

Morrow County School District

Code: **IKF - Standard**
1st Rdg Revision – 2/13/06
2nd Rdg/Adoption – 4-10-06

Graduation Requirements/Diploma

Pursuant to OAR 581-022-1130, students graduating in the 2006-2007 school year, and thereafter, must meet the new graduation requirements adopted by the State Board of Education in March of 2002 to be awarded a diploma.

Credit Requirements:

2006/07 Standard Diploma Credit Requirements
Language Arts – 4 credits(cr)
Mathematics – 2 cr
Science – 2 cr
Social Sciences – 3 cr
Applied/Fine Arts/Second Language – 1cr
Physical Education – 1cr
Health –1cr
Career Education – 1*cr
Elective Credits – 9 cr
Total Required Credits – 24 credits

Completed Educational Plan and Educational Profile: Using either the Morrow County School District Educational Plan and Educational Profile, or other hardcopy/electronic document containing the required information.

Extended Application: Completed Morrow County School District School-to-Careers Collection of Evidence Portfolio.

Career-Related Learning: Senior exit interview based on the Umatilla-Morrow Workforce Committee Employability Skills Form and passing score on the Test for Citizenship.

Career-Related Learning Experiences: Documented career-related learning experiences in the student's educational profile.

END OF POLICY

Legal Reference(s):

[ORS 329.035](#)
[ORS 329.095](#)
[ORS 332.107](#)
[ORS 343.295](#)

[OAR 581-021-0071](#)
[OAR 581-022-1110](#)
[OAR 581-022-1130](#)
[OAR 581-022-1210](#)
[OAR 581-022-1350](#)

Cross Reference(s):

IKFA - Exceptions to Four-Year Attendance Requirement for Graduation

(continued)

Graduation Requirements/Diploma

*Career Education: consists of a 1 credit, mandatory, career class/education for all students in grades 7-12. Credit will be awarded the second semester of their senior year.

- I. All students, in grades 7-12 will be assigned a specific advisor(s) and be involved in a career-related learning course yearly. Each jr/sr high school will have the option of making this class part of an elective rotation or part of an activity/advisor period.
- II. In grades 7 - 11, credit will not be awarded for the class; however, a pass/fail grade will be given. This grade will help advise parents of their student's progress towards meeting their senior career credit requirement.
- III. In grade 12, each student during their activity/advisor period will work towards meeting the new diploma requirements. For their first semester, they will earn a no-credit, pass/fail grade. During their second semester, the class will be worth one credit and will represent their work throughout their tenure of enrollment. A passing mark and credit will be awarded upon successful completion of the required work(see below).

Educational Plan:

Beginning their 7th grade year, with adult guidance, and reviewed at least annually, students will develop an educational plan. The educational plan will include the following:

- I. Describe personal, academic, and career interests.
- II. Describe personal, educational, and career goals(short-term and long-term).
- III. Identify “next step” requirements following high school completion and steps for successful transition.
- IV. Identify and plan courses and other learning experiences that support the student's interests and goals, including CIM standards, extended application, and career-related learning standards and experiences.

Each jr/sr high school will have the option of using the attached *Morrow County School District Education Plan* form or other document, whether electronic or hardcopy, as long as it meets the educational plan standards as noted above and in OAR 581-022-1120.

Educational Profile:

Beginning their 7th grade year, with adult guidance, and reviewed at least annually, students will develop an educational profile. The educational profile will include the following:

- I. Document personal progress, including CIM achievements, career-related learning standards, extended application standards, career-related learning proficiencies, graduation requirements(credit accumulation and GPA), and PASS proficiencies(Proficiency Based Admission Standards System for Oregon University System Schools).
- II. Reflect on current status of personal, educational, and career goals.

Each jr/sr high school will have the option of using the attached *Morrow County School District Education Profile* form or other document, whether electronic or hardcopy, as long as it meets the educational plan standards as noted above and in OAR 581-022-1120.

Extended Application:

Students will build a collection of evidence, or include evidence in existing collections, to demonstrate extended academic and career-related knowledge and skills in new and complex situations. During their final semester of their senior year, each student will present their portfolio of extended applications to their advisor or senior exit committee for approval. There must be sufficient information included in their portfolio to demonstrate a student's ability relative to their career and post-high school goals. Minimally, seniors must complete the following requirements as outlined in the Morrow County School District School-to-Careers Collection of Evidence:

- A complete and perfect resume
- A personal information sheet that includes ODL number, Social Security number, telephone numbers, references, emergency health information, and insurance information
- A completed “sample” job application form(students may use the Morrow County School District Classified Job Application as a sample)
- Copies of all awards and certificates earned by the student during their high school tenure(this information should be found in their Educational Profile)
- A sample letter of inquiry
- A sample letter of application
- A sample thank-you letter

- Copies of references for employment and scholarships if non-confidential
- A copy of their high school transcript

Students may also elect to include additional information that may contain, but is not limited, to the following samples:

- Work experience journals
- Documentation of learning through a career-related learning experience
- Projects related to school, student organizations, or workplace activities
- Community-based projects related to a community problem or need
- CIM work samples
- Research or technical reports
- Video or audio presentations
- PowerPoint displays
- Reflection pieces
- Journals
- Internship logs
- Job shadow notebooks

Career-Related Learning Standards:

Students will demonstrate career-related knowledge and skills in personal management, problem solving, communication, teamwork, employment foundations, and career development. The Umatilla-Morrow Workforce Committee Employability Skills Form may be introduced, discussed, and a self-evaluation completed on a yearly basis with students beginning their 7th grade year. Seniors will be required to participate in an exit interview consisting of senior advisors, administration, and possibly community members. Seniors will be asked to describe the skills they believe they have acquired during their four years of high school that will contribute to them being regarded as a valuable employee in the work place. They will be expected to base their presentation on the Umatilla-Morrow Workforce Committee Employability Skills Form or similar document. Seniors will also be expected to pass the Test of Citizenship.

Career-Related Learning Experiences:

Students will participate in career-related learning experiences as outlined in the educational plan, identify learning outcomes, and reflect on their learning. Evidence of career-related learning will be documented in the student's educational profile. Career-related experiences can come from the following:

- I. Work-based learning: structured learning in a workplace environment. This includes experiences in both public and private sectors, including, for example, internships, structured work experiences, mentorships, and other work-release/school-to-work experiences.
- II. Service learning: structured experiences in organized community service projects that meet actual community needs, while demonstrating academic and career-related knowledge and skills.
- III. Field-Based Investigations: extended projects that involve fieldwork and substantive contact with adults in business and community institutions that have expertise in the area of study.
- IV. School-Based Learning: provide application through student-managed business enterprises, projects, or other activities on campus. Examples include, but are not limited to, school-based enterprises, school newspaper or yearbook, and student leadership activities.
- V. Technology-Based Learning: Using a variety of technological tools, such as video-conferencing, Internet, and e-mail, mentorships can provide individual guidance and project assistance by employer and community partners.

Morrow County School District

Student Education Plan

SECTION A: Student Information

Last Name, First Name: _____

Student ID: _____ School: _____

SECTION B: Interests & Goals

- What are my personal interests, strengths, skills, and talents?

- How do I want to develop my skills and talents? Who can help me?

- What are my personal and academic goals?

- What are my career interests and goal(s)? What career paths will allow me to develop my skills and talents.

- What action will I take to reach my goals? What support do I need?

SECTION B: Interests & Goals Continued

■ What is my post high school goal (next step)?

- 4-year college/university School: _____
- Community college
- Private career school I plan to study: _____
- Employment
- Apprenticeship program Career/job: _____
- Military training
- Other

■ What academic skills, technical skills and education or training are needed to prepare me for my post-high school goal (next step)?

Section C: Learning Plan

■ Career Learning Area /Pathway: _____

■ What courses do I need to help me reach my goals?

	Required	Elective
7 th grade		
8 th grade		
9 th grade		
10 th grade		
11 th grade		
12 th grade		
Postsecondary program courses (See college programs and course plans)		

■ What learning experiences and activities will help me reach my goals?

Section C: Learning Plan Continued

Learning Experiences	Describe the experience and how it supports my goals.	What do I want to learn from this experience?
Work based		
Community Service		
School-based		
Technology-based		
Organizations/clubs		
Athletics		
Other		

■ How can I earn credit for proficiency through my experiences or courses?

■ How can I link my high school program with my post-high school next step? (e.g. dual credit, Tech Prep, advanced placement, PASS, etc.)?

SECTION D: Reflections

Periodically review your progress toward meeting standards, goals and other accomplishments from your education profile and education plan. This is an opportunity to reflect on how you are doing and your current direction.

■ Am I headed in the right direction? Is my current program of study consistent with the education or training required of my post-high school goal?

■ Have my personal, academic, or career interests/goals changed?

■ How am I doing academically? How is my progress toward meeting state standards? How can I improve?

■ What have I achieved in school and how do these achievements help me toward my goals?

■ What do I need to do in the coming year to stay on track in meeting my goals? Who can help me with these steps?

Date last updated: _____ Reviewed by: _____
Parent/guardian/advisor

Morrow County School District

Student Education Profile

Name _____ School _____

Student ID _____ Grade _____

**Summary of progress toward requirements indicated by:
Not yet (N), Meets (M), Exceeds (E), scores, and/or other indicators.**

SECTION A. Academic and Technical Achievement

Overall Performance	CIM	CAM	Diploma	PASS

	English			Mathematics	Science
	Reading	Writing	Speaking		
CIM					
9 th					
8 th					
7 th					

	Social Sciences	The Arts	Second Languages	PE	Health
CIM Endorsements					
9 th					
8 th					
7 th					

**Summary of progress toward requirements indicated by:
Not yet (N), Meets (M), Exceeds (E), scores, and/or other indicators.**

	Career-Related Learning Standards (CRLS)	Extended Application			Career-Related Learning Experiences	Education Plan/Profile	
CAM							
Diploma							
	CRLS	Personal Mgmt.	Prob. Solving	Communication	Team-work	Empl. Found.	Career Devel.

Indicate the number of credits earned in each discipline so far.

	Language Arts	Math	Science	Social Sciences	Applied/ Fine Art/ 2 nd Lang	PE	Health	Electives
Req'd	4	2	2	3	1	1	1	9
Earned								

Briefly describe any technical knowledge and skills you have attained and indicate the appropriate filed(s) they apply to.

	<input type="checkbox"/> Ag, Food & Na Res, <input type="checkbox"/> Arts & Com, <input type="checkbox"/> Bus & Mgmt, <input type="checkbox"/> Health Serv, <input type="checkbox"/> Hum Res, <input type="checkbox"/> Ind & Eng.
*Technical Knowledge & Skills	

SECTION B: Accomplishments(use back side if necessary)

Description	
Career-related learning experiences (work-based, school-based, service learning)	
Co-curricular activities (e.g. athletics, clubs, student leadership)	
Employment/community service	
Other training/Certifications	
College credits earned	
Awards/Honors/Scholarships	
College aptitude assessments (ACT, SAT, etc.)	
Other	

Dates Reviewed/Updated and Persons Involved:

Date _____ Parent/Guardian _____ Advisor _____

Date _____ Parent/Guardian _____ Advisor _____

Date _____ Parent/Guardian _____ Advisor _____

Date _____ Parent/Guardian _____ Advisor _____