

Regular Education

A minimum of twenty-two (22) units of credit are required for graduation. Listed below are the units that must be completed before a student may receive a high school diploma. Each student shall demonstrate accomplishment of the standards in reading, writing, science, social studies, and mathematics adopted by the State Board of Education and pass each of the sections of the required competency test. A student not successfully passing the competency test shall graduate with a recognized diploma if the student meets the alternative graduation requirements established by A.R.S. 15-701.02. The Superintendent shall prepare regulations to implement the alternative graduation requirements and appoint a hearing officer for appeals.

Graduation requirements may be met as follows:

- By successful completion of subject area course requirements.
- By mastery of the standards adopted by the State Board of Education and other competency requirements for the subject as determined by the Governing Board in accord with A.A.C. R7-2-302.04 and rules established by the Superintendent.
- By earning credits through correspondence courses (limited to one [1] in each of the four [4] major subject areas) and/or by passing appropriate courses at the college or university level if the courses are determined to meet standards and criteria established by the Board and in accord with A.R.S. 15-701.01.
- An out-of-state transfer student is not required to pass the competency test to graduate if the student has successfully passed a statewide assessment test on state adopted standards that are substantially equivalent to the State Board Adopted Academic Standards.

Graduation requirements are:

2012-2013:

English	4.0 units
Math	4.0 units*
Science	3.0 units
American Government and Arizona Government	0.5 unit
American History - including Arizona History	1.0 unit
World History and Geography	1.0 unit
Economics	0.5 unit
Fine Arts or Career, Technical and Vocational Education	1.0 unit

Electives	7.0 units
Total	22.0 units

* In lieu of one (1) credit of Algebra II or its equivalent course content a student may request a personal curriculum in mathematics following R7-2-302.03.

Special Education

Listed above, under "Regular Education," are the requirements that must be completed before a student may receive a high school diploma. Completion of graduation requirements for special education students who do not meet the required units of credit shall be determined on a case-by-case basis in accordance with the special education course of study and the individualized education program of the student. Graduation requirements established by the Governing Board may be met by a student as defined in A.R.S. 15-701.01 and A.A.C. R7-2-302.

Competency requirements. Any student who is placed in special education classes, grades nine (9) through twelve (12), is eligible to receive a high school diploma without meeting state competency requirements, but reference to special education placement may be placed on the student's transcript or permanent file.

Waiver of Graduation Requirements

The parents or legal guardian of a high school student, or the student if at least eighteen (18) years of age and/or emancipated, may petition, in writing, to waive a high school class required for graduation if the class is required by District policy but not by state law.

The letter (petition) should completely set forth the reasons for requesting the waiver and should be sent to the associate superintendent for school operations.

The Associate Superintendent for School Operations will ensure the completeness of the information contained therein and put the matter before the Governing Board in the appropriate manner.

The Governing Board will render its decision in open meeting, while preserving student confidentiality.

Adopted: date of Manual adoption (December 10, 2013)

LEGAL REF.: A.R.S. 15-203
15-341
15-701.01
15-701.02
A.A.C. R7-2-302.01
R7-2-302.02

R7-2-302.03
R7-2-302.04
R7-2-302.06
R7-2-302.07

CROSS REF.: IGD - Curriculum Adoption
IGE - Curriculum Guides and Course Outlines
IIE - Student Schedules and Course Loads
IKA - Grading/Assessment Systems

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**GRADUATION REQUIREMENTS
(Determining Competency for Graduation Credit)**

Determination and verification of student accomplishment of subject-area course requirements and/or competencies for graduation credit shall be the responsibility of a subject-area teacher and, at a minimum, shall be in accord with the following:

- The student shall have successfully completed the subject-area course requirement incorporating the standards and competencies adopted by the State Board of Education from the course of study as determined by the Governing Board in accord with the District's designated grading system; or
- As an alternative to completing the course requirements, a student may request, upon a showing of familiarity with the subject matter of the course, an examination on the competencies of the course. The student may take an examination on a particular course one (1) time only in an academic year. The examination shall be prepared by a teacher of the subject matter who is designated by the Superintendent. To receive graduation credit, the student must demonstrate accomplishment of the standards and competencies adopted by the State Board of Education and the Governing Board, respectively. Demonstration of accomplishment of the skills and competencies shall be determined in accord with accepted practices in evaluation of students. A copy of the test results, verified by the appointed teacher, shall be filed with the student's records.

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GRADUATION REQUIREMENTS (Alternative Graduation Requirement)

Pursuant to A.R.S. 15-701.02, A.A.C. R7-2-302.06 and R7-2-302.07, a student who fails to achieve a passing score on the State Board required competency test in reading, writing, and mathematics assessment for high school graduation during the 2007-2008 through the 2010-2011 school years and thereafter may graduate if the student meets the alternative graduation requirements. Using the state approved formula, this process allows a student to augment their State Board required competency test scores with additional points derived from classroom performance. The student must meet the eligibility requirements described below to be eligible to receive augmentation points. Points are calculated using grades of C or better in the state specified credits of required coursework.

- *Threshold determination:*
 - If a student's augmented assessment scores would not meet or exceed the "Meets the Standard" threshold if augmented by twenty-five percent (25%) for school years 2007-2008 and 2008-2009, by fifteen percent (15%) for school year 2009-2010, or by five percent (5%) for school year 2010-2011 and thereafter, no additional credit shall be calculated per A.R.S. 15-701.02(c).
- *Eligibility requirements for augmentation:*
 - The student must have completed with a passing grade all coursework and credits prescribed for the graduation of students from high school by the governing board of the student's school district or charter school.
 - The student must have taken the State Board standards assessment at every administration when the student was eligible to take the test after August 12, 2005.
 - The student must have participated in any academic remediation program available in the student's school in those subject areas where the student failed to achieve a passing score on the State Board competency test.
- *Failure to meet eligibility requirements - Appeal:*
 - If a student is not eligible for the standards assessment score augmentation due to failure to:

- Have taken the State Board competency test at every administration when the student was eligible to take the test after August 12, 2005. An appeal, following the procedures indicated below, may be requested in which the student or parent shall have the burden of demonstrating what circumstances prevented compliance with this requirement. An appeal should be granted only upon presentation of credible evidence that extreme circumstances made the student ineligible for each State Board competency test administration the student did not attend.
 - Have participated in any academic remediation program available in the student's school in those subject areas where the student failed to achieve a passing score on the State Board competency test. An appeal, following the procedures indicated below, may be requested in which the student or parent shall have the burden of demonstrating what circumstances prevented compliance with this requirement. An appeal should be granted only upon presentation of credible evidence that the student participated in at least one state or school sanctioned remediation program in those subject areas where that student failed to achieve a passing score on the State Board competency test.
- *Appeal procedure:*
 - If a senior student fails a subject matter competency test, that student may request an appeal by submitting a petition form prepared by the District to the high school principal within ten (10) days of being notified of failure to achieve "Meets the Standard" on any section of the State Board competency test. The principal shall be the hearing authority for all appeals.
 - School officials shall provide adequate notice to the student and the student's parents or guardians regarding the date, time, and place of the appeal. A student or a student's representative may participate in the appeal either personally, by telephone, or by providing written documentation.
 - The student or parent shall have the burden of demonstrating what circumstances prevented compliance with the requirements.
- An appeal shall be granted only (see Suggested Basis for Appeal below):
 - Upon presentation of credible evidence that extreme circumstances made the student ineligible for each State Board competency test administration the student did not attend.
 - Upon presentation of credible evidence that the student participated in a least one (1) state or school sanctioned remediation program in those subject areas where that student failed to achieve a passing score on the State Board competency test.

- The response to the appeal shall be in writing within five (5) days of the appeal hearing.
- The decision of the principal is final.

Suggested Basis for Appeal

A student who has not satisfied the requisites of A.A.C R7-2-602.6 (C)(2) and/or (3) to qualify for the alternative graduation requirement may appeal the determination to the Governing Board when one (1) or more of the conditions listed below exist:

- The student was precluded from taking all available administrations of the AIMS assessment, or has not fully participated in the school's academic remediation program, due to a bona fide emergency. For the purpose of this policy a bona fide emergency is defined as a circumstance beyond the student's or the student's family's control. Examples of a bona fide emergency may include, but are not limited to the following:
 - The student's sudden serious illness or injury simultaneously with the assessment or remediation program offering as attested as affirmed by a licensed medical practitioner.
 - The sudden serious illness, injury, or death of an immediate member of the student's family, as defined in Board Policy GCCA, when such circumstance prevented the student's attendance for an assessment or a remediation program offering, and when affirmed by a licensed medical practitioner.
 - Weather or road conditions that interfered with the student's attendance at the assessment or remediation program offering when the condition was declared by or has been verified with appropriate public authorities.
 - A religious event of the student's and/or the student's family's faith when the student and/or the student's family have historically and consistently participated in the religious event in lieu of any other event occurring at the same time.

The school principal must have received from the student's parent(s) written, dated, and signed notification within twenty-four (24) hours, or as soon thereafter as is practicable, of any event that prevented the student from participating in the assessment or the remediation program offering. Notification by telephone or other means may temporarily suffice, but must be validated by a written, dated, and signed notification not less than fourteen (14) calendar days from the date of the event.

Other extreme and extraordinary circumstances may be considered for appeal by the Board when credible evidence is provided affirming actual occurrence of the extreme and extraordinary circumstance.

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GRADUATION REQUIREMENTS
(Credit and Advanced Placement)

A middle school student who demonstrates achievement - as measured by a cumulative test that is developed by appropriate faculty members representing the high school and respective feeder middle schools - may receive high school credit for algebra and/or advanced Spanish taken during the eighth (8th) grade year.

The above objective criteria may be amended and high school credit may be given to individual students approaching the objective criteria if consensus is reached among appropriate faculty members representing the high school and the feeder middle school. (This policy is consistent with the requirements of the North Central Association.)

A middle school student who takes a high school course shall receive high school credit only if the course is taught by a teacher then certificated at the high school level.

EXHIBIT

EXHIBIT

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GRADUATION REQUIREMENTS

ALTERNATIVE GRADUATION REQUIREMENTS APPEAL FORM

Appeal procedure:

- The student may request an appeal by submitting a request on a petition form prepared by the District to the high school principal within ten (10) days of being notified of failure to achieve "Meets the Standard" on any section of the State Board competency test. The principal shall be the hearing authority for all appeals.
- School officials shall provide adequate notice to the student and the student's parents or guardians regarding the date, time, and place of the appeal. A student or a student's representative may participate in the appeal either personally, by telephone, or by providing written documentation.
- The student or parent shall have the burden of demonstrating what circumstances prevented compliance with the requirements.
- An appeal shall be granted only:
 - Upon presentation of credible evidence that extreme circumstances made the student ineligible for each State Board competency test administration the student did not attend.
 - Upon presentation of credible evidence that the student participated in at least one (1) state or school sanctioned remediation program in those subject areas where that student failed to achieve a passing score on the State Board competency test.
- The response to the appeal shall be in writing within five (5) days of the appeal hearing.
- The decision of the principal is final.

Date: _____

Student Name: _____

Grade: _____

Projected Graduation Date: _____

Parent/Guardian Name: _____

Requirement(s) being appealed: (check one [1] or both boxes if applicable)

Has not taken the AIMS assessment each time the test was offered.

Has not participated in at least one (1) available academic remediation program as described:

Based on the box(es) checked above, provide evidence to support your appeal. Evidence must demonstrate "extreme circumstances" causing an inability to meet the augmentation requirements.

Signature

Date

EXHIBIT

EXHIBIT

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**GRADUATION REQUIREMENTS
AUGMENTATION POINTS CALCULATIONS**

Threshold Determination

Multiply "Meets the Standard" for each section of the State Board competency test by the factor listed below by year of graduation to determine the score that must be met at a minimum before the augmentation procedure may be completed.

Graduation Factor .95

Example: In the graduation year if the "Meets the Standard" score for reading were to be 674. Then, multiplying 674 *times* .95 produces 640.3 rounded to 640, the test score below which no augmentation scores will be calculated and for which no appeal would be allowed. The "Meets the Standards Scores" will be determined the State.

Calculation of Augmentation points to be used for each competency test section failed when the threshold is met.

Only classes that satisfy the specifically required subject matter credits by the State Board for graduation shall be included in the calculation of the augmentation score. Use the highest grades earned or if advanced placement/honors courses the grade credited with the most points per R7-2-302.07(E)(b & c).

Credits

Additional Course Name	Grades ⁽¹⁾ (²)	Points
1) _____ English or ESL	_____	_____
1) _____ English or ESL	_____	_____
1) _____ English or ESL	_____	_____
1) _____ English or ESL	_____	_____

- 1) _____
AZ and US History and Constitution
- .5) _____
AZ and US History and Constitution
- 1) _____
World History/Geography
- 1) _____
Mathematics
- 1) _____
Mathematics
- 1) _____
Science
- 1) _____
Science
- 1) _____
Fine Arts or Vocational Education

TOTAL of 11.5 credits Total added points (_____) for 2009 through 2011.

Total added points divided by 11.5 equals
Average Additional Points per Credit _____

Average Additional (Student's Original Augmentation Points per Credit
times Score, by Section) *equals* Points 100

Augmentation points may be added to the highest score on each section of the State Board competency test that the student may have taken.

If the augmented score of the student exceeds the passing score on the competency test, the student shall be considered to have passed the competency test in that area for graduation purposes.

(1) Advanced Placement or Honors

- A equals twenty-five (25) times credits equals points
- B equals twenty (20) times credits equals points
- C equals fifteen (15) times credits equals points
- D or F equals zero (0)

(2) Other eligible grades

A equals twenty (20) times credits equals points
B equals fifteen (15) times credits equals points
C equals twelve (12) times credits equals points
D or F = zero (0)