

PI 26 Planning Guidance

When writing your PI 26 plan, ask yourself: *How can you show your community and your school board what you plan to implement, the progress you've made toward your goals, and how students are being impacted by ACP in your district?*

Your District's PI 26 Plan		
MUST be:	SHOULD be:	SHOULD NOT be:
<ul style="list-style-type: none"> • Compliant with PI 26 • Developed with community stakeholders • Approved by your school board • Annually renewed • Posted to your district web site 	<ul style="list-style-type: none"> • Readable • Actionable • Goal-oriented and benchmarked • Integrated with other district plans & initiatives <ul style="list-style-type: none"> • Strategic planning • Professional development • Curriculum & counseling 	<ul style="list-style-type: none"> • The same as your old E4E plan • Dusty and forgotten on a shelf • Difficult to find or navigate on the district's web site

Save yourself some effort. The PI 26 plan is not meant to be a burden; it's meant to be a tool for your district and your community.

- **Make your plan do double duty.** Don't write a long, wordy document that is only meant for compliance and school board approval. Use the time to make the plan a dynamic communication tool.
 - o Can pieces of it double as a presentation?
 - o Can you pull sections of it for newsletters, handouts, or web pages?
 - o Could the plan itself be a web page, or a series of web pages, that contain the relevant information?
 - o Can the plan pull together links to relevant information already on other parts of the district's website?
- **Think about what you don't need to re-create.**
 - o Do you already have lists of CTE offerings and programs of study in your Course Handbook and/or Perkins grant application? Link to them or add as an appendix.
 - o Do you already have a district strategic plan? Reference the plan and use your PI 26 plan to talk about how ACP complements and supports it IF it is not currently integrated overall.

Share your story in an engaging way through images, video clips, timelines, quotes from stakeholders, FAQs, and sample materials.

Guiding Questions. It may help to think of the PI 26 plan as a series of questions someone on your school board has asked you.

- What does the job market look like in our area?
- What does that mean for the preparation of our students?
- How will you inform and involve families throughout students' academic and career planning processes?
- How will you engage and partner with your community?
- How will you support ALL students individually to complete and review academic and career plan documents each year?
- How will you connect students with staff to do this?
- How will you prepare your staff to be ready to deliver ACP services and support students in their planning?
- How will you work with your students with disabilities to help the ACP process and plan support the transition planning process?
- What services do you provide?

This last one has the potential to be boring. But *it doesn't have to be*.

Remember: *How can you show your community and your school board what you plan to implement, the progress you've made toward your goals, and how students are being impacted by ACP in your district?*

Keep things interesting by leading with the student outcomes and your SMART goals. The wording of the rule may prove helpful here. "The services should provide information and opportunities that *lead to* [student outcomes]." The student outcomes are the focus. Then add details, using a "what are we doing now" and "where are we going" format.

Intended student outcome (SMART goal)
What we're doing
Where we are going