

Invictus High School Career Advising Policy

This policy on career advising is reviewed at least once every two years and made available to students, parents, guardians and custodians, local post-secondary institutions and district residents. The policy is posted at www.invictushighschool.org and in the Invictus High School Career and Post-Secondary Department.

The district's plan for career advising includes providing the following:

- 1.) Grade-level examples that link students' school work to one or more career fields by implementing the Career Connections Learning Strategies offered by the Ohio Department of Education.
- 2.) Career advising for each student in grades 9-12, which includes meeting with each student at a minimum of once annually to discuss academic progress and career pathway opportunities. Students will meet with Career and Post-Secondary staff upon enrollment at Invictus High School to discuss the development of their individual Career and Post-Secondary plan. Students will also review their individual academic plan and put goal setting strategies in place for meeting the high school graduation requirements. Follow ups to review progress on academic and graduation goals, identify any changes in career and post-secondary planning and advise in strategies for meeting these goals will be conducted at a minimum of once per year.
- 3.) Additional interventions and career advising for students who are identified as at risk of dropping out. These include:
 - Identifying students who are at risk for dropping out using a local, research based method with input from teachers, counsellors and other appropriate school staff.
 - Developing a Student Success Plan for each at-risk student that addresses the students' academic and career pathway leading to successful graduation. The plan will address the potential role of career-technical education, dual and post-secondary

enrollment opportunities, competency-based education and experiential learning when appropriate. Plans will incorporate the Invictus High School Wrap Around Support Model in attempt to identify and remove barriers and provide supports to aid the student in reaching their academic and career goals. A team of teachers, administrators and support staff including Career and Technical Education staff, Family Advocates and Attendance specialists will meet with students in development of this plan

- Prior to developing a student's Success Plan, Invictus High School staff will invite the student's parent, guardian or custodian to assist. If the adult does not participate in 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.

- 4.) Training for employees on how to advise students on career pathways, including use of the tools available in the Naviance College and Career Readiness curriculum, OhioMeansJobs K-12, Career Connections, ACT Career Ready 101, ACT KeyTrain and other online sources.
- 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 post-secondary course credit. Students wishing to pursue the Career pathway will be informed of options regarding opportunities to earn approved industry credentials and earning the ACT Career Readiness certification. Students will be made aware of dual credit opportunities including College Credit Plus and our Gateway to College partnership with Cuyahoga Community College.
- 6.) Information on courses that can award students both traditional academic and career-technical credit
- 7.) 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. These include the career planning survey, student intake data, OhioMeansJobs K-12 inventory, CBI related activities and student graduation and Success Plan. This will also include documentation regarding students

participating in Work Based or other experiential learning programs. Documentation of students earning the ACT Work Readiness certification, working toward and earning an approved Industry Recognized Credential or completing a Career Readiness curriculum will be available.

- 8.) The supports necessary for the students to transition successfully from high school to their postsecondary destinations, including interventions and services necessary for students who need remediation in Mathematics and English language arts.