

## **FIVE TOWN CSD POLICY GRADUATION FROM HIGH SCHOOL**

Upon entering high school, students need to know the standards for attaining a high school diploma in order to plan an appropriate, sequential, educational program to meet that goal.

Five Town CSD has adopted a proficiency-based system of learning consistent with Maine law, which means that after January 1, 2021, the awarding of a diploma will include reporting on the demonstrations of proficiency in the “Maine Learning Results” standards in the content areas of Math, ELA, Science, and Social Studies, and the college and career ready skills of Communication, Collaboration, Creativity, and Critical Thinking (“4C’s”) in addition to other graduation requirements set by the Board.

Students must meet the credit and other graduation requirements specified in this policy. A student who fails to fulfill the graduation requirements applicable to the Class of 2020 in order to earn a diploma will have until December 31, 2020 to fulfill graduation requirements.

The Superintendent, through the high school principal or other designee, shall be responsible for making accurate information concerning diploma requirements available to incoming students and their parents prior to the start of their ninth-grade school year. This policy will also be included in every edition of the high school student handbook.

The Board has approved the following schedule of minimum requirements for graduation from Camden Hills Regional High School (CHRHS), which includes minimum requirements specified by the State of Maine. The Board is aware that current law and regulations are subject to change.

The Board expects the Superintendent/designee to inform students and parents as soon as practicable of any additional State-imposed standards that must be met before students may be awarded a high school diploma.

### **I. DIPLOMA REQUIREMENTS FOR STUDENTS GRADUATING IN THE CLASSES OF 2019 OR 2020**

Students who anticipate graduating in the Class 2019 or 2020 must meet the following minimum requirements in order to be awarded a CHRHS diploma. In addition, each student must be engaged in educational experiences related to English Language Arts, Math, Science and Technology in each year of the student’s secondary schooling. Students following a traditional pathway must be enrolled in the equivalent of six full year learning experiences/courses in each of their high school years.

1. Number of credits required for graduation: 23. Distribution requirements:
  - a. 4 credits in English
  - b. 3 credits in Social Studies inclusive of World History, US History
  - c. 4 credits in Mathematics
  - d. 3 credits in Science inclusive of 1 Earth/Space Science, 1 Life Science, .5 Physics,

- .5 Chemistry.
  - e. .5 credit in Health
  - f. 1 credit in Visual & Performing Arts
  - g. 1 credit in Physical Education
  - h. 1 credit in Applied Academics
  - i. 1 equivalent credit from Applied Academics and/or Visual & Performing Arts
  - j. 4.5 earned elective credits
2. Any student may request modifications or adaptations to achieve the specific requirements listed above by: Successfully fulfilling these requirements may be demonstrated through a variety of options following the process outlined in this document and in policy IKFF.
  3. Students must earn a minimum of 16 credits at CHRHS or as a transfer student from an accredited high school in order to be awarded a CHRHS diploma.
  4. Credits required for each grade placement
    - a. 17 credits are necessary for placement in 12th grade
    - b. 11 credits are necessary for placement in 11th grade
    - c. 5 credits are necessary for placement in 10th grade
  5. Credits for courses
 

A yearlong course receives one credit; a semester course receives a half credit. The administration will determine credits for courses that meet for different time periods. See Five Town CSD policy IKFF for more information.

## **II. DIPLOMA REQUIREMENTS FOR STUDENTS GRADUATING IN THE CLASS OF 2021 AND BEYOND**

Diplomas awarded by Camden Hills Regional High School after January 1, 2021 will include reporting on the demonstrations of proficiency in the Maine Learning Results content areas of Math, ELA, Science, Social Studies, Health Education, Physical Education, Visual and Performing Arts, Career and Educational Development, and the 4C's of Communication, Collaboration, Creativity, and Critical Thinking in addition to other graduation requirements set by the Board, and in accordance with Maine law and Five Town CDS's proficiency-based system of learning.

The Camden Hills Regional High School educational program is designed to enable students to satisfy graduation requirements in an average of four years through a sequence of educational (learning) experiences/courses providing opportunities to gain and demonstrate proficiency in all of the content areas of the Maine Learning Results and the 4C's. Students following a traditional pathway must be enrolled in the equivalent of six full year learning experiences/courses in each of their high school years. In addition, each student must be engaged in educational experiences related to English Language Arts, Math, Science/Technology in each year of the student's secondary schooling.

Students who anticipate graduating in the Classes of 2021 and beyond must meet the following minimum requirements in order to be awarded a high school diploma.

1. Number of credits required for graduation: 22. Distribution requirements:
  - a. 4 credits in English
  - b. 3 credits in Social Studies inclusive of World History, US History (beginning with the class of 2022)
  - c. 3 credits in Mathematics inclusive of Algebra 1, Geometry, Algebra 2
  - d. 3 credits in Science inclusive of 1 Earth/Space Science, 1 Life Science, .5 Physics, .5 Chemistry.
  - e. .5 credit in Health
  - f. 1 credit in Visual & Performing Arts
  - g. 1 credit in Physical Education
  - h. 1 credit in Applied Academics
  - i. 1 equivalent credit from Applied Academics and/or Visual & Performing Arts
  - j. 4.5 earned elective credits
2. Students must earn a minimum of 16 credits at CHRHS or as a transfer student from an accredited high school in order to be awarded a CHRHS diploma.
3. Credits required for each grade placement
  - a. 17 credits are necessary for placement in 12th grade
  - b. 11 credits are necessary for placement in 11th grade
  - c. 5 credits are necessary for placement in 10th grade
6. Credits for courses
 

A yearlong course receives one credit; a semester course receives a half credit. The administration will determine credits for courses that meet for different time periods. See Five Town CSD policy IKFF for more information.

### **III. ADDITIONAL DIPLOMA REQUIREMENTS FOR STUDENTS GRADUATING IN THE CLASS OF 2023 AND BEYOND**

In addition to the requirements outlined in section II above, diplomas awarded by Camden Hills Regional High School after January 1, 2023 will be contingent upon completion of a capstone project and demonstration of basic proficiency in personal finance.

	<b>OTHER GRADUATION REQUIREMENTS (CLASS OF 2023 and beyond)</b>
Capstone Project	Students must present a capstone project.
Personal Finance	Students must pass a basic test of proficiency in Personal Finance through one of these methods: CHRHS course, online module, personal experience.

#### **IV. ALTERNATIVE METHODS OF EARNING CREDITS**

It is the responsibility of high school administration to clearly and effectively communicate the alternative methods of earning credits to both parents and students. A student who wishes to meet these requirements in Section II through alternative means may earn and apply credits in accordance with the provisions of this section.

Alternative methods of earning credits will not count toward the GPA unless otherwise indicated at the discretion of the building administrator.

##### **Methods of Earning Credit:**

1. A student may take up to 4 dual enrollment courses to meet high school requirements. The cost of these classes will be the responsibility of the student.
2. A student may earn up to 2 credits through the Five Town CSD Adult Education Program. The cost of these classes is free to CHRHS students.
3. A student may earn up to 4 High School credits through distance learning/online courses. The cost of these classes will be the responsibility of the student unless otherwise indicated at the discretion of the building administrator.
4. A student may earn up to 3 credits through independent study that is overseen by the GT coordinator and that is monitored by the teacher(s) of the subject(s) to which the independent study is related.
5. A student who wishes to meet a credit requirement through an alternative method that is not outlined above must have prior written approval (a Personal Education Plan or PEP) approved by a Counselor, the appropriate Department Head, and the Principal or designee, and ensures that the student meets all appropriate standards.

#### **V. CREDIT RECOVERY**

A student who is deficient in the requirements in Section II may earn and apply credits in accordance with the provisions of this section.

Any courses taken for credit recovery will be given a P/F grade and will be awarded credit. These courses will not count toward the GPA.

A student who makes up deficiencies after the graduation of their class may participate in the next regular graduation ceremony following successful completion of all graduation requirements.

A student must, within the first 2 weeks of the following semester, follow the outlined procedure in order to facilitate the opportunity to recover credit.

- The student first brings a credit recovery form to the teacher in the class where the student failed; that teacher will define what the student needs to accomplish to recover credit.
- The student then submits the form to their counselor for final approval.
- The student will have to complete the necessary work within a directed study hall and will have the rest of that semester (from the time the plan is approved) to complete all necessary work.

Option	Criteria	Approved Method	Notes
Credit Recovery through Directed Study Hall (English/Math)	Students who completed a "day class" at CHRHS, failed with an average greater than 59% and want to retake the course for credit.	<ul style="list-style-type: none"> <li>• Directed Study</li> </ul>	<ul style="list-style-type: none"> <li>• Maximum= 2 credits per student for all of high school career</li> <li>• Student will receive a Pass/Fail grade. The final numerical grade from the original course remains for GPA calculations.</li> </ul>
Credit Recovery through Course Retake	Failed with an average of 59% or below in Math or English; Failed any other course.	<ul style="list-style-type: none"> <li>• Retake the course at CHRHS.</li> <li>• Correspondence*</li> <li>• Online*</li> <li>• Adult Ed w/ certified teacher*</li> </ul> <p><i>*Must be approved by the department head.</i></p>	<ul style="list-style-type: none"> <li>• Student/parent covers all costs</li> </ul>

## **VI. ADDITIONAL CONSIDERATIONS APPLICABLE TO THE AWARDING OF A DIPLOMA FROM CAMDEN HILLS REGIONAL HIGH SCHOOL**

This section applies to all students, in all graduation classes.

### **1. Transfer Students**

For students who transfer to CHRHS from another state or from an educational program that is not required to be aligned with the content standards of the system of Learning Results, the Camden Hills Regional High School Principal shall determine the value of the student's prior educational experience towards meeting graduation requirements. A transfer student must have earned a minimum of 16 credits at CHRHS or from an accredited high school in order to receive a Camden Hills Regional High School diploma.

### **2. Home-schooled Students**

For home-schooled students wishing to receive a diploma from CHRHS, the Principal shall determine the value of the student's prior educational experience toward meeting graduation credit requirements. A home-schooled student must have attended Camden Hills Regional High School for a minimum of the final 2 semesters and have earned 16 credits at CHRHS or as a transfer student from an accredited high school in order to receive a Camden Hills Regional High School diploma.

### **3. Delayed Awarding of Diplomas**

A student who leaves CHRHS to attend an accredited, degree-granting institution of higher education may upon satisfactory completion of the first year be awarded a high school diploma, provided that the student has completed a PEP in advance.

### **4. Early Awarding of Diplomas**

A student who has met the State's and the Board's diploma requirements in fewer than four years of high school may be awarded a diploma. Students may request permission to complete graduation requirements in fewer than four years. An accelerated graduation request must be submitted and deliberated at a meeting that minimally includes the student, parent, school counselor and principal. If approved for accelerated graduation, the plan must be finalized at the conclusion of the school year prior to the year in which the student intends to graduate. The only exception to this policy timeline is at the discretion of the building administrator.

### **5. Extended Study**

Students are eligible for extended years of study to complete the requirements of a diploma if they have not reached the age of 20 at the start of the school year. Students eligible for extended years of study may be referred to adult education or other resources suitable to young learners. Extended study for students with disabilities shall be specified in the student's Individualized Education Plan.

**6. Certificate of Completion and Students with IEP's**

The Board may provide a Certificate of Completion to a student who leaves school having completed four years attendance as a full-time high school student and who has earned the required credits but has not met Learning Results proficiency standards that may be mandated by the State. Students who achieve proficiency in meeting the content standards of the Learning Results as specified in the goals and objectives of their Individualized Education Plans (IEP) will be awarded diplomas.

**7. Participation in Graduation Ceremony**

A student must complete all Board requirements for a high school diploma or certificate of completion in order to participate in graduation exercises.

**8. Honors and Awards at Graduation**

In order to be eligible for honors or awards based wholly or in part on academic achievement (e.g., valedictorian, salutatorian, Latin Honors) a student must have been enrolled full time at CHRHS for the two years preceding graduation. Students who do not meet this enrollment requirement will not be “ranked” for the purpose of determining eligibility for graduation honors and awards.

- VII.** In addition to the above considerations regarding earning a diploma, students who graduate will also be able to demonstrate proficiency in the eight content areas of the Learning Results and the “4 C’s” – Communication, Collaboration, Creativity, Critical Thinking. The requirements for earning proficiency in each area is outlined below. These proficiencies will be recorded on a student’s transcript.

## Content Areas:

- English Language Arts
- Mathematics
- Science and Technology
- Social Studies
- Health Education and Physical Education
- Visual and Performing Arts
- Career and Education Development
- World Languages

	<b>Measured GRADUATION STANDARD PROFICIENCIES</b>
<b>CONTENT AREA</b>	<b>Structures in place through which to demonstrate proficiency</b>
English	To demonstrate proficiency, students must pass the three required courses for graduation (9 <sup>th</sup> , 10 <sup>th</sup> , and 11 <sup>th</sup> grade English - College Prep or higher), and Score 236 on NWEA MAP or a 1185 on the SRI or a 480 EBRW score on the SAT <i>or alternative route to proficiency approved by the Principal in consultation with the department</i>
Math	4) To demonstrate proficiency, students must meet the Graduation Standard Expected Outcomes on end of quarter common assessments within this course sequence: Algebra I, Geometry, Algebra II <i>or</i> Honors Algebra II <i>or alternative route to proficiency approved by the Principal in consultation with the department</i>
Science	4) To demonstrate proficiency, students must demonstrate proficiency in the 8 Scientific Practices (Graduation Standards) with the graduation assessments that will be administered in all core science courses. Proficiency in each practice must be demonstrated <i>twice</i> : once in physical sciences and once in life/earth/space sciences, <i>or alternative route to proficiency approved by the Principal in consultation with the department</i>
Social Studies	Graduation standards will be embedded in the 3 required disciplinary courses over 6 semesters. To demonstrate proficiency, students must pass all of these required courses, <i>or alternative route to proficiency approved by the Principal in consultation with the department</i> (There are six graduation standards and students will have at least two opportunities to meet them through assessments of the Expected Outcomes.)
Visual and Performing Arts	To demonstrate proficiency, students must successfully complete <del>in</del> <i>or</i> any introductory Visual Art or Theater course <i>or</i> Concert Band <i>or</i> any Choir <i>or</i> Intro to Piano/Music Theory and demonstrate proficiency by satisfactorily completing at least two of the Expected Outcomes per Graduation Standard.
Physical Ed and Health	To demonstrate proficiency, students must pass all required courses for graduation. Graduation standards will be embedded in the 3 required disciplinary courses over 3 semesters. (There are 3 graduation standards in PE and 4 in Health.)



Career and Ed Develop.	To demonstrate proficiency, students must complete career and postsecondary education assessments and activities utilizing the Family Connection Program/Naviance, demonstrate proficiency in at least 2 of the 3 Expected Outcomes in each Graduation Standard, and attend their Sophomore and Junior Visits.
World Language	To demonstrate proficiency, students must take a foreign language through one of these course levels: Spanish Novice B <b>or</b> French II <b>or</b> Latin II <b>or the equivalent AND</b> A) Pass the AAPPL Exam (obtain Novice Mid) at the end of Spanish Novice B or French II, <b>OR</b> B) Meet the national average on the National Latin Exam at the end of Latin II.

	<b>GUIDING PRINCIPLES (4C'S) PROFICIENCIES</b>
Creativity	Students will have the opportunity to meet the proficiency standard on the 5 Towns K-12 Rubric through certification by teachers in the Visual and Performing Arts and/or Applied Academic content areas.
Collaboration	Students will have the opportunity to meet the proficiency standard on the 5 Towns K-12 Rubric through certification by teachers in the Social Studies and/or PE/Health content areas.
Critical Thinking	Students will have the opportunity to meet the proficiency standard on the 5 Towns K-12 Rubric through certification by teachers in the Science and/or Mathematics content areas.
Communication	Students will have the opportunity to meet the proficiency standard on the 5 Towns K-12 Rubric through certification by teachers in the English Language Arts and/or World Languages content areas.

## Legal Reference:

- 20-A M.R.S.A. § 4722
- Ch. 127 § 7 (Me. Dept. of Ed. Rule)

## Cross Reference:

- IHCD – Post-Secondary Enrollment Options
- IK – Student Achievement
- IKFA – Early Graduation
- IKFF – Multiple Pathways

History: Adopted: 03/03/02, 07/12/06, 07/09/08, 07/08/09, 07/02/10, 03/02/11, 01/04/12, 07/16/14, 06/21/17, 06/20/18

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