

## Instruction

### Graduation Requirements

Graduation from our public schools implies (1) that students have satisfactorily completed the prescribed courses of study for the several grade levels in accordance with their respective abilities to achieve, (2) that they have satisfactorily passed any examinations and satisfactorily demonstrated the district's performance standards, assessed in part by the statewide mastery examinations, established by the faculty and approved by the Board of Education, and (3) that they have fulfilled the legally mandated number and distribution of credits.

The Board of Education conforms with state regulations and statute regarding credits for graduation from high school.

The following twenty (20) credits, for classes graduating from 2004 to 2022, inclusive, are necessary:

English	4 credits
Mathematics	3 credits
Science	2 credits
Physical Education	1 credit
Social Studies	3 credits (including one-half credit in Civics and American Government)
Vocational/Fine Arts	1 credit
Electives	<u>6 credits</u>
<b>Total:</b>	<b>20 credits</b>

Commencing with the graduating class of 2023 (beginning with the incoming class of 2019-2020) and for each graduating class thereafter, in order to graduate and be granted a diploma, students most satisfactorily complete a minimum of twenty-five (25) credits including not fewer than:

Humanities	
Including civics and the arts	9 credits
Science, Technology, Engineering and Mathematics	9 credits
Physical Education and Wellness	1 credit
World Languages	1 credit
Mastery-Based Diploma Assessment	1 credit
Electives	<u>4 credits</u>
<b>Total:</b>	<b>25 credits</b>

In addition, also beginning with the graduating class of 2023, the Board of Education will provide adequate student support and remedial services for students beginning in grade seven (2017-2018 school year). Such student support and remedial services shall provide alternate means for a student to complete any of the high school graduation requirements, previously listed if such student is unable to satisfactorily complete any of the required courses or exams. Such student support and remedial services shall include, but not be limited to, (1) allowing students to retake courses in summer school or through an on-line course; (2) allowing students to enroll in a class offered at a constituent unit of the state system of higher education, allowing students who received a failing score, as determined by the Commissioner of Education, on an end of the school year exam to take an alternate form of the exam; and (4) allowing those students whose individualized education plans state that such students are eligible for an alternate assessment to demonstrate competency on any of the five core courses through success on such alternate assessment.

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### **Graduation Requirements (continued)**

#### **Credits**

A student shall be excused from the physical education requirement upon presentation of a certificate from a physician or advanced practice registered nurse indicating that participation in physical education is medically contradicted because of the student's physical condition. The credit for physical education may be fulfilled by an elective.

Only courses taken in grades nine through twelve, inclusive, and that are in accordance with the state-wide subject matter content standards, adopted by the State Board of Education shall satisfy this graduation requirement except that a student may be granted credit (1) toward meeting the high school graduation requirements upon the successful demonstration of mastery of the subject matter content described in this section achieved through education experiences and opportunities that provide flexible and multiple pathways to learning, including cross-curricular graduation requirements, career and technical education, virtual learning, work-based learning, service learning, dual enrollment and early college, courses taken in middle school, internships and student-designed independent studies, provided such demonstration of mastery is in accordance with state-wide subject matter standards; (2) for the successful completion of coursework at an institution accredited by the Department of Higher Education or regionally accredited. One three-credit semester course, or its equivalent shall equal one-half high school credit. (3) A student may also be granted credit toward meeting a specified course requirement in grades, seven or eight of any course, the primary focus of which corresponds directly to the subject matter of a specified course requirement in grades nine to twelve, inclusive.

A credit shall consist of not less than the equivalent of a forty-minute class period for each school day of a school year except for a credit or part of a credit toward high school graduation earned (1) at an institution accredited by the Board of Regents for Higher Education or State Board of Education or regionally accredited, (2) through on-line course work, or (3) through a demonstration of mastery based on competency and performance standards, in accordance with guidelines adopted by the State Board of Education.

The Board of Education shall grant a student credit towards meeting high school graduation requirements for (1) completing a world-language course provided by a non-profit organization and (2) passing a subject area proficiency test identified and approved by the Commissioner of Education. Up to four credits for a private non-profit world language course shall be granted if the student achieves a passing grade on a test prescribed by the Commissioner of Education. In other subject areas, credit shall be granted, based upon successful passage of the subject area proficiency tests prescribed or identified and approved by the Commissioner of Education,\* regardless of the number of hours spent by the student in a public school classroom learning the subject matter.

The fulfillment of the mandated one credit foreign language requirement, beginning with the class of 2023 can include the successful completion of a world language course in grades six, seven or eight or an online course successfully completed or successful completion of a course offered privately through a nonprofit provider, provided such student achieves a passing grade on an examination prescribed, within available appropriations, by the Commissioner of Education, and such credits do not exceed four.

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### **Graduation Requirements**

#### **Credits** (continued)

All credits earned toward meeting any of the graduation requirements through the successful completion of online courses must fulfill the requirements established in policy #6172.6, "Virtual/On-line Courses."

The Board shall create a student success plan for each enrolled student, beginning in grade six. Such student success plan shall include a students' career and academic choices in grades six to twelve, inclusive. Beginning in grade six, such student success plan shall provide evidence of career exploration in each grade including, but not limited to, careers in manufacturing. The Board shall utilize the Department of Education's issued and revised guidance regarding changes to such student's success plans.

#### **Award of High School Diplomas**

Students who complete all graduation requirements shall receive a diploma at the June commencement. Individuals also may satisfy graduation requirements by the satisfactory completion of the following:

1. Successful completion of a summer course or summer courses comparable (as determined by the Principal) to the subject(s) in which the student was deficient.
2. Honorable discharge from the United States Armed Forces after a minimum of ninety days of active service during World War II for individuals who withdrew from school to join the Armed Forces and for veterans of the Korean Hostilities and for veterans of the Vietnam Era.
3. Honorable discharge from the United States Armed Forces for individuals who left high school prior to graduation and did not receive a diploma as a consequence of such service. (*optional*)
4. Withdrawal from high school prior to graduation to work on a job that assisted the war effort during World War II, December 7, 1941 through December 31, 1946, not receiving a diploma as a consequence of such work and has been a resident of Connecticut for at least fifty (50) consecutive years.
5. **Academic Advancement Program**

The Board of Education permits students in grades eleven and twelve to substitute (1) achievement of a passing score on an existing national examination, as determined by the State Department of Education, or series of examinations approved by the State Board of Education, (2) a cumulative grade point average determined by the State Board of Education and (3) at least three letters of recommendation from school professionals (defined in 10-66dd), for the required high school graduation requirement. The State Board of Education will issue an Academic Advancement Program Certificate to any student successfully completing such program. The Academic Advancement Program Certificate shall be considered in the same manner as a high school diploma for purposes of determining eligibility of a student for enrollment at a Connecticut public institution of higher education.

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### **Graduation Requirements**

#### **Awards of High School Diplomas**

##### **5. Academic Advancement Program (continued)**

The Board of Education shall permit a student to graduate from high school upon the successful completion of the above described academic advancement program.

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

Commencing with the graduating class of 2018, and for each graduating class thereafter, the Board of Education, utilizing criteria established by the State Board of Education, may/shall affix the “Connecticut State Seal of Biliteracy” to a diploma awarded to a student who has achieved a high level of proficiency in English and one or more foreign languages. “Foreign language” means a world language other than English and includes American Sign Language and any other language spoken by a federally recognized Native American tribe. The Board of Education shall include on such student’s transcript a designation that the student received the “Connecticut Seal of Biliteracy.”

#### **Pipeline for Connecticut’s Future Program**

The Board of Education may establish a Pipeline for Connecticut’s Future program. Under the program, the Board shall partner with one or more local businesses to offer on-site training and course credit to District students.

- (cf. 5121 - Examination/Grading/Rating)
- (cf. 5123 - Promotion/Acceleration/Retention)
- (cf. 6111 - School Calendar)
- (cf. 6145.6 - Travel and Exchange Programs)
- (cf. 6146.2 - Statewide Proficiency/Mastery Examinations)
- (cf. 6172.6 - Virtual/On-line Courses)

Legal Reference: Connecticut General Statutes

10-5c Board examination series pilot program. Issuance of certificate (as amended by P.A. 13-247)

10-14n State-wide mastery examination. Conditions for reexamination. Limitation on use of test results. (as amended by Section 115 of PA 14-217)

10-16(l) Graduation exercises. (as amended by P.A. 96-26 An Act Concerning Graduation Requirements and Readmission and Placement of Older Students)

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### **Graduation Requirements**

Legal Reference: Connecticut General Statutes (continued)

10-221a High school graduation requirements. (as amended by P.A. 00-124, An Act Concerning High School Diplomas and Veterans of World War II, P.A. 00-156, An Act Requiring A Civics Course for High School Graduation and P.A. 08-138, An Act Concerning High School Credit for Private World Language Courses Other Subject Areas), P.A. 10-111, An Act Concerning Education Reform in Connecticut, P.A. 135, An Act Concerning Implementation Dates for Secondary School Reform, P.A.13-57, An Act Concerning Honorary Diplomas for Vietnam Veterans, P.A. 13-122, An Act Concerning Minor Revisions to the Education Statutes, P.A. 13-247, Budget Implementer Bill, P.A. 15-237 An Act Concerning High School Graduation. and PA 17-42 and P.A. 19-58, An Act Promoting Careers in Manufacturing to Public School Students)

10-233(a) Promotion and graduation policies.

P.A. 13-108 An Act Unleashing Innovation in Connecticut Schools

P.A. 13-247 An Act Implementing Provisions of the State Budget

P.A. 15-237 An Act Concerning High School Graduation.

P.A. 16-44(SS) (Section 310)

Policy adopted: January 21, 2020

PUTNAM PUBLIC SCHOOLS  
Putnam, Connecticut

## **Instruction**

### **Graduation Requirements**

#### **Putnam High School Graduation Competencies**

The Putnam Board of Education approved graduation competencies and performance objectives.

1. A Putnam High School graduate is literate. The student must meet the requirements of both a and b.
  - a. The graduate will demonstrate reading and writing proficiency by achieving proficiency on the Response to Literature portion of the CAPT; or by achieving proficiency on the Interdisciplinary portion of the CAPT; or by assembling a reading and writing portfolio that receives an average score of 4 on a 1 to 6 rubric scale when evaluated by two English teachers.
  - b. The graduate will demonstrate ability in spoken communication by giving an oral presentation in front of a group which receives a score of 4 on a 1 to 6 rubric scale.
2. A Putnam High School graduate applies problem-solving techniques. The student must meet the requirements of both a and b.
  - a. The graduate will demonstrate the ability to solve problems by achieving proficiency on the Math portion of the CAPT; or the graduate will demonstrate the ability to solve problems by achieving proficiency on the Science portion of the CAPT; or by designing an independent science research project which involves data collection and analysis and receives an average score of 4 on a 1 to 6 rubric scale as evaluated by two science teachers.
  - b. The graduate will demonstrate the ability to solve problems by performing analysis of a musical harmonic progression that receives a score of 4 on a 1 to 6 rubric scale; or by earning at least one half credit in Technology, Accounting, Psychology, Sociology, Band, Chorus or Art.
3. A Putnam High School graduate is ready for life beyond high school. The student must complete two of the following:
  - a. The graduate will demonstrate dependability by maintaining a satisfactory attendance record in accordance with the Putnam Public School attendance policy.
  - b. The graduate will demonstrate an understanding of the fundamentals of personal finance by passing a school-designed personal finance test or by earning a half a credit in personal finance.

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### **Graduation Requirements**

#### **Putnam High School Graduation Competencies (continued)**

- c. The graduate will demonstrate the ability to produce a resume and fill out a job application.
4. A Putnam High School graduate is a contributing member of society.
  - a. The graduate will demonstrate an understanding of civic involvement by completing 20 hours of community service verified in writing by a supervising adult.
5. A Putnam High School graduate is culturally aware.
  - a. The graduate will demonstrate an understanding of cultured literacy by passing a music, art, or foreign language course or by completing a project about another culture, presenting it to a class, and receiving a score of 4 on a 1 to 6 rubric scale; or by participating in a partner project with another demographically dissimilar school.
6. A Putnam High School graduate understands the basic tenets of good health.
  - a. The graduate will demonstrate knowledge of a fit lifestyle by designing a personal fitness program which receives a score of 4 on a 1 to 6 rubric scale; or the graduate will demonstrate physical fitness by achieving a minimum score of 20 points out of 40 on the Grade 10 physical education test.
7. A Putnam High School graduate possesses competence in computer technology.
  - a. The graduate will demonstrate word processing ability by passing a school-designed computer use test; or the graduate will demonstrate the ability to use the Internet as a scholastic resource by passing a school-designed Internet search test; or by passing an Internet course.
8. A Putnam High School graduate possesses interpersonal skills.
  - a. The graduate will demonstrate the ability to work harmoniously with others by working in a group of three or more (not chosen by the graduate) to give a joint presentation and will receive a score of 4 on a 1 to 6 rubric scale.

### **Transfers**

If a student transfers into the Putnam Public Schools after completing at least three years in a high school in another district, he/she may be exempted from Putnam's performance standards requirement or graduation requirements.

**Instruction****Graduation Requirements** (continued)**Special Needs**

Students with special needs may be exempt from district performance standards for graduation as described in this policy if so indicated in their Individual Education Plan.

**Notifications**

1. At the beginning of each school year the Administration and the Guidance Department will review the students' current status on performance assessments/tasks.
2. The Administration/Guidance Department will remind students of the performance standard requirement for graduation at the beginning of each school year.
3. Each student shall be notified by his/her guidance counselor of his/her status relative to meeting the performance standards for graduation.
4. The Administration/Guidance Department will also notify in writing the parents of seniors who have not met the performance standard goal in any area and thus must pass one or more of the district's performance tasks.

**Remediation Plan**

1. Return in September as a fifth year student.
2. Enroll in a regional summer school and pass the requirement.
3. Make arrangements for re-testing to meet the performance standard.

**Appeal Process**

1. Students must submit their written request for an appeal to the Principal within ten school days of receiving their score.
2. If an appeal is made, the work will be re-submitted anonymously to the Professional Steering Committee to be re-assessed.
3. The outcome of the re-assessment process will be sent to the Principal.
4. The Principal will communicate the re-assessment process to the student and parent(s)/guardian(s),
5. Any student may appeal within ten days to the Superintendent if they believe the process described in these regulations was not followed.
6. The Superintendent will review the case to assure that all regulations were followed.

**Academic Grading**

A full year course is granted a credit if the student's final grade is 65 percent or above.

Although 65 percent is passing, all students receive a progress report midway through each quarter. Conferences are held every semester. If the student's classroom work continues in an unsatisfactory manner, the student will be in danger of failing and earning no credit.



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### **Graduation Requirements**

#### **Academic Grading** (continued)

The Student Assistance Team procedures should be followed for students in grades 9 through 12, who are experiencing unusual difficulties that may be academic, social or emotional.

Legal References: Connecticut General Statutes

10-18 Courses in United States history, government and duties and responsibilities of citizenship

10-19 Teaching about alcohol, nicotine or tobacco, drugs and acquired immune deficiency syndrome

10-220 Duties of boards of education

10-220a High school graduation requirements

10-233a Promotion and graduation policies. (As amended by PA 01-166)