

<b>DATE:</b>	<b>February 15, 2024</b>
<b>SUBJECT:</b>	<b>Guidance Regarding Individual Graduation Committees</b>
<b>CATEGORY:</b>	<b>Graduation Requirements and Compliance Reviews</b>
<b>NEXT STEPS:</b>	<b>Ensure high school administrators are aware of individual graduation committee requirements and related documentation that must be retained</b>

## Overview

Students enrolled in 11th or 12th grade who have taken all assessments required for high school graduation and failed to perform satisfactorily on no more than two of the required assessments may be eligible to receive a Texas high school diploma by means of an individual graduation committee (IGC) determination.

In accordance with Texas Education Code (TEC), §28.0258(c), superintendents and charter school leaders must establish procedures for convening an IGC.

Procedures should --

- align with all requirements listed in statute and rule and
- be properly documented by the local educational agency (LEA)

## Compliance Reviews

The Texas Education Agency's (TEA) Self-Reported Data Review Unit (SRDU) conducts compliance reviews related to potential discrepancies in data reported to TEA by LEAs, including reviews of LEA compliance with requirements relating to IGCs. TEC, §39.003(a)(15), gives the commissioner of education discretion to authorize a special investigation to be conducted when 10 percent or more of the students graduating in a particular school year from a particular high school campus are awarded a diploma based on the determination of an individual graduation committee. However, the SRDU first provides LEAs with campus IGC graduation rates at or above this threshold an opportunity to demonstrate compliance with legal requirements relating to IGCs and to validate the data reported to the agency.

If a campus is identified as not following IGC requirements and is graduating students who have not met graduation requirements, data that is used by the agency to make a determination relating to public school accountability, including accreditation, could be impacted (TEC, §39.003(a)(14)).

In fall 2023, TEA conducted compliance reviews and determined that many of the LEAs and campuses reviewed were not in compliance with the legal requirements regarding IGCs, including some LEAs that were lacking the appropriate documentation to demonstrate compliance.

Consequently, [additional guidance](#) is available to support LEAs to comply with all relevant laws and rules and to properly document their compliance. LEAs are expected to evaluate IGC processes and review guidance to ensure that they are following all statutory requirements. Additionally, LEAs should consider implementing TEA's best practices.

For LEAs not in compliance with IGC requirements, it is recommended that the LEAs implement any corrective actions or improvements to their current IGC policies and procedures immediately. However, the agency also understands that more time may be needed to implement larger improvements. SRDU will continue to issue compliance reviews related to IGCs with the expectation that all LEAs will be in compliance with IGC requirements by the start of the 2024-25 school year.

## **Guidance for Implementing IGCs**

To learn more about IGC implementation and documentation, join a webinar on March 7, 2024. The March 7 IGC webinar will be held at 2:00 pm (Central). Individuals must register for the [webinar](#) in advance. The registration link will also be available on the [Individual Graduation Committees webpage](#). Updated IGC guidance addresses the following categories:

- Student Eligibility
- IGC Role
- IGC Membership
- Parent/Guardian Notification
- IGC Timelines
- IGC Determinations
- IGC Planning and Review
- Documentation
- Transfer Students
- Considerations for Special Populations
- Resources

## **For More Information**

More information regarding individual graduation committees is available on the Texas Education Agency's [Individual Graduation Committees](#) webpage. Questions can be directed to the Curriculum Standards and Student Support Division through the [Curriculum Request Form](#) on TEA's Help Desk.