

## VENTURA COUNTY BOARD OF EDUCATION

**BOARD POLICY NO. 6146.1**

**ADOPTED: 02/24/97**

**CLASSIFICATION: Curriculum/Instruction**

**REVISED: 08/11/00  
11/24/03  
12/12/05  
01/23/12  
09/22/14**

**SUBJECT: High School Graduation Requirements**

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The Ventura County Board of Education desires to prepare all students to obtain the high school diploma to promote readiness for post-secondary education and employment. Ventura County Office of Education graduates will demonstrate their readiness through reading, writing, and speaking, critical thinking, career exploration, and community mindedness.

Students shall receive diplomas of High School Graduation from the Ventura County Office of Education after completing the course of study, credit requirements, and standards of proficiency as established herein.

**A. COURSE OF STUDY**

The high school course of study for the Ventura County Office of Education:

English Language Arts	40 Credits
Mathematics – to include one course in Algebra 1 or Integrated Mathematics 1	30 Credits
Science – to include one course in the Life Sciences and one in the Physical Sciences	20 Credits
Social Science – to include one course in World History; one course in U.S. History; one term of American Government; and one term of Economics	30 Credits
Visual & Performing Arts; or Foreign Language; or American Sign Language; or (beginning with the Class of 2013) Career Technical Education	10 Credits
Physical Education – unless exempted pursuant to CA EC §51241	20 Credits
Health Education	5 Credits
Career Technical Education	5 Credits
Computer Literacy – or demonstration of mastery through an alternative assessment and completion of 5 additional elective credits	5 Credits
Electives in addition to the requirements listed herein	55 Credits

B. CREDIT REQUIREMENTS

The minimum number of credits required for High School Graduation is 220

C. STANDARDS OF PROFICIENCY

1. Students graduating from the Ventura County Office of Education must pass the California High School Exit Exam (CAHSEE) in English Language Arts & Mathematics.
2. Students with Disabilities receiving services in accordance with an Individualized Education Plan (IEP) may be eligible for a waiver process for or exemption from the CAHSEE proficiency requirement under CA EC §60852.3.
3. Students who have passed all the course of study requirements by the end of their senior year but who have not yet passed the CAHSEE shall receive a Certificate of Completion unless additional time is warranted for a student with a disability via an IEP.
4. The Superintendent or designee shall regularly report to the Board the number of students receiving a certificate of completion and the resources that have been offered to such students.
5. At the beginning of each school year, or at the time a student transfers into the district, the Board shall provide written notification to all students in grades 9 through 12 and to their respective parents and guardians that each student completing the 12th grade shall be required to successfully pass the CAHSEE as a condition of graduation. The notification shall include, at a minimum, the date of the examination, the requirements for passing the examination, and the consequences of not passing the examination.
6. Supplemental instruction shall be offered to any student who does not demonstrate “sufficient progress,” toward passing the CAHSEE. Sufficient progress shall be defined as not attaining a grade of C or better in standards based English Language Arts and Mathematics courses required for graduation during one or more academic terms.
7. Students may waive the Computer Literacy course of study requirement by demonstrating mastery of basic computer operations; email; internet; spread sheets; word processing & presentation software at a level of 80% or better through an alternative assessment. Students demonstrating Computer Proficiency through the alternative assessment must complete the 5 required credits as Elective Credit.

D. HARDSHIP

In cases of documented hardship the principal may waive any specific course of study requirement, except for requirements mandated by the State of California, after consultation with the Superintendent or Designee. The minimum number of credits required for high school graduation may not be waived, except within the guidelines of youth receiving Foster Care benefits per CA EC §51225.3(c)

E. FOSTER YOUTH

Students receiving Foster Care benefits may be exempted from Ventura County Office of Education High School Graduation Requirements and may receive the Ventura County Office of Education Diploma of High School Graduation by meeting the following criteria under CA EC §51225.3(c)

1. Student transfers into or between VCOE school(s) in Grade 11 or Grade 12
2. Student is receiving Foster Care benefits at the time of transfer
3. A review of the student's progress toward graduation by the principal or designee indicates the student cannot reasonably complete the Ventura County Office of Education High School Graduation Requirements while he or she remains eligible for foster care benefits pursuant to state law.
4. Student meets the state mandated requirements for High School Graduation under CA EC §51225.3

English Language Arts – three courses	30 Credits
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Mathematics – two courses including one course in Algebra 1	20 Credits
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Social Science – to include one course in World History; one course in U.S. History; one term of American Government; and one term of Economics	30 Credits
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Science – to include one course in the Life Sciences and one course in the Physical Sciences	20 Credits
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Visual & Performing Arts; or Foreign Language – one course	10 Credits
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Physical Education – unless exempted pursuant to CA EC §51241	20 Credits
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5. The minimum number of VCOE course of study credits required under this policy is 130.
6. The Ventura County Office of Education will notify any student in foster care who is granted an exemption pursuant to this policy, and, as appropriate, the person holding the right to make educational decisions for the pupil, if any of the requirements that are waived will affect the pupil's ability to gain admission to a postsecondary educational institution and shall provide information about transfer opportunities available through the California Community Colleges.
7. If the principal or designee makes a finding that the student receiving foster care benefits is reasonably able to complete the additional requirements in time to graduate from high school, then this policy will not apply and the student will complete the VCOE course of study as required for the high school diploma.

F. ALTERNATIVE MEANS OF EARNING CREDIT

The Ventura County Office of Education recognizes that the course of study as established may not accommodate the needs of some students. Therefore alternative means for completing the course of study shall be made available to students, parents, guardians, and the public

1. Work Experience – Students may earn credits toward the Career Technical Education graduation requirement and additional elective credit toward graduation through Work Experience; Students may participate in paid, unpaid, and intern positions while earning Work Experience credits.
2. Service Courses – Students may earn elective credits toward graduation by participating as a Teacher Assistant or Office Assistant. Students may earn no more than 20 elective credits toward graduation in service courses
3. Regional Occupational Programs (ROP) - Students may earn credits toward the Career Technical Education graduation requirement and additional elective credit toward graduation through ROP;
4. Independent Study – Students may earn credit toward the high school graduation requirements in this self paced program via an Independent Study Contract agreed upon by student, teacher, and parent or guardian.
5. College Coursework – Students may earn credit toward high school graduation requirements by completing coursework from an accredited postsecondary institution provided the following conditions are met:
  - a. A written request must be submitted to and approved by the principal or designee prior to enrollment in the college course.
  - b. Upon completion of the college course, the student is to provide principal or designee an official transcript or course completion certification.
  - c. The following credit toward high school graduation will be granted for college course work:
    - i. 3 credit college semester course = 5 high school credits
    - ii. 2 credit college semester courses = 3 high school credits
    - iii. 1 credit college semester courses = 2.5 high school credits
    - iv. 4 credit college quarter courses = 5 high school credits
6. Summer School – Students may earn credit toward high school graduation requirements by completing approved coursework in Summer School
7. On-Line Courses – Students may earn credit toward high school graduation requirements by completing approved coursework through approved web based/on-line courses

G. ACCEPTANCE OF TRANSCRIPTS

The Ventura County Office of Education will accept official transcripts from accredited schools as submitted. The Ventura County Office of Education will apply credit from accepted official transcripts toward the High School Graduation Requirements.

H. PARTIAL CREDIT

The Ventura County Office of Education will accept partial credit for coursework completed by students transferring into or between VCOE school(s) provided the following conditions are met:

1. The student is transferring from an accredited school
2. The student is receiving a grade of 'C' or 'Pass' or better in the course
3. The exiting grades and courses are recorded on an official school document
4. Partial credit will be granted toward high school graduation per course as follows:
  - a. 00 - 17 days = 0 Credits
  - b. 18 - 26 days = 1.0 Credit
  - c. 27 - 35 days = 1.5 Credits
  - d. 36 - 44 days = 2.0 Credits
  - e. 45 - 53 days = 2.5 Credits
  - f. 54 - 62 days = 3.0 Credits
  - g. 63 - 71 days = 3.5 Credits
  - h. 72 - 80 days = 4 Credits
  - i. 81 - 90 days = 5 Credits
5. Students exiting VCOE schools will be provided partial credit toward high school graduation under the policy as outlined in 1 - 4 above.

## Legal References:

### EDUCATION CODE

35186	Williams Uniform Complaint Procedures
37252	Pupils to who summer school instruction shall be offered
37254	Supplemental instruction based on failure to pass exit exam by end of grade 12
37254.1	Required student participation in supplemental instruction
48412	Certificate of proficiency
48430	Continuation education schools and classes
48980	Notice of beginning of term; rights and responsibilities of parent or guardian
51224	Skills and knowledge required for adult life
51224.5	Algebra instruction
51225.3	Requirements for graduation
51228	Graduation requirements
51240-51246	Exemptions from requirements
51410-51412	Diplomas
51420-51427	High school equivalency certificates
56390-56392	Recognition for educational achievement, special education
60850-60859	High school exit examination

### CODE OF REGULATIONS

1600-1651	Graduation of pupils from grade 12 and credit toward graduation
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### COURT DECISIONS

O'Connell v. Superior Court (Valenzuela), (2006) 141 Cal.App.4<sup>th</sup> 1452