

STUDENTS

103.03 GRADUATION

RATIONALE

As a result of the high school program, students will be prepared for further education and the world of work. Each student will explore the six career clusters in grades 9 and /or 10. During the tenth grade, each student will choose a career major for grades 11 and 12 designed to meet the requirements for their selected major with courses designed to meet the specific requirements for the selected major. A student may change cluster/majors if their career goals/plans/ change.

PROGRAM OF STUDY

The selection of courses, that when delivered effectively, enables students to master the knowledge and skills needed to succeed in their chosen clusters and majors and leads to success in the workplace and post-secondary education. The Mingo County Program of Study for grades 9-12 is based upon a career cluster/career major approach with three educational pathways from which students choose in pursuing a high school diploma.

A career cluster is a broad division of occupations that have common characteristics. Mingo County offers six career clusters that are specifically divided into three or more majors or areas of emphasis. Which are: health, human services business and marketing, science and natural resources, engineering and technical, fine arts and humanities. Students choose their individual career cluster during the eighth grade and their career major during the tenth grade. The career cluster or career major may be changed at the end of any semester. By doing so the student may need to complete additional requirements which may require additional time in high school.

The educational pathways that students may elect are as follows:

1. **PROFESSIONAL PATHWAYS** - Prepares students to pursue a four-year college degree after high school graduation. Postsecondary education will occur at a college or university.
2. **SKILLED PATHWAYS** - Prepares students to pursue a two-year degree after high school graduation. Postsecondary education will occur at a junior college, community/technical college or other postsecondary institution.
3. **ENTRY PATHWAYS** - Prepares students for entry-level employment and/or postsecondary education after high school. Postsecondary education can occur at technical schools, vocational centers and other postsecondary institutions.

GRADUATION REQUIREMENTS

Graduating Class 2005 -2007	Graduating Class 2008
English Language Arts - 4 credits: English 9, 10, 11, and 12	English Language Arts - 4 credits: English 9, 10, 11, and 12
Social Studies - 3 credits: United States to 1900, World Studies to 1900, and 20th / 21st Centuries	Social Studies - 4 credits: United States to 1900, World Studies to 1900, 20th / 21st Centuries, and Civics/Government
Physical Education - 1 credit	Physical Education - 1 credit
Health - 1 credit	Health - 1 credit
The Arts (1 credit from dance, music, theater, or visual art)	The Arts (1 credit from dance, music, theater, or visual art)
Math - 3 credits, 2 must be Algebra I and higher	Entry Pathway Math - 3 credits, 2 must be Algebra I and higher
	Professional and Skilled Pathways - Math 4 credits, 3 must be Algebra I and higher
Science - 3 credits: CATS 9, CATS 10, and 1 science credit above CATS 10	Skilled and Entry Pathways - Science - 3 credits: CATS 9, CATS 10, and 1 science credit above CATS 10
	Professional Pathway - Science - 4 credits: CATS 9, CATS 10, and 2 science credits above CATS 10
Foreign Language - 2 credits recommended but not required	Professional Pathway - 2 credits in the same foreign language
Career major courses 4 credits	Skilled Pathway – 3 credits in career major courses
	Entry Pathway – 4 credits in career major courses
Keyboarding (county requirement) 1 credit	Keyboarding (county requirement) 1 credit
Intro to the Majors/Communications (county requirement) – 1 credit	Intro to the Majors/Communications (county requirement) – 1 credit
Remaining elective credits to make 24 total credits	Remaining elective credits to make 24 total credits

All graduates will be required to earn 24 credits and complete a major pathway of study.

Graduating Class 2009	Graduating Class 2010
English Language Arts - 4 credits: English 9, 10, 11, and 12	English Language Arts - 4 credits: English 9, 10, 11, and 12
Social Studies - 4 credits: United States to 1900, World Studies to 1900, 20 th / 21 st Centuries, and Civics/Government	Social Studies - 4 credits: United States to 1900, World Studies to 1900, 20 th / 21 st Centuries, and Civics/Government
Physical Education – 1 credit	Physical Education – 1 credit
Health – 1 credit	Health – 1 credit
The Arts (1 credit from dance, music, theater, or visual art)	The Arts (1 credit from dance, music, theater, or visual art)
Entry Pathway - Math - 3 credits, 2 must be Algebra I and higher	Entry Pathway - Math - 4 credits, 2 must be Algebra I and higher
Professional and Skilled Pathways - Math - 4 credits, 3 must be Algebra I and higher	Professional and Skilled Pathways - Math – 4 credits, 3 must be Algebra I and higher
Skilled and Entry Pathways - Science - 3 credits: CATS 9 and 2 science credits above CATS 9	Skilled and Entry Pathways - Science - 3 credits: CATS 9 and 2 science credits above CATS 9
Professional Pathway - Science - 4 credits: CATS 9 and 3 science credits above CATS 9	Professional Pathway - Science - 4 credits: CATS 9 and 3 science credits above CATS 9
Professional Pathway - 2 credits in the same foreign language	Professional Pathway - 2 credits in the same foreign language
Skilled Pathway - 3 credits in career major courses	Skilled and Entry Pathways - 3 credits in career major courses
Entry Pathway - 4 credits in career major courses	
Keyboarding (county requirement) – 1 credit	
Intro to the Majors/Communications= (county requirement) - 1 credit	Intro to the Majors/Communications /Keyboarding (county requirement) - 1 credit
Remaining elective credits to make 24 total credits	Remaining elective credits to make 24 total credits

All graduates will be required to earn 24 credits and complete a major pathway of study.

ADDITIONAL REQUIREMENTS:

1. WORK-BASED LEARNING FOR ALL STUDENTS will consist of one experience in the 9th grade, one experience in the 10th grade, one “work-site” experience in the 11th grade, and one “work-site” experience in the 12th grade.
2. Each student will be required to have at least one community service experience in each of the four years of high school, for a minimum of 4 experiences. Time volunteered in civic organization, church activities, community organization, and school activities may be used to meet the requirements.
3. Each senior must complete a Senior Project. The Senior Project, an activity and assessment required for all graduating seniors, is a culminating exit program which demonstrates a senior’s ability to write, to speak, and to apply knowledge and skills. This long term academic project occurs during the Senior year and will be included in the English 12 program. Seniors should use a multitude of resources as they work through the three phases of the program, (consisting of a research paper, a product, and a presentation/portfolio.)

STANDARD GRADUATION REQUIREMENTS AND DIPLOMA

Standard graduation requirements are the number of required and elective units of credit earned by a student in grades 9-12 in order to be graduated from high school with a standard diploma. A student must also attend at least four years in grades 9-12, and the full instructional day, unless an attendance exception is granted. (See Policy 1101.00) A standard diploma will be awarded to each student who completes the requirements within a defined program of studies.

MODIFIED GRADUATION REQUIREMENTS AND DIPLOMA

This may be awarded to an eligible student with disabilities so severe that the student requires extensive modifications and functional application of the CSOs and/or instruction in functional daily living skills (social, motor and communication) not directly addressed in the CSOs, and who has satisfactorily met the graduation requirements specified in his/her IEP.

An eligible student with severe disabilities who has been determined by an IEP Team to be unable, even with extended learning opportunities and significant instructional modification, to meet state and county standard graduation requirements may receive a modified diploma.

CERTIFICATE OF PROFICIENCY

A Certificate of Proficiency containing specific information regarding the graduate's skills, competence and readiness for employment and further education is provided to every high school graduate (See W.Va. Code §18-2-6). The following information is to be recorded on the certificate of proficiency given to every graduate:

- a. Test results from any part of the state wide assessment program in which the student participated;
- b. High school courses completed with grades and credits received;
- c. Computer instruction received;
- d. GPA for all high school courses completed, regardless of the grade level when completed;
- e. Class rank out of total graduating class;
- f. Attendance per year for grades 9-12;
- g. Co-curricular and extracurricular activities;
- h. Grade scale including letter/numerical equivalent, use of weighted grades consistent with Policy 2515;
- i. Special competencies and honors;
- j. Technical training and credentials acquired;
- k. Successful completion of a career major including completion of the required major courses, or higher level courses, advanced placement courses, college courses or other rigorous substitutes related to the major, and recommended electives; and
- l. Formal work-based learning experiences completed.

ATTENDANCE

Attendance for all four years during grades 9-12 is important in order to attain full benefit from the educational programs offered in the schools of Mingo County. Therefore, all students shall be scheduled for the full instructional day for all four years. Exceptions may be made for enrollment in a college/postsecondary course, compelling medical/health reasons, and/or compelling hardships. (See Policy 1101.00)

EVALUATING CREDITS FOR TRANSFER STUDENTS

Students who transfer into Mingo County Schools from schools approved by other states may not always have completed the required units needed for graduation in West Virginia. In most instances, there will be credit for an area of study which is quite similar to one of the required units, and credit can be awarded for the work completed. If the student who transfers can be scheduled into any additional subjects needed to complete the West Virginia requirements, this should be done. In the cases of seniors and some juniors, such scheduling may not be feasible or possible. In these instances, the school may appeal to the State Superintendent of Schools for permission to use a substitute for the requirement or to waive the requirement.

STUDENTS WHO DO NOT COMPLETE REQUIREMENTS IN FOUR YEARS

1. Continuous Enrollment

If a student has been enrolled continuously for four years in grades 9-12, the student shall be expected to meet the graduation requirements that were in effect when he/she entered ninth grade.

2. Re-Enrollment

If a student has re-enrolled after dropping out of school, the requirements that a student must meet depends upon the length of time he or she has been out of school. If the student has been out of school less than one year, he or she would be expected to complete the graduation requirements that were in effect when he or she entered grade nine for the first time. If the student has been out of school one year or more, he or she would be expected to complete the current graduation requirements in effect upon re-enrollment.

ALTERNATIVES TO THE UNIT OF CREDIT

A. Accepting Credits Earned Before Grade 9

Any student who successfully completes a high school level course (one meeting the high school approved content standards and objectives and taught by a content certified teacher) prior to grade Nine (9) shall receive full credit for that course toward graduation requirements. The student's permanent record for grades 9-12 shall indicate completion of the courses. The grade for any course taken prior to grade nine becomes part of the student's permanent record and is calculated in the student's grade point average (hereinafter GPA)

B. Correspondence Schools

Mingo County students may earn up to two (2) credits during the senior year (until graduation requirements are met) from a correspondence school for areas of study which are identified in the adolescent education program of study in Policy 2510. The correspondence school must be authorized to operate in West Virginia and approval must be obtained from the school principal prior to the beginning of the course. Proof of credit must be submitted prior to the completion of graduation requirements.

C. Colleges/Dual Credit Courses

Mingo County students may earn credits for completion of college work. Three semester hours of college credit may be counted as ½ unit of credit. Generally there are two reasons for accepting college credit: (1) the student is enrolled in the high school and would profit by taking a course at the college/university which is not available at the high school; or (2) the student is enrolled as a full time college student and needs to transfer credits back to the high school to complete graduation requirements. If these credits are to be used to meet graduation requirements, they must meet the requirements for a dual credit course.

Agreements may be implemented with colleges/universities to offer college credit classes as a part of the schedule of courses offered in the high schools. Such agreements shall be approved by the superintendent

Dual credit courses may be offered where students can earn credit both from the high school and the participating state college or university. High school students who want to enroll in a college credit bearing course must apply for admission status and meet all admission requirements for the institution which is offering the college credit courses. The dual credit course must meet both the specified course content standards and objectives for secondary offerings and the college course requirements.

D. Retaking a Course at the Secondary Level

A student who is required to or chooses to retake a course for a higher or passing grade will retain the better grade on the transcript for calculating the grade point average (GPA). The failing or lower grade may be noted on the transcript; however, it shall be excluded when calculating the GPA.

E. Extended Summer Session

The Mingo County Board of Education recognizes that the individual needs of students necessitate providing educational opportunities during an extended summer session, which is an extension of the school year. During the extended summer session students will be offered the course requirements for graduation in West Virginia, within the financial capability of the county. Extended summer session must have prior approval of the State and County Boards of Education.

CLASSIFICATION OF STUDENTS BY GRADE

The following number of credits earned will be used to classify sophomores, juniors, and seniors:

Sophomore	5
Junior	12
Senior	17

Reference: West Virginia State Policy 2510

Adopted: July 2, 2001

Revised: May 5, 2005

Revised: May 4, 2006