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CAPITAN MUNICIPAL SCHOOLS BOARD OF EDUCATION

AGENDA ITEM EXECUTIVE SUMMARY

1. Board Meeting Date: July 20, 2026
2. Item Title: V.A.2 Revision to CMS Board Policy I-7350/IKF Graduation Requirements
3. Name of Presenter: H. Gutierrez, Superintendent
4. This item is for: XX Action ____ Consent Agenda ____ Discussion ____ Report/Information
5. Proposed Motion (Action Items Only): I move that we approve the revision to CMS Board Policy I-7350/IKF Graduation Requirements, as presented.
6. Executive Summary: Please see attached.

I-7350 IKF
GRADUATION REQUIREMENTS

The purpose of this policy is to establish graduation requirements for the students of Capitan Municipal Schools.

In order to receive a diploma, students must meet all specified requirements as established by the Capitan Municipal Schools Board of Education and the State of New Mexico as outlined in §22-13-1.1 NMSA 1978 and 6.29.1.1 NMAC.

Students entering the ninth grade after 2008, including special education students with an Individualized Education Program (6.29.1.9-J-13 NMAC), must complete twenty-seven (27) high school credits to be eligible for a diploma.

At the end of grade eight (8) through eleven (11), each student shall prepare an interim next step plan that identifies the coursework for the grades remaining until graduation. The plan shall explain any differences from previous next-step plans and shall be filed electronically in the District's student information system. A copy of the plan signed by the student, the student's parent, and the student's guidance counselor or other school official charged with coursework planning for the student shall be filed with the high school principal.

An individualized education program (IEP) that meets all applicable transition and procedural requirements of the federal Individual with Disabilities Act for a student with a disability shall satisfy the next-step plan requirements.

The next step planning process shall be based on reports of college and workplace readiness assessments, as available, and other factors to ensure that a student is informed about curricular and course options, including honor or advanced placement courses, dual credit courses, and distance learning courses.

Once a student has entered ninth (9th) grade, the graduation requirements shall not be changed for that student from the requirements specified in New Mexico statutes or the Capitan Board of Education at the time the student entered ninth (9th) grade, unless amended via New Mexico statutes and adopted by the New Mexico Public Education Department and the Capitan Board of Education.

Marching band, junior reserve officers' training corps or any other co-curricular physical activity may qualify as the required physical education requirement.

Final examinations shall be administered to all students in all classes offered for credit.

Parents are to be notified in writing at the beginning of second semester and again at the conclusion of the third (3rd) nine (9)-weeks grading period of their student's senior year if the student is at risk of not meeting all graduation requirements. Progress reports are to be provided to parents and students at each grading period.

A high school student required to transfer to an out-of-state school by the transfer of the student's parents, who are members of the New Mexico National Guard or the armed forces of the United States, may request that a diploma be issued by the New Mexico high school of transfer. The student must meet the guidelines and comply with the requirements of the New Mexico Statutes regarding military dependent transfers and their courses and grades must meet or exceed New Mexico's requirements for graduation as determined by the School District.

Bilingual education shall be provided to meet the identified educational and linguistic needs of identified students as part of their program of studies.

A student shall not be awarded a New Mexico Diploma of Excellence if the student has not demonstrated competency in the subject areas of mathematics, reading and language arts, writing, social studies, and science, including a section of the Constitution of the United States and the Constitution of New Mexico based on standards-based assessments or has completed a locally developed alternative demonstration of competency.

Graduation Requirements

The passing of HB 171 on February 9, 2025 updates high school graduation requirements through cohort 2028 and includes updates to high school graduation requirements beginning with cohort 2029 as outlined below:



GRADUATION REQUIREMENTS THROUGH COHORT 2028

27 Credits

COURSE WORK	ENGLISH 4 CREDITS	MATH 4 CREDITS	SCIENCE 3 CREDITS	SOCIAL STUDIES 3.5 CREDITS	PHYSICAL EDUCATION 1 CREDIT
	ELA1	Algebra 1	Lab Science	NM History	HEALTH 0.5 CREDIT
	ELA2	Geometry	Lab Science	US History	
	ELA3	Algebra 2	Science	World History	
ELA4	4th Math		Government/Economics		
	ELD courses satisfy requirement	One credit must be at the level of Algebra 2 or higher		0.5 credit in NM History	CAREER CLUSTER, - WORKPLACE
	One credit must be honors, dual credit, distance learning, or AP.				READINESS, OR LANGUAGE OTHER THAN ENGLISH 1 CREDIT
	MIDDLE SCHOOL CREDITS				ELECTIVES 10 CREDITS
	The following credits earned prior to enrolling in high school will meet the graduation requirements:				
	Algebra 1, Health, and NM History (0.5 credit)				
	COURSE WAIVERS				
	Any deviation from the prescribed graduation requirements must be approved by the PED via a coursework waiver.				
	Graduation coursework waivers are obtained from the PED Waivers webpage and submitted to: Waivers.PED@ped.nm.gov				
NEXT STEP PLAN	On July 1, 2003, HB305 was signed into law, requiring high school students to create Next Step Plans, which set personal high school goals beginning in grade 8. The Final Next Step Plan is a mandatory prerequisite for graduation.				
DOC	With the signing of HB171 into law, students no longer need to demonstrate competency (formerly known as DOC) in the five subject areas of mathematics, reading, writing, science, and social studies. However, per 6. 29.1 NMAC, General Provisions, a final examination shall be administered to all students in all courses offered for credit. Additionally, high school students are still required to participate in ESSA testing as assigned at grade 10 and grades 9-12 if identified as an English learner who has not met the state’s exit criteria.				

COURSE WORK	<table border="0"> <tr> <td> ENGLISH 4 CREDITS ELA 1 ELA 2 ELA 3 4th English <i>ELD Courses satisfy requirement. CTE or WBL can meet this requirement</i> </td> <td> MATH 4 CREDITS Algebra 1 Geometry 3rd Math 4th Math <i>CTE or WBL can meet this requirement</i> </td> <td> SCIENCE 3 CREDITS Lab Science Lab Science Science <i>CTE or WBL can meet this requirement</i> </td> <td> SOCIAL STUDIES 4 CREDITS US History w/ NM History World History Government/Economics 4th Social Studies <i>NM History can be offered as a stand-alone course</i> </td> <td> PHYSICAL EDUCATION 1 CREDIT HEALTH 0.5 CREDIT ELECTIVES 8.0 CREDITS <i>Must include a 2-credit pathway concentration of the student's choice</i> </td> </tr> </table> Algebra 2, Financial Literacy, and Computer Science shall be offered. A student shall still have the opportunity to take Dual Credit, Honors, and AP courses. MIDDLE SCHOOL CREDITS Through HB171, the following credits earned prior to enrolling in high school will meet the graduation requirements: Algebra 1, Geometry, and Health COURSE WAIVERS Any deviation from the prescribed graduation requirements must be approved by the PED via a coursework waiver. Graduation coursework waivers are obtained from the PED Waivers web page and submitted to: Waivers.PED@ped.nm.gov	ENGLISH 4 CREDITS ELA 1 ELA 2 ELA 3 4th English <i>ELD Courses satisfy requirement. CTE or WBL can meet this requirement</i>	MATH 4 CREDITS Algebra 1 Geometry 3rd Math 4th Math <i>CTE or WBL can meet this requirement</i>	SCIENCE 3 CREDITS Lab Science Lab Science Science <i>CTE or WBL can meet this requirement</i>	SOCIAL STUDIES 4 CREDITS US History w/ NM History World History Government/Economics 4th Social Studies <i>NM History can be offered as a stand-alone course</i>	PHYSICAL EDUCATION 1 CREDIT HEALTH 0.5 CREDIT ELECTIVES 8.0 CREDITS <i>Must include a 2-credit pathway concentration of the student's choice</i>	LOCAL REQUIREMENT 2 CREDITS Two credits set by each local school board or governing body that meet department academic content and performance standard. Capitan's two credits for each student are: 1) Financial Literacy and 2) Students must choose 1 credit from Ag Animal Science, Ag Construction, Ag Mechanics, or Culinary.
ENGLISH 4 CREDITS ELA 1 ELA 2 ELA 3 4th English <i>ELD Courses satisfy requirement. CTE or WBL can meet this requirement</i>	MATH 4 CREDITS Algebra 1 Geometry 3rd Math 4th Math <i>CTE or WBL can meet this requirement</i>	SCIENCE 3 CREDITS Lab Science Lab Science Science <i>CTE or WBL can meet this requirement</i>	SOCIAL STUDIES 4 CREDITS US History w/ NM History World History Government/Economics 4th Social Studies <i>NM History can be offered as a stand-alone course</i>	PHYSICAL EDUCATION 1 CREDIT HEALTH 0.5 CREDIT ELECTIVES 8.0 CREDITS <i>Must include a 2-credit pathway concentration of the student's choice</i>			
NEXT STEP PLAN	On July 1, 2003, HB305 was signed into law, requiring high school students to create Next Step Plans, which set personal high school goals beginning in grade 8. The Next Step Plan shall be aligned to the graduate profile. The Final Next Step Plan is a mandatory prerequisite for graduation. The PED has partnered with Level All to make a virtual Next Step Plan available to all New Mexico school districts at no cost. To schedule a demo or roll out implementation, contact: newmexico@levelall.com						
GRAD PROFILE	With the signing of HB171 into law, each school district or charter school shall create and use a graduate profile to specify the cognitive, personal, and interpersonal competencies that students should have when they graduate. The core academic competencies and subjects identified in a school district's or charter school's graduate profile shall align with required graduation credits. The PED has partnered with Advance CTE to provide FREE resources including standards and guidance. For more information, contact: Brenna Barlett, Director of Technical Assistance at Advance CTE, bbarlett@careertech.org						

COHORT 2029 GRADUATION REQUIREMENTS (CONTINUED)



CTE / WBL FOR CORE CREDIT	GENERAL REQUIREMENTS Students must earn credit in the following courses with a passing grade of C or better: English: English 1, English 2, and English 3 Math: Algebra 1 and Geometry or Integrated Math 1 and Integrated Math 2 Science: Two lab sciences The CTE/WBL teacher of record must hold the proper licenses in the core content areas. 3 Paths 1. Core Content Standards Crosswalk 2. Mastery Scores a. English and Math i. PSAT 10 & PSAT/NMSQT (Reading/Writing 430+, Math 480+) ii. SAT School Day (Reading/Writing 480+, Math 530+) iii. Work Keys (Career Readiness Certificate - Silver NCRC Level) b. Science i. Assessment of Science Readiness (ASR) (1160+) 3. CTE/WBL Capstone Completer Course Refer to the CTE/WBL (Career Technical Education / Work-Based Learning) Core Credit Guidance Manual for instructions on submitting documentation.
STUDENTS WITH DISABILITIES	PATHWAYS Standard Diploma Pathway Traditional route for students who meet the general education requirements, including the completion of coursework and state assessments. Students with disabilities can participate in the Standard Diploma Pathway, but accommodations and modifications may be made to help them meet these requirements. Ability Diploma Pathway Specifically designed for students with significant cognitive disabilities. This pathway offers a more tailored curriculum and assessment plan that better aligns with the individual needs of students who are unable to meet the academic standards required for a standard diploma. To qualify for this pathway, students must meet specific criteria indicating that they have significant cognitive disabilities. This includes: - Cognitive functioning and adaptive behavior significantly below age expectations, even with program modifications and accommodations. - An inability to participate in general state assessments, even with accommodations.
QUESTIONS	Graduation Requirements Questions Form PED.Assessment@ped.nm.gov for assessment related questions. Grad.Questions@ped.nm.gov for graduation coursework questions. OSE.Sup_port@ped.nm.gov for special education programs of study questions.

If a student exits from the school system at the end of grade twelve (12) without having satisfied the above requirements, the student shall receive an appropriate state certificate indicating the number of credits earned and the grade completed. Students issued a certificate may provide alternative demonstrations of competency within five (5) years of exiting the school system in order to satisfy competency in require core content areas and earn a New Mexico Diploma of Excellence.

The Superintendent shall develop a regulation for the enforcement of this policy.

Adopted: July 20, 2026

LEGAL REF.: [22-13-1.1 NMSA \(1978\)](#)

[22-13-1.4 NMSA \(1978\)](#)

6.19.7 NMAC

6.29.1.9 NMAC

CROSS REF.: [IGD - Curriculum Adoption](#)

[IGE - Curriculum Guides and Course Outlines](#)

[IHA - Basic Instructional Program](#)

[IIE - Student Schedules and Course Loads](#)

[IKA - Grading/Assessment Systems](#)

[IFABC - Admission of Transfer Students](#)

[IG - Assignment of Students to Classes](#)

STUDENT SCHEDULES AND COURSE LOADS

The Board requires that each student at the end of grades eight (8) through eleven (11) develop an interim next-step plan that sets forth the coursework for the grades remaining until high school completion or transition following high school. ~~The Board~~ Superintendent shall ensure each student ~~has the opportunity to develop~~ a plan based upon reports of college and workplace readiness assessments and other factors and be reasonably informed about:

- Curricular and course options, including:
 - honors or advanced placement courses, international baccalaureate courses, dual-credit courses, distance learning courses, career clusters or remediation programs that college and workplace readiness assessments indicate to be appropriate;
- Opportunities available that lead to different post-high-school options; and
- Alternative opportunities available if the student does not finish a planned curriculum.

The Each year's plan shall be aligned to the graduate profile of the school district, shall be completed on a New Mexico Public Education Department-approved template and comply with department regulations, shall explain any differences from previous interim next-step plans, shall be filed with the principal of the student's high school and shall be signed by the student, the student's parent or guardian and the student's guidance counselor or other school official charged with coursework planning for the student. An individualized education program (IEP) filed with the principal that meets the applicable transition and procedural requirements of the federal Individuals with Disabilities in Education Act for qualified students shall satisfy the next-step requirements for that student.

It shall be the responsibility of the principal, with the cooperation of assigned counselors, to assist students in the scheduling of coursework. All students in the high school are required to enroll in four (4) classes unless excused by the school administrator.

Dual Credit

Dual credit programs allow high school students to enroll in college courses prior to graduation and receive high school and college credit simultaneously for elective courses approved by the school or core courses verified as meeting Public Education Department standards and benchmarks when these courses are aligned to meet postsecondary requirements also. To offer dual credit in academic and career technical courses the District must execute a dual credit agreement with a qualified postsecondary institution. Such agreement must address the components found in 6.30.7.8 NMAC and be signed by both entities.

Adopted: date of manual adoption

LEGAL REF.: 22-13-1.1 NMSA (1978)
6.29.1.11 NMAC
6.30.7.8 NMAC

CROSS REF.: IKF - Graduation Requirements

Capitan High School

Graduate Profile

Problem Solver

- ◆ Demonstrate critical thinking, problem-solving, and creative innovation in both academic and real-world contexts.
- ◆ Communicate effectively through written, oral, and digital media.

Communicator

- ◆ Articulates ideas clearly and listens actively.
- ◆ Communicate effectively through written, oral, and digital media.

Career Explorer

- ◆ Understands career pathways and goals.
- ◆ Meets or exceeds readiness benchmarks for postsecondary education and/or industry certification.

Our Vision

Every Capitan graduate is prepared to thrive in college, career, and community-demonstrating the skills, character, and mindset needed to succeed in an ever-changing world.



Lifelong Learner

- ◆ Reflects, grows, and adapts

Responsible Citizen

- ◆ Participates in civic and community life.
- ◆ Set goals, manage time, and adapt to changing circumstances with flexibility.
- ◆ Demonstrate leadership, professionalism, and ethical behavior in academic, workplace, and social settings.
- ◆ Serve as civic-minded, engaged citizens who contribute to their community.

Collaboration Leader

- ◆ Builds relationships and works with others.
- ◆ Collaborate productively in diverse teams and resolve conflict respectfully.
- ◆ Demonstrate leadership, professionalism, and ethical behavior in academic, workplace, and social settings.