH SCHOOL GRADUATION REQUIREMENTS AND PROCEDURES

This rule provides additional information and procedures regarding the implementation of the District's high school graduation requirements.

A. Attendance/Participation Requirements

When authorized and approved by the District, the following are examples of activities that satisfy the District's high school attendance and participation requirements:

- classroom instruction or other class-based instructional activities that are planned and directed by the District's instructional staff;
- independent study activities (e.g., a scheduled study hall);
- cooperative education programs;
- work-based learning that involves District oversight (for example, work study programs, youth apprenticeships, etc.);
- while at school, working on or participating in an online course or other technology-facilitated instructional activity;
- participation in the scheduled activities of a District-sponsored co-curricular program, a District-sponsored club, or a student-initiated club/organization;
- District-sponsored field trips;
- Youth Options Program courses;
- Course Options program courses;
- program or curriculum modifications for individual students (e.g., enrollment in an alternative school or alternative education program, homebound instruction, online classes taken from a non-school location, etc.);
- participation in an educational program reflecting a student's individual needs (e.g., a program for students with disabilities, for students who are English language learners, for school-age parents, etc.); and

ADDITIONAL PARAMETERS FOR HIGH SCHOOL GRADUATION REQUIREMENTS AND PROCEDURES

- participation in an approved foreign exchange program involving school attendance.

In addition, high school students who have demonstrated an appropriate level of maturity and personal responsibility may exercise the privilege (upon meeting District requirements and obtaining approval from the High School Principal or designee) of leaving school premises for up to the first or last period each day if the student does not have class during that class period.

B. Course Credit Requirements

1. In order to be eligible for each one (1.0) unit of credit toward high school graduation, a course offered by the District must be scheduled to meet for a normal class period on each school day throughout a full school term, as reasonably permitted by the school's calendar and daily schedule; or, in the alternative, the course must either (a) include a minimum of 120 hours (7,200 minutes) of scheduled, teacher-supervised instructional time, or (b) be a District-approved online course for which a properly licensed teacher is reasonably available to provide direct student instruction and to respond to the student's course-related inquiries, and for which there is at least one designated staff member who holds an instructional license who is reasonably available to meet with the student, at school and in person, on an as-directed or as-needed basis.
2. The administration shall apply established policy and procedures to the granting of all transfer credits that a student seeks to apply toward his/her high school graduation requirements, including the following:
 - a. A high school student who intends to take any course outside of the District while he/she is enrolled in the District is expected to obtain advance verification from the High School Principal, or the principal's designee, that any credit earned through the out-of-district course will be eligible as a transfer credit that counts towards the student's high school graduation.
 - b. Credit shall be awarded for an out-of-district course that a student has completed and passed at another high school (or equivalent educational program) prior to enrolling in the District where (1) the content of the course does not repeat substantial content for which

ADDITIONAL PARAMETERS FOR HIGH SCHOOL GRADUATION REQUIREMENTS AND PROCEDURES

credit has already been awarded; and (2) the course is reasonably equivalent in terms of rigor and academic standards to a District course in that same subject for which credit is (or would be) awarded.

- c. Credit toward graduation may be granted for a student's out-of-district work even though any grade the student may have received for the work is not counted in the District's calculation of a District grade-point average.
3. The district permits students in the 7 or 8 grade to take courses and earn credits that satisfy high school graduation requirements only in the following circumstances:

Subject to course scheduling and space availability factors, where the District determines that a student is academically prepared for the course and that the *7th or 8th grade* curricular options in the subject area would not be appropriate for the student without making substantial modifications (e.g., where the student has completed the applicable curriculum on an accelerated basis), the District may allow the student to take a course for credit toward high school graduation requirements either directly through the high school or, if the teacher and course qualify under state law, through the student's current school. The following apply to such students and courses:

- (1) The District will consider approving such a course for a student who has not yet started his/her *9th* grade school term only in the subject areas that are part of the *7th or 8th grade* curriculum.
- (2) The maximum number of credits that a student can earn prior to entering *9th* grade that the District will count toward high school graduation requirements is 3.
- (3) Credit earned by the student in such a course may be applied toward any applicable graduation credit requirement that the course satisfies.
- (4) If the student wishes to receive credit toward any high school graduation requirement upon completion of such a course, the

ADDITIONAL PARAMETERS FOR HIGH SCHOOL GRADUATION REQUIREMENTS AND PROCEDURES

student's grade in the course *will not* be included in the calculation of the student's high school grade point average.

C. Alternative Education Programs and other Accommodations for Students with Exceptional Educational Interests, Needs or Requirements

1. To the extent required under state law or DPI rule, any education program for high school graduation that is offered in the District to a student with exceptional interests, needs or requirements shall be approved by the DPI and address the mandatory minimum high school graduation credit requirements established under state law and under the related DPI regulations.
2. The District's alternative education programs and other established programs for students with exceptional educational interests, needs or requirements include:
 - The District's special education program for students with disabilities.
 - GPS Alternative Education Program
3. A student's high school transcript (but not his/her diploma) will designate whether the student's academic eligibility for graduation was established via earning all required course credits or via an approved alternate demonstration of proficiency.
4. Neither the District's high school transcripts nor diplomas shall improperly identify any student as a student with a disability.
5. In the event a student with a disability who is eligible for special education will not be receiving a regular high school diploma based on his/her satisfaction of applicable high school graduation requirements, the District may, at an appropriate time, award the student a certificate of attendance or completion and grant the student permission to participate in graduation exercises in a manner in which the District does not improperly disclose the student's status as a student with a disability.

ADDITIONAL PARAMETERS FOR HIGH SCHOOL GRADUATION REQUIREMENTS AND PROCEDURES

D. General Administrative Responsibilities

The District Administrator shall be responsible for the general supervision and management of the graduation of students under Board policy and this rule. The District Administrator, High School Principal, or qualified designee shall determine whether a student has satisfied the District's high school graduation requirements. If a student has satisfied the policy criteria and the requirements of any other District policy applicable to high school graduation, the student may be graduated and awarded a diploma.

The District Administrator and the High School Principal shall ensure that the District maintains an up-to-date list of the credit-eligible high school courses offered by the District.

E. Nondiscrimination in Connection with High School Graduation

The District's student nondiscrimination policy applies in all respects to the methods, practices, and materials used for determining the graduation status of students. That is, the District shall not unlawfully discriminate against any student on the basis of sex, race, color, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional or learning disability. Discrimination complaints shall be processed in accordance with established procedures.

Legal References:

Cross References:

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