

## ADMINISTRATIVE PROCEDURES OF THE MILWAUKEE PUBLIC SCHOOLS

### ADMINISTRATIVE PROCEDURE 7.34

#### FINAL EXAMINATIONS Evidence of Proficiency

(1) Final ~~examinations~~ evidence of proficiency will be:

(a) ~~an assessment given during the final school days of each semester~~-to all students in grades 9-12 ~~during~~ including a special ~~examination~~ schedule, with no more than three periods per day for the last three half days of each semester;

~~(b) scheduled during the final week of the course;~~

~~(b) (c) given in all courses, with the exception of such courses specifically exempted by the Superintendent or a designee;~~

~~(c) (d) of written, oral, comprehensive and/or performance in nature, as is determined by the teacher with the approval of the principal following involvement of the department chairperson. Three weeks prior to the end of the current semester examinations, teachers are to will file with the principal a copy of the final evidence of proficiency plan examinations (for written examinations) or a plan of the examinations (for oral or performance examinations);~~

~~(d) (e) given a weight of 25% of the final course grade; and included in the final course grade in the same manner as the body of proficiency evidence recorded during the duration of the semester~~

~~(e) (f) required of all students, with students being eligible to exercise two exemptions under the following conditions:~~

1. a B course evidence average of 85 percent or greater ~~in the course and a grade of B or better in the final mark period of the course;~~

2. no unexcused absences; and

3. 95% or better attendance in that course; and

~~(f) (g) aligned to course standards allowing students the opportunity to demonstrate proficiency or higher on all standards taught during the semester. In final exams, students may be exempt from certain sections for which they have already demonstrated proficiency on those specific standards. This partial exemption does not count towards the eligible two complete exemptions in (1)(f), above.~~

(2) Copies of ~~examinations and student answer sheets (for written examinations), as well as the plans of examinations~~ student results ~~in for final evidence of proficiency used in oral or performance examinations, are to be kept on file for a period of one year.~~

(3) Credits will be awarded upon successful completion of a course in grades 9-12.

~~(4) Course exams can be used as evidence of student proficiency needed to earn high school credits towards a diploma. Students may obtain high school credits and grades that are included in their cumulative GPAs by successfully completing a district-sanctioned and -monitored comprehensive course exam only in the following circumstances:~~

(a) Home-schooled students who enter high school after a portion of their 9th-grade year or later;

(b) Students who have reached proficiency in high-school course standards in middle school;

(c) Students who are native speakers in a world language other than English can earn credits in that world language course by proving their proficiency on course standards.

(5) Students who choose to waive one semester course, 0.5 credits, of physical education based on participation in an organized sport or athletic program must submit a participation log, approved by the Superintendent's designee, and successfully complete a district-sanctioned exam in lifetime sports. Students must apply for this waiver option with their school counselors before the start of the replacement program and then must submit the logs and the exams to complete the waiver. The

program must be a minimum of fifty hours over a minimum of six weeks to meet participation requirements.