

Adopted: 1999

MSBA/MASA Model Policy 613

Orig. 1997

Revised: July 14, 2008

Rev. 2007

613 GRADUATION REQUIREMENTS

[Note: The requirements set forth in this policy govern the graduation standards that Minnesota public schools must require for a high school diploma for all students.]

I. PURPOSE

The purpose of this policy is to set forth requirements for graduation from the school district.

II. GENERAL STATEMENT OF POLICY

It is the policy of the school district that all students must pass the Minnesota Graduation Basic Standards tests or the Minnesota Comprehensive Assessments Second Edition (MCA-II's) per state requirements or higher guidelines and must satisfactorily complete, as determined by the school district, all course credit requirements and graduation standards, as established by the school board, in order to graduate.

III. DEFINITIONS

- A. "Course credit" is equivalent to a student's successful completion of an academic year of study or a student's mastery of the applicable subject matter, as determined by the school district.
- B. "Department" means the Department of Education.
- C. "Section 504 Accommodation" means the defined appropriate accommodations or modifications that must be made in the school environment to address the needs of an individual student with disabilities.
- D. "Individualized Education Program" or "IEP" means a written statement developed for a student eligible by law for special education and services.
- E. "English language learners" or "ELL" student means an individual whose first language is not English and whose test performance may be negatively impacted by lack of English language proficiency.

IV. TEST ADMINISTRATOR

The Assistant Superintendent shall be named the school district test administrator. Said person shall be in charge of all test procedures and shall bring recommendations to the school board annually for approval.

V. GRADUATION REQUIREMENTS

- A. For students enrolled in grade 8 before the 2005-2006 school year, only Minnesota basic skills tests in reading, mathematics, and writing shall fulfill students' basic skills testing requirements for a passing state notation. The passing scores of basic skills tests in reading and mathematics are the equivalent of 75 percent correct for students entering grade 9 in 1997 and thereafter, as based on the first uniform test administration of February 1998.
- B. For students enrolled in grade 8 in the 2005-2006 school year and later, only the following options shall fulfill students' state graduation test requirements:
 - 1. for reading and mathematics:
 - a. obtaining an achievement level equivalent to or greater than proficient as determined through a standard setting process on the Minnesota comprehensive assessments in grade 10 for reading and grade 11 for mathematics or achieving a passing score as determined through a standard setting process on the graduation-required assessment for diploma in grade 10 for reading and grade 11 for mathematics or subsequent retests;
 - b. achieving a passing score as determined through a standard setting process on the state-identified language proficiency test in reading and the mathematics test for English language learners or the graduation-required assessment for diploma equivalent of those assessments for students designated as English language learners;
 - c. achieving an individual passing score on the graduation-required assessment for diploma as determined by appropriate state guidelines for students with an IEP or 504 plan;
 - d. obtaining an achievement level equivalent to or greater than proficient as determined through a standard setting process on the state-identified alternate assessment or assessments in grade 10 for reading and grade 11 for mathematics for students with an IEP; or

- e. achieving an individual passing score on the state-identified alternate assessment or assessments as determined by appropriate state guidelines for students with an IEP; and
 2. for writing:
 - a. achieving a passing score on the graduation-required assessment for diploma;
 - b. achieving a passing score as determined through a standard setting process on the state-identified language proficiency test in writing for students designated as English language learners;
 - c. achieving an individual passing score on the graduation-required assessment for diploma as determined by appropriate state guidelines for students with an IEP or 504 plan; or
 - d. achieving an individual passing score on the state-identified alternate assessment or assessments as determined by appropriate state guidelines for students with an IEP.
- C. Students beginning ninth grade in the 2004-2005 school year and later must successfully complete, as determined by the school district, the following high school level course credits for graduation:
1. Four credits of language arts;
 2. Three credits of mathematics, encompassing at least algebra, geometry, statistics and probability sufficient to satisfy the academic standard. Beginning in the 2010-2011 school year, students must satisfactorily complete an algebra I credit by the end of eighth grade. Students scheduled to graduate in the 2014-2015 school year or later must satisfactorily complete an algebra II credit or its equivalent;
 3. Three credits of science, including at least one credit in biology. Beginning in the 2010-2011 school year, students scheduled to graduate in the 2014-2015 school year or later must satisfactorily complete a chemistry or physics credit;
 4. Three and one-half credits of social studies, encompassing at least United States history, geography, government and citizenship, world history, and economics, or three credits of social studies,

encompassing at least United States history, geography, government and citizenship, and world history, and one-half credit of economics taught in a school's social studies, agriculture education, or business department;

5. One credit in the arts; and
 6. A minimum of seven elective course credits.
 7. An agriculture science course may fulfill a science credit requirement to the specified science credits in biology and chemistry or physics under Section V.C.3. above.
 8. A career and technical education course may fulfill a science, mathematics, or arts credit requirement in addition to the specified science, mathematics, or arts credit under Section V.C.2., V.C.3., or V.C.5. above.
- D. All students must satisfactorily complete the following required and elective standards, in accordance with the standards adopted by the school district:
1. School District Standards, Health and Physical Education (K-12);
 2. School District Standards, Vocational and Technical Education (K-12); and
 3. School District Standards, World Languages (K-12).

- E. Academic standards in health, physical education, world languages, and vocational and technical education will be reviewed on an annual basis.*

* Reviews are required to be conducted on a periodic basis. Therefore, this time period may be changed to accommodate individual school district needs.

- F. All students must satisfactorily complete the following required Graduation Standards:

[Note: With the repeal of the Profile of Learning, the new Minnesota Academic Standards must be fully implemented as of the 2007-2008 school year.]

1. Commencing with the 2003-2004 school year, all students entering the ninth grade must satisfactorily complete the following

Minnesota Academic Standards, in accordance with the standards developed by the Department of Education:

- a. Minnesota Academic Standards, Language Arts K-12 (2003);
- b. Minnesota Academic Standards, Mathematics K-12 (2003);
- c. Minnesota Academic Standards, Science K-12 (2004);
- d. Minnesota Academic Standards, Social Studies K-12 (2004); and
- e. Minnesota Academic Standards, Arts K-12 (2003);

[Note: The academic standards for science and social studies must be implemented for all students beginning in the 2005-2006 school year. Beginning in the 2010-2011 school year, students will be required to satisfactorily complete revised Minnesota Academic Standards and high school graduation requirements in the arts. Beginning in the 2012-2013 school year, students will be required to satisfactorily complete revised Minnesota Academic Standards and high school graduation requirements in language arts. Beginning in the 2013-2014 school year, students will be required to satisfactorily complete revised Minnesota Academic Standards and high school graduation requirements in social studies.]

or

- a. Minnesota Academic Standards, Social Studies K-12 (2004), or have met the requirements of an IEP, a Section 504 accommodation plan, or alternative learning center;
- b. Minnesota Academic Standards, Arts K-12 (2003), or have met the requirements of an IEP, a Section 504 accommodation plan, or alternative learning center; and
- c. Alternative standards established in the student's IEP in the academic areas of language arts, mathematics and science.

[Note: In place of the Minnesota Academic Standards, Arts K-12, the school district may substitute its own locally developed academic standards.]

2. Students who entered the ninth grade in or before the 2002-2003 school year may elect to complete the graduation requirements in effect when they entered the ninth grade in lieu of the Minnesota Academic Standards listed above. Eligible students electing to meet the graduation requirements in effect when they entered the ninth grade must submit a written parent/guardian request on a form designated by the school district no later than [insert date].

VI. EARLY GRADUATION

Students may be considered for early graduation, as provided for within Minn. Stat. § 120B.07 upon meeting the following conditions:

- A. All course or standards and credit requirements must be met;
- B. The principal or designee shall conduct an interview with the student and parent or guardian, familiarize the parties with opportunities available in post-secondary education, and arrive at a timely decision; and
- C. The principal's decision shall be in writing and may be subject to review by the superintendent and school board.

VII. NOTICE

The school district will notify students and their parents of the school district's graduation requirements within 30 working days of a student's entry into ninth grade.

Legal References: Minn. Stat. § 120B.02 (Educational Expectations for Minnesota's Students)
Minn. Stat. § 120B.023 (Benchmarks)
Minn. Stat. § 120B.024 (Graduation Requirements; Course Credits)
Minn. Stat. § 120B.07 (Early Graduation)
Minn. Stat. § 120B.11 (School District Process)
Minn. Rules Parts 3501.0010-3501.0180 (Rules Relating to Graduation Standards - Mathematics and Reading)
Minn. Rules Parts 3501.0200-3501.0290 (Rules Relating to Graduation Standards - Written Composition)
Minn. Rules Parts 3501.0505-3501.0635 (K-12 Standards)
20 U.S.C. § 6301, *et seq.* (No Child Left Behind Act)

Cross References: MSBA/MASA Model Policy 104 (School District Mission Statement)

MSBA/MASA Model Policy 601 (School District Curriculum and Instruction Goals)

MSBA/MASA Model Policy 614 (School District Testing Plan and Procedure)

MSBA/MASA Model Policy 615 (Basic Standards Testing, Accommodations, Modifications, and Exemptions for IEP, Section 504 Accommodation, and LEP Students)

MSBA/MASA Model Policy 616 (School District System Accountability)