

Browning Public Schools  
**Board Agenda Request**  
Meeting to Be Held: 1/29/2020



---

**Recognition:**    Students                       Staff                       Parents  
**Information:**    Building Report                       Old Business                       Superintendent's Report  
**Action:**    Resignation                       Hiring                       Contract Service Agreements  
                     Travel Out-of-State                       Travel In State                       Approvals  
                     Termination                       Legal Matters                       Other:  
This action request pertains to  Elementary (only)                       High School/District Wide

---

**Date:**    1/22/2020

**To:**        **Browning School Board**  
                    Members

**From:**    Corrina Guardipee-Hall ED.S.  
**Title:**     Superintendent

**Subject:** **Revision to policy #4510**

**Description:** **We would like to add the following wording:** *“Requests for early graduation submitted by a student served in accordance with an Individualized Education Program (IEP) may only be submitted after the student has completed five semesters and/or eight trimesters of school attendance and be 17 years old. The students will also provide the required information and documentation outlined in this policy. The request will then be referred to the IEP Team for review. The IEP team will consider all necessary factors related to the terms of IEP prior to making a recommendation to the Superintendent regarding acceptance or denial of the request for referral to the Board of Trustees”.*

**Financial Impact:** N/A

**Funding Source (Budget/grant, etc.):** N/A

**Attachment/s:** Policy #4510

**Comments:** \_\_\_\_\_

---

**Board Action:**    N/A (Info)     Approved     Denied     Tabled to: \_\_\_\_\_

1  
2 **Browning Public Schools**

3  
4 Policy #4510

5 Policy Name: *Early Graduation*

6 Regulation:  
7

8 Browning Public Schools believes that high school provides students with valuable learning experiences and a full  
9 four-year schedule offers students multiple opportunities to participate, mature, and learn from course offerings  
10 and extra curricular activities. However, early graduation will be considered for students who have committed to  
11 the following post graduation plans or have the following circumstances:  
12

- 13 1. Entrance into an advanced program of vocational education.
- 14 2. Entrance into the armed services to obtain specialized training which will be utilized in the job market later  
15 on.
- 16 3. The need to work to help support a family that requires the student to become a wage earner.
- 17 4. Marriage or family obligations that require the student to be a primary care giver.
- 18 5. Early entry into college.
- 19 6. Exceptional documented hardship.

20  
21  
22  
23  
24  
25  
26 An early graduation form will be provided to students upon their request. Students must complete five semesters  
27 and/or eight trimesters of school attendance and be 17 years old prior to making the request. The student will need  
28 to develop a plan to meet minimal graduation requirements within the existing standard curriculum in seven  
29 semesters. Requests must be made prior to May 30<sup>th</sup> of the school year prior to the proposed early graduation date.  
30 (Spring semester of the student's junior year)

31  
32 **Requests for early graduation submitted by a student served in accordance with an Individualized**  
33 **Education Program (IEP) may only be submitted after the student has completed five semesters and/or**  
34 **eight trimesters of school attendance and be 17 years old. The students will also provide the required**  
35 **information and documentation outlined in this policy. The request will then be referred to the IEP Team**  
36 **for review. The IEP team will consider all necessary factors related to the terms of IEP prior to making a**  
37 **recommendation to the Superintendent regarding acceptance or denial of the request for referral to the**  
38 **Board of Trustees.**

39  
40 The student requesting early graduation shall have a minimum cumulative GPA of 2.5 and core course  
41 requirements which indicate a minimum GPA of 2.0. Normative assessment results such as the ITBS or TAP  
42 indicating skill development at the 4<sup>th</sup> stanine or above are required.  
43

44 The Board of Trustees shall require the following information in order to consider a request for early graduation:  
45

- 46 • An Early graduation Request Form to be completed by the student which includes a handwritten letter from  
47 the student outlining the reasons for the student's request.
- 48 • A letter from the parents or guardian supporting the student's request.
- 49 • A high school counselor shall compile an information packet for the Board regarding the student's school  
50 history and performance which will include a transcript; the student's attendance; GPA; and the history,  
51  
52

1 number, and basis of behavioral referrals. This information packet or portfolio will also include projected  
2 course plan for the remainder of the student's high school career and the counselor's recommendation  
3 regarding the request.  
4

- 5 • A letter from an academic department head in support of the request.  
6
- 7 • A letter from the principal supporting the request based on the reasons for the student request, and  
8 consideration of the student's maturity in planning and follow through regarding post graduation prospects  
9 shall also be obtained.  
10

11  
12  
13  
14 **Cross Reference:** #4500 Graduation

15  
16 **Legal Reference:** 20-1-301, MCA Graduation Seniors Requirement  
17

18  
19 **Policy History:**

20 Adopted on: 1/12/99

21 Reviewed on:

22 Revised on: 8/14/07, 1/8/08, 1/29/20  
23