

# North Santiam School District

Code: **IKF**  
Adopted: 7/01/96  
Revised/Readopted: 6/23/11; 03/15/12; 7/19/12;  
2/21/13; 12/18/14  
Orig. Code(s): IKF/IKFC

## **Graduation Requirements\*\***

The Board will establish graduation requirements, for awarding of a high school diploma, a modified diploma, an extended diploma and an alternative certificate which meet or exceed state requirements. These requirements will be published yearly in the parent/student handbook.

The district will award a diploma to a student fulfilling graduation requirements in less than four years if consent is given by the student's parent or guardian or by the student if he/she is 18 years of age or older or emancipated and if they have submitted an education and/or vocation plan prior to December 20th of their senior year. This plan must be approved by the high school principal or designee. The awarding of the diploma shall be at the next regularly scheduled graduation ceremony.

### **Honors Diploma**

Students who intend on going to college after graduation should consider an Academic Honors Program.

To graduate with Academic Honors, a student must:

1. Complete the requirements for a Stayton High School Diploma;
2. Have 10 credits in courses designated College Prep.
  - a. Designated college prep courses are:
    - (1) Advanced Accounting - 1 credit available;
    - (2) Advanced Biology - 1 credit available;
    - (3) Advanced Psychology - 1 credit available;
    - (4) Advanced US History - 1 credit available;
    - (5) Algebra II;
    - (6) Anatomy/Physiology - .5 credits available;
    - (7) Art 4/Advanced Art - 1 credit available;
    - (8) CAD 3-4 - 1 credit available;
    - (9) College Chemistry - 1 credit available;
    - (10) CP Physics/Physics - 1 credit available;
    - (11) Communications - .5 credits available;
    - (12) Foreign Language (any) - 4 credit available;
    - (13) Organic Chemistry - 1 credit available;
    - (14) Writing 121, 122, 123 - 1 credit available;
    - (15) All Honors or AP courses - Varies;
    - (16) Pre-approved classes taken off campus - Varies.

- b. College prep credit will not be:
    - (1) Issued for any regularly scheduled class taken on an independent study basis;
    - (2) Counted toward Academic Honors for any class taken before ninth grade. Students must take ten credits of college prep classes during grades 9-12.
  - c. College prep credit can be authorized for certain classes that are taken at an accredited college or university with prior consent of a counselor as long as all above requirements (1.-5. are also met.
- 3. Have a Grade Point Average (GPA) of 3.50 after 7 semesters;
  - 4. Have a minimum of 5 graded classes each term for four years. This does NOT include Pass/ No Pass classes (teacher aide, peer tutor, etc.);
  - 5. Have an English (LA/WR) class every term (except Early College students);
  - 6. Attend high school for eight complete semesters.

The Academic Honors Board – consisting of two counselors, the principal and two department chairs – will designate college prep classes. The courses will be reviewed each year and will change as curriculum dictates. The Academic Honors Board will review the curriculum of transfer students to determine eligibility.

Students participating in the Early College program may be considered eligible for the Honors Diploma on an individual basis with approval from the counseling department.

### **Stayton High School Diploma**

A Stayton High School diploma will be awarded to students in grades 9 through 12 who have complete a minimum of 26 credits which include at least:

- 1. Three credits of mathematics (shall include one unit at the Algebra I level and two units that are at a level higher than Algebra I);
- 2. Four credits of language arts (shall include the equivalent of one unit in written composition);
- 3. Three credits of science;
- 4. One-half credit of computer literacy;
- 5. One credit of world history;
- 6. One credit of U.S. history;
- 7. One-half credit of American Government;
- 8. One credit in health education;
- 9. One credit in physical education;

10. One-half credit of personal finance;
11. One-half credit of economics;
12. Three credits in career and technical education, the arts or world language (units shall be earned in any one or a combination);
13. 7 credits of electives.

The district shall offer students credit options provided the method for obtaining such credits is described in the student's personal education plan and the credit is earned by meeting requirements described in Oregon Administrative Rule (OAR) 581-022-1131.

To receive a diploma or modified diploma, in addition to credit requirements, as outlined in OAR 581-022-1130 and OAR 581-022-1134, respectively, a student must:

1. Demonstrate proficiency in the Essential Skills of reading, writing and applied math (OAR 581-022-0615);
2. Develop an education plan and build an education profile;
3. Demonstrate extended application through a collection of evidence;
4. Participate in career-related learning experiences.

### **Essential Skills and English Language Learners**

The district will allow English Language Learner (ELL) students to demonstrate proficiency in the Essential Skill of Apply Mathematics in a variety of settings and/or in the student's language of origin for those ELL students who are unable to demonstrate proficiency in the Essential Skills of English by the end of high school and if they are on track to meet all other graduation requirements.

The district will allow ELL students to demonstrate proficiency in Essential Skills other than Apply Mathematics in a variety of settings in the student's language of origin for those ELL students who by the end of high school if they meet the additional requirements below:

1. Have been enrolled in a U.S. school for five years or less;
2. Are on track to meet all other graduation requirements;
3. Are unable to demonstrate proficiency in the Essential Skills in English; and
4. Have demonstrated sufficient English language skills using the English Language Proficiency Assessment for the 21st Century (ELPA21).

The district will develop procedures to provide assessment options as described in the *Essential Skills and Local Performance Assessment Manual*, in the ELL student's language of origin for those ELL students who meet the criteria above, and will develop procedures to ensure that locally scored assessment options administered in an ELL student's language of origin are scored by a qualified rater.

## **Essential Skills Appeal**

The district will follow Board policy KL - Public Complaints in the event of an appeal for the denial of a diploma based on the Essential Skills graduation requirement. The district will retain student work samples and student performance data to ensure that sufficient evidence is available in the event of an appeal.

## **Standard Diploma**

A standard diploma will be awarded to students in grades 9 through 12 who meet the 24 units of credit which include at least:

1. Three credits of mathematics (shall include one unit at the Algebra I level and two units that are at a level higher than Algebra I);
2. Four credits of English (shall include the equivalent of one unit in written composition);
3. Three credits of science;
4. Three credits of social sciences (including history, civics, geography and economics (including personal finance));
5. One credit in health education;
6. One credit in physical education; and
7. Three credits in career and technical education, the arts or world language (units shall be earned in any one or a combination).

The district shall offer students credit options provided the method for obtaining such credits is described in the student's personal education plan and the credit is earned by meeting requirements described in Oregon Administrative Rule (OAR) 581-022-1131.

## **Modified Diploma**

Students who have demonstrated an inability to meet the full set of academic standards for a standard diploma while receiving reasonable modifications and accommodations are eligible for a modified diploma. A modified diploma will only be awarded to a student who meets the following criteria:

1. Has a documented history of inability to maintain grade level achievement due to significant learning and instructional barriers; or
2. Has a documented history of a medical condition that creates a barrier to achievement.

Having met the above eligibility criteria, a modified diploma will be awarded to students, who while in grade nine through completion of high school, complete 24 credits which shall include:

1. Three credits in English;
2. Two credits in mathematics;

3. Two credits in science;
4. Two credits in social sciences;
5. One credit in health;
6. One credit in physical education; and
7. One credit in career technology, the arts or a world language.

In addition to credit requirements as outlined in OAR 581-022-1134, a student must:

1. Develop an education plan and build an education profile;
2. Demonstrate extended application through a collection of evidence.

A student must also demonstrate proficiency in the Essential Skills with reasonable modifications and accommodations.

Districts may make modifications to the assessment for students who seek a modified diploma when the following conditions are met:

1. For a student on an individualized education program (IEP), any modifications to work samples must be consistent with the requirements established in the IEP. Modifications are changes to the achievement level, construct or measured outcome of an assessment. This means that IEP or school teams responsible for approving modifications for a student's assessment may adjust the administration of the assessment and/or the assessment's achievement standard;
2. For a student not on an IEP, any modifications to work samples must have been provided to the student during their instruction in the content area to be assessed and in the year in which the student is being assessed, and modifications must be approved by the school team that is responsible for monitoring the student's progress toward the modified diploma.

Students not on an IEP or a 504 Plan may not receive a modified Smarter Balanced assessment.

A student's school team shall decide that a student should work toward a modified diploma no earlier than the end of grade 6 and no later than two years before the student's anticipated exit from high school. A student's school team may decide to revise a modified diploma decision.

A student's school team may decide that a student who was not previously working toward a modified diploma should work toward one when the student is less than two years from anticipated exit from high school if the documented history has changed.

### **Extended Diploma**

An extended diploma will be awarded only to students who have demonstrated the inability to meet the full set of academic content standards for a diploma while receiving modifications and accommodations. To be eligible for an extended diploma, a student must:

1. While in grade nine through completion of high school, complete 12 credits, which may not include more than six credits in a self-contained special education classroom. Credits are listed in administration regulation IKF-AR - Graduation Requirements.
2. Have a documented history of:
  - a. An inability to maintain grade level achievement due to significant learning and instructional barriers;
  - b. A medical condition that creates a barrier to achievement; or
  - c. A change in the student's ability to participate in grade level activities as a result of a serious illness or injury that occurred after grade eight.

Beginning in grade five or after a documented history to qualify for an extended diploma has been established, the district shall annually provide to the parents or guardians of the student, information about the availability and requirements of a modified diploma, an extended diploma and an alternative certificate.

### **Alternative Certificates**

Alternative certificates will be awarded to students who do not satisfy the requirements for a diploma, a modified diploma or an extended diploma if the students meet minimum credit requirements established by the district. Alternative certificates will be awarded based on individual student needs and achievement. A student who receives a modified diploma, an extended diploma or an alternative certificate will have the option of participating in a high school graduation ceremony with the student's class.

### **Other District Responsibilities**

The district will ensure that students have onsite access to the appropriate resources to achieve a diploma, a modified diploma, an extended diploma or an alternative certificate at each high school. The district will provide age appropriate and developmentally appropriate literacy instruction to all students until graduation.

The district may not deny a student, who has the documented history of an inability to maintain grade level achievement due to significant learning and instructional barriers, or of a medical condition that creates a barrier to achievements, the opportunity to pursue a diploma with more stringent requirements than a modified diploma or an extended diploma for the sole reason the student has the documented history.

The district may award a modified diploma or an extended diploma to a student only upon the written consent of the student's parent or guardian. The district shall receive the written consent during the school year in which the modified diploma or the extended diploma is awarded. A student who is emancipated or has reached the age of 18 at the time the modified diploma or extended diploma is awarded may sign the consent.

A student shall have the opportunity to satisfy the requirements for a modified diploma, an extended diploma or an alternative certificate in either four years after starting the ninth grade, or until the student reaches the age of 21, if the student is entitled to a public education until the age of 21 under state or federal law.

A student may satisfy the requirements for a modified diploma, an extended diploma or an alternative certificate in less than four years but not less than three years. In order to satisfy the requirements for a modified diploma, extended diploma or alternative certificate in less than four years, the student's parent or guardian or a student who is emancipated or has reached the age of 18 must provide written consent which clearly states the parent, guardian or student is waiving the fourth year and/or years until the student reaches the age of 21. A copy of the consent will be forwarded to the district superintendent who will annually report to the Superintendent of Public Instruction the number of such consents.

A student who receives a modified diploma, an extended diploma or an alternative certificate will have the option of participating in a high school graduation ceremony with the student's class.

A student who receives a modified diploma, an extended diploma or an alternative certificate shall have access to individually designed instructional hours, hours of transition services and hours of other services that equals at least the total number of instructional hours that are required to be provided to students who are attending a public high school, unless reduced by the IEP team.

The district will award to students with disabilities a document certifying successful completion of program requirements. No document issued to students with disabilities educated in full or in part in a special education program shall indicate that the document is issued by such a program. When a student who has an IEP completes high school, the district will give the student an individualized summary of performance.

Eligible students with disabilities are entitled to a Free Appropriate Public Education (FAPE) until the age of 21, even if they have earned a modified diploma, an extended diploma, an alternative certificate or completion of a General Education Development document. The continuance of services for students with disabilities for a modified diploma, an extended diploma or an alternative certificate is contingent on the IEP team determining the student's continued eligibility and special education services are needed.

Students and their parents will be notified of graduation and diploma requirements.

The district may not deny a diploma to a student who has opted out of statewide assessments if the student is able to satisfy all other requirements for the diploma. Students who opt-out will need to meet the Essential Skills graduation requirement using another approved assessment option. Students may opt out of the Smarter Balanced or alternate Oregon Extended Assessment by completing the Oregon Department of Education's Opt-out Form<sup>1</sup> and submitting the form to the district.

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<sup>1</sup>[www.ode.state.or.us](http://www.ode.state.or.us): or navigate to Teaching & Learning > Testing - Student Assessment > Smarter Balanced

The district will issue a high school diploma, upon request, to a person who served in the Armed Forces<sup>2</sup>, as specified in Oregon law, if the person was discharged or released under honorable conditions and has received either a General Educational Development, a post-secondary degree or has received a minimum score on the Armed Services Vocational Aptitude Battery.

The district shall establish conduct and discipline consequences for student-initiated test impropriety. “Student-initiated test impropriety” means student conduct that is inconsistent with the *Test Administration Manual* or accompanying guidance; or results in a score that is invalid.

## END OF POLICY

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### Legal Reference(s):

<a href="#">ORS 329.095</a>	<a href="#">ORS 339.505</a>	<a href="#">OAR 581-022-1133</a>
<a href="#">ORS 329.451</a>	<a href="#">ORS 343.295</a>	<a href="#">OAR 581-022-1134</a>
<a href="#">ORS 329.479</a>		<a href="#">OAR 581-002-1135</a>
<a href="#">ORS 332.107</a>	<a href="#">OAR 581-022-0615</a>	<a href="#">OAR 581-022-1210</a>
<a href="#">ORS 332.114</a>	<a href="#">OAR 581-022-0617</a>	<a href="#">OAR 581-022-1215</a>
<a href="#">ORS 338.115</a>	<a href="#">OAR 581-022-1130</a>	<a href="#">OAR 581-022-1350</a>
<a href="#">ORS 339.115</a>	<a href="#">OAR 581-022-1131</a>	<a href="#">OAR 581-022-1910</a>

*Test Administration Manual*, published by the OREGON DEPARTMENT OF EDUCATION (FEBRUARY 4, 2016).

*Essential Skills and Performance Assessment Manual*, published by the OREGON DEPARTMENT OF EDUCATION (MARCH 17, 2016).

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<sup>2</sup>The policy applies to any person who:

1. Served in the Armed Forces of the U.S. at any time during:
  - a. World War I;
  - b. World War II;
  - c. The Korean Conflict; or
  - d. The Vietnam War;
2. Served in the Armed Forces of the U.S. and was physically present in:
  - a. Operation Urgent Fury (Grenada);
  - b. Operation Just Cause (Panama);
  - c. Operation Desert Shield/Desert Storm (Persian Gulf War);
  - d. Operation Restore Hope (Somalia);
  - e. Operation Enduring Freedom (Afghanistan); or
  - f. Operation Iraqi Freedom (Iraq);
3. Served in the Armed Forces of the U.S. in an area designated as a combat zone by the President of the U.S.