

# INDIVIDUAL GRADUATION COMMITTEE TIMELINE

## March:

- March 2<sup>nd</sup> - March 16<sup>th</sup> = Content Coordinators meet with Director of Secondary Education to review remediation and Projects/Portfolios
- March 2<sup>nd</sup> = IGC Meetings Planned
- March 12<sup>th</sup> – 23<sup>rd</sup> = Remediation training at campuses
- March 2<sup>nd</sup> – March 16<sup>th</sup> = Content Coordinator acquires input from Campus on Project/Portfolio
- March 12<sup>th</sup> = IGC committee members are determined at the campus
- March 12<sup>th</sup> – 28<sup>th</sup> = IGC Meetings Occur
- March 16<sup>th</sup> = Campus sends IGC spreadsheet to DTC and PEIMS Director
- March 16<sup>th</sup> = Development of IGC Projects/Portfolios are complete
- March 23<sup>rd</sup> = Oaths Due to CTC
- March 26<sup>th</sup> – April 27<sup>th</sup> = Remediation (\* Optional: hold remediation on Saturday)

## April:

- March 26<sup>th</sup> – April 27<sup>th</sup> = Remediation (\* Optional: hold remediation on Saturday)
- April 2<sup>nd</sup> - April 18<sup>th</sup> = Campus Training on Projects/Portfolios
- April 20<sup>th</sup> = All subject P/P, copied and delivered to campus by 12:00 P.M.
- April 30<sup>th</sup> - May 18<sup>th</sup> = P/P work by students

## May:

- April 30<sup>th</sup> – May 18<sup>th</sup> = P/P work by students
- May 18<sup>th</sup> = All student P/P due to P/P Administrator by 12:00 P.M.
- May 18<sup>th</sup> – May 31<sup>st</sup> = Final Grading and IGC meetings take place
- May 31<sup>st</sup> = Final IGC Spreadsheet sent to DTC and PEIMS Director

## June:

- June 1<sup>st</sup> = Absolute, final verifications completed on IGC graduates, any changes to spreadsheet updated to DTC and PEIMS Director
- June 2<sup>nd</sup> = GRADUATIONS

***\*\* If a student has not passed 3 EOC tests, an IGC committee may allow a third EOC project/portfolio. At the final evaluation meeting of the IGC, only TWO projects/portfolios will be evaluated by the committee. If the student did not pass one of the three EOC tests required, he/she is ineligible to graduate under SB 149 requirements.***