

COVENTRY PUBLIC SCHOOLS
COVENTRY, RI

GRADUATION

PURPOSE:

The purpose of this policy is to establish minimal expectations for all students earning a diploma from Coventry High School. The policy provides consistent standards in terms of required credits, it clarifies the procedure of notification to the parents of students whose progress toward graduation is in jeopardy; it affirms the responsibility of the community to offer appropriate educational opportunities and experiences to all students as they progress toward graduation.

POLICY:

A. Specific Graduation CREDIT Requirements:

Beginning with the class of 2008, all students are required to earn a minimum of twenty-four (24) credits consisting of:

- Four (4) credits each in English and Mathematics
- Three (3) credits each in Science and Social Studies
- Two (2) credits in EITHER a World Language or supplemental Literacy program
Students are placed in supplemental Literacy classes at the recommendation of a teacher.
- Two (2) credits (1/2 credit annually) in Physical Education and/or Health
- One-half (1/2) credit in the Visual or Performing Arts
- One-half (1/2) credit in Technology
- One-half (1/2) credit in Capstone (enrollment required of all non-career and technical students beginning with the Class of 2009)
- The remaining credits are to be selected from electives

America and the World III is required to satisfy the Rhode Island regulation concerning U.S. History. Beginning with the class of 2010, credit must also be earned in America and World II

The following table outlines the credit requirements for the graduating classes:

Course	Credits
English Language Arts	4
Mathematics	4
Science	3
Social Studies	3
World Language or Literacy	2
Physical Education/Health	2
Arts	0.5
Technology Literacy	0.5
Capstone Project	0.5
Electives	4.5 – 8.5
TOTALS	24 – 28 *

* The minimum required of students in order to graduate is 24 credits though students may earn up to 28 credits.

B. Specific Performance Based Graduation Requirement (PBGR):

Beginning with the class of 2008, all students in grades 9-12 are required to maintain an annual portfolio consisting of at least three (3) tasks, two (2) of which must be validated, in all full-year courses. This requirement increases to four (4) tasks for the class of 2009 and beyond. Semester-long courses require one (1) validated task for the class of 2008; this increases to two (2) completed tasks, one (1) of which must be validated for the class of 2009 and beyond.

Students are required to complete a Capstone course. This course requires a student to focus in-depth on a core question of his/her choice. It plays an essential part in demonstrating that a student has met both applied learning standards and content standards. Students enrolled in the Regional Career and Technical Center will complete their Capstone through their Career Tech program and are exempt from the Capstone class. For information on the Capstone course, refer to the *Coventry High School Graduation By Portfolio and Capstone Handbook: A Guide for Students, Parents and Teachers*.

Students are required to submit their portfolio before a panel (either electronically or in person) and to defend their Capstone project prior to graduation.

Beginning with the class of 2008, Sections A and B must each be satisfied to receive a Coventry High School diploma. Students who fail to meet graduation requirements A or B may fulfill same by successful completion of summer sessions.

C. Graduation Requirements for Transfer Students

Credits:

All credits earned by students transferring from other schools will be noted on transcripts. The acceptability of credits in religion earned by students at any non public schools will be at the discretion of the Principal upon recommendation by the Guidance Department.

Proficiency:

For any student transferring into Coventry High with a YOG of 2008 or later, some evidence of proficiency that can be devised for portfolio or Capstone/exhibition will be required. The extent to which such proficiency-based evidence will be required will depend on when the student enters the school so as to give the student ample time to produce PBGR evidence.

The following is the general outline to guide transfer students in complying with Coventry High's PBGR requirements:

- The guidance staff will make every effort to locate and secure proficiency-based evidence (digital portfolio, portfolio entries, projects, exhibitions, etc.) that the incoming student may have collected in their previous school.

If materials are received by Coventry High, they will be forwarded to the PBGR Steering Committee which will determine the extent of the work and its compatibility with Coventry High's PBGR requirements. The Steering Committee shall make every effort to acknowledge previous work if it is at proficiency and allow it as suitable entries into the students' portfolio.

- If no proficient academic work from the previous school or years can be produced, the expectation is that work towards Coventry High's proficiency requirements needs to begin immediately, including adhering to the school's guidelines for the proficiency and graduation portfolio. The PBGR Steering Committee will set final expectations for the portfolio, including any modifications and/or accommodations for students transferring in during the year and will communicate these to the student, the parent/guardian, and to the student's teachers. PBGR Coordinators will note these specialized situations.
- In addition, all transfer students must complete a Capstone project. Work involving research and an exhibition started at another school may be accepted as the foundation for Coventry High's Capstone. Students entering grades 9 and 10 are expected to complete the Capstone Project that is required of all students. Students transferring into grades 11 and 12 may complete a modified Capstone, possibly linked to a content-area project. The PBGR Steering Committee will have final determination as to the extent of the requirements of Capstone that must be demonstrated by the transferring student. Transfer students are encouraged to receive special support and guidance from the PBGR Coordinators.

D. Notification Procedure

For students receiving a grade of "F" in any subject at the second (2nd) marking period, an improvement plan must be developed by the student, parent, teacher, and for seniors only, the guidance counselor.

A letter will be mailed to the parent(s) or guardian(s) of students who received a "D" or an "F" half-way through the course if the credit(s) to be earned in such course(s) is/are necessary for promotion or graduation.

Two weeks prior to the last day of school, a telephone call will be made to ensure that parents are notified of a student's ineligibility to graduate or be promoted. A follow-up letter will be sent to parents of seniors who have not met graduation requirements.

E. Community Expectations

The community is expected to assume the responsibility for providing adequate funding appropriate to maintain courses necessary to fulfill the career goals of students and to preserve continuity of the approved course of studies.

F. High School Graduation Ceremony

Starting with the Class of 2008, graduation ceremonies will be held on or after the 180th school day unless otherwise approved by the Commissioner for Elementary and Secondary Education. Only those students who have successfully completed all the requirements for a senior high school diploma (Sections A and B above) before graduation day may participate in graduation exercises. The only exception to this section of the policy is for children with disabilities who reach the age of graduation (with their class) and are likely to continue eligibility for special education services based on the IEP team decision beyond the age of their graduating peers. Participation in graduation ceremonies must be considered.

G. Completing Missing Requirements

Students who fail to meet the graduation requirements (Sections A and B above) may fulfill those requirements by attending summer sessions (summer school is covered under a separate policy), portfolio task/Capstone project make-up classes, or repeating the necessary courses the following year. Upon successful completion of the requirements, a diploma will be granted.

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