

InstructionGraduation RequirementsI. Introduction

To graduate from the Norwich Public Schools, students must have earned a minimum of 20 credits and must have met the credit distribution requirements. Beginning with the Class of \_\_\_\_\_, students must have earned a minimum of \_\_\_\_\_ credits and must have met a Writing and Reading performance standard (\_\_\_\_\_ credit). Beginning with the Class of \_\_\_\_\_, students must have earned a minimum of \_\_\_\_\_ credits and must have met a Mathematics performance standard (\_\_\_\_\_ credit). Beginning with the Class of \_\_\_\_\_, students must have earned a minimum of \_\_\_\_\_ credits and must have met Technology performance standard.

II. Credit Distribution Requirement

English	4	credits
Mathematics	3	credits
Social Studies	3	credits*
Science	2	credits
PE/Health	1	credit
Arts/Applied Ed	1	credit
Electives	6	credits
TOTAL	20	credits

\*Including 1/2 credit of Civics and American Government as part of the Social Studies requirement.

Writing/Reading	_____ credit – _____ credits –	graduating Class of _____
Mathematics	_____ credit – _____ credits –	graduating Class of _____
Technology	_____ credit – _____ credits –	graduating Class of _____ and subsequent classes

III. Option if Graduation Requirements Are Not Met by the End of Senior Year

Seniors who are not eligible for graduation with their class due to a failure to meet the district graduation requirement, as per policy, in one or more subjects as described above, may select one of the following options:

- A. Return in September as a fifth year student and meet the graduation requirements.
- B. Enroll in approved summer school and meet the graduation requirements.
- C. Enroll in courses to be designated through the Norwich Adult Education Program and meet the graduation requirements.
- D. Make arrangements for re-testing to meet the graduation requirements.

## Graduation Requirement Administrative Regulations Writing/Reading Assessment

### I. Graduation Requirement Performance Standards

#### A. Writing & Reading:

##### 1. Standard:

- a. Students will edit their writing to show their ability to use standard English conventions.

##### 2. Assessment:

- a. Students will attain a score of 8 or better (8 out of 12) during the CAPT testing opportunity in the following sub-tests; Response to Literature, Interdisciplinary One, or Interdisciplinary Two; OR
- b. Students will attain a score of 8 or better on an Alternative Writing & Reading Assessment to be offered in December, March or May where the student will read an article or articles or story and respond critically in writing to a question called a prompt.

##### 3. Administration:

- a. All instructors will inculcate support for the writing assessment through classroom activities and curriculum objectives.
- b. Students will participate in the CAPT assessment opportunity as 10<sup>th</sup> graders.
- c. Students who scored below 8 out of 12 on the 10<sup>th</sup> grade CAPT will be offered additional assessment opportunities during their Junior and Senior year.
- d. Papers will be scored according to a rubric which reflects CAPT standards and will be shared with students prior to the administration of the additional assessment opportunities. Papers will not have student names visible. Papers will be scored by at least two trained teachers reflecting the established rubric. In the event of a discrepancy (two scores more than one number apart) the paper will be read by a third scorer who will resolve the discrepancy.

#### B. Mathematics:

*To be implemented for the Class of \_\_\_\_*

C. Technology:

*To be implemented for the Class of \_\_\_\_\_*

II. Communication with Parents and Students Regarding Performance Standards

A. Preliminary Notification

1. Parents and students in grade 9 will be notified of graduation requirements, including performance standards, through the course selection booklet, 9<sup>th</sup> grade course selection parent presentation, and other forms of notification.
2. Through the course selection booklet and other means, parents and students in grade 9 will be notified of student participation in pre-CAPT testing opportunity. Parents of a student will be notified of the student's performance on pre-CAPT assessment.
3. Through the course selection booklet and other means, parents and students in grade 10 will be notified of student participation in the CAPT testing opportunity. Parents of a student will be notified of the student's CAPT results in the fall of the student's junior year.
4. If students do not meet the performance standard through CAPT testing, students in grades 11 and 12 and the parents of such students will be notified of a student's responsibility to participate in the district's alternative assessment opportunity before each additional assessment opportunity. Parents of a student participating in such assessments will be notified of the student's score after each additional assessment opportunity.
5. When applicable, a student's transcript will reflect the successful completion of the assessment(s).

IV. Exception for Transfers from other Districts

- A. If a student transfers into the Norwich Public Schools after completing at least three years in a high school in a district which requires less than 23 credits for graduation and if the student has a minimum of 17 credits to transfer, the student will be eligible to receive a Norwich Public Schools diploma based on the graduation credit requirements of the previous district provided that the student earns at least 6 credits in Norwich. Such student will be exempted from Norwich's graduation requirements in writing and reading, mathematics and technology.

- C. The Superintendent shall be authorized or grant other exceptions to the graduation requirements for students transferring into the district during the junior year if unusual, extenuating circumstances would make it impossible for the student to graduate with his/her class.

V. Option if Graduation Requirements Are Not Met by the End of Senior Year

Seniors who are not eligible for graduation with their class due to a failure to meet the district graduation requirement, as per policy, in one or more subjects as described above, may select one of the following options:

- A. Return in September as a fifth year student and meet the graduation requirements.
- B. Enroll in approved summer school and meet the graduation requirements.
- C. Enroll in courses to be designated through the Norwich Adult Education Program and meet the graduation requirements.
- D. Make arrangements for re-testing to meet the graduation requirements.

Legal Reference:

Connecticut General Statutes.  
10-15 Towns to maintain schools  
10-221a High school graduation requirements.  
10-223a. Promotion and graduation policies. Basic skills necessary for graduation; assessment process.

Policy adopted: 12/18/84  
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NORWICH PUBLIC SCHOOLS  
Norwich, Connecticut