File: IJA-R

## CAREER ADVISING

The Milford School District's career advising program includes the following:

- 1. Grade-level examples that link students' schoolwork to one or more career fields by implementing the Career Connections Learning Strategies offered by the Ohio Department of Education.
- 2. Career advising to students in grades 6-12, which includes the lessons and activities in the career education and advising plan as well as job shadowing and internship opportunities.
- 3. Additional interventions and career advising for students who are identified as at risk of dropping out of school. These include:
  - a) Students assigned to the district's Opportunity School will have a Student Success Plan that addresses both the student's academic and career pathway to successful graduation and the role of career-technical education, competency-based education and experiential learning, when appropriate.
    - i. Before a district develops a pupil's Student Success Plan, district staff will invite the student's parent, guardian or custodian to assist. If that adult does not participate in the plan development, the district will provide the adult a copy of the plan, a statement of the importance of a high school diploma and a listing of the pathways to graduation available to the student.
  - b) For students in grades 9 and 10, the opportunity to participate in Career-Based Experience (CBE) courses.
- 4. Training for teachers on how to advise students on career pathways, including use of the tools available in OhioMeansJobs K-12 and Naviance.
- 5. Multiple academic and career pathways through high school that students may choose to earn a high school diploma, including opportunities to earn industry-recognized credentials and postsecondary course credit. Career pathways are published in the high school Course Selection Guide.
- 6. Information on courses that can award students both traditional academic and career-technical credit.
  - a) Students have the opportunity to tour a Great Oaks campus and investigate programs.

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7. Students will maintain a career portfolio. Documentation on career advising for each student and student's parent, guardian or custodian to review, as well as schools that the student may attend in the future.

Adopted: May 21, 2015

## Career Education and Advising Plan

| Grade 6                          | Grade 7                      | Grade 8  | Grade 9                                    | Grade 10                                     | Grade 11                                      | Grade 12                                   |
|----------------------------------|------------------------------|--|--|--|---|--|
| November:                        | August:                      | August:  | August:                                    | August:                                      | August:                                       | August:                                    |
| <ul><li>Early Planning</li></ul> | ●Needs                       | <ul> <li>Needs Assessment</li> </ul>                   | <ul> <li>Needs Assessment</li> </ul>       | <ul> <li>Needs Assessment</li> </ul>         | <ul> <li>Needs Assessment</li> </ul>          | <ul> <li>Needs Assessment</li> </ul>       |
| for College                      | Assessment                   |  |  |  |   | <ul> <li>Naviance for College</li> </ul>   |
|                                  |                              | December:  | September:                                 | September:                                   | September:                                    | Applications                               |
| January:                         | November:                    | <ul><li>Ohio Means Jobs</li></ul>                      | <ul> <li>OMJ/Naviance</li> </ul>           | <ul> <li>Football College Night</li> </ul>   | <ul> <li>Football College Night</li> </ul>    | <ul> <li>College Rec Letters</li> </ul>    |
| <ul><li>Scheduling</li></ul>     | Ohio Means                   | Career Profiler,                                       | Introduction                               | <ul> <li>College Field Trip</li> </ul>       | <ul> <li>College Field Trip</li> </ul>        |  |
| presentations-                   | Jobs Career                  | Interest vs. Skills,                                   | <ul> <li>ASPIRE Prep</li> </ul>            | <ul><li>PSAT Prep</li></ul>                  |   | September:                                 |
| - Introduction                   | Interest Survey,             | Career Exploration                                     | <ul> <li>Football College Night</li> </ul> |  | October                                       | <ul> <li>Football College Night</li> </ul> |
| to the Career                    | Budget                       |  | <ul> <li>College Field Trip</li> </ul>     | October:                                     | <ul> <li>High School College Night</li> </ul> | <ul> <li>College Field Trip</li> </ul>     |
| Pathways                         | Calculator,                  | January:   |  | <ul> <li>HS College Night</li> </ul>         | <ul><li>Intro to Internships</li></ul>        | <ul> <li>College Rec Letters</li> </ul>    |
|                                  | Career                       | <ul><li>Scheduling</li></ul>                           | October:                                   | PSAT Test                                    | <ul> <li>Writing a Resume</li> </ul>          |  |
|                                  | Exploration                  | Presentations  | <ul> <li>High School College</li> </ul>    | <ul> <li>Changing Workplace</li> </ul>       |   | October:                                   |
|                                  |                              |  | Night                                      |  | November:                                     | <ul> <li>College Rec Letters</li> </ul>    |
|                                  | January:                     | March:   | <ul> <li>ASPIRE Testing</li> </ul>         | November:                                    | <ul> <li>Financial Aid Night</li> </ul>       | <ul> <li>HS College Night</li> </ul>       |
|                                  | <ul><li>Scheduling</li></ul> | Ohio Means Jobs  | <ul> <li>Making the Most of HS</li> </ul>  | <ul> <li>Financial Aid Night</li> </ul>      | College Field Trip                            |  |
|                                  | Presentations                | Career Exploration                                     |  | <ul> <li>College Field Trip</li> </ul>       |   | November:                                  |
|                                  |                              | continued  | November:                                  |  | January:                                      | <ul> <li>Financial Aid Night</li> </ul>    |
|                                  | March:                       |  | <ul> <li>Financial Aid Night</li> </ul>    | January:                                     | <ul> <li>Basketball College Night</li> </ul>  | <ul> <li>College Field Trip</li> </ul>     |
|                                  | <ul><li>Ohio Means</li></ul> | April:   | <ul> <li>College Field Trip</li> </ul>     | <ul> <li>#ReachHigher Classroom</li> </ul>   |   | <ul> <li>Interviewing Skills</li> </ul>    |
|                                  | Jobs Career                  | <ul><li>Reality City Event</li></ul>                   | _  | Lesson                                       | February:                                     |  |
|                                  | Exploration                  |  | December:                                  | <ul> <li>Basketball College Night</li> </ul> | <ul> <li>Individual Scheduling</li> </ul>     | January:                                   |
|                                  | continued                    | May:   | High School/                               |  | ACT Tips & Tricks                             | Basketball College Night                   |
|                                  |                              | ● Live Oaks Field Trip                                 | Post-Secondary Options                     | December:                                    |   | FAFSA Night                                |
|                                  | All year:                    |  |  | Great Oaks Intro                             | March   |  |
|                                  | OLWEUS ACE                   | All year:  | January:                                   |  | ACT Test                                      | February:                                  |
|                                  | lessons                      | OLWEUS ACE   | Basketball College Night                   | February:                                    |   | <ul> <li>Individual Scheduling</li> </ul>  |
|                                  | ●Small groups                | lessons  |  | <ul> <li>Individual Scheduling</li> </ul>    | April   |  |
|                                  | academically                 | ●Small groups  | February:                                  |  | AP Tips/Tricks                                | April                                      |
|                                  | at-risk students             | academically   | Individual Scheduling                      | April  | Naviance for College                          | AP Tips/Tricks                             |
|                                  | Career                       | at-risk students                                       | <ul> <li>Introducing the Resume</li> </ul> | Naviance/OMJ     AB Time / Trible            | Applications                                  | 24   |
|                                  | Planning                     | Career Planning  | A muit.                                    | AP Tips/Tricks                               | <ul> <li>Workplace Satisfaction</li> </ul>    | May  |
|                                  | Webinars-                    | Webinars- monthly <ul><li>Individual Student</li></ul> | April:  ● AP Tips/Tricks                   | May  | Mari  | • Exit Survey                              |
|                                  | monthly<br>●Individual       | Planning   | • •  | May  ● Great Oaks Decision Day               | May   | Life After High School                     |
|                                  | Student                      | Planning   | Lifestyle Budgeting                        | • Great Oaks Decision Day                    | <ul> <li>Post-Secondary Planning</li> </ul>   | All Year                                   |
|                                  |                              |  | All Year:                                  | All Year                                     | All Year                                      | Career Exploration                         |
|                                  | Planning                     |  | Career Exploration                         | Career Exploration                           | Career Exploration Lunches,                   | Lunches, Career Visits, Job                |
|                                  |                              |  | Lunches, Career Visits                     | Lunches, Career Visits                       | Career Visits, Job Shadowing,                 | Shadowing, Internships                     |
|                                  |                              |  | Individual Student                         | Individual Student                           | Internships                                   | Ind Student Advising                       |
|                                  |                              |  | Advising as needed                         | Advising as needed                           | Ind Student Advising                          | Counseling Website                         |
|                                  |                              |  | Counseling Website                         | Counseling Website                           | Counseling Website                            | Parent Newsletter                          |
|                                  |                              |  | Parent Newsletter                          | Parent Newsletter                            | Parent Newsletter                             | - I di Citt i ve w siettei                 |
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