

**Policy IKF: GRADUATION REQUIREMENTS**

**Status:** ADOPTED

**Original Adopted Date:** 01/31/2022 | **Last Reviewed Date:** 01/31/2022

The board of education for the district establishes the following graduation requirements as a condition of receiving a diploma. The superintendent or designee will regularly communicate these requirements to students and parents/guardians and recommend modifications to the board when necessary.

## Requirements

A student must meet the following requirements in order to graduate from the district, unless otherwise exempted. The student must:

1. Complete a total of 27 credits, including credits required by the State Board of Education.
2. Pass examinations on the provisions and principles of American history, American institutions, American civics, and the Missouri and U.S. Constitutions. (§§ 170.011, .345, RSMo.)
3. Successfully complete a course of instruction of at least one semester in length on the institutions, branches and functions of the government of the state of Missouri, including local governments, the U.S. government and the electoral process. (§ 170.011, RSMo.)
4. Have earned credit in the district's educational program between the ninth and twelfth grades.
5. Have taken all required end-of-course (EOC) examinations. (DESE Graduation Guidance)
6. Have received 30 minutes of cardiopulmonary resuscitation (CPR) instruction and training in the proper performance of the Heimlich maneuver or other first aid for choking. (§ 170.310, RSMo.)

The school district will also participate in the Missouri Option Program sponsored by the Missouri State Department of Elementary and Secondary Education.

	<u>Graduation Requirements</u>	<u>Missouri Option Program</u>
English	4 units	4 units
Social Studies	3 units	3 units
Mathematics	4 units	3 units

Science	3 units	3 units
Fine Arts	1 unit	1 unit
Practical Arts	2 units	1 unit
Physical Education*	2 units	1 unit
Personal Finance/Career Development (each .5 credit)	1 unit	0 unit
Health/FACS I (each .5 credits)	1 unit	0 unit
Electives	6 units	5 units
Specified Core Electives (including foreign language)	0 units	3 units
TOTALS	27 units	24 units

## Exceptions

1. Graduation requirements for a student with a disability receiving special education services pursuant to the Individuals with Disabilities Education Act (IDEA) may be determined according to the student's individualized education program (IEP). Any specific graduation requirement may be waived if recommended by the student's IEP team. (DESE Graduation Guidance)
2. Students transferring from other Missouri school districts or charter schools, private or parochial schools, home schools, unaccredited schools, and schools in other states or countries will have their credits transferred in accordance with guidance from the Department of Elementary and Secondary Education (DESE) and may have some graduation requirements waived depending on the circumstances. (DESE Graduation Guidance)
3. The district will waive the requirement to pass examinations on the provisions and principles of American history, American institutions and the Missouri and U.S. Constitutions for students who transfer from a school outside Missouri if they can document the successful completion of a course of instruction in the institutions, branches and functions of state government, including local governments, the U.S. government and the electoral process. Such instruction must have been completed in grades nine through twelve. The district will waive the requirement to pass a civics examination when recommended by the student's IEP team. (§ 170.011, RSMo., DESE Graduation Guidance)
4. Graduation requirements for foster care students will be modified or waived in accordance with law and board policy IGBE. (§ 160.1990, RSMo.)
5. Students in the household of an active duty member of the military, including students in the household of certain veterans who are deceased or injured as defined by law, who

transfer to the district may have graduation requirements modified or waived in accordance with law. (§ 160.2000, RSMo.)

6. Eligible students who successfully complete the Missouri Option Program will be awarded a high school diploma. (5 C.S.R. 20-500.330)

## **Earning Credit, Substituting Credit and Alternatives**

1. The superintendent or designee is directed to assign credit values for courses offered by or through the school district and to develop formulas and procedures for awarding credit to students who transfer from a district that uses a different standard for awarding credit.
2. The district recognizes units of credit obtained through accredited schools and school districts, including credits earned through courses delivered primarily through electronic media, such as online courses. For the purposes of this policy, an "accredited school" is a Missouri public school, a Missouri charter school, the Missouri Course Access Program (MOCAP); a private agency where students with disabilities are placed by a public school; or any school or school district accredited by the Missouri State Board of Education, AdvancED or the Independent Schools Association of the Central States (ISACS). If a school or school district is located in another state, that school or school district must be accredited by that state's department of education, AdvancED, ISACS or the equivalent organizations. (§ 161.670, RSMo., DESE Graduation Guidance)
3. Students may earn advanced-standing credit by successfully completing high school-level courses prior to entering the ninth grade. Advanced-standing credit may be counted toward meeting all graduation requirements, including state minimum requirements. (DESE Graduation Guidance)
4. The district may waive one unit of academic credit in English language arts, mathematics, science or social studies, whichever is most appropriate, for students who successfully complete an eligible three-unit career/technical program. Students must request this credit waiver prior to enrolling in the career/technical program for which the waiver is sought. Students must take the end-of-course exam required for any waived course. Unless otherwise waived by law, students who waive a social studies unit under this section are still required to complete a course of at least one semester in length on the institutions, branches and functions of the government of the state of Missouri, including local governments, and of the government of the United States and the electoral process. Students are also required to meet state requirements regarding American civics. (DESE Graduation Guidance)
5. In addition to the waiver of credit above, a student may fulfill one unit of academic credit with a district-approved agriculture or career and technical education course for any English language arts, mathematics, science or social studies unit required for high school graduation in any combination up to fulfilling one requirement in each of the four subject areas. The substitution may not be made for courses that require an end-of-course assessment. Unless otherwise waived by law, students who waive a social studies unit under

this section are still required to complete a course of study of at least one semester in length covering the institutions, branches and functions of the government of the state of Missouri, including local governments, and of the government of the United States and the electoral process. Students are also required to meet state requirements regarding American civics. (§ 170.017, RSMo.)

6. The district may allow a student to fulfill one credit of any district-required mathematics, science or practical arts unit with a district-approved computer science course if the student has taken or is on track to take all courses that require end-of-course examinations for math and science. The district will notify all students relying on this provision that some institutions of higher education may require four units of academic credit in mathematics for college admission. The district will require the parent, guardian or legal custodian of each student to acknowledge in writing that taking a computer science course to fulfill a unit of academic credit in mathematics may have an adverse effect on college admission decisions. (§ 170.018, RSMo.)
7. Students may earn credit for a subject that has been embedded into another subject-area course in accordance with guidelines established by DESE. (DESE Graduation Guidance)
8. The superintendent or designee may approve credit earned on a proficiency basis if a student is able to demonstrate mastery of the competencies for a particular course and if state requirements are met for a quality, competency-based credit system. (DESE Graduation Guidance)
9. Students may earn credit by other means as approved by the board and in accordance with law.

The following subject area requirements are established as part of the minimum twenty-seven (27) units of credit required for graduation.

#### English Language Arts

Each student shall complete a minimum of four (4) units of credit in English Language Arts. All students are required to complete English I, English II (World Literature and Composition) English III and one English elective.

#### Social Studies

Each student shall complete a minimum of three (3) units of credit in Social Studies during grades nine and above. All students are required to complete American History, World History, and American Government.

#### Mathematics

Each student shall complete a minimum of four (4) units of credit in Mathematics during grades nine and above. All students are required to complete Algebra I, Geometry and two (2) math electives.

#### Science

Each student shall complete a minimum of three (3) units of credit in Science during grades nine and above. All students are required to complete Physical Science, Biology, and a Science elective.

### Fine Arts

Each student shall complete a minimum of one (1) unit of credit in Fine Arts.

The Fine Arts shall be defined to include courses from the field of study of Art or Music.

### Practical Arts

Each student shall complete a minimum of two (2) units of credit in Practical Arts.

The Practical Arts shall be defined to include courses from the areas of Human Environmental Science, Business and Office Education, Vocational Education, Family and Consumer Science, and Agricultural Education.

### Physical Education and Health

Each student shall complete a minimum of two (2) units of credit in physical education. A student may have one year of the physical education requirement waived if they have participated all four years on the same extracurricular sport team (example: four years of Basketball).

### Personal Finance/Career Development

Each student shall complete a minimum of a half (.5) unit of credit in personal finance and a minimum of a half (.5) unit of credit in Career Development.

### Health/FACS I

Each student shall complete a minimum of a half (.5) unit of credit in Health and a minimum of a half (.5) unit of credit in FACS I.

### Electives

To complete the required total of twenty-seven (27) units of credit each student shall select from the elective course available at Nodaway-Holt R-VII School.

## **Diplomas and Certificates**

Students who complete the district's graduation requirements or are otherwise entitled to a diploma in accordance with law and district policy will receive a district diploma.

### ***District Diploma for Coursework Completed in Other Districts***

In accordance with law and DESE guidance, the district may be required to issue a diploma to students who did not complete their education in the district but who graduated based on the district's graduation requirements. Such circumstances include, but are not limited to, situations where a foster student transfers from the district to another school or district or a student in the household of an active duty member of the military transfers to another district, in accordance with law. (§§ 160.1990, .2000, 167.019, RSMo.)

### ***Diplomas from Other Districts***

Students in the household of an active duty member of the military, including students in the household of certain veterans who are deceased or injured as defined by law, who transfer to the district at the beginning of or during their senior year and who will not meet the graduation requirements of the district by the end of the senior year may receive a diploma from the school district they are transferring from if they are able to meet the graduation requirements of that district. (§ 160.2000, RSMo.)

Foster care students who enroll in the district at the beginning of or during their senior year who cannot meet the district's graduation requirements by the end of the senior year, even after all alternatives have been considered, may receive a diploma from the previous school attended if they are eligible to receive a diploma from the previous school. (§ 160.1990, RSMo.)

### ***Certificate of Attendance***

Students with disabilities who reach age 21 or otherwise terminate their education and who have met the district's attendance requirements but have not completed the requirements for graduation may receive a certificate of attendance as directed by the student's IEP team. (DESE Graduation Guidance)

### ***Career and Technical Education Certificate***

In addition to receiving their graduation diploma, students may earn a career and technical education certificate (CTE) if they meet the standards created by the State Board of Education. (§ 170.029, RSMo.)

### ***Seal of Biliteracy***

The district may award a Missouri Seal of Biliteracy to students who have attained proficiency in English and at least one other language before high school graduation in accordance with rules established by DESE.

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Version IKF-C.1P (07/20)

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#### Policy Reference Disclaimer:

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

<b>State</b>	<b>Description</b>
§ 160.017, RSMo.	<a href="#">State Statute</a>
§ 160.029, RSMo.	<a href="#">State Statute</a>
§ 160.1990, RSMo.	<a href="#">State Statute</a>

§ 160.2000, RSMo.	<a href="#">State Statute</a>
§ 160.310, RSMo.	<a href="#">State Statute</a>
§ 160.345, RSMo.	<a href="#">State Statute</a>
§ 161.670, RSMo.	<a href="#">State Statute</a>
§ 167.019, RSMo.	<a href="#">State Statute</a>
§ 170.018, RSMo.	<a href="#">State Statute</a>
§ 171.011, RSMo.	<a href="#">State Statute</a>
§ 171.171, RSMo.	<a href="#">State Statute</a>
5 C.S.R. 20-100.230	<a href="#">State Regulation</a>
5 C.S.R.20-100.190	<a href="#">State Regulation</a>

**MSIP**

R-3

**Description**

[MSIP STANDARDS](#)

**Cross References**

**Code**

JECC-1

JECC-2

**Description**

[ASSIGNMENT OF STUDENTS TO GRADE LEVELS/CLASSES](#)

[ASSIGNMENT OF STUDENTS TO GRADE LEVELS/CLASSES](#)