

**Graduation Plans/ Students at Risk of Not Qualifying for a  
High School Diploma**

The Governing Authority values a high rate of graduation for its students and recognizes the importance of one's high school diploma for future success. A "graduation plan" will be developed for all students in grades nine through 12.

**Graduation Plan**

The graduation plan will address the student's academic pathway to meet the curriculum requirements specified by the School (Policy 4301 Graduation Requirements) and to satisfy the graduation conditions under section 3313.618 of the Ohio Revised Code.

A School (*x*) representative (*)* guidance counselor will develop the graduation plan jointly with the student, and update the plan each school year in which the student is enrolled, until the student qualifies for a high school diploma. The School will invite a student's parent, guardian, or custodian to assist in developing and updating the graduation plan.

A student's individualized education program may be used in lieu of developing a graduation plan under this policy, if the IEP contains academic goals substantively similar to a graduation plan.

**At-Risk Students**

The School will identify students at risk of not qualifying for a high school diploma by measuring a student's lack of adequate progress in meeting the terms of a graduation plan developed under this policy. Other criteria for identifying at-risk students will also include excessive absences or misconduct.

When the graduation plan is developed and updated annually, the School will determine if a student is not making adequate progress in meeting the terms of a graduation plan. If the student is not making adequate progress to meet the terms of the plan, the School will consider the student to be at risk of not receiving a high school diploma, and will notify the student's parent, guardian, or custodian in writing (*)* and via a documented telephone call. The notification will include: (1) a statement that the student is at risk of not qualifying for a high school diploma; (2) a description of the School's curriculum requirements (or the student's IEP, as applicable), as well as Ohio graduation conditions prescribed under section 3313.618 of the Revised Code; and (3) a description of additional instructional or support services available to the at-risk student. The notice will be sent each year that a student is identified as being at risk.

In conjunction with the student's Student Success Plan (Policy 3680, Policy on Career Advising, and Form 3681, Student Success Plan), the School offers the following instructional and support services to assist the at-risk student:

*[Choose from the following options:]*

*(X) Mentoring programs [Note: consider using the OhioMeansJobs-ReadinessSeal as a guide]*

*( ) Tutoring programs*

*( ) High school credit through demonstrations of subject area competency under division (J) of section 3313.603 of the Revised Code [Note: Such as credit flexibility options]*

*( ) Adjusted curriculum options*

*( ) Career-technical programs*

*(X) Mental health services*

*( ) Physical health care services*

*(X) Family engagement and support services.*

R.C. 3313.617

*Cross Reference:* Policy 3680 Career Advising; 3680.2 Student Success Plan; Policy 4301 Graduation Requirements

Approved by  
Liberty Prep Board  
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