

**Agenda Item VI.B, Board Action on Student Achievement Committee recommendation concerning  
Board Policy 104.1, High School Graduation Requirements and Commencement  
(formerly Board Policy 4540)**

General Business Meeting

May 19, 2015

On September 3, 2013 the Board of Education (“Board”) formed the Graduation Requirements Permitted Interaction Group (“Graduation Requirements Group”). It was tasked with, among other things, investigating the implementation of graduation requirements.

At the Board’s November 18, 2014 General Business Meeting, the Policy Audit Permitted Interaction Group (“Policy Audit Group”) presented its report and findings regarding its audit of the Board’s policies. Included in this report was the renumbering of Board Policy 4540, High School Graduation Requirements and Commencement Policy (“4540”) to Board Policy 104.1.<sup>1</sup>

At the Student Achievement Committee’s December 2, 2014 meeting, the Graduation Requirements Group reported on their findings. This report included recommendations to change clarify the Social Studies and Science requirements. This report also included a request that the Department respond to its comments and concerns and present a proposal to the Graduation Requirements Group members. At this same meeting, the Student Achievement Committee took action and recommended that the full Board approve the Department’s recommendation regarding amendments to graduation requirements regarding its applicability to special education students. Specifically, the department recommended that the following language be removed from 4540, “[t]he graduation requirements for students with disabilities shall be determined by the student’s Individualized Education Program (IEP).”<sup>2</sup> The Board accepted the Student Achievement Committee’s recommendation and approved the removal of the aforementioned language at its December 2, 2015 General Business Meeting.

Subsequently, the Department provided its comments and proposed language to replace the deleted language regarding special education students. The redline, attached as **Exhibit A**, incorporates the changes recommended by the Graduation Requirements Group, the action the Board took at its December 2, 2015 General Business Meeting to remove the language regarding special education students, and the replacement language proposed by the Department.

On May 5, 2015, the Student Achievement Committee considered the policy as shown in **Exhibit A** and recommended that the full Board approve the policy as shown with the amendments incorporated.

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<sup>1</sup> At the Board’s December 16, 2014 General Business Meeting, it also adopted the new policy structure recommended by the Policy Audit Group, which included the renumbering of 4540 to Board Policy 104.1.

<sup>2</sup> The Department memorandum is available at:

[https://lilinode.k12.hi.us/STATE/BOE/Minutes.nsf/a15fa9df11029fd70a2565cb0065b6b7/0088b9de03ee94040a257dcf007dc4d4/\\$FILE/Attachment%20K%20-%20Special%20Ed%20Policy%20Rec.pdf](https://lilinode.k12.hi.us/STATE/BOE/Minutes.nsf/a15fa9df11029fd70a2565cb0065b6b7/0088b9de03ee94040a257dcf007dc4d4/$FILE/Attachment%20K%20-%20Special%20Ed%20Policy%20Rec.pdf)

**Exhibit A**

**Note: This version of Board Policy 4540, High School Graduation Requirements and Commencement, shall take effect School Year 2011-2012, and shall apply to students beginning with the incoming eighth grade class.**

**4540**

**POLICY 104.1**

**HIGH SCHOOL GRADUATION REQUIREMENTS AND COMMENCEMENT**

A. Requirements for High School Graduation. The purpose of high school graduation requirements is to establish rigorous standards of learning that will enable all public school students to meet the vision of a Hawaii public school graduate. All Hawaii public school graduates will:

- Realize their individual goals and aspirations;
- Possess the attitudes, knowledge, and skills necessary to contribute positively and compete in a global society;
- Exercise the rights and responsibilities of citizenship; and
- Pursue post-secondary education and/or careers.

Students who demonstrate proficiency in the State Standards and General Learner Outcomes in the required courses or proficiency based equivalents shall receive a Hawaii High School Diploma. Proficiency shall be determined in accordance with established Department of Education procedures.

The minimum course and credit requirements to receive a high school graduation diploma are:

<b>Course Requirements</b>	<b>Hawaii High School Diploma</b>
<b>English</b>	4.0 credits including English Language Arts 1 (1 credit), English Language Arts 2 (1 credit), and Expository Writing (0.5 credit) or *newly-developed CCSS proficiency based equivalents
<b>Social Studies</b>	4.0 credits including <u>U.S. History and Government (1 credit)</u> , <u>World History and Culture (1 credit)</u> , Modern History of Hawaii (0.5 credit) and Participation in a Democracy (0.5 credit) or *newly-developed proficiency based equivalents
<b>Mathematics**</b>	3.0 credits including Algebra 1 (1 credit), Geometry

	(1 credit) <del>and-or</del> *newly-developed CCSS proficiency based equivalents
<b>Science</b>	3.0 credits including Biology and <del>laboratory elective sciences (2 credits)</del> or *newly-developed proficiency based equivalents
<b>World Language</b>	2.0 credits in one of the specified programs of study or *newly-developed proficiency based equivalents
<b>Fine Arts</b>	
<b>Career and Technical Education</b>	
<b>Physical Education</b>	1.0 credit or *newly-developed proficiency based equivalent
<b>Health</b>	0.5 credit or *newly-developed proficiency based equivalent
<b>Personal/ Transition Plan</b>	0.5 credit
<b>Electives</b>	6.0 credits, may include 1.0 elective credit for Senior Project or *newly-developed proficiency based equivalents
<b>Total</b>	24.0 credits

A Hawaii High School Diploma shall be issued to students who meet the course and credit requirements.

High school diplomas may be granted to 16-year-olds and 17-year-olds who have qualified for graduation through adult schools.

\*DOE will establish a process for developing and approving all proficiency-based equivalents similar to the process followed for all other new Authorized Courses and Code Numbers.

\*\* A series of courses that satisfy the minimum learning expectations for all students as delineated in the College and Career Readiness Standards that are encompassed by the Common Core State Standards (CCSS) for Mathematics.

~~The graduation requirements for students with disabilities shall be determined by the student's Individualized Education Program (IEP). The graduation requirement for a high school diploma for students with disabilities shall be the same as students without disabilities.~~

B. Commencement Exercises. Commencement exercises may be scheduled any time after the last day of school for seniors. The last day of school for seniors shall be set by the Department of Education. Students shall be permitted to participate in commencement exercises if they: (1) meet the requirements for a diploma or a certificate; (2) have fulfilled their financial obligations; and (3) meet other conditions, established by the Department of Education, which meet the standards of clarity, reasonableness, and justifiability.

**Note: This version of Board Policy 4540, Graduation and Related, shall apply to students graduating in School Years 2005-2006, 2006-2007, 2007-2008, and 2008-2009. See Board Policy 4540, High School Graduation Requirements and Commencement, which shall take effect School Year 2006-2007, and shall apply to students beginning with the incoming ninth grade class.**

4540

## POLICY 104.1

### GRADUATION AND RELATED

A. Requirements for Graduation. The minimum requirements for graduation from high school, grades 9-12, are:

1. Twenty-two (22) credits of the following courses.

- a. English 4.0 credits
- Social Studies 4.0 credits
- Mathematics 3.0 credits
- Science 3.0 credits
- Physical Education 1.0 credits
- Health 0.5 credits
- Guidance 0.5 credits

b. Elective credits (6)

2. Demonstrated mastery of essential competencies.

a. Competencies are the basic standards of proficiency required of students who have completed course and credit requirements.

b. Mastery shall be determined in accordance with established Department procedures.

B. Commencement Exercises. Commencement exercises may be scheduled any time after the last day of school for seniors. The last day of school for seniors shall be set by the Department. Students shall be permitted to participate in commencement exercises if they (1) meet the requirements for a diploma or a certificate, (2) have fulfilled their financial obligations, and (3) meet other conditions, established by the Department, which meet the standards of clarity, reasonableness, and justifiability.

Former Code No. 5127

Approved: 5/47; Amended: 1/59, 6/59, 6/60, 9/60, 2/64, 8/78, 3/88, 3/97

**Note: This version of Board Policy 4540, High School Graduation Requirements and Commencement, shall take effect School Year 2006-2007, and shall apply to students beginning with the incoming ninth grade class.**

**4540**

## **HIGH SCHOOL GRADUATION REQUIREMENTS AND COMMENCEMENT**

A. Requirements for High School Graduation. The purpose of high school graduation requirements is to establish rigorous standards of learning that will enable all public school students to meet the vision of a Hawaii public school graduate. All Hawaii public school graduates will:

- Realize their individual goals and aspirations;
- Possess the attitudes, knowledge, and skills necessary to contribute positively and compete in a global society;
- Exercise the rights and responsibilities of citizenship; and
- Pursue post-secondary education and/or careers without need for remediation.

Students who demonstrate proficiency in the Hawaii Content and Performance Standards and General Learner Outcomes in the required courses shall receive a high school diploma. Students who meet additional requirements established by the Board of Education shall receive a Board of Education Recognition Diploma. Proficiency shall be determined in accordance with established Department of Education procedures.

The minimum course and credit requirements to receive a high school graduation diploma and the minimum course and credit requirements to receive a Board of Education Recognition Diploma are:

<b>Course Requirements</b>	<b>High School Diploma</b>	<b>Board of Education Recognition Diploma</b>
<b>English *</b>	4.0 credits	4.0 credits
<b>Social Studies **</b>	4.0 credits	4.0 credits
<b>Mathematics</b>	3.0 credits	3.0 credits

<b>Science</b>	3.0 credits	3.0 credits
<b>World Language</b>	2.0 credits in one of the specified courses	2.0 credits in one of the specified courses
<b>Fine Arts</b>		
<b>Career and Technical Education</b>		
<b>Senior Project</b>	Not required	1.0 credit
<b>Physical Education ***</b>	1.0 credit	1.0 credit
<b>Health</b>	0.5 credit	0.5 credit
<b>Personal/Transition Plan</b>	0.5 credit	0.5 credit
<b>Electives</b>	6.0 credits	6.0 credits
<b>Total</b>	24.0 credits	25.0 credits

\* English shall include English Language Arts 1 (1.0 credit) and English Language Arts 2 (1.0 credit).

\*\* Social Studies shall include Modern History of Hawaii (0.5 credit) and Participation in a Democracy (0.5 credit).

\*\*\* Physical Education shall include required Physical Education (0.5 credit) and a required Physical Education elective (0.5 credit).

A Board of Education Recognition Diploma shall be issued to students who meet the course and credit requirements and attain a cumulative grade point average (GPA) of 3.0 or higher.

High school diplomas may be granted to 16-year-olds and 17-year-olds who have qualified for graduation through adult schools.

The graduation requirements for students with disabilities shall be determined by the student's Individualized Education Program (IEP).

B. Commencement Exercises. Commencement exercises may be scheduled any time after the last day of school for seniors. The last day of school for seniors shall be set by the Department of Education. Students shall be permitted to participate in commencement exercises if they: (1) meet the requirements for a diploma or a certificate; (2) have fulfilled their financial obligations; and (3) meet other conditions, established by the Department of Education, which meet the standards of clarity, reasonableness, and justifiability.

Former Code No. 5127

Approved: 5/47; Amended: 1/59, 6/59, 6/60, 9/60, 2/64, 8/78, 3/88, 3/97, 6/04

**Note: This version of Board Policy 4540, High School Graduation Requirements and Commencement, shall take effect School Year 2009-2010, and shall apply to students beginning with the incoming ninth grade class.**

**4540**

## **HIGH SCHOOL GRADUATION REQUIREMENTS AND COMMENCEMENT**

A. Requirements for High School Graduation. The purpose of high school graduation requirements is to establish rigorous standards of learning that will enable all public school students to meet the vision of a Hawaii public school graduate. All Hawaii public school graduates will:

- Realize their individual goals and aspirations;
- Possess the attitudes, knowledge, and skills necessary to contribute positively and compete in a global society;
- Exercise the rights and responsibilities of citizenship; and
- Pursue post-secondary education and/or careers without need for remediation.

Students who demonstrate proficiency in the Hawaii Content and Performance Standards and General Learner Outcomes in the required courses shall receive a high school diploma. Students who meet additional requirements established by the Board of Education shall receive a Board of Education Recognition Diploma. Students who meet additional requirements established by the Board of Education and attain a cumulative grade point average (GPA) of 3.0 or higher shall receive a Board of Education Recognition Diploma with Honors. Proficiency shall be determined in accordance with established Department of Education procedures.

The minimum course and credit requirements to receive a high school graduation diploma, the minimum course and credit requirements to receive a Board of Education Recognition Diploma, and the minimum course and credit requirements to receive a Board of Education Recognition Diploma with Honors are:

<b>Course Requirements</b>	<b>High School Diploma</b>	<b>Board of Education Recognition Diploma (Voluntary)</b>	<b>Board of Education Recognition Diploma with Honors (Voluntary)</b>
<b>English</b>	4.0 credits including English Language Arts 1 (1 credit) and ELA	4.0 credits English Language Arts 1 (1 credit), English Language Arts 2	4.0 credits English Language Arts 1 (1 credit), English Language Arts 2

	2 (1 credit)	(1 credit), and Expository Writing (0.5 credit) or the equivalent*	(1 credit), and Expository Writing (0.5 credit) or the equivalent*
<b>Social Studies</b>	4.0 credits including Modern History of Hawaii (0.5 credit) and Participation in a Democracy (0.5 credit)	4.0 credits including Modern History of Hawaii (0.5 credit) and Participation in a Democracy (0.5 credit)	4.0 credits including Modern History of Hawaii (0.5 credit) and Participation in a Democracy (0.5 credit)
<b>Mathematics</b>	3.0 credits	4.0 credits including, as a minimum, Algebra 1, Geometry, and Algebra II or the equivalent	4.0 credits including, as a minimum, Algebra 1, Geometry, and Algebra II or the equivalent
<b>Science</b>	3.0 credits	3.0 credits including 2.0 credits in Biology, Chemistry, and/or Physics	3.0 credits including 2.0 credits in Biology, Chemistry, and/or Physics
<b>World Language</b>	2.0 credits in one of the specified courses	2.0 credits in one of the specified courses	2.0 credits in one of the specified courses
<b>Fine Arts</b>			
<b>Career and Technical Education</b>			
<b>Senior Project</b>	Not required	1.0 credit	1.0 credit
<b>Physical Education</b>	1.0 credit including required Physical Education (0.5 credit) and required Physical Education elective (0.5 credit)	1.0 credit including required Physical Education (0.5 credit) and required Physical Education elective (0.5 credit)	1.0 credit including required Physical Education (0.5 credit) and required Physical Education elective (0.5 credit)
<b>Health</b>	0.5 credit	0.5 credit	0.5 credit
<b>Personal/ Transition Plan</b>	0.5 credit	0.5 credit	0.5 credit
<b>Electives</b>	6.0 credits	5.0 credits	5.0 credits



<b>Total</b>	24.0 credits	25.0 credits	25.0 credits
<b>Other</b>		Meet standard on Algebra II End of Course Exam	Meet standard on Algebra II End of Course Exam

\*Advanced Placement Language and Composition, Advanced Placement Literature and Composition, and International Baccalaureate Language A1 Higher and Standard Levels can be used to meet the Expository Writing requirement.

A Board of Education Recognition Diploma shall be issued to students who meet the course and credit requirements.

A Board of Education Recognition Diploma with Honors shall be issued to students who meet the course and credit requirements and attain a cumulative grade point average (GPA) of 3.0 or higher.

High school diplomas may be granted to 16-year-olds and 17-year-olds who have qualified for graduation through adult schools.

The graduation requirements for a high school diploma for students with disabilities shall be the same as students without disabilities. The student's Individualized Education Program (IEP) shall determine the services and supports required by students with disabilities to pursue a high school diploma or a certificate of completion.

B. Commencement Exercises. Commencement exercises may be scheduled any time after the last day of school for seniors. The last day of school for seniors shall be set by the Department of Education. Students shall be permitted to participate in commencement exercises if they: (1) meet the requirements for a diploma or a certificate; (2) have fulfilled their financial obligations; and (3) meet other conditions, established by the Department of Education, which meet the standards of clarity, reasonableness, and justifiability.

Former Code No. 5127

Approved: 5/47; Amended: 1/59, 6/59, 6/60, 9/60, 2/64, 8/78, 3/88, 3/97, 6/04, 03/06/08