

TRACKING YOUR FUTURE

2017-2018
ACADEMIC & CAREER
PLANNING GUIDE



Hilbert School District

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Invest, Interact, Inspire... Every Child, Every Day!



ADMINISTRATION:

Superintendent/MS/HS Principal
Mr. Anthony Sweere.....ext. 231

AD/MS/HS Assistant Principal
Mr. Stan Diedrich.....ext. 244

MS/HS Administrative Assistant
Mrs. Jody Kalkofen.....ext. 224

STUDENT SERVICES:

School Counselor
Ms. Dawn Grenzerext. 225

Administrative Assistant
Mrs. Linda Thiel.....ext. 235

School Psychologist
Ms. Christina DeMarco..ext. 235

H An Ongoing Process

At each grade level, students will practice goal setting and planning by developing and/or revising their personal Academic & Career Plan with guidance from adult mentors (staff, counselors, parents). This is meant to be a gradual process that builds from one year to the next and supports the unique developments of each student. Student goals and plans are expected to change annually based on their personal experiences.



6th Grade Student Outcomes

- Understand definitions and terms related to the Academic and Career Plan
- Learn and explore each of the 16 Career Clusters
- Develop an initial Academic and Career Plan that will be modified over time



7th Grade Student Outcomes

- Complete inventories that help students understand themselves and the concept of a personal brand, and use the inventories to identify potential career interests to explore further
- Understand how career choices play into future earnings and quality of life
- Understand how to align course selection with potential career interests



8th Grade Student Outcomes

- Understand graduation requirements, what makes up a high school transcript and the high school timeline of College and Career Readiness events
- Review the High School Course Offerings to develop the four year course plan which will assist in selecting courses that support academic and personal goals
- Conduct structured research on potential careers
- Individual academic and career planning meeting with parents and student services



9th Grade Student Outcomes

- Update personal inventories to identify any key changes that could affect goals or plans
- Be exposed to the concept of “post-secondary alignment,” available opportunities and financial planning that supports post-secondary



10th Grade Student Outcomes

- Continue structured research on potential careers and post-secondary options
- Identify roles and responsibilities, skills and dispositions, education/training needed for identified careers
- Understand how to research job opportunities, create and use a network to find employment, and assess labor market projections for future job opportunities
- Learn how to create a resume and understand the importance of building resumes over time
- Learn about Career and Service Based Learning Opportunities
- Individual academic and career planning meeting with parents and student services

11th Grade Student Outcomes

- Understand how to evaluate post-secondary opportunities, do a college search, and locate and complete a college application
- Review assessment results and how they support post-secondary choices
- Understand financial implications for alternative post-secondary options along with resources available

12th Grade Student Outcomes

- Explore financial resources to support post-secondary transition
- Ensure their Academic and Career Plan and related documents accurately reflects all honors, credentials, endorsements, etc. that comprise of their high school portfolio
- Transition their Academic and Career Plan portfolio elements to ensure access after graduation
- Participate in a professional mock interview with Business and Industry
- Individual academic and career planning meeting with parents and student services

The ACP Model

Know-Explore-Plan-Go aligns Wisconsin ACP required components with research-based recommendations 2,4,5,6,7 for incorporating career development throughout K12 for self-exploration, career exploration, and career planning and management.

4 Stages to Successful Academic and Career Planning (ACP)



Self-Awareness (KNOW)

- Periodic self-assessment of interests and strengths
- Reflection and goal-setting
- Financial knowledge & understanding of resources
- Academic courses & skill preparation
- Behavioral & employability skill preparation

Career Exploration (EXPLORE)

- Middle School career exploration activities and opportunities
- High school career exploration activities and opportunities
- World of work and labor market needs
- Understanding and comparing different postsecondary education & training

Career Planning (PLAN)

- Planning skills
- The Middle School plan
- The High School plan

Career Management (GO)

- Executing the plan
- Updating the plan with new information & artifacts
- Conferencing & mentoring
- Transitioning ACP Components