

**LOS ANGELES UNIFIED SCHOOL DISTRICT  
EDUCATIONAL SERVICE CENTER - CENTRAL  
Thomas Starr King Middle School  
4201 Fountain Avenue, Los Angeles, California 90029  
TELEPHONE: (323) 644-6700 FAX: (323) 913-3594**

**MICHELLE KING**  
*Superintendent of Schools*

**ROBERTO MARTINEZ**  
*Superintendent -ESC Central*

**MARK NAULLS**  
*Principal*

**PARENT LETTER REGARDING NEW MIDDLE SCHOOL CULMINATION AND  
CERTIFICATE OF COMPLETION POLICY**

October 17, 2016

Dear Parent/Guardian of:

The Los Angeles Unified School has adopted a Middle School Culmination Activity and Certificate Completion policy effective starting with the class of students culminating in 2017. This policy defines the criteria for issuing a Middle School Certificate of Completion and for students to participate in the Middle School Culmination Activity. It supports student achievement and guides students in preparing for matriculation from middle school to high school.

To participate in the culmination activity, eighth grade students must meet all LAUSD requirements and school criteria to earn a Certificate of Completion.

To **earn a Certificate of Completion**, students will be evaluated based on the marks and credits earned in the eighth grade. Students will earn 5 credits for passing each semester course with a 'D' or better. Grades from all subject areas will be used to determine credits earned in eighth grade.

1. Students must earn 50 credits to be eligible for the Certificate of Completion.

To **participate in the culmination activity**, eighth grade students must meet all LAUSD requirements to earn a Certificate of Completion.

1. Must earn a total of 50 credits during the 8th grade year.
2. Pass a minimum of 4 classes in the Fall of 8th grade.
3. Pass all classes in the Spring with marks of "D" or better.
4. Have no more than a total of two U's on the Final 8th grade mark report in the spring semester.
5. Obtain 95% attendance rate in the 8th grade, excluding a serious or major illness.
6. Clear all debts (textbooks, library dues, fees, etc.) and any other financial obligations.
7. Abide by all school and District policies with respect to student conduct and school property.

Students and parents/guardians will have an opportunity to discuss this policy during the Individual Graduation Plan (IGP) conference on **Wednesday, November 16, 3:15 p.m. – 4:15 p.m., in the auditorium**. We will work closely with you and your child to promote academic achievement.

If you have any questions about the Culmination Activity and Certificate of Completion policy, please contact your child's counselor at:

Ext. 6736 for Ms. De Leon, FAM  
Ext. 6737 for Ms. Burke, ESM

Ext. 6749 for Mr. Yuge, GAT  
Ext. 6768 for Ms. Campos, Restorative Justice

Sincerely,

Mr. Mark Naulls  
Principal

Ms. Josephyne Rogers  
Assistant Principal of Secondary Counseling Services

**PLEASE RETURN THIS SIGNED FORM TO YOUR CHILD'S COUNSELOR**

I have read the attached letter and discussed the requirements for the Certificate of Completion and the culmination activity with my child. We will discuss this again at the Individual Graduation Plan conference. If I have any questions, I will contact you.

Student's Name: \_\_\_\_\_  
Parent's/Guardian's Name: \_\_\_\_\_  
Counselor's Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_  
Parent's/Guardian's Signature: \_\_\_\_\_  
Magnet School: \_\_\_\_\_

