

MINNETONKA PUBLIC SCHOOLS

GRADUATION REQUIREMENTS

#613

1.0 PURPOSE

The purpose of this policy is to set forth requirements for graduation from the Minnetonka School District.

2.0 GENERAL STATEMENT OF POLICY

It is the policy of the Minnetonka School District that all students, in order to earn a high school diploma, must meet established Minnetonka graduation requirements and must pass the Basic Skills tests in reading, mathematics and written composition required by the state of Minnesota.

The Minnetonka School District will provide a comprehensive academic program, which addresses knowledge, skills, concepts and processes as determined by local standards and curriculum and state academic standards.

Special Education students who properly complete the programs specified in their IEP (Individual Education Plan) and have received the recommendation of their IEP Team shall be awarded a diploma.

3.0 AREAS OF RESPONSIBILITY

- 3.1 Authorization to certify pupils for graduation from high school shall be vested in the Principal of Minnetonka High School, in accordance with District Policy.
- 3.2 Administrators and guidance counselors have the responsibility to communicate to parents and students the full range of course and program options.
- 3.3 Credits may be transferred to Minnetonka High School from other accredited secondary schools upon evaluation by the high school administration and/or counselors.

4.0 CREDIT REQUIREMENTS

- 4.1 To receive a Minnetonka High School Diploma, a student must have accumulated credits, as listed below, specific to the graduating year.

Graduation Requirements Chart

Course of Study	Credits Required for Graduating Class of 2004-05	Credits Required for Graduating Class of 2005-06	Credits Required for Graduating Class of 2006-07 and Forward
English	4	4	4
Social Studies	4	4	3.5
Mathematics	2	2	3
Science	2	3	3
Physical Education	1	1	1
Health	.5	.5	.5
Electives	8 (including 1 credit in the arts)	8 (including 1 credit in the arts)	7.5 (including 1 credit in the arts)
Total Credits	21.5	22.5	22.5

- 4.2 Beginning with the graduating class of 2007, full-time students must be enrolled for a minimum of six (6) credits at grades nine and ten, and must enroll for adequate numbers of credits in grades eleven and twelve to graduate on schedule. While students could take these minimums in any given year, students need to recognize that they are required to accumulate 22.5 credits.
- 4.3 A student taking a full course load each year may earn a total of twenty-four (24) credits. A student may earn a maximum of six (6) credits during the regular school day each year in grades nine through twelve, plus credits taken in zero hour, after school and online, as approved.
- 4.4 A student who satisfactorily completes a high school course shall receive secondary course credit and the credit shall count toward the student's graduation requirements. Courses organized on a $\frac{1}{4}$ basis shall receive such credits as they meet requirements. Courses organized on a semester basis shall receive a $\frac{1}{2}$ credit as they meet requirements. Courses organized on a year-long basis shall receive $\frac{1}{2}$ unit of credit for each semester as they meet requirements.
- 4.5 Student enrolled in Career Exploration Work Program CEWP, Mini-School or Hennepin Technical Center (HT) must meet their graduating class's credit requirements in English, social studies, mathematics, science, health, physical education and the arts. In addition to these required credits, students must acquire elective credit to meet their graduating class total credit requirements.

5.0 PARTICIPATION IN THE COMMENCEMENT CEREMONY

Participation in the Minnetonka High graduation ceremony is a privilege afforded to students who meet eligibility requirements. These requirements include:

- 5.1 Being a member of the current year graduating class.
- 5.2 Having completed all course and credit requirements.

- 5.3 Having passed the Minnesota Basic Skills Tests in reading, math and written composition.
- 5.4 Being in good disciplinary standing.
- 5.5 In the event of medical emergencies or other extenuating circumstances, an “opportunity for administrative review” will be accorded to those students that do not meet the requirements set forth in this policy.

6.0 SUMMER COMMENCEMENT

A summer commencement will be held for those students completing their graduation requirements after the close of the regular school year.

- 7.0 Foreign Exchange Students shall be permitted to participate in the graduation ceremony and shall be awarded an honorary diploma unless they meet the criteria for a regular diploma.

Legal References: Minn. Stat. 2002, Section 120B.02 (Educational Expectations for Minnesota’s Students)
Minn. Stat. 2002, Section 120B.16 (Secondary Credit for Students)
Minn. Stat 2003, Section 124D.095 (On-line Learning Option Act)

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