

REGULATION

Students

SUBJECT: SENIOR CREDIT REVIEW

Requirements established for graduation from the Buffalo City School District are set forth in Part 100 of the Commissioner's Regulations, New York State Education Department updates to the Regulations, and Board of Education Policy. Pursuant to those requirements, school principals shall annually complete a Senior Credit Review for students entering their senior year in high school. The Senior Credit Review Form and student conference shall be completed by November 1. The completed Form shall be signed by the Principal and School Counselor, certifying the course history record. The completed and signed form shall be filed in the student cumulative record and available for audit. A copy of the completed and signed form shall be mailed to the parents/guardians of the student.

While the principal may designate staff to complete the course history and conduct the student conference, such designation does not relieve the principal, as responsible heads and educational leaders of their respective schools, of primary professional responsibility for the accurate completion of the Form and completion of the student conference by November 1. No designee may sign the form for the Principal or School Counselor.

Accordingly, all students entering their senior year in high school shall have their progress toward graduation documented pursuant to the above requirements with a standardized instrument (7220F) recognized as the official Senior Credit Review.