

## **Chapter 22 Grades, Promotion, and Graduation**

### Section

- 2200 Grades and Student Progress Reports
- 2201 Promotion
- 2202 Graduation: General Policy
- 2203 Graduation: Academic Requirements
- 2204 Graduation Status of Students
- 2205 Official List of Graduates
- 2206 Diplomas and Graduation Exercises
- 2207 Class Fees
- 2208 Class Gifts
- 2209 2.0 ("C") Average Requirement for Participation in Co-Curricular Activities
- 2299 Definitions

### **2200 GRADES AND STUDENT PROGRESS REPORTS**

2200.1 The grading system of the D.C. Public Schools shall be designed to report fairly and accurately student progress and student achievements in relation to placement.

2200.2 The role of the teacher in grading, the content of grade and progress reports, requirements for substantiation of grades, timing of reports and grades, and other requirements and procedures to be followed by teachers and school officials in the grading process shall be established and implemented by the Superintendent of Schools, in accordance with the rules of the Board of Education.

2200.3 The form(s) for the reporting of grades and student progress shall be uniformly established by the Superintendent of Schools.

**AUTHORITY:** Unless otherwise noted, the authority for this chapter is Section 2 of An Act approved June 20, 1906, 34 Stat. 317, ch. 3446, D.C. Official Code § 38-102 (2001).

**SOURCE:** Final Rulemaking published at 24 DCR 1005, 1023 (July 29, 1977).

## **2201 PROMOTION**

2201.1 For the purposes of this section, promotion shall be defined as the advancement of a student from one level to a higher level and the advancement of a student from the elementary program to the secondary program.

2201.2 All promotions shall be based upon the satisfactory completion of required course work and satisfactory achievement of competency at the required skill level.

2201.3 Promotions shall be made by the principal or other person in charge of the school or program upon certification that the student meets all requirements for promotion.

2201.4 Promotions shall generally be made at the end of each school semester. Special promotions may be made at any time with the written approval of the Assistant Superintendent whose jurisdiction encompasses the school which the student attends.

2201.5 A student who fails to meet the requirements for promotion shall be retained at the student's present level.

2201.6 Promotion of students in elementary school, grades one and above, shall be as follows:

(a) Any student who achieves at the "basic" level in reading and mathematics, as measured by the Stanford 9 exam, shall be automatically eligible for promotion;

(b) Any student who scores within ninety percent (90%) of the "basic," level on the Stanford 9 exam in reading and mathematics shall be eligible for promotion with classroom evidence documenting "basic" level performance. Examples of classroom evidence include, but are not limited to, performance on criterion referenced or teacher-made tests, the successful completion of supplemental assignments, or satisfactory grades;

(c) Any student who scores below "basic" on the Stanford 9 exam in reading and mathematics and does not meet the ninety percent (90%) criteria set out in paragraph (b) of this subsection, but does score within seventy-five percent (75%) of the "basic" level in reading and mathematics on the Stanford 9 exam, shall be eligible for promotion following his or her successful completion of summer school and classroom evidence of "basic" level performance;

(d) Except as specified in subsection (e) or (f) below, or in accordance with exceptions granted on a case-by-case basis, any student who scores below seventy-five percent (75%) of “basic” in reading and mathematics on the Stanford 9 exam shall be required to attend summer school and shall not be eligible for promotion;

(e) Any non- or limited-English speaking student or disabled student who is meeting the goals of his or her Individual Education Plan or learning plan shall be eligible for promotion; and

(f) Any student who will turn thirteen (13) during the next school year shall be eligible for promotion from elementary school with transitional support provided at the middle school level.

2201.7 Promotion of students in middle school shall be as follows:

(a) Any student who successfully completes the four (4) major subjects of English, mathematics, science, and social studies shall be eligible for promotion.

(b) Any eighth (8th) grade student who scores below ninety percent (90%) of the “basic” level in reading and mathematics on the Stanford 9 exam shall be required to attend summer school each year until his or her successful completion of the District Secondary Level Proficiency Exam (DSLPE) or attainment of the “basic” level in reading and mathematics on the Stanford 9;

(c) Any non- or limited-English speaking student or disabled student who is meeting the goals of his or her Individual Education Plan or learning plan shall be eligible for promotion; and

(d) Any student who will turn sixteen (16) during the next school year:

(1) Shall be eligible for promotion from the eighth (8th) grade with transitional support provided at the high school level; and

(2) Shall be required to attend summer school each year until he or she passes the DSPLE or scores at the “basic” level in reading and mathematics on the Stanford 9 exam.

2201.8 Promotion of students in grade nine (9) through eleven (11) shall be as follows:

(a) Any student who earns five (5) Carnegie Units, including units in ninth (9th) grade English, D.C. history and government, and health and physical education, shall be eligible to be promoted from the ninth (9th) to the tenth (10th) grade;

(b) Any student who earns ten (1) Carnegie Units, including tenth (10th) grade English, shall be eligible to be promoted from the tenth (10th) to the eleventh (11th) grade;

(c) Any student who earns fifteen (15) Carnegie Units, including eleventh (11th) grade English, shall be eligible to be promoted from the eleventh (11th) to the twelfth (12th) grade; and

(d) Any non-or limited-English speaking student or disabled student who is meeting the goals of his or her Individual Education Plan or learning plan is eligible for promotion from one grade to the next.

2201.9 If the student is retained, despite the intervention measures referenced in Section 2201.8, or if no intervention measures are taken, and the student has not already undergone assessment and evaluation for special education services under the provisions of Chapter 30 of this title, then the student may be referred for assessment and evaluation under Chapter 30.

2201.10 If the student is retained, despite the intervention measures referenced in § 2201.8, or, if no intervention measures are taken, and the student has not already undergone assessment and evaluation for special education services under the provisions of Chapter 30, then the student shall be referred for assessment and evaluation under Chapter 30.

**SOURCE:** Final Rulemaking published at 24 DCR 1005, 1024 (July 29, 1977); as amended by Final Rulemaking published at 27 DCR 4186 (September 26, 1980); by Final Rulemaking published at 31 DCR 5867 (November 23, 1984); by Final Rulemaking published at 36 DCR 180, 183 (January 6, 1989); by Final Rulemaking published at 39 DCR 5564 (July 24, 1992); by Final Rulemaking published at 45 DCR 5222 (August 7, 1998); and by Final Rulemaking published at 45 DCR 7715 (October 30, 1998).

## **2202 GRADUATION: GENERAL POLICY**

2202.1 Each student, including students receiving special education, who meets the following requirements shall be eligible to receive a high school diploma:

(a) Satisfactory completion of the course work required for the diploma, as set forth in § 2203;

(b) Beginning in School Year 2002-2003, achievement of the “basic” level or higher in reading mathematics on the eleventh (11th) grade Stanford 9 exam or passage of the District Secondary Level Proficiency Exam (DSLPE); and

(c) Enrollment and regular attendance in the D.C. Public Schools for a minimum of eight (8) consecutive months prior to graduation.

2202.2 Each student who meets the requirements set forth in this section shall be certified as eligible to receive the high school diploma by the principal or other person in charge of the school or program in which the student is enrolled.

2202.3 Upon certification, the high school diploma shall be conferred upon the student by the Superintendent of Schools or the Superintendent's designee in the name of the Board of Education.

2202.4 Each diploma shall bear the signature of the Superintendent of Schools and the seal of the Board of Education.

2202.5 No student shall receive a high school diploma unless the student has first completed all requirements for the diploma.

2202.6 If a student does not meet the requirements set forth in § 2202.1(c), the procedures in § 2202.7 through § 2202.9 shall apply.

2202.7 If the prior academic record of the student and the course work and skill level achievement of the student during enrollment in the D.C. Public Schools are satisfactory, the student may be granted an exemption from the requirement of § 2201.1(c) by the Assistant Superintendent whose jurisdiction encompasses the school which the student attends, the principal or other person in charge of the school or program in which the student is enrolled.

2202.8 The course work credits received by the student from the D.C. Public Schools may be transferred to the school system from which the student has transferred in order to meet the graduation requirements of that school system.

2202.9 If the D.C. Public School student is receiving a diploma from another school system but is unable to attend graduation exercises held by the school system, the student may be allowed to participate in the graduation exercises of the D.C. Public School being attended upon the approval of the Superintendent of Schools.

**SOURCE:** Final Rulemaking published at 24 DCR 1005, 1025 (July 29, 1977); as amended by Final Rulemaking published at 31 DCR 1979 (April 27, 1984); by Final Rulemaking published at 36 DCR 180, 184 (January 6, 1989); and by Final Rulemaking published at 45 DCR 5222, 5223 (August 7, 1998).

## **2203 GRADUATION: ACADEMIC REQUIREMENTS**

2203.1 The following course work shall be required in order to be certified as eligible to receive the high school diploma:

- (a) A total of twenty-three and one-half (23½) Carnegie units shall have been satisfactorily completed;
- (b) The following Carnegie units in the corresponding subjects shall be required:

Art 0.5 unit;

Career/Vocational Education 1 unit;

D.C. History-Government 0.5 unit;

Electives 4.5 units;

English 4 units;

Foreign Languages 2 units;

Health & Physical Education 1.5 units;

Mathematics 3 units;

(Including Elementary Algebra or its equivalent)

Music 0.5 unit;

Science (including one year

of lab science) 3 units;

U.S. History 1 unit;

U.S. Government 0.5 unit;

World History 1 unit; and

World Geography 0.5 unit;

(c) One and one-half (1½) Carnegie units in health and physical education shall not be required for the evening program high school diploma; and

(d) One hundred (100) hours of community service shall be required for graduation.

2203.2 The requirements for completing the volunteer community service unit shall be established by the Superintendent.

2203.3 The Superintendent of Schools may establish special courses of study which lead to the high school diploma (such as academic, performing arts, science and mathematics, career or vocational education, or other areas of concentration).

2203.4 Electives taken to fulfill the requirements of this section shall be required to be taken in courses established by the Superintendent for each area of concentration in order to receive certification in the area of concentration.

2203.5 Each student who satisfactorily completes the requirements for a special course of study shall receive appropriate recognition on the student's diploma.

2203.6 A special education student who does not achieve a diploma, as set forth in § 2202 and this section, shall be eligible to receive one (1) of the following upon completion of, termination, or exit from his or her individualized special education program:

(a) Each student enrolled in a program of special education who has worked toward completion of the graduation requirements but has not, by age twenty-two (22), completed all of the course requirements of § 2203.1, shall receive a Certificate of Attainment indicating courses/subject matter completed;

(b) Each student enrolled in a program of special education whose handicapping condition alone precludes the completion of any of the course requirements of § 2203.1 and whose handicapping condition alone makes it unreasonable to pursue a diploma, shall be eligible to receive a Certificate of Individualized Education Program;

(c) The decision to pursue a program leading to a Certificate of Individualized Education Program shall be made jointly by the school, parent(s) and, where appropriate, the student. The decision can be made at any time prior to but not later than the student's fifteenth (15th) birthday and shall be attached in writing to the student's Individualized Education Program (IEP). The decision shall be reviewed and, where appropriate, modified at the annual IEP meeting; and

(d) The procedures set forth in §§ 2202.2 and 2202.3 shall be appropriately followed for certifying and issuing the Certificate of Attainment and the Certificate of Individualized Education Program.

**SOURCE:** Final Rulemaking published at 24 DCR 1977 (July 29, 1977); as amended by Final Rulemaking published at 27 DCR 4187 (September 26, 1980); by Final Rulemaking published at 28 DCR 4477 (October 16, 1981); by Final Rulemaking published at 31 DCR 1979 (April 27, 1984); by Final Rulemaking published at 31 DCR 4806 (September 28, 1984); by Final Rulemaking published at 38 DCR 7200 (November 29, 1991); by Final Rulemaking published 39 DCR 7291 (September 25, 1992); and by Final Rulemaking published at 43 DCR 2800 (May 24, 1996).

## **2204 GRADUATION STATUS OF STUDENTS**

2204.1 Each adult student, or the parent or guardian of a minor student, shall be informed in writing not later than ten (10) days after the close of the third (3rd) advisory period of the student's graduation status.

2204.2 The notice required by this section shall include a warning that the student may not be eligible for graduation in June, if applicable.

**SOURCE:** Final Rulemaking published at 24 DCR 1005, 1026 (July 29, 1977).

## **2205 OFFICIAL LIST OF GRADUATES**

2205.1 The Superintendent of Schools shall annually compile and present to the Board of Education at its June regular meeting, the names of all students who have been certified as eligible to receive the high school diploma by the appropriate principal or other person in charge of the school or program in which the student is enrolled.

2205.2 Upon official receipt of the list of students receiving diplomas, the Board of Education shall act to enter the names in the official journal of the Board of Education.

**SOURCE:** Final Rulemaking published at 24 DCR 1005, 1027 (July 29, 1977).

## **2206 DIPLOMAS AND GRADUATION EXERCISES**

2206.1 The receipt of a high school diploma, a Certificate of Attainment or a Certificate of Individualized Education Program by an eligible student shall not be contingent upon the payment of any fee or other consideration, except the payment of non-resident tuition fees required by statute and the provisions of Chapter 20 of this title.

2206.2 Graduation exercises shall be held only to confer the high school diploma.

2206.3 Exercises held to formally award Certificates of Attainment and Certificates of Individualized Education Program shall be in accordance with procedures established in the Superintendent of Schools. Exercises held to formally acknowledge promotion, as defined in § 2201, shall not include the wearing of cap and gown, rental of facilities, or the assessment of any class fees.

**SOURCE:** Final Rulemaking published at 24 DCR 1005, 1027 (July 29, 1977); as amended by Final Rulemaking published at 25 DCR 2960 (September 29, 1978); and by Final Rulemaking published at 31 DCR 1979 (April 27, 1984).

## **2207 CLASS FEES**

2207.1 The assessment of a class fee to cover expenses in connection with graduation exercises shall be permitted subject to the requirements and restrictions set forth in this section.

2207.2 The maximum amount of the class fee shall be uniformly established by the Superintendent of Schools.

2207.3 The appropriate Assistant Superintendent shall be authorized to exempt a student from the payment of the class fee in instances of hardship.

2207.4 The expense of caps and gowns, yearbook subscriptions, proms, class gifts, and other activities that may be associated with graduation shall not be included in the class fee.

2207.5 Activities such as those listed in § 2207.4, if offered, shall be made available to students on an individual basis at the option of each student.

2207.6 The decisions whether to wear cap and gown, and whether to utilize rental facilities for graduation exercises, shall involve school staff, students, and parents or guardians.

2207.7 No student shall be required to wear a cap and gown in order to participate in graduation exercises.

**SOURCE:** Final Rulemaking published at 24 DCR 1005, 1027 (July 29, 1977); as amended by Final Rulemaking published at 36 DCR 180, 184 (January 6, 1989).

## **2208 CLASS GIFTS**

2208.1 The decision whether to present a class gift shall involve school staff, students, and parents or guardians.

2208.2 Class gifts to the school, if any, shall consist of or be paid for only by donations, including the creative work of students.

2208.3 Class gifts shall not be made to any individual(s).

**SOURCE:** Final Rulemaking published at 24 DCR 1005, 1027 (July 29, 1977).

## **2209 2.0 (“C”) AVERAGE REQUIREMENT FOR PARTICIPATION IN CO-CURRICULAR ACTIVITIES**

2209.1 Students in grades nine (9) through twelve (12), in regular education and career development programs and in Level I and Level II programs of the continuum of services available to special education students, shall be required to have a grade point average of 2.0 (“C”) as a prerequisite to participation in co-curricular activities.

2209.2 [Deleted] 38 DCR 5656 (September 6, 1991).

2209.3 A student in the tenth (10th), eleventh (11th) or twelfth (12th) grade who receives at least a 2.0 (“C”) average for the student’s final grades in the immediately preceding advisory or school year, shall be eligible for participation in co-curricular activities in the first advisory of the current academic year. A first advisory ninth (9th) grade student, or, a first advisory student initially entering high school, shall be automatically eligible to participate in co-curricular activities.

2209.4 A student seeking to begin participation in a co-curricular activity subsequent to the end of the first advisory of an academic year shall have a 2.0 (“C”) average for the advisory immediately preceding the one in which the student seeks to participate.

2209.5 [Deleted] 38 DCR 5656 (September 6, 1991).

2209.6 Co-curricular activities are those activities which are not part of the student’s graded curriculum but which are under the auspices of D.C. Public Schools and have a D.C. Public School sponsor, whether or not the activity takes place on D.C. Public School property.

2209.7 Co-curricular activities include, but are not limited to the following:

- (a) Interscholastic athletic teams or clubs;
- (b) Intramural sports;
- (c) Band and orchestra;
- (d) Choir and choral groups;
- (e) Career-oriented clubs;
- (f) Language clubs;
- (g) Theater groups;
- (h) Pep clubs;
- (i) School publications;
- (j) Service/volunteer groups;
- (k) Honorary societies;
- (l) Debating teams;

- (m) Cheerleaders; and
- (n) Science clubs.

2209.8 Within ten (10) school days of the close of each advisory, principals, or their designees, shall compile a list of all students within their school or program, who are currently ineligible to participate in co-curricular activities. This list shall be maintained for the duration of that advisory and shall be available only to appropriate school personnel.

2209.9 A student who wishes to participate in co-curricular activities that require a 2.0 (“C”) average shall request permission to do so from his or her principal or program director, or designee. The designated school official shall grant permission for the student to participate in co-curricular activities only after determining that the student is not on the list of students who are ineligible to participate in co-curricular activities prepared pursuant to § 2209.8.

2209.10 A student who fails to meet the requirements for eligibility to participate in co-curricular activities for any advisory in which the student is already participating in a co-curricular activity is automatically ineligible to continue participation. The ineligibility shall continue until such time as the student again meets the requirements for eligibility.

2209.11 A student who has been denied participation in co-curricular activities because of failure to meet the requirements for eligibility may, in the advisory immediately following the denial, reapply to participate in co-curricular. The student shall be permitted participation at that time unless his or her name appears on the list of ineligible students prepared pursuant to § 2209.8.

2209.12 [Deleted] (38 DCR 5656, September 6, 1991).

2209.13 If a student requests permission to participate in co-curricular activities within three (3) weeks of the end of an advisory, the determination of that student’s eligibility to participate shall await preparation of the list of ineligible students which shall be prepared pursuant to § 2209.8.

2209.14 Grades earned during summer school may be used in determining whether a student is eligible to participate in co-curricular activities for the first advisory in the fall; provided, that the following applies:

- (a) The course(s) taken in summer school is (are) the substantial equivalent of the course(s) taken during the immediately preceding advisory in which the student received less than a 2.0 (“C”) as a final grade; and

(b) The course(s) taken in summer school, when combined with the student's grade point average from the immediately preceding spring advisory, provides the student with the grade point average required for eligibility.

2209.15 Grades shall be computed pursuant to the following grading scale:

94-100 - A

85-93 - B

75-84 - C

65-74 - D

64 and below - F

2209.16 Programs of tutorial or remedial assistance shall be made available for those students who fail to maintain eligibility for participation in co-curricular activities. The appropriate school official shall establish the content and manner of presentation of these programs dependent upon the type of assistance needed and the number of students needing assistance.

2209.17 The Superintendent, or designee, shall prepare an annual report on the impact of the requirements of this section upon the students and co-curricular programs of the D.C. Public Schools.

2209.18 A student may challenge or protest an exclusion from co-curricular activities, pursuant to this section, which is not occasioned by a violation of one or more disciplinary rules contained in Chapter 25, through the informal and formal complaint and administrative appeal procedures provided in § 2405 of this title.

2209.19 As provided in § 2405, the informal complaint procedure shall consist of meetings with the principal or other appropriate officials in an attempt to resolve the problem. If there is not a satisfactory resolution of the problem, the complainant may file a formal written complaint with the school official who conducted the informal complaint procedure. Failure to arrive at a satisfactory resolution may result in the intervention of the Assistant Superintendent whose jurisdiction encompasses the school which the student attends and may include a formal hearing before a disinterested hearing officer.

2209.20 A student transferring from other school jurisdictions shall meet the eligibility

**SOURCE:** Final Rulemaking published at 33 DCR 3847 (June 27, 1986); as amended by Final Rulemaking published at 36 DCR 180, 184 (January 6, 1989); and by Final Rulemaking published at 38 DCR 5656 (September 6, 1991).

## **2299 DEFINITIONS**

2299.1 The definitions set forth in § 2099 are incorporated in this section by reference and shall apply to the terms and phrases when used in this chapter.

**SOURCE:** Final Rulemaking published at 24 DCR 1005, 1065 (July 29, 1977); as amended by Final Rulemaking published at 33 DCR 5776 (September 19, 1987); and by Final Rulemaking published at 40 DCR 1573, 1574 (February 26, 1993); as amended by Final Rulemaking published at 47 DCR 989, 990 (February 18, 2000).