

GRADUATION REQUIREMENTS

- I. The Board of Education, Port Washington-Saukville School District, believes that it is in the best interest of Port Washington High School students to experience the diversity and quality of our school curriculum, which permits students to choose a comprehensive educational program. The following criteria are established for graduation from the Port Washington-Saukville School District:
- II. Student Classes / Credit
 - A. A class that meets for one (1) period per day, five (5) days a week or equivalent time for any one (1) semester is half (1/2) credit class.
 - B. Two (2) semesters of a regular daily class equals one (1) Carnegie unit for college entrance purposes.
 - C. Credits will be given by semester for classes satisfactorily completed.
 - D. High school students may receive retroactive credit for courses taken in middle school if it is determined that the students wish to graduate early and meet all other early graduation criteria. However, students still must complete required credits while in high school, which includes: (4) credits of Communications, (3) credits of Social Studies, (3) credits of Mathematics, (3) credits of Science beginning with the graduating class of 2018, and (1.5) credits of Physical Education. Such determination shall be made after the tenth grade year and approved by the superintendent or designee.
- III. Specific Requirements for High School Graduation
 - A. All students graduating shall have a minimum of twenty-four (24) credits for graduation.
 - B. Students must satisfactorily complete the realistic life / career planning process administered through the high school guidance office.
 - C. All students are to be enrolled in high school for eight (8) semesters unless officially enrolled in a post-secondary school and carrying the equivalent of a full credit load.
 - D. All high school students shall be enrolled in a minimum of three (3) credits during each semester for eight (8) semesters, except as otherwise noted in (H).

- E. The school board will not grant a high school diploma to any pupil unless, during the high school grades, the pupil has been enrolled in a class or has participated in an activity approved by the school board during each class period of the school day.
 - F. The requirement of E, F, and G may be waived by the principal for pupils with exceptional educational talents or needs, with the approval of parents/guardian.
- IV. Credits by Department Required for Graduation (Exceptions – see items G and H)
- A. English - Four (4) Credits
 - 1. One (1) credit in Communications 1
 - 2. One (1) credit in Communications 2
 - 3. One (1) credit in Communications 3 or the junior level advanced placement class.
 - 4. A full credit in an approved advanced placement communication course or a half (1/2) credit in a required senior writing course and a half (1/2) credit in communication electives.
 - B. Science - Two (2) Credits
 - 1. One (1) credit in biology
 - 2. A half (1/2) credit in Chemical Science or Chemistry
 - 3. A half (1/2) credit in Physical Science or Physics
 - 4. Beginning with the class of 2017 – there will be a (3) credit Science requirement for graduation including a one (1) credit Science elective or (1) credit in Principles of Engineering
 - C. Mathematics - Three (3) Credits
 - 1. One (1) credit in algebra
 - 2. Two (2) credits in mathematics electives
 - D. Social Studies - Three (3) Credits
 - 1. One (1) credit in World Studies
 - 2. One (1) credit in US History or Advanced Placement US History
 - 3. One (1) credit in American Problems and Promises or one (1) credit in Advanced Placement U.S. Government
 - 4. Civics test requirement: Beginning with the 2016-17 school year, in order to be eligible for a District high school diploma, a student must have taken and successfully completed a state-required civics test while enrolled in the high school grades in the District or, as determined by the administration, in another qualifying school or program. A student with a disability for whom an individualized education program (IEP) is in effect must also take the

civics test, however, his/her graduation shall not be conditioned on the successful completion of the test.

- E. Physical Education - One and half (1 ½) Credits
 - 1. A half (1/2) credit in Physical Education 1
 - 2. A half (1/2) credit in Physical Education 2
 - 3. A half (1/2) credit in physical education elective
- F. Health - A Half (1/2) Credit
 - 1. A half (1/2) credit in Personal Development
- G. Required Electives – One and a half (1 ½) Credits. Students must earn at least a half (1/2) credit in three (3) of the following areas:
 - 1. Fine Arts
 - 2. Vocational Education
 - 3. Computer Intensive Course
 - 4. Foreign Language
- H. In addition, credit requirements for specific departmental courses can be exempt as approved by the building administrator if the specific course(s) are taken under the following circumstances:
 - 1. The student completes the high school course while in middle school;
 - 2. The student completes the course through a prior approved independent study;
 - 3. The student completes the course through acceleration or tested out of the content. These students are expected to meet all high school graduation credits as required by departmental totals.
- V. Failure Policies – any course may be repeated, if approved by High School counselor. All coursework will appear on the transcript. A repeated course may be applied only once toward the twenty-four (24) credits required by Port Washington High School and the State of Wisconsin.
- VI. Credit Alternatives – the requirements outlined in III (H) may be waived for pupils with special educational talents or needs. Prior approval from the parent, guidance counselor, and building principal must be obtained in order for credits to be earned through alternative sources.
- VII. Graduation Requirement Change Limitations – The graduation requirements set forth herein shall remain unchanged during the course of each student's enrollment at Port Washington High School.

- VIII. Waiver Process – A parent or adult student may request a waiver to specific graduation requirements in this policy by putting their request in writing to the High School Principal. The Principal will have five (5) working days to respond to the request. The parents or adult student may appeal the Principal's decision to the Superintendent within five (5) working days. The Superintendent will render his/her decision within seven (7) working days. The parents or adult student may then appeal to the School Board within five (5) working days from the date they receive correspondence from the Superintendent. The School Board will render its decision within ten (10) working days. The decision of the School Board will be final.

Legal reference:

Sections 118.13, 118.30, 118.33, 121.02, Wis. Stats.

P.I. 9.03(1), 18.02, 18.04 Wis. Adm. Code

Cross reference:

Board Policy 2260 – Access to Equal Educational Opportunity

Board Policy 5464 – Early Graduation

Board Policy 5451.02 – Graduation Recognition

Board Policy 5451.03 – Academic Excellence Higher Education Scholarship

Adopted: 6/18/01

Revised: 1/20/03; 2/9/04; 5/3/04, 10/8/07, 1/09/12, 5/12/14; 3/12/15; 1/11/16

The Port Washington-Saukville School District does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to designated youth groups. The following person has been designated to handle inquiries regarding the non-discrimination policies: Director of Special Services, Port Washington-Saukville School District, 100 W. Monroe Street, Port Washington, WI 53074 - Duane.Woelfel@pwssd.k12.wi.us