

Certificate of Completion  
 Planning for Implementation

<p><b>General Considerations</b></p>	<p>How will the Certificate of Completion be phased in by graduating class?</p> <p>What flexibility exists in the employability requirement?</p> <p>What course titles will be available? What are the course descriptions, prerequisites, recommended grade level, etc.?</p> <p>What professional development is needed (general education teachers, special education teachers, support staff, counselors, etc.) to fully implement?</p> <p>What parent communication is needed? What information needs to be shared? How should it be shared?</p> <p>How will this impact accountability?</p>	
<p><b>School Specific</b></p>	<p>How many staff are currently serving students who earn a certificate of completion? Are they highly qualified?</p> <p>How many current programs exist within the school for students earning a certificate of completion? How many students in each?</p> <p>How will multiple grade levels and ability levels, including students with significant cognitive disabilities and/or limited functional communication, be accommodated within one course?</p> <p>What current courses align to new applied course descriptions? What courses align to Content Connectors and Workplace Essentials?</p> <p>Are there new or innovative ways to group students or teachers that support changes and better meet student needs?</p>	

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	<p>What general education courses are students most often accessing currently?          Are there additional courses that would be appropriate as an applied unit?</p> <p>How will programs be designed to ensure all students have an opportunity to earn credit/units required for Certificate of Completion in 4 years? In 6 years?</p>	
<p><b>Logistics</b></p>	<p>What Student Information System is used?          Is another system used to track credits?</p> <p>Who is responsible for the master schedule?</p> <p>Who will recode course titles to match Applied Course descriptions?</p> <p>Who will be responsible for building student and teacher schedules?</p> <p>Who will configure system or build a process to track Certificate of Completion requirements by student?</p> <p>What will this look like on the transcript for a student who earns units?          10/11/17 NOTE: The common electronic transcript team is currently considering whether a new 'units' field will be added to the e-transcript data schema or issuing guidance regarding the enumeration (unit) being selected in the already-existing credit field. Guidance will be forthcoming</p> <p>How will we report students who earn the COC on the graduate report?</p>	