

**Policy**

GRADUATION REQUIREMENTS

The Board of Education will recognize the successful completion of the secondary school instructional program by awarding a State-endorsed diploma certifying that the student has met all state and district requirements for high school graduation.

In order to be graduated from Franklin High School and receive a state-endorsed Board of Education diploma, a student must:

- A. Meet both state and district proficiency standards in the Core Curriculum Content areas; achieve or exceed a passing grade on the New Jersey State assessment(s) required for graduation;
- B. Successfully complete all course requirements stated in the New Jersey administrative code, unless those of the district are greater, in which case the district's standard must be met. The proficiencies required must include the Core Curriculum Content Standards approved by the State Board of Education;
- C. Select and successfully complete required and elective course credits to meet the district minimum of 120 credits.
- D. Fulfill all school attendance requirements.

“Successfully complete” means that the student has demonstrated the degree of proficiency required by the district to indicate achievement of the district goals for the particular course.

Transfer students must meet all state and local requirements in order to receive a Franklin Township High School diploma.

The Superintendent shall put into effect the procedures necessary to review student records and, if necessary, assess each student upon entry into the system, and, annually thereafter, to identify those students not meeting the state or district proficiency requirements. He/she shall develop the programs necessary to remedy these deficiencies at the lowest possible grade level.

Any student who has not successfully completed all state and district requirements as of the date of graduation, will not be permitted to participate in Franklin High School graduation ceremonies.

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Proficiency

In consultation with appropriate professional staff, the Superintendent shall develop and present to the Board for adoption indicators of achievement, standards of proficiency, and attendance demonstrating successful completion of each course.

The Board of Education shall provide all students entering high school and their parents/guardians with a copy of the district requirements for a state-endorsed diploma and those programs available to assist students in attaining a state-endorsed diploma. They shall also be informed as to course proficiencies, assessments, course and credit hour requirements, attendance policies, and any other state and district requirements. Proficiency requirements for each individual course shall be given to students upon entering the course.

The yearly course selection sheet for each student in the high school must be approved and signed by the parent/guardian, except in the case of adult students (those 18 years of age or older).

Twelfth-grade students who have satisfied all other graduation requirements but have failed the NJ state assessments required for graduation must complete the state's alternative assessment requirements to demonstrate proficiency prior to graduation.

The Board of Education shall provide students exiting grade 12 without a diploma the opportunity for continued high school enrollment to age 20, or until the requirements for a state-endorsed diploma have been met, whichever comes first.

Students with Limited English Proficiency

Students with limited English proficiency must be provided with the program opportunities required by law, and must fulfill the regular state and district requirements. All limited English proficient students must demonstrate proficiency in English and on all state and/or alternative assessments required for graduation.

Special Education Students

A student with a disability must meet all state and district high school graduation requirements in order to receive a state-endorsed high school diploma unless exempted in his/her IEP with the written approval of the Superintendent.

A student who qualifies may take the Alternate Proficiency Assessment, if alternate requirements for graduation have been specified in his/her IEP.

By June 30 of a student with a disability's last year in the elementary program, the

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student's case manager, parent/guardian and teacher(s) shall meet to review the instructional guide and basic plan of the student's IEP in view of the transition to the secondary program. Input from appropriate staff from the secondary school shall be part of the review.

The description of the educational program will include exemptions, if any, from regular education program options or state and district graduation requirements including the NJ state assessment required for graduation, along with the rationale for the exemptions. The exemptions must be approved in writing by the Superintendent.

Required reviews of the IEP shall continue to address graduation requirements and shall explain why the proficiencies required for graduation may not be the same for students with IEP's.

Because graduation with a state-endorsed diploma is a change of placement that requires written notice, all procedures described in the administrative code shall be followed scrupulously. Procedures shall include written notice to parents/guardians that includes a copy of procedural safeguards published by the State Department of Education and opportunity for mediation or a due process hearing.

Option Two

District boards of education may determine and establish curricular activities aimed at achieving the Core Curriculum Content Standards for promotion and graduation. These alternative curricular activities and programs are referred to as "Option Two" with the understanding that the first option for graduation is the completion of the 120 state and district credit requirements in courses designed to meet the Core Curriculum Content Standards.

The New Jersey Department of Education authorizes the Board of Education to allow a student to earn a diploma from Franklin High School by fulfilling alternative curricular activities and programs. These programs and activities may include, but are not limited to, one or more of the following: interdisciplinary or theme-based programs, independent study, magnet programs, student exchange programs, accredited distance learning, internships, community service, cocurricular or extracurricular programs, and/or other structured learning experiences. The Board shall also recognize successfully completed course work at an accredited college. All programs, courses, and activities shall be designed to provide educational experiences that are meaningful, relevant, and based on specific instructional objectives to ensure student achievement of the Core Curriculum Content Standards. The Board may use performance or competency assessments to monitor student performance in and completion of alternative programs.

The high school Principal shall retain primary authority over implementation of Option

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Two programs and assessments and certify successful completion of course work, activities, and programs.

The Superintendent shall establish regulations to ensure that all Option Two educational experiences are of the highest quality. Regulations should include, but not be limited to, program application procedures, evaluation of proposed programs, and assessment of student progress. They should address student safety, transportation, tuition, and fees where applicable.

Early Graduation

Students who have clearly demonstrated a scholastic aptitude, an unusual readiness for the world of work, a financial need, or a serious health or family concern may be considered for early graduation. All graduation requirements must be completed prior to the graduation date. Approval must be obtained one year in advance of projected graduation from the parents/guardians and the administration. Courses to satisfy early graduation requirements will not incur additional expense to the Board.

Student Enrollment in College Courses

The Board shall make reasonable efforts to develop articulation agreements with New Jersey colleges and universities to facilitate the delivery of college credit courses to qualified students. The Board shall review eligibility requirements for these students and the quality of the courses offered and college faculty who teach the courses.

Reporting and Monitoring

The Superintendent shall include in the annual report to the commissioner:

- A. The total number of students graduated in the aggregate;
- B. The total number of students graduated and disaggregated according to sub groups described in federal law;
- C. The number of students graduated under the state's alternative assessment process;
- D. The number of students receiving state-endorsed high school diplomas as a result of meeting any alternate requirements for graduation as specified in their IEP's;
- E. The total number of students denied graduation from the 12<sup>th</sup> grade class;
- F. The number of students denied graduation from the 12<sup>th</sup> grade class solely because

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of failure to pass the New Jersey state assessment or state alternative assessment process, based on the provisions of administrative code.

This information shall be reported to the Board at a public meeting prior to the date prescribed by law.

The Board shall review this policy annually and shall adopt all regulations required by law.

Adopted: October 16, 2008

Legal References:	<u>N.J.S.A.</u> 18A:4-25	Prescribing minimum courses of study for public schools; approval of courses of study
	<u>N.J.S.A.</u> 18A:7C-1	Commissioner of education to develop a program of standards and guidelines
	<u>N.J.S.A.</u> 18A:7C-2	Boards of education; establishment of standards
	<u>N.J.S.A.</u> 18A:7C-4.1	Operation Recognition; purpose; eligibility; application procedure
	<u>N.J.S.A.</u> 18A:7C-5.1	Boards of education prohibited from excluding students from graduation ceremony or from obtaining yearbook for inability to pay fees
	<u>N.J.S.A.</u> 18A:7F-4	Periodic review of curriculum content standard by state board; establishment of thoroughness and efficiency standards and cost per pupil
	<u>N.J.S.A.</u> 18A:7F-29	Academic achievement reward program
	<u>N.J.S.A.</u> 18A:33-1	District to furnish suitable facilities; adoption of courses of study
	<u>N.J.S.A.</u> 18A:35-1 <u>et seq.</u>	Curriculum and courses
	<u>N.J.S.A.</u> 18A:36-17	Credit of seniors in active military and naval service, etc.
	<u>N.J.A.C.</u> 6:30-3.7	Graduation
	<u>N.J.A.C.</u> 6A:8-1.1 <u>et seq.</u>	Standards and Assessment
	<u>See particularly:</u>	
	<u>N.J.A.C.</u> 6A:8-1.2,-2.1,-3.1,-3.3,-4.1,-4.2,-4.3,-5.1,-5.2	
	<u>N.J.A.C.</u> 6A:14-3.7	Individualized education program
	<u>N.J.A.C.</u> 6A:14-4.12	Graduation
	<u>N.J.A.C.</u> 6A:15-1.11	Graduation requirements for limited English proficient Students
	<u>N.J.A.C.</u> 6A:16-7.1 <u>et seq.</u>	Student Conduct
	<u>N.J.A.C.</u> 6A:23-8.3	Commissioner to ensure achievement of the Core Curriculum Content Standards
	<u>N.J.A.C.</u> 6A:30-1.1 <u>et seq.</u> , Appendix	School District Performance Evaluation
	<u>N.J.A.C.</u> 6A:32-8.3	School attendance
	<u>N.J.A.C.</u> 6A:32-12.1 <u>et seq.</u>	Annual Reporting and Planning Requirements
	<u>N.J.A.C.</u> 6A:32-14.1	Review of mandated programs and services

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### Legal References (continued)

No Child Left Behind Act of 2001, Pub. L. 107-110, 20 U.S.C.A. 6301 et seq.

Cross References:	1120	Board of education meetings
	5113	Absences and excuses
	5120	Assessment of individual needs
	5127	Commencement activities
	6000	Concepts and roles in instruction
	6010	Goals and objectives
	6122	Articulation
	6140	Curriculum adoption
	6142	Subject fields
	6142.2	English as a second language; bilingual/bicultural
	6142.6	Basic skills
	6145	Extracurricular activities
	6147	Standards of proficiency
	6154	Homework/makeup work
	6171.4	Special education
	6200	Adult/community education

### Key Words

High School Graduation, Early Warning Test, HSPA, Graduation, Graduation Requirements, Option Two, Special Review Assessment

### Historical Note

*Previously adopted: 6/26/72*

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*(Replaces former Policy Nos. 5460, Graduation Requirements; and 5463, Credit Assigned to High School Courses)*