

*Joint Task Force
Committee on Graduation Requirements*

Recommended Requirements

Submitted to the Committee of the Whole

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Chair, Graduation Requirements Sub-Committee
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About the Joint Task Force

Mission

In 2010 the leadership of the Virgin Islands Board of Education (VIBE) and the Virgin Islands Career and Technical Education Board (VI CTEB) made a conscious decision to work together to review the current graduation requirements to ensure that VI students have the core competencies to compete locally and globally providing the foundational requirements for them to (a) enter the workforce (b) be prepared for post secondary education in an academic or technical institution.

Task Force Organization

To accomplish the mission, the joint task force was organized into four around sub-committees; (1) graduation requirements (2) marketing and communications (3) -esearch and (4) policy. Each was charged with specific responsibilities in the development, dissemination of information to key stakeholders, determining best practices and entrance requirements to universities and other post-secondary institutions and identifying any legislative actions that may be required to facilitate the adoption and final approval of the requirements. The charge and scope of the graduation requirements sub-committee are outlined herein.

Graduation Sub-Committee Objectives

The three goals for the committee were developed based upon the charge outlined at the inaugural joint meeting of the VI Board of Education and the VI Career and Technical Education Board.

1. Review current mandatory requirements and determine if (a) they will prepare all students for competing in the global society and (b) some be dropped (b) some are missing and need to be added or replaced
2. Determine if some core requirements can be cross-walked with other courses (CTE/ other academic courses/UVI)/on-line). This will require cataloging available resources and evaluating content to determine equivalencies.
3. Recommend the core requirement set, based on the assessments and outcomes of items 1 & 2

Chronology and Process

The dates of the Joint Task Force meetings were February 1, 2011, June 1&2, 2011, and October 21, 2011.

The Joint Task Force Public Hearings were held on June 1, 2011 in St. Croix and June 2, 2011).

These are the dates when all committees met together. All sub-committees held individual meetings at designated times during the process.

Graduation Committee Members

The committee members list is found in Appendix A. Every attempt was made by the leadership to include broad-based representation from key stakeholder groups. In addition to the core working group several Town Hall Meetings were conducted to gain insight from concerned citizens. Inputs from these sessions were considered in this draft. As with any major undertaking with high stakes, everyone is not going to agree with every decision. However attempts were made to capture concerns and articulate them as a part of the recommendation.

Scope of Work

In determining the scope of work that needed to be accomplished to address the subcommittee's charge, the team agreed that the graduation requirement recommendations should ensure that students are career and college ready yet provides enough flexibility such that:

- Students interested in going on to college are prepared and meet college entrance requirements;
- Students who wish to engage in an academy have enough free credits to meet the academy requirements and
- Students can take advantage of courses in offered in one of the 16 career clusters defined by the US Department of Education (See Appendix B for this listing)

It is recognized by this committee that there is a need for career counseling and that the recommendations outlined in our proposal are the foundational core competencies that every student should have prior to graduation. It does not however assume or recommend course content or suggest a specific curriculum. The committee acknowledges the importance of curriculum and recognizes that this is work that is needed to (a) ensure that students are prepared to compete locally and globally and (b) that they are aligned to address the Common Core State Standards. We have however noted in the recommendation specific guidelines established by the Common Core State Standards as they relate to the course requirement.

Recommended Changes and Rationale

A Number of credits

The following table summarizes outlined the current requirements and proposed changes to the graduation requirement. The current graduation requirements were developed and ratified by the VI Board of Education. Currently students are required to have a total of 26 credits for graduation. Of these, 22 are mandated and four are electives. Students must earn a passing grade of 70 in each of the specifically named courses and must earn the requisite number of credits for graduation. If endorsed by the Board of Education students will still be required to have 26 credits. However, the number of credits in several areas is modified. The total number of mandated courses is reduced by 1 credit leaving 5 credits as electives. There are also several recommended terminology changes.

B. Requirement Change Descriptions

The following changes are recommended:

- English -No change in the number of credits required in English is recommended. However the committee recommends that English be replaced by English/ Language Arts to better align it with Common Core State Standards
- Science -No change in the Science requirement is recommended.
- Mathematics - Change the number of credits in Mathematics from 3 to 4 credits at the high school level. There is a general consensus that students could benefit from an additional year of Mathematics. At present, a student could theoretically complete the math requirement by the end of his/her sophomore year and not be exposed to math for 2 years before taking the SAT or college placement exams. In addition, the Common Core State Standards suggest that Algebra I be taken in the 8th grade given that students are prepared. For students who successfully complete Algebra I in the 8th grade they can take a higher level course (e.g. calculus / an advanced course in an academy of one of the career clusters (e.g. finance). A suggested pathway for other students is Algebra I and II, Geometry and Statistics).
- Social Studies – Several changes are recommended in this content area. Currently students are required to take 2 credits and must take Virgin Islands, Caribbean and US History. The recommendation is to increase this requirement to 3 credits. There are several reasons (a) although the Common Core State Standard recommendation is not complete the general direction is to have 3 credits (b) students have not scored as well in US. And World History. The recommended course of action is to combine Caribbean and VI history (1 credit) include civics in US History (1 credit) and require World history (1 credit)
- Physical Education and Health – The current requirement is 3 credits 2 in Physical Education and one in health. The recommendation is for 2 credits-1 Physical Education and 1 health.
- Foreign Language (Spanish or French) – The current requirement is two credits. The committee recommends that this requirement remain at 2 credits. However, we suggest that that the language not be restricted to French and Spanish; that allows students to take any language that is offered as long as both credits are in the same language.
- Speech (one credit) – The committee suggests that the credit requirement remains the same, but that the name be changed from Speech to Communications.
- Computer Science (1 credit) – The committee recommends that this requirement be eliminated since students are required to take a computer literacy test at the 8th grade level.

- Developmental Reading and Writing (1 credit) – The committee recommends that this requirement be eliminated and that it is only required if students need additional assistance in this content area.
- Industrial Arts or Home Economics or Vocational Agriculture (1 credit) – So that students are exposed to potential careers in one of the 16 career clusters, the committee recommends that the requirement’s name be changed to Career Development and that students can select from any career cluster course that is offered to meet the requirement.

DRAFT

COURSE REQUIREMENTS (GRADES 9-12)

Students must earn a passing grade in the specific area courses to qualify for graduation

CURRENT REQUIREMENTS

Language Arts (4)

Science (3)¹

Mathematics^{2 3} (3)

Social Studies (VI//Caribbean /US) (3)

Physical Education (2) & Health (1) (3)

Foreign Language (Spanish or French) (2)

Speech (1)⁸

Computer Science (1)

Developmental Reading/Writing (1)

Industrial Arts or Home Economics or Vocational Agriculture (1)

Total 22 Credits

Plus 4 elective credits

PROPOSED REQUIREMENTS

English Language Arts (4)

Science (3)

Mathematics (4) high school level

Social Studies⁴⁵ (3)

Physical Education and Health (2)⁶

Foreign Language (2)⁷

Communications (1)

Computer Science (0)

Developmental Reading/Writing (0)

Fine Arts or Career Cluster Course (1)

Total 20 Credits

Plus 6 elective credits

¹ 3 total Credits (including 1 credit General Science and 1 Credit Biology)

² 1 Common Core State Standards provides two Options (a) Integrated or (b) stand alone The team generally favors the integrated approach

³ Common Core State Standards recommends Algebra I at the 8th Grade Level

⁴ Propose 1 (Caribbean/VI) .1 (US/Civics) 1 (World)

⁵ Additional 2 credits can be taken in Art/Culture/or other Social Science

⁶ We recommend 1 credit PE and 1 credit Health

⁷ Students can choose from any available language but both credits must be the same language

⁸ We recommend changing Speech to Communications

APPENDIX A – LIST OF COMMITTEE MEMBERS

Last Name	First Name	Agency	Contact Number	E-mail Address
Hendricks	Winona	VIBE, Task force Co-chair	340-772-4144	wahendricks@myviboe.com
McIntosh	Daniel	CTEB, Task force Co-chair	340-719-7978/ 277-3936	dpmcintosh@vict eb.org
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APPENDIX B - 16 CAREER CLUSTERS WITH TRACK EXAMPLES

Agricultural & Natural Resources
Architecture & Construction
Arts, A/V Technology & Communications
Business & Administration
Education & Training
Finance
Government & Public Administration
Health Science

Hospitality & Tourism
Human Services
Information Technology
Law & Public Safety
Manufacturing
Marketing, Sales & Service
Scientific Research/Engineering
Transportation, Distribution & Logistics

AGRICULTURE, FOOD & NATURAL RESOURCES

This Career Cluster prepares learners for careers in the planning, implementation, production, management, processing and/or marketing of agricultural commodities and services. This includes food, fiber, wood products, natural resources, horticulture, and other plant and animal products. It also includes related professional, technical and educational services.

Employment opportunities will continue to increase for those who provide and market an expanding array of food, forest, and veterinary medical consumer products to a growing world population. Continued globalization of the food, agricultural and natural resources system will increase opportunities for graduates who understand the socio-economic factors that define international markets. Graduates will know how to satisfy the diverse consumer needs and preferences in different cultures, and who have the language skills to communicate effectively; will have the best opportunities to be employed by the growing number of multinational businesses.

The Seven Pathways

1. Food Products & Processing Systems
2. Plant Systems
3. Animal Systems
4. Power, Structural & Technical Systems
5. Natural Resource Systems
6. Environmental Service Systems
7. Agribusiness Systems

Sample Occupations

Food Scientist
Environmental Engineer
Horticulturist
Animal Scientist
Biochemist
Veterinarian Assistant

ARCHITECTURE & CONSTRUCTION

This Career Cluster prepares learners for careers in designing, planning, managing, building and maintaining the building environment. People employed in this cluster work on new structures, restorations, additions, alterations and repairs.

Architecture and construction comprise one of the largest industries in the United States. Based on the latest statistics, this career cluster has 13.8 million jobs. In the next few years, many new jobs will be added and many employment opportunities will result from the need to replace experienced workers who leave jobs.

The Three Pathways	Sample Occupations
1. Design/Pre-Construction	Contractor
2. Construction	Architect
3. Maintenance/Operations	Electrician
	Heavy Equipment Operator
	Carpenter
	Plumber

ARTS, AV TECHNOLOGY & COMMUNICATIONS

Broadly, individuals that work in the AV communications industry manufacture, sell, rent, design, install, integrate, operate, and repair the equipment of audiovisual communications. They are involved in the presentation of sound, video, and data to groups in such venues as corporate boardrooms, hotels, convention centers, classrooms, theme parks, stadiums, and museums. The major activity sectors in the AV communications industry are distributive service firms (AV dealers, rental companies, consultants, designers, and related firms), manufacturers of AV presentations and communications products, and large end-users.

Most observers expect the job growth rate within AV industries to be at 20-30% for the foreseeable future. In just the AV systems technician field, the industry could expect to add 20,600 jobs annually.

The Six Pathways	Sample Occupations
1. Audio/Video Communications Technology	Actor
2. Broadcasting, Film & Journalism	Video Producer
3. Performing Arts	Journalist
4. Printing Technology	Audio Engineer
5. Telecommunications	Telecommunications Technologist
6. Visual Arts	Printing/Graphics Technologist

BUSINESS, MANAGEMENT & ADMINISTRATION

The Business, Management, and Administration Cluster prepares learners for careers in planning, organizing, directing, and evaluating business functions essential to efficient and productive business operations. Career opportunities are available in every sector of the economy and require specific skills in organization, time management, customer service and communication.

The business management and administration services industry is projected to be one of the fastest growing through the year 2008. Nearly half of all jobs are in managerial and professional occupations, and nearly one-fourth of all workers are self-employed. The business management and administration services industry is one of the highest-paying industries. In the next few years, many new jobs will be added and many openings will result from the need to replace experienced workers who leave jobs.

The Six Pathways

1. Management
2. Business Financial Management & Accounting
3. Human Resources
4. Business Analysis
5. Marketing
6. Administration & Information Support

Sample Occupations

Human Resource Administrator
Administrative Specialist
Financial Analyst
International Trade Manager
Entrepreneur
Accountant

EDUCATION & TRAINING

This Career Cluster prepares learners for careers in planning, managing, and providing education and training services, and related learning support services. Millions of people each year prepare for careers in education and training in a variety of settings that offer academic instruction, vocational and technical instruction, and other education and training services.

A growing emphasis on improving education and making it available to more Americans will increase the overall demand for workers in the Education and Training Cluster. Employers are expected to devote greater resources to job-specific training programs in response to the increasing complexity of many jobs, the aging of the work force, and technological advances that can leave employees with obsolete skills. This will result in particularly strong demand for training and development specialists across all industries.

The Three Pathways

1. Teaching and Training
2. Professional Support Services
3. Administration and Administrative Support

Sample Occupations

Teacher
Principal
School Counselor
College Professor
Corporate Trainer
Coach

FINANCE

The Finance Cluster prepares learners for careers in financial and investment planning, banking, insurance and business financial management. Career opportunities are available in every sector of the economy and require specific skills in organization, time management, customer service and communication.

The finance industry is a critical sector of the United States economy with over six million people employed in finance-related occupations. Although some of the finance occupations project only moderate growth, advances in technology and trends toward direct marketing provide exciting and challenging opportunities for careers across all areas of the cluster. In the next few years, many new jobs will be added and many openings will result from the need to replace experienced workers who leave jobs.

The Four Pathways

1. Financial and Investment Planning
2. Business Financial Management
3. Banking and Related Services
4. Insurance Services

Sample Occupations

Stock Broker
Banker
Insurance Agent
Financial Planner
Loan Officer
Tax Examiner

GOVERNMENT & PUBLIC ADMINISTRATION

Government affects Americans in countless ways. In fact, virtually every occupation can be found within government. There are, however, some activities that are unique to government. The federal government defends us from foreign aggression; represents American interests abroad; deliberates, passes and enforces laws; and administers many different programs. State and local governments pass laws or ordinances and provide vital services to constituents. There are many opportunities in government in every career area. The Government and Public Administration Career Cluster focuses on those careers that are unique to government and not contained in another Career Cluster.

Because of its public nature, the factors that influence federal government staffing levels are unique. The Congress and President determine the government's payroll budget. Each Presidential Administration and Congress have different public policy priorities, which increase levels of federal employment in some programs and decrease federal employment in others. State and local government employment is projected to increase approximately 12 percent during the next decade. Employment growth will stem from a rising demand for services at the state and local levels. An increasing population, along with state and local assumption of responsibility for some services previously provided by the federal government, is fueling the growth of these services.

The Seven Pathways

1. Governance
2. National Security
3. Foreign Service
4. Planning
5. Revenue and Taxation
6. Regulation
7. Public Management and Administration

Sample Occupations

Legislator City Manager
Policy/Budget Analyst
Recreation/Parks Director
State/Federal Agency Director
Urban/Regional Planner

HEALTH SERVICES

Health Services is one of the largest industries in the country, with more than 11 million jobs, including the self-employed. The health services industry includes establishments ranging from small-town private practice physicians who employ only one medical assistant to busy inner city hospitals that provide thousands of diverse jobs. More than half of all non-hospital health service establishments employ fewer than five workers. On the other hand, almost two-thirds of hospital employees were in establishments with more than 1,000 workers.

Wage and employment in the health services industry is projected to increase more than 25 percent through 2010, compared with an average of 16 percent for all industries. Employment growth is expected to account for about 2.8 million new jobs.

The Four Pathways

1. Therapeutic
2. Information
3. Environmental
4. Diagnostic

Sample Occupations

Pediatrician
Physical Therapist
Radiologic Technologist
Medical Assistant
Hospital Administrator

HOSPITALITY & TOURISM

The Hospitality and Tourism Cluster prepares learners for careers in the management, marketing and operations of restaurants and other food services, lodging, attractions, recreation events and travel-related services. Hospitality operations are located in communities throughout the world.

Travel and tourism is one of the largest and fastest-growing industries in the world. Each year, travel and tourism employers around the world pay more than \$1.6 trillion in wages and salaries and create 12.5 million new jobs. Beginning salaries depend on the employee's skills, education and job level at a hotel, restaurant, tourism office, recreation facility, amusement park or attraction site. Salaries range from entry-level wages to six figures. This industry is known for promoting from within and for its large number of young managers

The Four Pathways

1. Restaurant and Food/Beverage Services
2. Lodging
3. Travel and Tourism
4. Recreation, Amusements and Attractions

Sample Occupations

Lodging Manager
Chef
Travel & Tourism Manager
Food Service Manager

HUMAN SERVICES

This Career Cluster prepares individuals for employment in career pathways related to families and human needs.

Based on the latest statistics, more than 7.2 million people are employed in human services occupations. Faster than average employment growth, coupled with high turnover, should create numerous employment opportunities.

The Five Pathways

1. Early Childhood Development and Services
2. Counseling and Mental Health Services
3. Family and Community Services
4. Personal Care Services
5. Consumer Services

Sample Occupations

Social Worker
Psychologist
Child Care Worker
Substance Abuse Specialist
Employment Specialist
Psychotherapist

INFORMATION TECHNOLOGY

IT careers involve the design, development, support and management of hardware, software, multimedia and systems integration services. The IT industry is a dynamic and entrepreneurial working environment that has a revolutionary impact on the economy and society. In addition to careers in the IT industry, IT careers are available in every sector of the economy - from Financial Services to Medical Services, Business to Engineering and Environmental Services. Anyone preparing for an IT career should have a solid grounding in math and science.

Even in times of economic downturn, there is still a large market for people with IT skills in organizations of all sizes. ITAA expects continued growth opportunities within the IT field.

The Four Pathways

1. Network Systems
2. Information Support & Services
3. Interactive Media
4. Programming/Software Engineering

Sample Occupations

Software Engineer
Network Administrator
Web Designer/Developer
Database Manager
Technical Writer
Multimedia Producer

LAW, PUBLIC SAFETY & SECURITY

The Law, Public Safety and Security Cluster helps prepare students for careers in planning, managing, and providing legal, public safety, protective services and homeland security, including professional and technical support services.

Renewed national interest in public safety and security should help expand opportunities for employment in the Law, Public Safety and Security Cluster. Numerous job openings will stem from employment growth attributable to the desire for increased corporate, industrial and homeland security. Also, a more security-conscious society and concern about drug-related crimes should contribute to the increasing demand.

The Five Pathways

1. Correction Services
2. Emergency and Fire Management Services
3. Security and Protective Services
4. Law Enforcement Services
5. Legal Services

Sample Occupations

Attorney
Fire Fighter
Police Officer
Judge
Paramedic

MANUFACTURING

All careers in Manufacturing require you to have a strong mechanical ability, specialized skills, communication skills and computation skills. You will be required to apply problem solving, make decisions, and work in a team environment. Preparation for careers in Manufacturing must begin in the elementary grades and continue through high school allowing students to gain experience in applied, realtime manufacturing situations. Students will also find it advantageous to participate in a post-high school program that will expand some skills in specific jobs that meet the requirements of the employer.

As technology advances, each worker has the opportunity to produce more, so fewer workers are needed. However, there are excellent opportunities in manufacturing where technology and career pathways provide for satisfying careers.

The Four Pathways

1. Production
2. Production Planning and Control
3. Manufacturing Engineering
4. Industrial Maintenance

Sample Occupations

Machinist
Manufacturing Engineer
Automated Process Technician
Production Engineer/Technician
Welding Technician
Quality Technician

MARKETING, SALES & SERVICE

This Career Cluster prepares learners for careers in planning, managing, and performing marketing activities to reach organizational objectives.

According to the latest statistics, there are 16 million jobs in sales and related occupations. Advertising, marketing, promotions, public relations and sales managers hold more than 700,000 jobs. Over 300,000 high-paying management positions are likely to be available over the next decade. Employment opportunities for retail salespeople are expected to be good. Individuals with a college degree or computer skills will be sought for managerial positions in sales, logistics, management information systems, marketing and e-marketing.

The Seven Pathways

1. Management and Entrepreneurship
2. Professional Sales and Marketing
3. Buying and Merchandising
4. Marketing Communications and Promotion
5. Marketing Information Management and Research
6. Distribution and Logistics
7. E-Marketing

Sample Occupations

Sales Associate
Interior Designer
Marketing Director
Buyer
Real Estate Broker
Customer Service Representative

SCIENCE, TECHNOLOGY, ENGINEERING & MATHEMATICS

A career in science, technology, engineering or mathematics is exciting, and ever-changing. Learners who pursue one of these career fields will be involved in planning, managing, and providing scientific research and professional and technical services including laboratory and testing services, and research and development services.

Given the critical nature of much of the work in this cluster, job possibilities abound even in times of economic downturn. More scientists, technologists and engineers will be needed to meet environmental regulations and to develop methods of cleaning up existing hazards. A shift in emphasis toward preventing problems rather than controlling those that already exist, as well as increasing public health concerns, also will spur demand for these positions.

The Two Pathways

1. Science and Mathematics
2. Engineering and Technology

Sample Occupations

Chemical Engineer
Mathematician
Bio Technologist
Electrical Engineer
Biologist
Oceanographer

TRANSPORTATION, DISTRIBUTION & LOGISTICS

This Career Cluster exposes students to careers and businesses involved in the planning, management, and movement of people, materials, and products by road, air, rail, and water. It also includes related professional and technical support services such as infrastructure planning and management, logistic services, and the maintenance of mobile equipment and facilities.

Transportation, distribution and logistics is a critical sector of the United States economy. Almost 10 million people are employed in transportation or transportation-related occupations. High-growth industry and career specialties offer high-tech, high-wage opportunities. This industry sector represents over 11 percent of the gross domestic product, and is among the fastest growing of all sectors. There will be a growing number of career opportunities in a variety of professional and technical occupations as well as high paid, entry-level occupations that can provide career advancement opportunities.

The Seven Pathways

1. Transportation Operations
2. Logistics Planning and Management
3. Warehousing and Distribution Center Operations
4. Facility and Mobile Equipment Maintenance
5. Transportation Systems/ Infrastructure Planning, Management and Regulation
6. Health, Safety and Environmental Management
7. Sales and Service

Sample Occupations

Pilot
Automotive Technician
Logistics Manager
Flight Attendant
Warehouse Manager
Truck Driver
Urban/Regional Planner

GLOSSARY

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