



SECTION III: INSTRUCTION

POLICY 3140

PROMOTION AND GRADUATION REQUIREMENTS (GRADES 9, 10, 11 AND 12)

The requirements outlined in this policy shall be followed in determining requirements for graduation from the high school program, and for determining assignment of grade level classification for students in the Broken Arrow Freshman Academy and Broken Arrow High School. *Broken Arrow High School will follow graduation and assessment requirements as set forth by the Oklahoma State Board of Education and the Broken Arrow Board of Education.*

The high school program shall consist of the curriculum offered in grades 9, 10, 11, and 12. All students will be required to complete the “College Preparatory/Work Ready Curriculum units or sets of competencies” at this secondary level. A student will be allowed to enroll in the “Core Curriculum” in lieu of the requirements of the college preparatory/ work ready curriculum upon the written approval of the parent or legal guardian of the student by completing the opt out form through the student’s counselor. Specific course requirements within subject categories and a description of offered courses are found in the Broken Arrow High School Course Guide available online on the High School webpage on the District’s website, or through the Counseling office at the High School.

The minimum requirements for graduating from Broken Arrow High School shall be twenty-three (23) units. A unit is composed of two semesters’ work.

College Preparatory/Work Ready Curriculum

Successful completion of a minimum of 23 units as outlined in the following listing shall be required of all students enrolled in the college preparatory/work ready curriculum to qualify for graduation:

- English – 4 units or sets of competencies
- Mathematics – 3 units or sets of competencies equivalent to Algebra 1 or higher in grades 9 through 12
- Laboratory Science – 3 units or sets of competencies, *including one physical science (beginning with the class of 2019)*
- History and Citizenship Skills – 3 units or sets of competencies which shall include U.S. Government, Oklahoma History and U.S. History
- Foreign or Non-English Language – 2 units, same language or sets of competencies,

Or

- Computer Technology – 2 units or sets of competencies
 - One (1) Additional Unit from any of Course Areas above – 1 unit or set of competencies
 - Fine Arts – 1 unit or set of competencies*
- *Except for a Fine Arts unit completed for credit toward graduation, the Fine Arts requirement is integrated through the English curriculum (grades 9-12) with a notation placed on the transcript next to each of these courses taken to indicate completion of this state requirement,*



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Or

- Speech – 1 unit or set of competencies
- Electives – 6 or 7 units depending on how the Fine Arts requirement is met

Total – 23 Units minimum required for graduation

In addition to the curriculum requirements, students shall complete the requirements for a personal financial literacy passport as set forth in the Passport to Financial Literacy Act, and Cardio Pulmonary Resuscitation (CPR) Training as set forth in the Dustin Rhodes and Lindsay Steed CPR training Act. (HB1378).

Core Curriculum

Successful completion of a minimum of 23 units as outlined in the following listing shall be required of all students enrolled in the core curriculum to qualify for graduation:

- English – 4 units or sets of competencies
- Mathematics – 3 units or sets of competencies
- Science – 3 units or sets of competencies
- Social Studies – 3 units or sets of competencies which shall include U.S. Government, Oklahoma History and U.S. History
- Fine Arts – 2 units or set of competencies*
* *Except for Fine Arts units completed for credit toward graduation, the Fine Arts requirement is integrated through the English curriculum (grades 9-12) with a notation placed on the transcript next to each of these courses taken to indicate completion of this state requirement*
- Electives – 8 to 10 units depending on how the Fine Arts requirement is met

Total – 23 Units minimum required for graduation

In addition to the curriculum requirements, students shall complete the requirements for a personal financial literacy passport as set forth in the Passport to Financial Literacy Act.

Foreign Language / Health & Physical Education

All students are strongly encouraged to complete two units or sets of competencies of foreign language classes and two units or sets of competencies of physical and health education.

Early Graduation

Broken Arrow's curriculum for grades 9-12 emphasizes a strong academic preparation. Each year students must enroll in a minimum of six classes per semester. The educational program at Broken Arrow Public Schools is designed as a comprehensive program to be completed in 13 years. However, it is possible to earn 46 credits and meet graduation requirements in less than four years. Students may apply for early graduation at the end of the spring semester of



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their sophomore year, or upon successful completion of 24 credits (12 units). Students should obtain the necessary forms from their building counselor and submit them to the High School Principal to receive approval. Upon approval for early graduation status, an individual plan will be developed with the student outlining the courses needed as well as the pacing of these courses to achieve early graduation status. Students completing requirements for early graduation may participate in graduation activities.

Promotion and Retention

Grade-level advancement for students in grades 9-12 shall be earned by course credits. As a rule, a freshman (Grade 9) may be promoted to the High School once they have successfully completed a minimum of 2 units (4 credits) or sets of competencies in the core subject areas of English and Math. A student failing to earn sufficient core credits to advance, will be assigned by the District to the same or similar campus setting, or to an age-appropriate campus based on a determination by a Grade Placement Committee (GPC) as to the best interest of the student and how the student may best be served in meeting graduation requirements. The GPC will be comprised of a counselor and administrator from the Freshman Academy and High School as assigned by the respective site Principal, and a District-level administrator as needed. Criteria to be considered for the decision may include:

1. Recommendations from the student's teachers
2. Age of the student
3. Remediation and credit recovery options available
4. Recommendations from the student's parents or guardian
5. Review of applicable educational records

Additional Provisions

All deficiencies in graduation credits and course requirements must be made up before a diploma is issued. Any student not meeting credit requirements for graduation must complete the courses needed either by attending summer school, night classes, online classes, correspondence courses, or a combination of these under the direction of Broken Arrow school counselors for grades 9-12. Two credits earned by a student in any approved summer school in Oklahoma may be accepted, at the option of the local Board of Education, as resident credit.

If students demonstrate proficiency for 9-12 curriculum areas, through the district's credit by exam process, appropriate notation will be entered on the high school transcript. The unit will count toward meeting the requirements for graduation.

Students who need more than one unit (2 credits) for graduation shall not be permitted to participate in graduation exercises.

A student who is under disciplinary action, either suspended or in an alternative educational program for disciplinary reasons, may not participate in graduation (commencement)



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exercises with the Senior Class if that event occurs during the time the student is under disciplinary action.

An earned diploma may be presented privately or may be mailed to the student.

Source: *Broken Arrow Board of Education policy adoption, August 1, 1993.*
Broken Arrow Board of Education policy revised, January 20, 1986.
Broken Arrow Board of Education policy revised, August 21, 1989.
Broken Arrow Board of Education policy revised, February 18, 1991.
Broken Arrow Board of Education policy revised, March 20, 1995.
Broken Arrow Board of Education policy revised, November 3, 1997.
Broken Arrow Board of Education policy revised, February 21, 2000.
Broken Arrow Board of Education policy revised, July 13, 2009.
Broken Arrow Board of Education policy revised, August 15, 2011.
Broken Arrow Board of Education policy revised, April 14, 2014.
Broken Arrow Board of Education policy revised, August 10, 2015.
Broken Arrow Board of Education policy revised, September 12, 2016
Broken Arrow Board of Education policy revised, October 10, 2016.
Broken Arrow Board of Education policy revised, July 10, 2017.
Broken Arrow Board of Education policy revised, December 11, 2017.