

Three Lakes School District



Academic and Career Plan

Currently, Wisconsin school districts implement career exploration and planning services for students by aligning their programming with the Wisconsin Comprehensive School Counseling Model (WCSCM) through nine Model Academic Standards in 3 domains: Academic, Personal/Social, and Career. School districts are also required to comply with Wisconsin Administrative Code PI26 regarding access to Education for Employment (E4E) programming. ACP, in essence, marries the requirements of E4E and meets the WCSCM standards with a focus on personalization of learning, opportunities, and experiences. ACP also seeks to link some of the requirements for the Individualized Education Program (IEP) and Post-Secondary Transition Plan (PTP) for special populations as defined under the Individuals with Disabilities Education Act (IDEA), as well as Career Technical Education Programs of Study mandated by federal Carl Perkins funding.

Academic and Career Planning (ACP) is intended to equip students and their families with the tools necessary to make more informed choices about postsecondary education and training as it leads to careers. We value all academic preparation coupled with career awareness, career exploration, and career planning and management activities into a student's educational experiences. When this occurs, students have the best chance of creating a realistic picture of what they need to do and which routes to take in order to achieve their dreams. ACP is part of our overall vision for every student to graduate ready for further education and the workplace. That means our students must be competent both socially and emotionally. We want our students to be strong critical thinkers, to be able to collaborate and solve real-world problems, and persevere when faced with adversity. In conjunction with the Three Lakes School District's Long Range Plan, the goal is to provide a "Personal Education and Lifetime Inspiration."

Academic and Career Planning is a student-driven, adult-supported process in which students create and cultivate their own unique and information-based visions for post secondary success, obtained through self-exploration, career exploration, and the development of career management and planning skills. It is an ongoing process that begins in the early elementary and continues until the student's goal of college and/or their career has been met.

The Three Lakes School District covers parts of Vilas, Oneida and Forest counties. Students have access to a wide variety of opportunities and locations to contribute to the workforce. The top career opportunities in the area are in retail trade, manufacturing and construction, representing 36% of all jobs. In North Central Wisconsin (nine counties), the top opportunities projected for 2022 are in: office & administrative Support, production, sales, food preparation & serving, and healthcare. Together these opportunities represent 51.2% of all jobs. This is similar to the overall Wisconsin trend, which shows the most opportunities are in manufacturing, health care & social assistance, and retail trade. For more information please refer to Oneida County Economic Development Corporation and the Wisconsin Department of Workforce Development (<http://www.ocado.org/>). This data has a strong influence on the skills we help develop in our students. We have also listened to our local employers who value the 21st Century Skills of:

creativity, critical thinking, communication, and collaboration. The Three Lakes School District's ACP incorporates the regional data, 21st Century Skills, Common Core, and Wisconsin Technology and Engineering Standards into providing an opportunity for our students to be productive members of society.

All Students will graduate Three Lakes High School "College and Career Ready," which means they will **know** their unique interests, abilities, skills and strengths. They will **explore** career clusters and pathways, education and training requirements, service and work-based learning opportunities, as well as career, technical & certification opportunities. Students will **plan** and maintain a program of study that provides flexibility based on individual experiences. They will then **go** with confidence, re-evaluating, and returning to the process as needed.

Consistent communication with families throughout the time each student is enrolled in our district will be maintained via email, phone calls, parent/teacher conferences, open house and other school events. Students, parents and the community will be notified of any special upcoming events regarding ACP.

Community stakeholders and committees will be invited to join our school's process and journey in Academic and Career Planning. Through the *Explore* and *Go* components of the ACP model, we will partner with community members to provide work-based, relevant and purposeful opportunities for our students. Some of the activities may include Youth Apprenticeships, job shadowing, service learning, and community service. These activities will give our students authentic, real-world opportunities to learn about local careers and form professional relationships with community business members.

Students will be given the opportunity to pursue their personalized education starting with the classes they elect during regular academic days. Students will have the ability to take Start College Now classes as well as transcribed credits as Dual Credit opportunities. Students will engage in industry and college tours that will lead to job shadowing, school to work and youth apprenticeships. Students will be prepared for earning their first jobs as they develop soft skills and learn how to write resumes and properly engage in an interview. The district's requirement of community service will also help educate students of local career opportunities.

All students will participate in a variety of scheduled ACP activities throughout the year. High school students will have time during their school day to work on Xello activities. Students will have access to their grade level Xello activities to complete throughout the year. All junior high and high school teachers will be trained on how to use the Xello software to assist students in creating and updating their portfolio. Parents can receive access to their student's portfolios upon request. Parent/Teacher conferences may also be utilized to discuss student Xello portfolios with parents.

All educators work directly with Special Education staff on a daily basis. Collaboratively, they will assess progress for students with disabilities. The Director of Special Education will implement Academic and Career Planning into individual education plans (IEPs). Students with disabilities will work with their case managers, teachers and the school counselors in maintaining their ACP portfolio.

All students participate in the following ACP activities:

Career Locker K-5 Activities

Sequential Order	Classroom Activities	Grade Level
1	Become aware of careers and work available	K,1
2	Research a specific career	2,4
3	Learning styles and values inventory to encourage self reflection	5
4	Self assessments to match skills, values and interests to occupations	3
5	Develop an e-portfolio that supports career and educational planning	3,4,5
6	Discover how to use skills and interests in a career	2,3,4

Xello 6-12 Activities

Sequential Order	Classroom Activities	Grade Levels
1	School Subjects at Work	6
2	Interests	6
3	Decision Making	6
4	Time Management	6
5	Learning Styles	7
6	Discover Learning Pathways	7
7	Bias in Career Choices	7
8	Jobs and Employers	7
9	Skills	8
10	Explore Career Matches	8
11	Transition to High School	8
12	Self-Advocacy	8
13	Personality Styles	9
14	Explore Career Factors	9
15	Getting Experience	9

16	Study Skills and Habits	9
17	Work Values	10
18	Career and Lifestyle Costs	10
19	Workplace Skills and Attitudes	10
20	Program Prospects	10
21	Choosing a College	11
22	Career Demands	11
23	Entrepreneurial Skills	11
24	Work/Life Balance	11
25	Career Backup Plans	12
26	Job Interviews	12
27	Defining Successes	12
28	Career Path Choices	12