**1.3 ACP Components – Current State**

Topic: *Identifying Academic & Career Planning (ACP) Services in Our District*

**Prerequisite:** Lesson 1.2- Why ACP?

**Audience:** All Staff

**Activity Goal**

ACP Preparation & Planning.

Identify ACP components and services currently offered in the district/school.

**Background Knowledge for the Presenter:**

* Activity best completed in mixed groups from each grade level/grade span (6-12) and content area, to identify the ACP services that are currently provided to all students. Include counselors, administrators, curriculum director, special education and career and technical education staff.
* ACP components and service delivery are comprised of a variety of learning activities, both in and out of school, that will support a student’s personal journey to transition from compulsory education to success in adulthood.

**Materials Needed**

• Handout ACP Card Sort Activity Cards (1.3A)

• Handout Table of ACP Components, <http://dpi.wi.gov/sites/default/files/imce/acp/pdf/tableofacpcomponents.pdf>

**Time Needed:** 60 minutes

**Procedures**

1. Split participants into groups of three or more. Ideally groups will be mixed, representing multiple areas and grade levels (i.e., special education, academic teachers, administration, etc.).
2. Ask groups to sort the cards (handout 1.3A) into 3 piles:
3. ACP services I am **SURE** are provided to ALL students
4. ACP services I think, but am **UNSURE,** are provided to ALL students
5. ACP services I know are **NOT** provided to ALL students
6. Ask groups, for the activities they are SURE and UNSURE the district/school does, to write the name of the person or group that supervises or facilitates this activity with students onto the cards.
7. For each pile, encourage discussion using the question prompts.

ACP services I am SURE are provided to **ALL students**:

* 1. Who/what staff is involved? In what grades?
  2. How do students access these services?
  3. How are families involved?
  4. What kind of training do people receive to implement these ACP services?
  5. How do you know that ACP services are being delivered effectively to EACH student?

ACP services I think, but am **UNSURE**, are provided to ALL students:

1. Are any students getting this service?
2. Who in my district might know more about this service?
3. Is there a barrier to students accessing this service?

ACP services I know are **NOT provided to ALL students**:

1. Why do you think this activity is not being done for ALL students?
2. Is there a barrier to ALL students accessing this service?
3. Who in my district should be facilitating it?
4. Instruct each table to pick the top five cards from the piles they feel represents the most essential components of ACP services to support college and career readiness for your district.
5. Ask each group to report out or post their top five components on the wall/board under the appropriate title: Sure, Unsure, Not. Discuss the findings with the group.
6. Encourage discussion using the question prompts above as a large group. Vote and reach consensus as a group.
7. Discuss methods to strengthen the top 5 ACP services to reach ALL students. Use handout Table of ACP Components as a resource to provide a visual of the types of services that could be provided.
8. Summarize and report recommendations to the district ACP team.

**CARD SORT ACTIVITY CARDS** Handout 1.3A

|  |  |  |
| --- | --- | --- |
| KNOW | KNOW | KNOW |
| Writing Personal Reflections | Identifying Strengths | Identifying Needs |
| KNOW | KNOW | KNOW |
| Setting Personal Goals | Reviewing Goals | Revising Goals |
| KNOW | KNOW | KNOW |
| Ability Profiler | Learning Style Assessment | Personality Assessment |
| KNOW | KNOW | KNOW |
| Graduation Requirements | Virtual Courses | AP or Advanced Courses |

|  |  |  |
| --- | --- | --- |
| KNOW | KNOW | KNOW |
| Elective Courses | CTE Courses | Dual Enrollment/  YO/CO |
| KNOW | KNOW | KNOW |
| International Baccalaureate Programs | Extra/Co-curricular Involvement | Career Academies |
| KNOW | KNOW | KNOW |
| Project Lead the Way | Industry or Technical Certifications | STEM |
| KNOW | KNOW | KNOW |
| ASVAB | Forward, ASPIRE, ACT/SAT, Compass, Accuplacer | WorkKeys |
| EXPLORE | EXPLORE | EXPLORE |
| Career Interest Inventories | Setting Career Goals | Career Cluster Exploration |
| EXPLORE | EXPLORE | EXPLORE |
| Career Pathway Exploration | Creation of Program of Study | Job Fair Participant & Reflection |
| EXPLORE | EXPLORE | EXPLORE |
| CTSO Participant & Reflection | Career Research | Interviews of Career Experts |
| EXPLORE | EXPLORE | EXPLORE |
| Career Research Paper | Job Shadowing | Work-Based Learning |

|  |  |  |
| --- | --- | --- |
| EXPLORE | EXPLORE | EXPLORE |
| Internship or Externship | Youth Apprenticeship | Service Learning Projects |
| EXPLORE | EXPLORE | EXPLORE |
| Work Experience | Volunteering | Labor Market Considerations |
| PLAN | PLAN | PLAN |
| Resume Builder | Cover Letters | Investigate Post-Secondary Options |
| PLAN | PLAN | PLAN |
| Campus Visits & Reflections | Applications to Post-Secondary Options | Leadership Opportunities |
| PLAN | PLAN | PLAN |
| Personal Financial Literacy Concepts | Financial Plan | Complete FAFSA Form |
| PLAN | PLAN | PLAN |
| Gather Letters of Recommendation | Scholarship Info | Mock Interviews & Reflections |
| PLAN | PLAN | PLAN |
| Choosing a Post-Secondary Option | Decision-Making Reflection | Setting Academic Goals |
| PLAN | PLAN | GO |
| Intentional Sequence of Courses | On Track for Graduation | Modify Academic Goals as Necessary |

|  |  |  |
| --- | --- | --- |
| GO | GO | GO |
| Modify Intentional Sequence of Courses as Necessary | Modify Personal Goals as Necessary | Modify Career Goals as Necessary |
| GO | INFRASTRUCTURE | INFRASTRUCTURE |
| Update Regularly/  Quarterly | Leadership & Culture | Policy & Planning |
| INFRASTRUCTURE | INFRASTRUCTURE | INFRASTRUCTURE |
| Professional Development | Individualized ACP Support | Family Engagement |
| INFRASTRUCTURE | INFRASTRUCTURE | INFRASTRUCTURE |
| Community Partnerships | Access for All Students |  |

|  |  |  |
| --- | --- | --- |
| INFRASTRUCTURE | INFRASTRUCTURE | Circle one: KNOW EXPLORE PLAN GO INFRA |
|  |  |  |
| Circle one: KNOW EXPLORE PLAN GO INFRA | Circle one: KNOW EXPLORE PLAN GO INFRA | Circle one: KNOW EXPLORE PLAN GO INFRA |
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