

CLASSIFICATION: Instruction

ADOPTED: 11/8/95

REVISED: 9/18/08

SUBJECT: High School Graduation Requirements

PAGE: 1 of 6

Students in the schools and programs operated by the County Superintendent of Schools may receive a diploma of graduation only after successfully completing the following course requirements pursuant to the Education Code and passing the California High School Exit Examination (CAHSEE). Minimum competency-based requirements are embedded within each course.

All course requirements must be completed in grades 9 through 12. Five credits will be received for each semester course completed. A total of 220 credits are required for graduation.

Course of Study

<u>Subjects</u>	<u>Credits</u>
English	40
World History Cultures/Geography	10
20th Century American History	10
Principles of American Democracy/Civics	5
Economics	5
Mathematics	20
Science	20
Fine/Practical Arts	10
Physical Education	20
Elective Courses	80

At least one course of the mathematics requirement shall be fulfilled, pursuant to Education Code section 51224.5, by completion of Algebra I coursework. Completion prior to grade 9 of algebra coursework that meets or exceeds state academic standards shall satisfy the algebra coursework requirement but shall not exempt a student from the requirement to complete two mathematics courses in grades 9 through 12.

A student may be exempted from the physical education requirement pursuant to Education Code section 51241. If a student has more than 20 credits earned in physical education, those credits may be applied to fulfilling the elective course requirement.

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Alternative Means of Completing Course of Study

Pursuant to Education Code section 51225.3, alternative means for completing the course of study prescribed above must be made available to students. The assistant superintendent, Student Services and Programs, or designee shall ensure that alternative means are available to students in schools and programs operated by the County Superintendent of Schools. The goal of these alternatives is broadly defined in the *Juvenile Court and Community Schools Policy Guide*, which shall be distributed to parents/guardians at the beginning of each school year or at the time of a student's transfer into the Juvenile Court and Community Schools.

Alternative means of credit completion shall include:

1. Work experience credits
2. Completion of Regional Occupational Program (ROP) credits
3. Independent study credits
4. Credits earned through concurrent enrollment in adult school/community college classes

Certificate of Completion

Special education students who do not meet the requirements for graduation but who have completed all goals and objectives of an Individualized Education Program (IEP) and an Individualized Transition Plan (ITP) are eligible to receive a Certificate of Completion. The Certificate of Completion shall be issued at the completion of a student's educational program, which may occur either at the conclusion of grade 12 or after completing a special education program beyond grade 12.

CLASSIFICATION: Instruction**ADOPTED: 11/8/95****REVISED: 9/18/08****SUBJECT: High School Graduation Requirements****PAGE: 3 of 6**California High School Exit Examination (CAHSEE)

Students completing grade 12 must successfully pass the California High School Exit Examination in English-language arts and mathematics as a condition of high school graduation. The assistant superintendent, Student Services and Programs, or designee shall provide adequate written notice, as defined in Education Code section 60850(f)(2), to parents/guardians of students enrolled in the schools and programs operated by the County Superintendent of Schools of the requirement to pass the CAHSEE and shall maintain documentation of all notifications.

Students in grades 7 through 12 who do not demonstrate sufficient progress, as defined in Education Code section 37252, toward passing one or both sections of the CAHSEE shall be provided supplemental instruction designed to assist them in succeeding on the examination. Students who do not possess sufficient English language skills to be assessed shall be considered eligible to receive and shall be provided supplemental instruction.

The assistant superintendent, Student Services and Programs, or designee shall oversee the administration of the CAHSEE in accordance with law to students beginning in grade 10.

Test results shall be provided to students within eight weeks of taking the CAHSEE and in time to take any section not passed at the next administration. Students in grades 11 and 12 who have not passed both sections of the CAHSEE shall be provided appropriate remediation or supplemental instruction before being retested. A student may not retake any portion of the examination that he/she has previously passed.

1. Testing Variations for All Students

Any student taking the CAHSEE may be provided with extra time within a testing day, simplified or clarified test directions, student marks (other than responses) in test booklets, and/or any variations authorized by Title 5, California Code of Regulations, section 1215, if they are regularly used in the classroom, or any variations approved in advance by the State Department of Education.

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2. Accommodations/Modifications for Students with Disabilities

A student with a disability shall be permitted to take the CAHSEE with any accommodations or modifications specified in his/her individualized education program (IEP) or Section 504 plan for testing or for use during classroom instruction and assessments and authorized by Title 5, California Code of Regulations, section 1215.5 or 1216, or approved in advance by the California Department of Education. The use of accommodations shall not invalidate a student's test score(s).

3. Waiver for Students with Disabilities

A student with a disability who has taken the CAHSEE with modifications that alter what the test measures and has received the equivalent of a passing score on one or both sections may be granted a waiver of the requirement to pass the exit examination. At the parent or guardian's request, the principal may submit a waiver request to the County Board of Education if the principal certifies that the student has met all of the criteria specified in Education Code section 60851. In order to protect the student's privacy rights, the waiver shall be considered in closed session. Final Board action on the waiver shall be taken in open session and shall be a matter of public record.

4. Deferment/Testing Variations for English Learners

The assistant superintendent, Student Services and Programs, or designee shall ensure that English learners are evaluated to determine whether they possess sufficient English language skills to be assessed with the CAHSEE. For any student who does not possess sufficient English language skills, the requirement to pass the CAHSEE may be deferred for a period of up to 24 calendar months of enrollment in the California public school system. The student must complete six months of instruction in reading, writing, and comprehension in the English language during the deferral period.

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In addition to testing variations allowed for all students, identified English learners may be allowed additional testing variations as specified in Title 5, California Code of Regulations, section 1217, if regularly used in the classroom or for assessment.

5. Intensive Instruction and Services

Students who have not passed one or both parts of the CAHSEE by the end of grade 12 (eligible students) shall be provided the opportunity to receive intensive instruction and services, in accordance with Education Code section 37254, for up to two consecutive academic years or until they have passed both parts of the examination, whichever comes first.

Intensive instruction and services provided to eligible students shall be based on appropriate diagnostic assessments to identify areas of need and on prior results on the CAHSEE. Eligible students who are English learners shall be provided additional services to improve English proficiency as needed. Strategies employed shall be those most likely to result in these students passing the parts of the CAHSEE not yet passed. Eligible students with disabilities who take the CAHSEE based on their Individualized Education Program (IEP) or Section 504 plan shall be provided intensive instruction and services in accordance with each student's IEP or Section 504 plan.

The assistant superintendent, Student Services and Programs, or designee shall ensure that eligible students, or their parents/guardians if students are under the age of 18, are notified in writing at the last known address before the end of each school term of the availability of intensive instruction and services in sufficient time to register for or avail themselves of those services each term for two consecutive academic years after grade 12. The notification shall include the right of a student to file a complaint pursuant to Administrative Regulation 1312.4, Uniform Complaint Procedures, Student Learning. Documentation of all notifications shall be maintained in accordance with law.

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Notice of the availability of services to eligible students shall be posted in regional offices of the schools and programs operated by the County Superintendent of Schools that serve students in grades 10 through 12 and on the Juvenile Court and Community Schools Web site. Exhibit 1 presents the required notice. Posted notices shall comply with the translation requirements of Education Code section 48985.

Derivation: Adopted 11/8/95, Amended 2/29/03, 9/18/08.

Board Policy: 5127, 6141

Administrative Regulation: 1312.4, 5145

Legal Reference: Education Code
1240, 35146, 37252, 37254, 48980, 48985, 51224, 51224.5, 51225.3, 51228, 51241,
56101, 60810, 60850-60859
Code of Regulations, Title 5
1200-1220, 1600-1651
United States Code, Title 20
1400-1487, Individuals with Disabilities Education Act
United States Code, Title 29
794, Rehabilitation Act of 1973, section 504

Management Resources: California State Board of Education Policy #01-07, *California High School Exit Examination: Waiver of Test Passage for Specific Special Education Students*, December 2001 at
<www.cde.ca.gov/be/ms/po/policy01-07-dec2001.asp>
San Diego County Office of Education Board Bylaws, Board Policies, and Administrative Regulations at
<www.sdcoe.net/business/legal/policy.asp>
Eligibility for Assistance in Preparing for the California High School Exit Examination (CAHSEE) after Grade 12 (Valenzuela Settlement), Juvenile Court and Community Schools at
<<http://www.sdcoe.net/jccs2/?loc=home&m=2>>

SAN DIEGO COUNTY OFFICE OF EDUCATION

Eligibility for Assistance in Preparing for the California High School Exit Examination (CAHSEE) after Grade 12 (Valenzuela Settlement)

This notice shall be posted permanently in regional offices of the schools and programs operated by the San Diego County Superintendent of Schools that serve students in grades 10-12.

ATTENTION: PARENTS, GUARDIANS, AND STUDENTS

The law provides the following rights to students, including English learners, who have not passed one or both parts of the California High School Exit Examination (CAHSEE) by the end of grade 12 (eligible students):

1. The right to receive intensive instruction and services for up to two consecutive academic years after completion of grade 12 or until both parts of the CAHSEE are passed, whichever comes first;
2. The right of English learners to receive services to improve English proficiency as needed to pass those parts of the CAHSEE not yet passed for up to two consecutive academic years after completion of grade 12 or until both parts of the CAHSEE are passed, whichever comes first; and
3. The right to file a complaint if there is evidence of a deficiency related to the provision of intensive instruction and services to an eligible student.

If you have any questions about eligibility for these services, wish to obtain services, or wish to file a complaint regarding the provision of services, please contact:

Juvenile Court and Community Schools Regional Office

Address: _____

Principal Name: _____

Principal Telephone: _____

For additional information regarding these rights, you can obtain a copy of Administrative Regulation 6146, High School Graduation Requirements, from the school principal or on the Juvenile Court and Community Schools Web site at <<http://www.sdcoe.net/jccs2/?loc=home&m=2>>.