

Graduation Requirements

In support of student development goals set out in [KRS 158.6451](#) and the Kentucky Academic Expectations, students must complete a minimum of twenty-two (22) credits, including demonstrated performance-based competency in technology, and all other state and local requirements in order to graduate from high school in the District. Each school's curriculum guide (approved each January) contains complete details.

Beginning July 1, 2018, students wishing to receive a regular diploma must pass a civics test made up of one hundred (100) questions selected from the civics test administered to persons seeking to become naturalized citizens and prepared or approved by the Board. A minimum score of sixty percent (60%) is required to pass the test and students may take the test as many times as needed to pass. Students that have passed a similar test within the previous five (5) years shall be exempt from this civics test. This shall be subject to the requirements and accommodations of a student's individualized education program or a Section 504 Plan.

Minimum courses to be successfully completed in addition to College and Career or Transition Readiness standards:

Four (4) units of English,

Four (4) units of math including Algebra I, Algebra II, geometry, and one (1) additional math course or its equivalent,

Three (3) units of social studies incorporating U.S. History, economics, government, world geography and world civilization

Three (3) units of science including introductory chemistry/physics, biology, and chemistry or physics to incorporate life science, physical science, and earth and space science.

One (1) unit of history and appreciation of visual and performing arts (or performing arts course which incorporates such content),

One (1) unit of a course that specifically addresses the components of College and Career Readiness, including but not limited to, (1) employability skills, (2) financial literacy, (3) Individualized Learning Plan (ILP) usage, (4) Career Ready 101 (or equivalent). Note: A student demonstrating meeting College Readiness benchmarks may be exempted from this requirement with written permission of the Principal.

One-half (1/2) unit of health,

One-half (1/2) unit of physical education, and

A minimum of five (5) electives, one (1) of which should prepare the student to use technology effectively, such as keyboarding, data processing, or word processing.

All required courses shall include content contained in the [Kentucky Academic Standards](#), and electives shall address academic and career interest standards-based learning experiences, including four (4) credits in an academic or career interest based on the student's individual learning plan.

Students must meet additional requirements as established in [704 KAR 003:305](#), including a requirement to take at least one (1) language arts and one (1) mathematics class each year of high school in order to graduate. Students that do not meet college or career readiness or transition readiness benchmarks for English and language arts and/or mathematics shall take a transitional course or intervention before exiting high school.

Graduation Requirements

ADDITIONAL LOCALLY ESTABLISHED GRADUATION REQUIREMENTS

1. Students must meet 2016-2017 College and Career standards as adopted by the Kentucky Board of Education and/or the proposed 2018-2019 Transition Readiness standards by the Kentucky Board of Education in order to graduate. All non-articulated and articulated passing KOSSA exams will be honored for the 2017-2018 school year.

Principals will disseminate these college or career readiness standards to students through the guidance program and inclusion in student handbooks and in the Individual Learning Plan (ILP). Exceptions to this requirement shall be made for qualified students with disabilities as determined by the Admissions and Release and/or 504 committee or who have petitioned the Principal under Board approved guidelines established by the SBDM Council to present his or her reasons for non-attainment. If approved, the school team shall develop a rigorous and meaningful program encompassing a minimum of a twenty-four (24) clock-hour college and career/transition readiness project to be verbally presented to a five (5) member school-based panel. The panel shall then make a recommendation on whether or not to award the diploma.

2. Complete an Individual Learning Plan to be certified by the high school Principal (or designee).
3. Complete a senior project focused on presentation of a post-secondary plan that includes career exploration in a real-world setting.
4. Documented community service, work-based learning, or extra-curricular school activity in compliance with guidelines established by the SBDM Council and approved by the Board.
5. Successfully complete a minimum of 50% of registered courses during the final year of high school.
6. Each school shall submit in the curriculum guide for Board approval a required number of elective credits for the incoming freshman cohort.

COMMENCEMENT CEREMONY

There will be a single commencement ceremony for each school, regardless of diploma earned. The Principal may make the determination to honor or signify levels of achievement through the use of cords, sashes or other visible distinctions. The diploma shall bear the name of the school where the student was enrolled on the final day prior to graduation and shall display the diploma program the student completed.

In order to participate in the high school commencement exercises, students must comply with the following requirements:

1. Have no more than ten (10) cumulative unexcused absences during their final year.
2. Be free of all disciplinary action (must complete all detentions, Friday/Saturday School, and complete any suspension).

Graduation Requirements**COMMENCEMENT CEREMONY (CONTINUED)**

3. Fulfill all restitution on any outstanding financial obligations (fees, fines, loans, etc.)
4. Be in attendance and conduct themselves in a responsible and orderly manner during all graduation ceremony practices.
5. Commit no egregious offenses that, in the Principal's judgment, disqualify a student from participation in commencement ceremonies.

DIPLOMA PROGRAMS

In addition to the requirements above, students shall choose and complete one of the following diploma programs:

Diploma Program		# of Credits	Description
	College & Career or Transition Ready	Varies by Cohort Class	Meets all state established college benchmarks, successfully completes a pathway, academic benchmarks, career ready benchmarks, or military ready benchmarks.
	General	22	Meets minimum state and local graduation requirements.

PERFORMANCE-BASED CREDITS

In addition to Carnegie units, students may earn credit toward high school graduation through the District's standards-based, performance-based credit system that complies with requirements of Kentucky Administrative Regulation. Procedures for developing and amending the system shall address the following:

1. Conditions under which high school credit will be granted under the system that allow students to demonstrate proficiency and earn credit for learning acquired outside the normal classroom setting, outside of school, or in prior learning;
Performance-based credit may be earned while the student is still "in school," but the instructional setting will look different from a traditional "seat time" environment.
2. Performance descriptors and their linkages to State content standards and academic expectations;
At the high school level, performance descriptors and evaluation procedures shall be established to determine if the content and performance standards have been met.
3. Assessments and the extent to which state-mandated assessments will be used;
4. An objective grading and reporting process; and
5. Criteria to promote and support school and community learning experiences, such as internships and cooperative learning, in support of a student's individual learning plan. Such experiences shall be supervised by qualified instructors and aligned with State and District content and performance standards.

Graduation Requirements**GRADUATION HONORS**

Graduation honors such as Top Ten, honor graduates, etc. will be determined based on weighted GPAs, which shall include all coursework taken while enrolled in high school. The graduating class will have two (2) distinctions for students who achieve at least a 4.0 GPA on a weighted scale. These shall be designated as follows:

- Magna Cum Laude – Weighted GPA of 4.0 - 4.249
- Summa Cum Laude – Weighted GPA of 4.25 or above
- Specific Designations (e.g. – valedictorian, salutatorian, etc.) will not be applicable for Bullitt County High Schools.

WORK ETHIC SEAL

Students meeting the requirements jointly developed by the District and the Bullitt County Chamber of Commerce shall have a seal affixed to their diploma attesting to their successful completion of the Work Ethic certificate program.

MIDDLE SCHOOL CREDIT

The Board may approve high school credit for high school equivalent classes completed in middle school if the following criteria are met:

- The following courses are eligible for high school credit if offered in middle school: Algebra I, Geometry, Spanish I, English I, **Earth Space**, Health, Government, Economics, French I, Physical Education, and Digital Literacy.
- The student demonstrates mastery of middle school level content as specified in the Kentucky Academic Standards and has either successfully completed any prerequisite classes or has ~~scored a minimum of 235 on MAP~~ **score identified by NWEA for High School Ready in MAP Math** for Algebra I placement. ~~or a 223 in reading for foreign language placement. For English, Health, Government, and Economics, students shall have a minimum score identified by NWEA for High School Ready in MAP Reading. will make a 223 on MAP reading scores.~~
- For **Algebra I, Geometry, English I, Health, Digital Literacy, Earth Space, Spanish I, French I, Government and Economics**, students will pass ~~Algebra I~~ with a minimum of a **B 80% in order to earn high school credit. to show success.**
- All students will complete the Program of Studies at the middle school level.
- One (1) teacher, counselor, or administrator recommendation will be included in the placement of a student in any/all courses in which a student has applied.
- The content of the course offered at the middle school level is the same as that defined in the Kentucky Academic Standards for the high school course and students shall complete a District comprehensive final exam which shall comprise twenty percent (20%) of the final grade **for Algebra I, English I, and Geometry.**
- The middle school level course is taught by teachers with either secondary or middle school level certification with the appropriate content specialization or accessed through on-line platform monitored and assisted by a certified teacher, or a blended classroom environment.

Graduation Requirements**MIDDLE SCHOOL CREDIT (CONTINUED)**

In keeping with statutory requirements, the District shall accept for credit toward graduation and completion of high school course requirements an advanced placement or a high school equivalent course taken by a student in grades 5, 6, 7, or 8 if that student attains performance levels expected of high school students in the District as determined by achieving a score of "3" or higher on a College Board Advanced Placement examination or a grade of "B" or better in a high school equivalent.²

EARLY GRADUATION

Students who complete an early high school graduation program and meet all applicable legal requirements shall be awarded an Early Graduation Certificate. Students planning to complete an early graduation program shall notify the Principal of their intent prior to the beginning of grade nine (9) or as soon thereafter as the intent is known.⁴

Students participating in the Bullitt Advanced Math and Science (BAMS) program may graduate early if they have met all high school requirements and have submitted the early graduation request to the BAMS counselor for consideration prior to April 1. Such early graduation shall only be granted once the BAMS Counselor has received the student's final grades from the Jefferson Community and Technical College (JCTC).

BAMS students who graduate early shall be allowed to practice and participate in high school and JCTC graduation activities.

OTHER PROVISIONS

The Board, Superintendent, Principal, or teacher may award special recognition to students. In addition, the Board may award a diploma to a student posthumously indicating graduation with the class with which the student was expected to graduate.

For disabled students, the IEP or 504 Accommodation Plan will be the driving document behind the determination of the completion of the student's educational program. Students with disabilities will be required to meet the established graduation requirements unless otherwise stated on their IEP or 504 Accommodation Plan.

Consistent with the District's graduation practices for all students, an alternative high school diploma shall be awarded to students with disabilities in compliance with applicable legal requirements. In addition, former students may submit to the Superintendent a request that the District provide them with an alternative high school diploma to replace the certificate of attainment they received at time of graduation from the District.³

Students shall have completed a minimum of eight (8) semesters of attendance in grades nine (9) through twelve (12) before graduation unless they have had a request for early graduation approved by the Board of Education. (For an exception, see section Early Graduation Certificate.)

A student who is at least seventeen (17) years of age and who is a state agency child, as defined in [KRS 158.135](#), shall be eligible to seek attainment of a High School Equivalency Diploma.

Graduation Requirements**DIPLOMAS FOR VETERANS**

In keeping with statute and regulation, the Board shall award an authentic high school diploma to an honorably discharged veteran who did not complete high school prior to being inducted into the United States Armed Forces during World War II, the Korean conflict, or the Vietnam War.¹

REFERENCES:

¹[KRS 40.010](#); [KRS 158.140](#); [704 KAR 007:140](#)

²[KRS 158.622](#)

³[KRS 156.160](#); 20 U.S.C. sec. 1414

⁴[KRS 158.142](#); [704 KAR 003:305](#)

[KRS 156.027](#); [KRS 158.135](#)

[KRS 158.141](#); [KRS 158.143](#); [KRS 158.183](#); [KRS 158.281](#)

[KRS 158.302](#); [KRS 158.645](#); [KRS 158.6451](#); [KRS 158.860](#)

[013 KAR 002:020](#); [702 KAR 007:125](#); [703 KAR 004:060](#)

[704 KAR 003:303](#); [704 KAR 003:306](#)

[OAG 78-348](#); [OAG 82-386](#)

[Kentucky Academic Standards](#)

RELATED POLICIES:

08.1131; 08.14; 08.22; 08.222

09.126 (re requirements/exceptions for students from military families)

Adopted/Amended: 12/11/2017

Order #: 2017-388