Student Name: _____

Student ID #: _____

School: _____

DUPLIN COUNTY SCHOOLS

REDUCED ELECTIVE CREDIT

HIGH SCHOOL DIPLOMA PACKAGE

2021-22

For Central Office Use

Approval:

_____ Date _____

Nicole M. Murray, Interim Chief Officer for STEAMA Curriculum and Instruction

_____ Date _____

Dr. Austin Obasohan, Superintendent

Revised July 2021

Reduced Elective Credit High School Diploma
Administrative Procedures

The Reduced Elective Credit Program for Duplin County Public Schools is a means to address the needs of at- risk students who are experiencing substantial challenges meeting the local elective requirements for graduation. This option should only be used in rare circumstances. The following framework should be referenced when considering the Reduced Elective Credit High School Diploma option:

Student Description:

1. Students who exhibit multiple at-risk characteristics, including chronic attendance issues, chronic behavior problems, significant academic deficiencies, and/or failed one or more grades (age appropriateness). Environmental, psychological, and physiological challenges, such as chronic substance abuse, depression, teen pregnancy, parental responsibilities, socially delayed, emotionally delayed and/or anger management problems are also considered at-risk characteristics.
2. Students who have dropped out of high school or who approach a counselor or administrator to drop out of high school. Unaccompanied/ Homeless youth as defined by McKinney-Vento.

Program Guidelines:

1. All students will begin high school with a four-year plan to earn a 28-credit diploma
2. Students must meet the North Carolina State Board of Education requirements for graduation.
3. Students are not eligible for the Reduced Elective Credit High School Diploma until the end of their first full year of high school.
4. Before students are approved for this diploma option, parent(s) or guardian(s) and the student will participate in the development of a written plan for meeting graduation requirements.
5. Students will be permitted to participate in their school's graduation ceremony.
6. Students may not graduate ahead of their original ninth grade class.
7. Students may participate in extracurricular activities, with appropriate approval.
8. Students will indicate a full understanding that some universities, colleges and other post-secondary education institutions may require specific credits beyond the Reduced Elective Credit High School Diploma.
9. Students will indicate a full understanding that a Reduced Elective Credit High School Diploma will not meet the requirements for enrollment in the University of North Carolina member schools. Enrollment in the North Carolina University System requires a student to earn additional credits beyond completion of the Reduced Elective Credit High School Diploma.
10. Students will be allowed to pursue the 28 Credit Diploma after acceptance into the Reduced Elective Credit High School Diploma option.

Staff Responsibilities:

1. High school counselors will discuss with students how the Reduced Elective Credit High School Diploma may affect post-secondary options.
2. The principal and Superintendent's designee will review completed student applications for the Reduced Elective Credit High School Diploma for approval.
3. The Superintendent or designee has the authority to augment procedures based on extraordinary, individual student situations.

DUPLIN COUNTY SCHOOLS
REDUCED ELECTIVE CREDIT (REC) HIGH SCHOOL DIPLOMA

Expectations

- All students will begin high school with a four-year plan to earn a 28-credit diploma.

Screening Criteria

- A student is showing multiple at-risk characteristics.
- Student must have completed the first year of high school (attempted eight classes).

Guidelines

- Student will be permitted to participate in the school's scheduled graduation ceremony.
- Student may participate in extracurricular activities with principal and Superintendent's designee approval.

Recommendation Process

- Student has to be referred to a designated school committee by one of the following: School counselor, Drop-Out Prevention Coordinator, Teacher, Parents, or Administrators.
- Counselor will meet with student and parent/guardian.
- Principal or designee will complete a referral package and submit to Central Office for final approval.

Screening Process

- Review applicant's transcript to determine credits needed for graduation.
- Student and parent(s) must receive documented counseling/advisement from the school counselor, and the principal regarding the student's needs, goals, and plans and options for graduation and the pros and cons of choosing the Reduced Elective Credit High School Diploma Program.
- Recommendations for Reduced Elective Credit High School Diploma must be made by a panel composed of the student, his or her parent/guardian, the school principal, school counselor, and at least one other school representative. The panel will devise a specific graduation action plan to be submitted to the Central Office.
- All students selected for the Reduced Elective Credit High School Diploma will participate along with their parents in the development and implementation of a written plan for how graduation requirements will be met (which courses, where, when, etc.

DUPLIN COUNTY SCHOOLS

REDUCED ELECTIVE CREDIT HIGH SCHOOL DIPLOMA CHECKLIST

STUDENT NAME: _____

SCHOOL: _____

☐ Recommendation Form

☐ Graduation Action Plan

☐ Student/Parent Agreement

☐ High School Transcript

☐ Attendance Summary (if applicable)

☐ Discipline History (if applicable)

Comments: _____

_____

_____

_____

Reduced Elective Credit (REC) High School Diploma

Recommendation Form

The Reduced Elective Credit High School Diploma option should only be considered in rare circumstances in which at-risk students are experiencing substantial challenges in meeting the local elective requirements for graduation. Recommendations for REC must be made by a panel composed of the student, his or her parent/guardian, the school principal, school counselor, and at least one other school representative. The panel will devise a specific Graduation Action Plan to be submitted to the Superintendent's designee.

A student needing more than two semesters to graduate must seek enrollment at the Renaissance Center/ Gateway to Graduation Program and have REC High School Diploma approval prior enrolling in this alternative setting. A student within two semesters or less of graduation is not required to enroll in the Renaissance Center/ Gateway to Graduation. REC must be approved prior to a student beginning the REC Graduation Action Plan.

Student Name: _____ Date: _____ High School: _____

Student ID#: _____ Race: _____ Gender: _____

Does this student have an IEP? Yes No Does his student have a 504 Plan? Yes No

Will the student seek enrollment at the Renaissance Center/Gateway to Graduation Program? Yes No

Anticipated Graduation Date (Without REC): _____

Requested Graduation Date (if approved): _____

Reason for initial referral (Be Specific and Describe Circumstances Warranting Request):

_____

_____

_____

Eligibility depends upon the student acquiring 10 points or more on the criteria noted below. Each item checked "yes" is equivalent to 5 points.

I. Student is behind in high school credits by at least one year, according to age group and credit obtainment. Student must be at least one year older than peers and behind at least six credits as compared to maximum potential. Yes No

II. Student has previously dropped out and re-enrolled in high school. Yes No

III. Student has been retained at least once (grade 5 or later), or has had multiple retentions since beginning school. Yes No

IV. Academic achievement barriers present, frequently earns D's or lower on report cards. Yes No

Total points _____

Check each barrier that applies. (No added points per item)

__ Substance Abuse
__ Pregnancy
__ Discipline Issues
__ Documented Emotional or Physical Conditions
__ Parental Responsibilities
__ Unaccompanied/Homeless Youth as defined by McKinney-Vento

The following information shall be submitted with the REC High School Diploma request:

- High School Transcript
- Attendance Summary (if attendance is a factor in REC request)
- Discipline History (if discipline is a factor in REC request)

By signing below, all parties agree that all information provided in this application packet is accurate and complete.

Signature	Title	Date
	Principal	
	School Counselor	
	School Representative	
	Student	
	Parent/Guardian	
	(EC Chair or 504 Coordinator, if applicable)	

Reduced Elective Credit (REC) High School Diploma Graduation Action Plan

Student: _____ School: _____

Anticipated Graduation Date with Regular Diploma _____

Credits Obtained Prior to REC Recommendation _____

Credits Needed for Regular Diploma _____

Anticipated Graduation Date with REC Diploma _____

Credits Needed for REC Diploma _____

Courses Needed to Earn Regular Diploma:

English: _____

Math: _____

Science: _____

Social Studies: _____

Electives: _____ _____

2 Course DCS STEAMA Pathway Required for ALL Diplomas (2 **sequential** courses in same subject area, may not be ESL or EC**):**

_____

2 Course Concentration Required for ALL Diplomas (Arts, World Languages, CTE, or combination**):**

_____

Action Plan for Reduced Elective Credit High School Diploma

Fall 20_____ Courses	Spring 20_____ Courses	Fall 20_____ Courses	Spring 20_____ Courses
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Sign below to indicate agreement with the prescribed action plan for the student.

Signature	Title	Date
	Principal	
	School Counselor	
	School Representative	
	Student	
	Parent/Guardian	
	(EC Chair or 504 Coordinator, if applicable)	

Revised July 2021

DUPLIN COUNTY SCHOOLS
REDUCED ELECTIVE CREDIT HIGH SCHOOL DIPLOMA
STUDENT/PARENT AGREEMENT

If approved for participation in the Reduced Elective Credit High School Diploma option in Duplin County Schools, I understand and agree to all of the following:

- I may participate in extracurricular activities, with appropriate approval.
- I may participate in my school's scheduled graduation ceremony.
- I cannot graduate ahead of my original ninth grade class.
- I have discussed with my high school counselor how this Reduced Elective Credit Diploma may affect my post-secondary options.
- I fully understand that to enroll in the university college system I must obtain all the courses required from such institutions.
- I understand the various courses of study as explained to me by a counselor or administrator.
- My application must be approved by the designated high school team, the principal, and the superintendent/designee.
- Before I am placed in this diploma option, my parent(s) or guardian(s) and I will participate along with representatives from the school in the development of a written Graduation Action Plan to ensure I meet graduation requirements.
- I understand the plan must include all requirements set forth by the North Carolina Department of Public Instruction including but not limited to 22 units of credit and all testing requirements.
- I will be allowed to pursue the 28 credit diploma (if desired) after acceptance into the Reduced Elective Credit High School Diploma option.

_____ _____

Student Signature Parent Signature

_____ _____

Principal Signature Date