

DOUGLAS COUNTY SCHOOL SYSTEM

Teachers-As-Advisors

High School Advisement Program
TAA Resource Manual

Alexander

Chapel Hill

Douglas County

Lithia Springs

2011

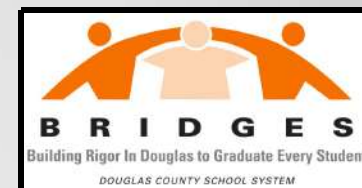
Funding provided by the
BRIDGES
Smaller Learning Communities Grant
Building Rigor In Douglas to Graduate Every Student



BUILDING LEARNING COMMUNITIES

Teachers-As-Advisors : From Zero to Implementation in Three Years

Douglas County School System



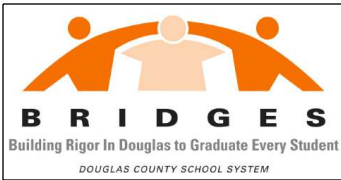
Created by: Dawn Ashmore, Ed.S.
BRIDGES SLC Grant
College & Career Coach

BRIDGES Smaller Learning Communities Grant

funded by the
US Department of Education



‘Building Rigor in Douglas to Graduate Every Student’

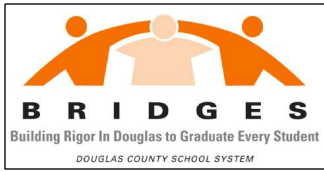


Where We Began

Prior to the BRIDGES Grant, the DCSS high school student advisory program consisted of:

- ❖ Random assignment of students to groups each year
- ❖ Inconsistent scheduling
- ❖ Mainly used for:
 - ❖ Student schedule and report card distribution
 - ❖ Distribution of school-wide information
 - ❖ Annual registration conferences

**= Lack of advisory relationship
with students or parents!**

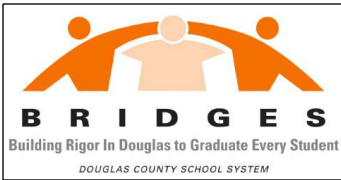


SLC Grant Program Goals

Whole-School SLC Reform Component

Teacher Advisories will:

- ❖ Personalize each student's high school experience by providing both emotional and intellectual engagement from a caring adult.
- ❖ Serve small groups of 20 or less, to remain intact throughout H.S. career.
- ❖ Meet bi-monthly to discuss academic progress and student's concerns.
- ❖ Monitor grades, behavior and attendance.
- ❖ Assist in linking students with appropriate interventions to address individual needs.
- ❖ Focus on grade-level topics that will assist student's to:
 - ❖ Obtain their high school diploma
 - ❖ Prepare for post-secondary studies
 - ❖ Become workforce-ready upon graduation



Implementation of TAA

Year 1 - School Level Development

- BRIDGES Coaches serve as school coordinator
- Formed school committee
- Researched best practices
- Established procedures
- Created TAA school-wide schedule
- Committee developed grade level lessons
- Surveyed students and advisors monthly

School Level Committee had to Answer...

How Will Advisors Know?

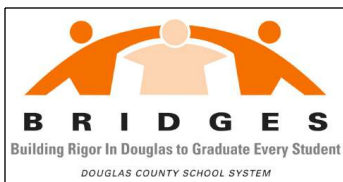
- Why do we have a TAA program
- When does TAA meet
- What activity they are teaching
- Where do they access materials
- What room do they meeting in
- Who do they go to for answers
- Who is on their caseload



RESEARCH ON CHARACTERISTICS OF A SUCCESSFUL TAA PROGRAM

- Clearly stated goals for the program
- Focus on student competencies defined by the school's guidance education plan
- Endorsement by the school administration
- Shared ownership and commitment to the program
- Planned implementation
- Professional development for staff
- A clear definition of participants' roles
- Appropriate allocation of space
- Regularly scheduled program delivery
- Activities that facilitate the learning process and recognize the needs of all students
- Procedures to help students develop appropriate personal learning plans
- Promotion of student accountability
- Planned involvement of parents
- Timely and regular review of the program





Implementation of TAA

Year 1: School Level Committee

- Established Mission Statement and Goals

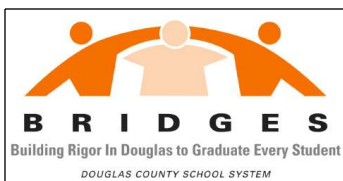
Teachers as Advisors Mission Statement and Program Goals

Mission Statement

The mission of the Chapel Hill Teachers as Advisors (TAA) Program is to pair students with personal, caring, professional adult advocates who will provide both encouragement and tools to achieve lifelong academic and career success and to reach individual potential.

Program Goals

- Prepare the advisors and clearly define their role.
- Connect with students beyond the classroom.
- Stress behaviors that lead to success.
- Provide information about post-secondary educational and career opportunities.
- Facilitate students through the high school process.
- Mentor students about grades, behavior, and graduation requirements.
- Empower students to take ownership of the educational process.



Implementation of TAA

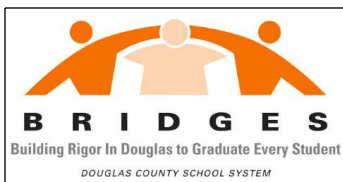
Year 1: School Level Committee

- Established Mission Statement and Goals
- Developed school-wide schedule; TAA met monthly in year 1

CHHS 1st Semester Advisement/Club Schedule Fall 2008-2009

Month	Schedule to Follow	Date Time	Activity for Day (subject to change)
AUGUST	Advisement	Monday, August 4	Beginning of School
	Clubs	Tuesday, August 26	Students must have a pass.
SEPTEMBER	Advisement	Monday, September 8	9 th – Transcript Scavenger Hunt 10 th – Transcript Scavenger Hunt 11 th – GHSWT Writing Review 12 th – Senior Profile **Progress Reports issued
	Advisement/Club Schedule (We will NOT have advisement or clubs – Just an extended 1 st period due to GHSWT.)	Tuesday, September 24	11 th graders to take the GHSWT
OCTOBER	Clubs	Thursday, October 2	Students must have a pass.
	Advisement	Thursday, October 9	9 th – Organization for Freshman 10 th – PSAT Review 11 th – PSAT Review 12 th – Transcript Scavenger Hunt
	End of Day Advisement	Wednesday, October 15 1:58 – 2:08 (after 3 rd period)	**Report Cards issued
NOVEMBER	Advisement	Monday, November 17	9 th – Importance of EOCT 10 th – Importance of EOCT 11 th – Importance of EOCT 12 th – Importance of EOCT **Progress Reports issued
DECEMBER	Advisement	Monday, December 15	9 th – Electives 101 10 th – Electives 101 11 th – Electives 101 12 th – TBA (Info on scholarships?) **Students will carry 2009-10 registration card to all teachers.**
	Advisement (end of day)	Monday, December 15 3:20-3:30	Students will return to Advisement at 3:20 and return Registration Cards to Advisor.

Advisors: Please place the Registration Cards in a secure area. Your advisees will need these cards next semester.



Implementation of TAA

Year 1: School Level Committee

- Established Mission Statement and Goals
- Developed school-wide schedule; TAA met monthly in year 1
- Created grade level lessons

Let's get REAL...		
	My Guess...	The REAL answer...
There were 1,045,494 high school football players in 2004-05. How many were drafted to the Pros?		
What are the odds of a high school basketball player being drafted to the Pros?	Boys - Girls -	
How many of the 28,500,000 chorus members in the U.S. became American Idol finalists in 2006?		
What was the average cost of a new car in 2005?		
How many weeks of an average person's salary would it take to buy that new car?		
What is the average cost of a house in Douglas County?		
The average income of a high school dropout in 2003 was \$_____.		
A high school graduate who works until age 65 can expect to earn \$_____ more than a dropout.		
A worker with some college will earn \$_____ more than a high school dropout by age 65.		
Most of the fastest growing jobs in Georgia require a Bachelor's degree or higher. (TRUE or FALSE)		
What are the odds of winning \$1 million in the Georgia Lottery's Holiday Millionaire Raffle?		



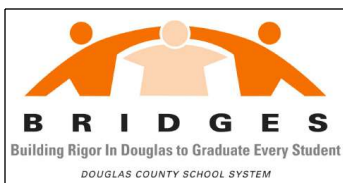
Let's Get Real

Let's Get Real Activity – This activity is designed to make student think about how important a high school diploma is to their future.

Please read: We are going to do an activity called, "Let's Get Real". When you get your sheet, read each question and make a guess as to the answer. Write your guess in the "My Guess" Column. Try to think logically and realistically. I'll give you 5 minutes to make your guesses.

After 5 minutes:

- Go through each question and ask a few students to share their guesses. You may want to write a few of their answers on your whiteboard for comparison.
- Give the correct answer and have students complete the "The Real Answer" Column.
- Engage in meaningful discussions over each question and the reality it brings to their lives. What will it mean to them personally if they do not graduate from high school?? How different will their lives be with and without a diploma?



Implementation of TAA

Year 1: School Level Committee

- Established Mission Statement and Goals
- Developed school-wide schedule; TAA met monthly
- Surveyed students and advisors monthly for feedback

**Douglas County School System - BRIDGES
Advisement – Advisor Survey**

Directions: Please fill in marks like this: ●

- Name/topic of advisement session: _____
- Date of advisement session: _____
- School:
 - ☐ Alexander
 - ☐ Chapel Hill
 - ☐ Douglas County
 - ☐ Lithia Springs
- Grade Level(s) of Students (select all that apply)
 - ☐ 9th
 - ☐ 10th
 - ☐ 11th
 - ☐ 12th

5. Below is a series of statements that relate to this advisement session. For each statement, indicate how much you disagree or agree. (N/A= not applicable)

	STRONGLY DISAGREE	DISAGREE	NEUTRAL	AGREE	STRONGLY AGREE	N/A
a. The session was well organized.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. The teaching materials were clear and complete.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. There was enough time to accomplish the objectives of the session.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
d. The session was relevant to the students.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
e. The students were engaged by the activities of the session.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
f. The thing(s) the students learned in the session will help them be more successful in high school.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
g. The thing(s) the students learned in the session will help them be more successful <u>after</u> high school.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
h. The objectives of the session were accomplished.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

6. What other advisement activities do you think would be helpful to students?

**Douglas County School System - BRIDGES
Advisement – Student Survey**

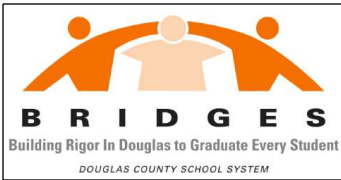
Directions: Please fill in marks like this: ●

- Name/topic of advisement session: _____
- Date of advisement session: **August 19, 2009**
- Which school do you attend?
 - ☐ Alexander
 - ☐ Chapel Hill
 - ☐ Douglas County
 - ☐ Lithia Springs
- Which grade are you in?
 - ☐ 9th
 - ☐ 10th
 - ☐ 11th
 - ☐ 12th

5. Below is a series of statements that relate to this advisement session. For each statement, indicate how much you disagree or agree. (N/A= not applicable)

	STRONGLY DISAGREE	DISAGREE	NEUTRAL	AGREE	STRONGLY AGREE	N/A
a. The session was well organized.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. My advisor was prepared to teach the session.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. I understood what the purpose of the session was.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
d. I learned what I was supposed to learn from the session.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
e. The thing(s) I learned in the session will help me be more successful in high school.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
f. The thing(s) I learned in the session will help me be more successful <u>after</u> high school.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
g. I could relate to what was taught in the session.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
h. I enjoyed the session.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

6. What other advisement activities do you think would be helpful to students?



Implementation of TAA

Year 1 - School Level Development

- BRIDGES Coaches as facilitators
- Researched best practices
- Formed school committee
- Established procedures
- Created TAA school-wide schedule
- Began development of grade level lessons
- Surveyed students and advisors

Year 2 – District Level Development

- Formed District Committee
- Established District Mission Statement and Goals
- Revised school level lessons for district-wide use
- Created TAA Resource Manual

**Douglas County School System
Teachers-As-Advisors
2011-2012 District Committee Members**

Dawn Ashmore, Facilitator	BRIDGES College and Career Coach	Chapel Hill HS
Abbie Hall	CTAE Teacher	Lithia Springs HS
Amanda Dickerson	CTAE Teacher	Douglas County HS
Amy Worthy	CTAE Teacher	New Manchester HS
Carrie Cochran	CTEA Teacher	Alexander HS
Chiquita Plenty	Special Education Teacher	Chapel Hill HS
Donita Cullen	Academic Coordinator	PLC
Gary Morris	Assistant Principal	Chapel Hill HS
Genobia Babalola	Counselor	Lithia Springs HS
Jennifer Awalt	WBL Coordinator	Lithia Springs HS
Jeremy Anderson	Math Teacher	Chapel Hill HS
Kimberly Hathcock	Science Teacher	Alexander HS
Laura Searcy	Special Education Teacher	Lithia Springs HS
Linda Scroggy	Counselor	Chapel Hill HS
Lisa Printup	BRIDGES College and Career Coach	Douglas County HS
Lori Tyson	Counselor	New Manchester HS
Mandy Johnson	Director of College & Career and BRIDGES Project Director	CCI
Michal Sims	Assistant Principal	Douglas County HS
Michelle Carney	Language Arts Teacher	PLC
Mitzi Blackstone	Counselor	Alexander HS
Nell Boggs	BRIDGES College and Career Coach	Lithia Springs HS
Raymond Leonard	Special Education Teacher	Chapel Hill HS
Rebecca Kinney	English Teacher/Department Chair	Chapel Hill HS
Ruby Byers	BRIDGES Coordinator	CCI
Shelly Mitchell	Language Arts Teacher	Lithia Springs HS
Tawyna Bailey	CTAE Teacher	Douglas County HS
Tekmekia Gilchrist	CTAE Teacher	Douglas County HS
Tracy Small	Special Education Teacher	Alexander HS
Whitney Lester	CTAE Teacher	Chapel Hill HS

District Level Committee

- Representatives from all high schools
 - Teachers from all departments
 - Counselors & Coaches
 - HS and County Administrators
- Meet Minimum of Bi-Annually
- Develop/Update Lessons
- Review Survey Data
- Reviews and Communicates State Updates and Current Research

DCSS TAA Mission Statement



The Douglas County School System Teachers-As-Advisors Program will provide each student with a nurturing advisement atmosphere through support frameworks that foster success in high school and beyond.

TAA Program Goals:

- Form and maintain a personal relationship between advisor and student.
- Serve as an advocate for the student.
- Stress behaviors that students need to be successful in high school and beyond.
- Increase parent involvement.
- Develop, maintain and successfully track 6-year plan.
- Promote student self-awareness by mentoring them about grades, behavior and graduation requirements.

District Lesson Goals:

- 5 minute prep time for advisors.
- Relate to GA Framework for TAA Standards.
- Grade level appropriate for all students

		<i>Douglas County School System</i> Teachers-As-Advisors <i>Lesson Plan</i>		
Title/Topic:				
GRADE LEVEL:		Minimum Time Required:		
MATERIALS/RESOURCES/SUPPLIES:				
GOAL/OBJECTIVE:				
GA TAA FRAMEWORK STANDARD:				
INTRODUCTORY HOOK:				
STEP BY STEP PROCEDURES:				
DISCUSSION QUESTIONS:				
CONCLUSION:				

DOUGLAS COUNTY SCHOOL SYSTEM

Teachers-As-Advisors

High School Advisement Program
TAA Resource Manual

Alexander

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Lithia Springs

2011

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Building Rigor In Douglas to Graduate Every Student



BUILDING LEARNING COMMUNITIES

**TAA Resource
Manual located on
each school's
shared drive for
easy access.**

****County Facilitator
updates for consistency.**

DCSS HS TAA Manual 2010-11



• **Grade Level Activities**

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DCSS HS TAA Manual 2010-11

- Grade Level Activities
- **Lesson Plan**

	Douglas County School System Teachers-As-Advisors Lesson Plan	
Title/Topic: CTAE Career Pathways: Time to Choose Your Path!		
GRADE LEVEL: 9TH (February – School Specific Pathways) Minimum Time: 30 minutes		
MATERIALS/RESOURCES/SUPPLIES: CTAE POWERPOINT, STUDENT WORKSHEET, TEACHER ANSWER KEY		
Goal/Objective: 1. Students will learn the benefits of choosing a Career Pathway. 2. Students will become familiar with the CTAE pathway choices at CHHS. GA. TAA Framework Standard: 10-1.1b. – Increase one's knowledge of Georgia's Peach State Pathways (career pathways) and focus on an area of study.		
INTRODUCTORY HOOK: Which path will you take? (Discuss different paths that life can take, both positive and negative.)		
STEP BY STEP PROCEDURES: <ol style="list-style-type: none"> 1. Open "The CTAE Advisory PowerPoint" available on the shared drive 2. A script for each slide on the PPT is provided on the following page. 3. Copies of worksheet 4. The answers to the worksheet will be on the final slides of the PP 5. Guide students through the information in the power point. 6. Have students complete the worksheet as you go through PP. 7. Review their answers on last slides of PP. 		
<i>Time Line 9th Grade February</i>		
DISCUSSION QUESTIONS: <ol style="list-style-type: none"> 1. What is CTAE? 2. What is a Peach State Pathway? 3. Why should you complete a Peach State Pathway? 4. How many courses do you need to complete a pathway? 5. Who should you see for more information about CTAE? 		
Conclusion: THE CTAE PROGRAM WAS DESIGNED TO EASE YOUR TRANSITION FROM HIGH SCHOOL INTO THE REAL WORLD. SUCCESSFUL COMPLETION OF A PATHWAY WILL GIVE YOU A HEADSTART ON THE COMPETITION (POST-SECONDARY). PLEASE SEE YOUR COUNSELOR OR A CTAE TEACHER FOR MORE INFORMATION.		

DCSS HS TAA Manual 2010-11

- Grade Level Activities
- Lesson Plan
- **Student Worksheets:**
 - Project
 - Recreate
 - Group Copy
 - Individual Copies

Career and Technical Education Department

1. Career pathways are _____-approved career enhancement programs.
2. Students have the opportunity to select at least _____ sequenced electives in a career pathway.
3. Most high-demand, high-skilled, high-wage occupations in all concentrations still do require _____.
4. The Business & Marketing Education Department is one of the largest with _____ teachers. This department offers many pathways for the students to choose from.
5. In the areas of Business & Computer Science we offer _____ pathways.
6. In the Marketing Department we offer _____ pathways - Marketing & Management as well as Sports and Entertainment Marketing.
7. GCSA is an intervention program that really helps the students link their _____ to careers.
8. There is only one pathway called Engineering, Drawing & Design with _____ options for classes.
9. The Family and Consumer Sciences program helps students develop the skills they need to be responsible _____ and _____.
10. In Family & Consumer Science there are _____ pathways for students to choose from. Education & Teaching is for all of our future _____ out there. Nutrition & Science is geared more towards those students that are interested in becoming a _____ or a nutritionist.
11. There are _____ pathways available in the Healthcare Science program – _____ Services and _____ Services. With both of these pathways there is an internship available at the end of the pathway.
12. The NJROTC is a _____-year program co-sponsored by the school district and the _____.
13. There is no _____ obligation associated with or incurred by being in the NJROTC program.
14. The Chapel Hill High School Career and Technical Education Department has over _____ teachers with a diverse pool of information, knowledge and experience.
15. The department offers over _____ course sections per year.

DCSS HS TAA Manual 2010-11

- Grade Level Activities
- Lesson Plan
- Student Worksheets
- **Teacher Answer Sheet**

Career and Technical Education Department Answers

1. Career pathways are state-approved career enhancement programs.
2. Students have the opportunity to select at least 3 sequenced electives in a career pathway.
3. Most high-demand, high-skilled, high-wage occupations in all concentrations still do require education beyond high school.
4. The Business & Marketing Education Department is one of the largest with 8 teachers. This department offers many pathways for the students to choose from.
5. In the areas of Business & Computer Science we offer 4 pathways.
6. In the Marketing Department we offer 2 pathways - Marketing & Management as well as Sports and Entertainment Marketing.
7. GCSA is an intervention program that really helps the students link their academics to careers.
8. There is only one pathway called Engineering, Drawing & Design with 5 options for classes.
9. The Family and Consumer Sciences program helps students develop the skills they need to be responsible citizens and leaders.
10. In Family & Consumer Science there are 2 pathways for students to choose from. Education & Teaching is for all of our future teachers out there. Nutrition & Science is geared more towards those students that are interested in becoming a chef or a nutritionist.
11. There are 2 pathways available in the Healthcare Science program – Emergency Services and Medical Services. With both of these pathways there is an Internship available at the end of the pathway.
12. The NJROTC is a 4-year program co-sponsored by the school district and the U. S. Navy.
13. There is no military obligation associated with or incurred by being in the NJROTC program.
14. The Chapel Hill High School Career and Technical Education Department has over 17 teachers with a diverse pool of information, knowledge and experience.
15. The department offers over 100 course sections per year.

DCSS HS TAA Manual 2010-11

- Grade Level Activities
- Lesson Plan
- Student Worksheets
- Teacher Answer Sheet
- **PowerPoint Slides & Script**
 - PPT's on shared drives

Sample CTAE PPT

Slide 1



Hi! Today we will discuss some of the wonderful classes we have to offer here at Chapel Hill in the CTAE Department.

Slide 2



It is our goal here at CHHS to make sure you are as informed as possible. So I am going to talk to you briefly today about Pathways! You are probably thinking what is a pathway? Well basically a pathway is kind of like your major in college. It is a sequence of classes that gets you ready for life after high school – whether that be pursuing a college degree or entering the work world.

Slide 3



Well – How does it work? Each of you will pick a pathway that interests you. Once you have picked a pathway, you will take at least 3 sequenced elective courses in that pathway. This will allow you to be better prepared for continuing your education or entering the world of work.

Slide 4



Now that you know what a pathway is, you are probably thinking "How do I select a pathway?" Selecting a pathway is a personal thing – each student has their own personal strengths and weaknesses. As a student, you know what you are good at or maybe not so good at. You know what interests you, what your goals are – so after looking at all that and looking at what Chapel Hill has to offer you need to sit down and discuss some of the possibilities with each pathway and pick the one that most fits your interests. Of course, your advisor will help you will this process as well.

School Wide Calendar on shared drive

2010-2011 CHHS SCHOOL YEAR CALENDAR

- 2 Teacher Furlough Day
- 3-4 Pre-planning Days
- 4 Sneak-A-Peak 4:00-5:30
- 5 Students Begin/TAA 8:30
- 6 TAA 8:30
- 13 Fire Drill – 1st Block
- 16 EOCT Mid-Month
- 19 TAA 10:00
- 25 Fire Drill – 2nd Block
- 26 Club Day 10:00

AUGUST '10						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

- 5 Club Pictures
- 7 End of 1st Quarter
- 9 SAT Test @ DCHS
- 11 No School - Teacher Furlough Day
- 12 TAA/Report Cards 10:00
- 13 PSAT 10th & Some 11th & Work Keys
- 19 Sophomore Parent Night
- 20 Club Day 10:00
- 22 Fire Drill – 1st Block
- 23 ACT Test Date
- 26 TAA 10:00
- 28 ASVAB Testing

OCTOBER '10						
S	M	T	W	Th	F	S
						1
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

- 1-10 EOCT's
- 4 SAT Test Date
- 11 ACT Test Date
- 14 Fire Drill – 4th Block
- 16-17 Finals / HS ½ Days
- 17 End of 1st Semester
- 20-4 Winter Break

DECEMBER '10						
S	M	T	W	Th	F	S
				1	2	3
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

- 4 TAA/Progress Reports 10:00
- 8 Club Day 10:00
- 9 Fire Drill – 2nd Block
- 10 New Teacher Registration PL
- 12 ACT Test Date
- 15 Vet. Teacher Registration PL
- 16 H.S. ½ Day & GHGWT Retest
- 17 TAA-Distribute Registration Letters
- 10:00/Advisors Reg. Q&A planning
- 18 TAA – Return Reg. Letters 8:30-8:45
- 21-25 Break Week *Make-Up Days if nec.*

FEBRUARY '11						
S	M	T	W	Th	F	S
			1	2	3	4
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

- 1 No School/Teacher Furlough
- 4-8 Spring Break
- 9 ACT Test Date
- 13 TAA 10:00
- 20 Fire Drill – 1st Block
- 21 Club Day 10:00
- 27 TAA/Progress Reports 10:00
- 28 Senior Honors Night 7pm
- 28-29 EOCT's

APRIL '11						
S	M	T	W	Th	F	S
						1
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

- 1 Post-Planning
- 2 Teacher Furlough Day
- 3 Report Cards Mailed
- 4 SAT Test Date
- 11 ACT Test Date

JUNE '11						
S	M	T	W	Th	F	S
				1	2	3
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

SEPTEMBER '10						
S	M	T	W	Th	F	S
						1
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

- 3 TAA/Progress Reports 10:00
- 6 Labor Day – No School
- 8 Picture Day & Fire Drill – 4th Block
- 9 Club Day 10:00
- 9 Freshman Parents 101 @ 6:30pm
- 11 ACT Test Date
- 13-17 GHSGT Retest – 12th only
- 21 TAA 10:00
- 23 Probe Fair @ The Centre
- 24 Homecoming – Pep Rally 10:00
- 28 Senior Life & Beyond 7pm
- 29 GHSGT Main Administration

NOVEMBER '10						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

- 2 Election Day – No School
- 6 SAT Test @ CHHS
- 8-11 GHSGT Retest – 12th only
- 11 Apply To College Day 12th
- 12 TAA/Progress Reports 10:00
- 13 PLAN – 10th Grade
- 16 Club Day 10:00
- 17 Fire Drill – 2nd Block
- 22-26 Thanksgiving Break
- 22-23 *Make-Up Days if nec.
- 30 EOCT's Begin

JANUARY '11						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

- 1 New Year's Day
- 3 Teacher Furlough Day
- 4 Teacher/Planning Day & Registration Kick-Off
- 5 Students Return/TAA Report Cards 8:30
- 14 Fire Drill – 1st Block
- 17 M.L.K. Day – No School
- 18 Financial Aid/HOPE Night 7pm
- 19 TAA 10:00
- 22 SAT @ CHHS
- 27 Junior Parent Meeting 7pm

MARCH '11						
S	M	T	W	Th	F	S
						1
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

- 1 Registration Conferences 4-8pm
- 2 H.S. ½ Day – Reg. Conf. 12:30-4:30
- 8 Registration Conferences 4-8pm & Fire Drill – 4th Block
- 10 Superintendent's Scholars 7pm
- 12 SAT Test Date
- 14-18 GHSGT Main Administration
- 16 3rd Quarter Ends
- 21 TAA – Report Cards 3:00
- 23 All Registration Materials Due
- 31 Club Day 10:00

MAY '11						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

- 2-11 EOCT's & AP Exams
- 7 SAT Test @ LSHS
- 16 Fire Drill – 2nd Block
- 25 TAA – New Schedules
- 26-27 Finals – ½ Days
- 27 Last Day of School
- 30 Memorial Day – No School
- 31 Post-Planning

JULY '11						
S	M	T	W	Th	F	S
						1
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

- 4 Independence Day
- 11-15 GHSGT Summer Retest

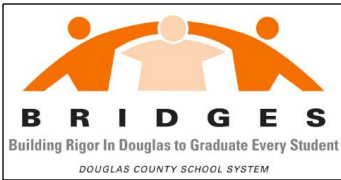
Green = TAA Advisement Days
Pink = Parent Nights/Registration Conf.
Orange = Testing Days
Yellow = No School/Furlough/Holidays
Purple = ½ Days &/or Finals
Dk. Blue = ACT/SAT Test Date
Dk. Purple = Club Days/Homecoming
Aqua = Teacher Work Days or Training
Red = Fire Drills

Grade	9 th	10 th	11 th	12 th
August	<p>6th – 8:30-9:00: Schedules, Forms, Procedures Student Handbook Scavenger Hunt,</p> <p>7th - 8:30-9:00: Return Forms, Cont. Handbook Scavenger Hunt,</p> <p>19th – 10:00-10:45 "Make It Count" Presentation in Theater. Advisors meet students in theater. <i>Homecoming Nominations: will be given out as students enter theater and collected as they leave.</i></p>	<p>6th – 8:30-9:00: Schedules, Forms, Procedures Student Handbook Scavenger Hunt,</p> <p>7th - 8:30-9:00: Return Forms, Cont. Handbook Scavenger Hunt, EOCT Survey</p> <p>19th – 10:00-10:30: Difference Between PSAT/PLAN and Test Taking Strategies, Homecoming Nominations</p>	<p>6th – 8:30-9:00: Schedules, Forms, Procedures Student Handbook Scavenger Hunt,</p> <p>7th - 8:30-9:00: Return Forms, Cont. Handbook Scavenger Hunt, EOCT Survey</p> <p>19th – 10:00-10:30: Overview and Test Taking Strategies for GHSWT, HOPE Scholarship Brochures Homecoming Nominations</p>	<p>6th – 8:30-9:00: Schedules, Forms, Procedures Student Handbook Scavenger Hunt,</p> <p>7th - 8:30-9:00: Return Forms, Cont. Handbook Scavenger Hunt, "Where Will I Be" Activity</p> <p>19th – 10:00-10:30: "Senior Stuff" Information Homecoming Nominations</p>
September	<p>4th – 10:00-10:30: Progress Reports, Goal Setting Activity, Distribute Invitation for Freshman Parents 101 on 9/10/09, Time Management Activity, Vote for Homecoming Court September 10th is Freshman Parents 101 Night @6:30pm</p>	<p>4th – 10:00-10:30: Progress Reports, PSAT Pre-Administration Session –C. Hill , Distribute Invitation for PLAN Test on Sat. 11/14/09 Vote for Homecoming Court</p>	<p>4th – 10:00-10:30: Progress Reports, Distribute Invitation for PROBE Fair on 9/21/09, Overview of GHSWT Vote for Homecoming Court 21st – PROBE Fair @ The Centre 6:30-8:30pm</p>	<p>4th – 10:00-10:30: Progress Reports, Distribute Invitation for PROBE Fair on 9/21/09 and Senior Life & Beyond on 9/29/09 @7pm, College Checklist Vote for Homecoming Court 21st – PROBE Fair @ The Centre 6:30-8:30pm</p>
October	<p>14th – 8:30-11:30: ADAPT Testing 14th - 2:00-2:15: Report Cards 28th – 10:00-10:40: How Smart Am I? Activity ADAP Certificates</p>	<p>14th – 8:30-11:30: PSAT Administration – all students with advisors for test. 14th - 2:00-2:15: Report Cards, Distribute Invitation for Sophomore Parent Night. October 20th is Sophomore Parent Night @ 7:00pm</p> <p>28th – 10:00-10:40: Know Yourself Activity, Time Management Activity</p>	<p>14th – 8:30-11:30: PSAT for top 15% (NMSQT), all others will participate in: GHSWT Diagnostics 14th - 2:00-2:15: Report Cards, Distribute Invitation for ASSET Test on 11/19/09 – will see Counselors to sign up. 28th – 10:00-10:40: Junior Meeting in Theater HOPE Grant vs. Scholarship, GA College 411, GPA, Credit Summary, Transcripts Review</p>	<p>14th – 8:30-11:30: Work Keys Test for all students in the Theater with advisors 14th - 2:00-2:15: Report Cards, Distribute Invitation for ASSET Test on 11/19/09 – will see Counselors to sign up. 28th – 10:00-10:40: "College Essay Writing 101" Activity</p>
November	<p>17th – 8:30-9:00: Progress Reports, Revisit Goal Setting activity, How To Calculate a GPA and HOPE Activities</p>	<p>17th – 8:30-9:00: Progress Reports, Using the Career Center , Virtual Career Resources; Is Dual Enrollment Right For You? (CCI Info.) Reminder: PLAN is scheduled for Saturday, November 14th</p>	<p>17th – 8:30-9:00: Progress Reports, Career/Post-Secondary Options: Career Exploration Brainstorming Activity</p>	<p>17th – 8:30-9:00: Progress Reports, "Two Year, Technical, Four Year Differences" Activity</p>
December	<p>15th – 8:30-9:10: How To Take Tests/Testing Skills Activity; Pass out Advisement Cards for Spring 2010.</p>	<p>15th – 8:30-9:10: Meeting with Counselors in Theater – GPA, Credit Summary, and Transcripts. Pass out Advisement Cards for Spring 2010. Jan 30th Practice SAT Info at DCHS.</p>	<p>15th – 8:30-9:10: ASVAB Test Invitations for 1/21/09(Counselors to sign up) Jan 30th Practice SAT Info at DCHS. Make Sure You Have HOPE activity. Pass out Advisement Cards for Spring 2010.</p>	<p>15th – 8:30-9:10: "Resume Writing" Activity. Pass out Advisement Cards for Spring 2010.</p>

TAA Lessons Calendar on school shared drives

TAA Calendar is set by school level committees during pre-planning

Grade	9 th	10 th	11 th	12 th
January	<p>4th – NetSmatrz Training in Theater – all teachers!</p> <p>5th – Teacher Advisement Kick-Off; NetSmatrz Make-up Training in Theater</p> <p>6th – 8:30-9:00: Schedules, Success in the Classroom Activity</p> <p>26th – NEW Teacher Advisement Tutorials during Planning Periods</p> <p>28th – VETERN Teacher Advisement Tutorials during Planning Periods</p>	<p>4th – NetSmatrz Training in Theater – all teachers!</p> <p>5th – Teacher Advisement Kick-Off; NetSmatrz Make-up Training in Theater</p> <p>6th – 8:30-9:00: Schedules, Career Interest Inventory Activity, Update Student Resume;</p> <p>26th – NEW Teacher Advisement Tutorials during Planning Periods</p> <p>28th – VETERN Teacher Advisement Tutorials during Planning Periods</p>	<p>4th – NetSmatrz Training in Theater – all teachers!</p> <p>5th – Teacher Advisement Kick-Off; NetSmatrz Make-up Training in Theater</p> <p>6th – 8:30-9:00: Schedules, SAT /ACT Formats and testing dates, Distribute Invitation for ASVAB Test on 1/21/09 – will see Counselors to sign up.</p> <p>21st ASVAB Test</p> <p>26th – NEW Teacher Advisement Tutorials during Planning Periods</p> <p>28th – VETERN Teacher Advisement Tutorials during Planning Periods</p>	<p>4th – NetSmatrz Training in Theater – all teachers!</p> <p>5th – Teacher Advisement Kick-Off; NetSmatrz Make-up Training in Theater</p> <p>6th – 8:30-9:00: Schedules, Financial Aid Applications, Review of Deadlines, Distribute Invitation for ASVAB Test on 1/21/09 – see Counselors</p> <p>21st ASVAB Test</p> <p>26th – NEW Teacher Advisement Tutorials during Planning Periods</p> <p>28th – VETERN Teacher Advisement Tutorials during Planning Periods</p>
February	<p>3rd – Teacher Advisement Q&A during planning periods in Christy Hill's office</p> <p>4th – 10:00-10:45: Advisement Letters Go Home, New Internet Curriculum Activity (30 min)</p> <p>5th – 8:30-8:45: Distribute Progress Reports, Collect Advisement Letters, Revisit Goal Setting Activity, CHHS Safety Survey</p> <p>25th – 10:00-10:45: Distribute Reminder Invitation for Advisement Conference, Transcript Scavenger Hunt Activity, Student High School Resume Activity</p> <p>25th – 4:00-8:00pm Advisement Conferences Night</p>	<p>3rd – Teacher Advisement Q&A during planning periods in Christy Hill's office</p> <p>4th – 10:00-10:45: Advisement Letters Go Home, Which Electives /Pathways Are Right For You? Activity</p> <p>5th – 8:30-8:45: Distribute Progress Reports, Collect Advisement Letters, CHHS Safety Survey</p> <p>25th – 10:00-10:45: Distribute Reminder Invitation for Advisement Conference, New Internet Curriculum (30 min)</p> <p>25th – 4:00-8:00pm Advisement Conferences Night</p>	<p>3rd – Teacher Advisement Q&A during planning periods in Christy Hill's office</p> <p>4th – 10:00-10:45: Advisement Letters Go Home, New Internet Curriculum (30 min)</p> <p>Distribute Invitation for Junior Parent Night on 2/11 @ 7:00pm</p> <p>5th – 8:30-8:45: Distribute Progress Reports, Collect Advisement Letters, CHHS Safety Survey,</p> <p>25th – 10:00-10:45 "Make It Count" Presentation - Advisors meet students in theater.</p> <p>Distribute Reminder Invitation for Advisement Conference,</p> <p>25th – 4:00-8:00pm Advisement Conferences Night</p>	<p>3rd – Teacher Advisement Q&A during planning periods in Christy Hill's office</p> <p>4th – 10:00-10:45 "Make It Count" Presentation – 45 min. in Theater. Advisors meet students in theater.</p> <p>5th – 8:30-8:45: Distribute Progress Reports, CHHS Safety Survey</p> <p>25th – 10:00-10:45: New Internet Curriculum (30 min)</p>
March	<p>2nd - 4:00-8:00pm Advisement Conferences Night</p> <p>3rd – High School ½ Day; 12:00-4:00pm Advisement Conferences</p> <p>22nd – 8:30-9:00: Distribute Report Cards, Revisit Goal Setting Activity, Make Sure You Have HOPE! Activity</p> <p>24th – ALL ADVISEMENT MATERIALS DUE!!!</p>	<p>2nd - 4:00-8:00pm Advisement Conferences Night</p> <p>3rd – High School ½ Day; 12:00-4:00pm Advisement Conferences</p> <p>22nd – 8:30-9:00: Distribute Report Cards, Volunteering in Your Community Activity, Updating Student HS Resume</p> <p>24th – ALL ADVISEMENT MATERIALS DUE!!!</p>	<p>2nd - 4:00-8:00pm Advisement Conferences Night</p> <p>3rd – High School ½ Day; 12:00-4:00pm Advisement Conferences</p> <p>22nd – 8:30-9:00: Distribute Report Cards, College Applications and College Interview Tips Activity,</p> <p>24th – ALL ADVISEMENT MATERIALS DUE!</p>	<p>3rd – High School ½ Day</p> <p>22nd – 8:30-9:00: Distribute Report Cards, "Real Life Decisions" Activity</p>
April	<p>28th – 8:30-9:00: Distribute Progress Reports, Revisit Goal Setting Activity, Let's Get Real Activity</p>	<p>28th – 8:30-9:00: Distribute Progress Reports, Gender Equity Careers Activity</p>	<p>28th – 8:30-9:00: Distribute Progress Reports, Job Applications and Interviewing Tips Activity</p>	<p>28th – 8:30-9:00: Distribute Progress Reports, Counselor's Checklist for Graduation Diplomas</p>
May	<p>25th – 10:00-10:30: Distribute 2010-2011 Schedules, Advisement Portfolio Activity</p>	<p>25th – 10:00-10:30: Distribute 2010-2011 Schedules, How To Get A Summer Job Activity</p>	<p>25th – 10:00-10:30: Distribute 2010-2011 Schedules, Credit Summary, GPA /Grades/Transcripts</p>	<p>25th – Gone!</p> <p>Graduation: Saturday May 29th @7:00pm</p>



Implementation of TAA

Year 1 - School Level Development

- BRIDGES Coaches as facilitators
- Researched best practices
- Formed school committee
- Established procedures
- Created TAA school-wide schedule
- Began development of grade level lessons
- Surveyed students and advisors

Year 2 – District Level Development

- Formed District Committee
- Established District Mission Statement and Goals
- Revised school level lessons for district-wide use
- Created TAA Resource Manual
- Began development of "6-Year Plan of Study"

Year 3 – Integration of State Components

- Bridge Act HB400
- Incorporated GA DOE TAA Lessons
- Implemented "6-Year Plan of Study" folders in 9th grade

How DCSS is fulfilling Bridge Act Milestone Requirements on GACollege411.org

Who:

- Counselors
- Advisors
- Classroom Teachers

When:

- Pull Out
- Electives
- Core Courses


High school scope and sequence:				
Grade	9	10	11	12
Sept	Advisor/Icebreaker Advisor/Who Can Help?	Advisor/Icebreakers Advisor/Do What You Love	Advisor/Icebreakers Advisor/Test Taking	Advisor/Icebreaker Advisor/Listening Skills
Oct	Advisor/PSAT COUNSELOR/ppt/Keep On Going/Students	Advisor/PSAT COUNSELOR/ppt/College Credit Now/Parents	Advisor/PSAT Module 6/College 101/Parents	Advisor/Seeing Colors Module 5/Financial Aid 101/Parents
Nov	Advisor/Graduation Requirements COUNSELOR/Video/Making the Georgia Connection/Parents	Advisor/Dual Enrollment COUNSELOR/Video/College Credit Now/Students	Advisor/College Credit Now Module 5 Financial Aid 101/Students	Advisor/Postsecondary Application Calendar Advisor and Senior Sponsor/Voter Registration/Students
Dec	COUNSELOR/Video/Keep On Going/Parents	Module 4/Your Choice's Today Make a Difference Tomorrow/Students	COUNSELOR/ppt/Financial Aid for Juniors/Students	Module 6 Helping Your Student/Parents
Jan	Advisor/PSAT Results Advisor/Peach State Pathways	Advisor/PSAT Results Advisor/Goal Setting	Advisor/Postsecondary Admissions Advisor/PSAT Results	Advisor/Financial Aid Advisor and Senior Sponsor/Senior Business
Feb	Advisor/LMI Education Pays Advisor/Financial Aid Planning	Advisor/Postsecondary Institutions Advisor/Apprenticeships	Advisor/Dealing with Diversity Advisor/Financial Aid	Advisor/Graduation Readiness Advisor/Tale of the Process
Mar	Module 4/Planning Teen's Tomorrow/Parents Advisor/Peer Pressure	COUNSELOR/ppt/College Credit Now/Students Advisor/Postsecondary Admissions	Module 5/College 101/Students Advisor/Finding the Right College	Module 6 Preparing for Success/Students Advisor/If only I had known..
Ap	Advisor/Square Deal Advisor/Work-Based Learning	Advisor/Financial Aid Advisor/My World View	Advisor/Can You Hear Me? Advisor/Common Application	Advisor/Graduation Checklist Advisor and Senior Sponsor/Senior Business
May	Grade level Sponsor/Specific grade level activity Advisor/Student-Family Conference Advisor/Program Evaluation	Grade level Sponsor/Specific grade level activity Advisor/Student-Family Conference Advisor/Program Evaluation	Grade level Sponsor/Specific grade level activity Advisor/Student-Family Conference Advisor/Program Evaluation	Grade level Sponsor/Specific grade level activity Advisor/Diversity Advisor/Program Evaluation
411 Check	Advisor/Peach State Pathways	Advisor/Dual Enrollment/College Credit Now	Advisor/Postsecondary Admissions and Finding the Right College	Advisor/Postsecondary App Advisor/Financial Aid

Field Red are counselor responsibilities

GA DOE TAA Lesson Plans

www.GAcollge411.org

6-Year Plan of Study Folder



Douglas County School System: Six Year Advisement Plan

Student: _____
Last Name First Name MI.

Advisor: _____

Section Number: _____

Year Entered HS: _____

My Career Pathway
(Check one)

☐ Architecture & Communications

☐ Arts & Humanities

☐ Business and Computer Science

☐ Cosmetology

☐ Education

☐ Engineering & Technology

☐ Family & Consumer Science

☐ Healthcare Science

☐ Marketing, Sales, and Services

☐ Public Safety

☐ Career Pathway Coursework Completed

☐ Career Pathway Assessment Completed

☐ Career Pathway DCSS Seal Earned

My Middle to High School Transition Plan

Prior to entering 9th grade, I completed:

☐ My Individual High School Graduation Plan Date completed: _____

☐ A High School to Career Planning Course Date completed: _____

My Postsecondary Plan

My Career Objective: _____

To meet my career objective, I will receive postsecondary training through:
(Please check the appropriate option and write in the name of the college/university/employer)

☐ 4-Year University/College

☐ 2-Year College

☐ Technical College

☐ State Registered Apprenticeship

☐ Special Purpose School

☐ On-the-Job Training

☐ Military

☐ Other _____

REVIEW: Spring of _____

Student Signature _____ Date _____

Parent/Guardian Signature _____ Date _____

Advisor Signature _____ Date _____

REVIEW: Spring of _____

Student Signature _____ Date _____

Parent/Guardian Signature _____ Date _____

Advisor Signature _____ Date _____

REVIEW: Spring of _____

Student Signature _____ Date _____

Parent/Guardian Signature _____ Date _____

Advisor Signature _____ Date _____


REVIEW: Spring of _____

Student Signature _____ Date _____

Parent/Guardian Signature _____ Date _____

Advisor Signature _____ Date _____

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Go to www.GACollege411.org for valuable resources on planning your education and career, including financial information on grants and scholarships including MOPE, loans, FAFSA, and CSS forms.

My GACollege411.org registration Date: _____ My Password is: _____

GEORGIA GRADUATION RULE <small>For Students Entering 9th Grade in Fall of 2009-2009 and subsequent years</small>	Units
I. English/Language Arts	4
II. Math	4
III. Science	4
IV. Social Studies (3 Gov't, 3 Econ, 1 US History, 1 World History)	3
V. **Career, Technical and Agricultural Education (CTAE), &/or Foreign Language, &/or Fine Arts	3
VI. Health & Physical Education (3 Health & 3 Personal Fitness)	1
VII. Electives	4
TOTAL UNITS	23

*"A" science may be used to meet both the required science and required elective in CTAE sequence of courses. (V)

**Students must complete 3 units in one CTAE pathway to take the end of pathway assessment. 4 units are required for CTAE Seal.

Students must complete 2 years of the same foreign language for admission into a 4-year Georgia Board of Regents college/university.

DIPLOMA SEAL REQUIREMENTS
For Students Entering 9th Grade in Fall of 2009-2009 and subsequent years

DCSS Seals

Academic

3 AP courses or 3 separate college dual enrollment courses, or 3 separate technical college dual enrollment certification programs, or a combination of a minimum of 3 from the above categories.

Board Scholar

3.5 GPA, 2 additional core electives, no P's

CTAE

4 CTAE units, 3 of which must be from the same career pathway

Fine Arts

4 Fine Arts units, 2 of which must be from the same program: Art, Band, Chorus, Drama

Foreign Language

Complete a minimum of 4 units of the same foreign language in high school

GACollege411 Education and Career Planning Advisement Checklist

Students will meet the following objectives through the advisement program:

9th Grade:

☐ Career Exploration – Investigate a minimum of 3 Career Fields

10th Grade:

☐ Awareness of "College Credit Now" Program Guideline

11th Grade:

☐ Explore 3 Postsecondary Institutions Related to Student's Program of Study

12th Grade:

☐ Submit a Postsecondary Institution Application

Postsecondary Credit Opportunities

*Postsecondary credit opportunities allow high school students to earn college and high school credit simultaneously.

☐ Advanced Placement Courses

☐ International Baccalaureate Program

☐ Articulated Credit (Technical College)

☐ Dual Enrollment/ACCET (Degree Program)

☐ Dual Enrollment/NOPE (Certificate and Diploma)

☐ Joint Enrollment (Postsecondary Credit Only)

Check with your counselor/advisor and Education and Career Partnership program manager for more information regarding these opportunities and others.

Extracurricular Activities

Club Memberships	Club Offices Held	Awards Received	Sports Participation	Community Involvement
9 th				
10 th				
11 th				
12 th				

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Directions: 1. Circle the courses you are registered for at the beginning of each semester. Use a pencil in case your schedule changes. Write courses not listed on "Other" line or in Electives.
2. After completing each course, write your final grade on the line beside the course title. Write in the semester/year completed (i.e. F10) and the credit earned (0, 1 or 0.5).
3. If a course is completed through E2020 Credit Recovery, use "Other" line in the same section to record the class. (i.e. Write E2020 Math 1 in the Math section)

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CORE	1 st Year	Semester	Credit	2 nd Year	Semester	Credit	3 rd Year	Semester	Credit	4 th Year	Semester	Credit
I. English/Lang. Arts 4 units	(Required: 1 Unit 9 th Lit/Comp) 9 th Lit/Comp _____ *Honors 9 th Lit/Comp _____ Other _____ / _____ <small>*Summer reading required</small>			10 th World Lit _____ *Honors World Lit _____ Other _____ / _____ <small>*Summer reading required</small>			(Required: 1 Unit American Lit.) 11 th American Lit _____ *Honors Amer Lit _____ *AP Eng Lang _____ Other _____ / _____ <small>*Summer reading required</small>			12 th British Lit _____ *Honors British Lit _____ *AP English Lit _____ Other _____ / _____ <small>*Summer reading required</small>		
II. Math 4 units	(Required: 1 Unit Math I) Math I _____ Acc. Math I _____ Math 1 Lab (Elective) _____ Other _____ / _____ <small>*Summer reading required</small>			(Required: 1 Unit Math II) Math II _____ Acc. Math II _____ Math 2 Lab (Elective) _____ Other _____ / _____ <small>*Summer reading required</small>			(Required: 1 Unit Math III) Math III _____ Acc. Math III _____ Other _____ / _____ <small>*Summer reading required</small>			Math IV _____ Discrete Math _____ AP Statistics _____ AP Calculus _____ Other _____ / _____ <small>*Summer reading required</small>		
III. Science 4 units	(Required: 1 Unit Biology) Biology _____ Honors Biology _____ Pre-IB Physics _____ Other _____ / _____ <small>*Summer reading required</small>			(Required: 1 Unit Physics or Physical Science) Physical Science _____ Physics _____ Honors Chemistry _____ Honors Physics _____ Other _____ / _____ <small>*Summer reading required</small>			Chemistry _____ Honors Chemistry _____ Env. Science _____ Earth Systems _____ Forensics _____ Physics _____ AP Biology _____ AP Chemistry _____ Other/CTAE _____ / _____ <small>*Summer reading required</small>			Anatomy/Phys. _____ Earth Science _____ Env. Science _____ Forensics _____ Physics _____ AP Biology _____ AP Chemistry _____ Other/CTAE _____ / _____ <small>*Summer reading required</small>		
IV. Social Studies 3 units	(Required: 3 Units Government) Am. Gov't _____ Honors Am. Gov't _____ AP Am. Gov't _____ Other _____ / _____ <small>*Summer reading required</small>			(Required: 1 Unit US History) US History _____ Honors US History _____ *AP US History _____ Other _____ / _____ <small>*Summer reading required</small>			(Required: 1 Unit World History) World History _____ Honors World Hist. _____ AP World History _____ Other _____ / _____ <small>*Summer reading required</small>			(Required: 3 Units Economics) Economics _____ Honors Econ. _____ AP Economics _____ Other _____ / _____ <small>*Summer reading required</small>		

V. CTAE Foreign Language Fine Arts
3 Units

CTAE and/or Foreign Language and/or Fine Arts: 3 units **Students are encouraged to select courses in one focused area of interest**

1 st Year	Semester	Credit	2 nd Year	Semester	Credit	3 rd Year	Semester	Credit	4 th Year	Semester	Credit
Write in Course/Final Grade			Write in Course/Final Grade			Write in Course/Final Grade			Write in Course/Final Grade		
1. _____ / _____			1. _____ / _____			1. _____ / _____			1. _____ / _____		
2. _____ / _____			2. _____ / _____			2. _____ / _____			2. _____ / _____		
3. _____ / _____			3. _____ / _____			3. _____ / _____			3. _____ / _____		
Spanish			Spanish			Spanish			Spanish		
I _____ II _____			I _____ II _____			I _____ II _____			I _____ II _____		
III _____ IV _____			III _____ IV _____			III _____ IV _____			III _____ IV _____		
French			French			French			French		
I _____ II _____			I _____ II _____			I _____ II _____			I _____ II _____		
III _____ IV _____			III _____ IV _____			III _____ IV _____			III _____ IV _____		
Fine Arts Art/Music/Drama			Fine Arts Art/Music/Drama			Fine Arts Art/Music/Drama			Fine Arts Art/Music/Drama		
Write in Course/Final Grade			Write in Course/Final Grade			Write in Course/Final Grade			Write in Course/Final Grade		
1. _____ / _____			1. _____ / _____			1. _____ / _____			1. _____ / _____		
2. _____ / _____			2. _____ / _____			2. _____ / _____			2. _____ / _____		
3. _____ / _____			3. _____ / _____			3. _____ / _____			3. _____ / _____		
Health & Phys Ed 2 Unit (3 Health & 3 Per Fit)			Health & Phys Ed 2 Unit (3 Health & 3 Per Fit)			Health & Phys Ed 2 Unit (3 Health & 3 Per Fit)			Health & Phys Ed 2 Unit (3 Health & 3 Per Fit)		
Write in Course/Final Grade			Write in Course/Final Grade			Write in Course/Final Grade			Write in Course/Final Grade		
1. _____ / _____			1. _____ / _____			1. _____ / _____			1. _____ / _____		
2. _____ / _____			2. _____ / _____			2. _____ / _____			2. _____ / _____		
3. _____ / _____			3. _____ / _____			3. _____ / _____			3. _____ / _____		
VII. Electives 4 Units			VII. Electives 4 Units			VII. Electives 4 Units			VII. Electives 4 Units		
1. _____ / _____			1. _____ / _____			1. _____ / _____			1. _____ / _____		
2. _____ / _____			2. _____ / _____			2. _____ / _____			2. _____ / _____		
3. _____ / _____			3. _____ / _____			3. _____ / _____			3. _____ / _____		
Total Required Units = 23			Total Required Units = 23			Total Required Units = 23			Total Required Units = 23		
Units Earned Year 1:			Units Earned Year 2:			Units Earned Year 3:			Units Earned Year 4:		
Total Units Earned:			Total Units Earned:			Total Units Earned:			Total Units Earned:		

TEST	TEST DATE	SCORE	TEST	TEST DATE	SCORE
PLAN			ASSET		
PSAT			ASVAB		
CSOBT			ACT		
CSOBT-Science			SAT		
CSOBT- Social Studies			Compass (CCT)		
CSOBT- Math					
CSOBT- English					

If the student is held in the required # of units, please refer them to a counselor or graduation coach to review their options in Credit Recovery, PLC, Night School, or Summer School.

Units Required:
Diplomats = 4 Senior = 17
Freshmen = 12 Graduates = 23

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How 6-Year Plan Is Utilized

- Middle School creates GACollege411.org accounts with POS
- 8th Freshman Expo/Registration Nights at High Schools in spring prior to entering
- Students update folder info throughout school year during advisement sessions
- Annual Parent/Student/Advisor Registration Conferences to update POS
- Advisement lesson materials are stored in folders to share with parents and track student progress

Front of 6-Year Plan of Study Folder



Douglas County School System: Six Year Advisement Plan

Student: _____
Last Name First Name M.I.

Advisor: _____
 Section Number: _____
 Year Entered HS: _____

My Middle to High School Transition Plan

Prior to entering 9th grade, I completed:

- ☐ My Individual High School Graduation Plan Date completed: _____
☐ A High School to Career Planning Course Date completed: _____

My Postsecondary Plan

My Career Objective: _____

To meet my career objective, I will receive postsecondary training through:
 (Please check the appropriate option and write in the name of the college/university/employer)

- ☐ 4-Year University/College _____
☐ 2-Year College _____
☐ Technical College _____
☐ State Registered Apprenticeship _____
☐ Special Purpose School _____
☐ On-the-Job Training _____
☐ Military _____
☐ Other _____

My Career Pathway

(Check one)

- ☐ Architecture & Communications
☐ Arts & Humanities
☐ Business and Computer Science
☐ Cosmetology
☐ Education
☐ Engineering & Technology
☐ Family & Consumer Science
☐ Healthcare Science
☐ Marketing, Sales, and Services
☐ Public Safety

- ☐ Career Pathway Coursework Completed
☐ Career Pathway Assessment Completed
 Sem/Yr _____ Score _____
☐ Career Pathway DCSS Seal Earned

REVIEW: Spring of _____

Student Signature _____ Date _____

Parent/Guardian Signature _____ Date _____

Advisor Signature _____ Date _____

REVIEW: Spring of _____

Student Signature _____ Date _____

Parent/Guardian Signature _____ Date _____

Advisor Signature _____ Date _____

REVIEW: Spring of _____

Student Signature _____ Date _____

Parent/Guardian Signature _____ Date _____

Advisor Signature _____ Date _____

REVIEW: Spring of _____

Student Signature _____ Date _____

Parent/Guardian Signature _____ Date _____

Advisor Signature _____ Date _____

Page 2 of 6-Year Plan of Study Folder

Directions: 1. Circle the courses you are registered for at the beginning of each semester. Use a pencil in case your schedule changes. Write courses not listed on "Other" line or in Electives.
2. After completing each course, write your final grade on the line beside the course title. Write in the semester/year completed (i.e. F10) and the credit earned (0, 1 or 0.5).
3. If a course is completed through E2020 Credit Recovery, use "Other" line in the same section to record the class. (i.e. Write E2020 Math 1 in the Math section)

CORE	1 st Year	Sem/Yr	Cred	2 nd Year	Sem/Yr	Cred	3 rd Year	Sem/Yr	Cred	4 th Year	Sem/Yr	Cred
I. English/ Lang. Arts 4 units	(Required: 1 Unit 9 th Lit/Comp) 9 th Lit/Comp _____ *Honors 9 th Lit/Comp _____ Other _____ / _____ *Summer reading required			10 th World Lit _____ *Honors World Lit _____ Other _____ / _____ *Summer reading required			(Required: 1 Unit American Lit.) 11 th American Lit _____ *Honors Amer Lit _____ *AP Eng Lang _____ Other _____ / _____ *Summer reading required			12 th British Lit _____ *Honors British Lit _____ *AP English Lit _____ Other _____ / _____ *Summer reading required		
II. Math 4 units	(Required: 1 Unit Math 1; Prerequisite for Math II) Math I _____ Acc. Math I _____ Math 1 Lab (Elective) _____ Other _____ / _____			(Required: 1 Unit Math 2; Prerequisite for Math III) Math II _____ Acc. Math II _____ Math 2 Lab (Elective) _____ Other _____ / _____			(Required: 1 Unit Math 3; Prerequisite for Math IV) Math III _____ Acc. Math III _____ Other _____ / _____			Math IV _____ Discrete Math _____ AP Statistics _____ AP Calculus _____ Other _____ / _____		
III. Science 4 units	(Required: 1 Unit Biology) Biology _____ Honors Biology _____ Pre-IB Physics _____ Other _____ / _____			(Required: 1 Unit Physics or Physical Science) Physical Science _____ Physics _____ Honors Chemistry _____ Other _____ / _____			Chemistry _____ Honors Chemistry _____ Env. Science _____ Earth Systems _____ Forensics _____ Physics _____ Other _____ / _____			Anatomy/Phy. _____ Earth Science _____ Env. Science _____ Forensics _____ Physics _____ AP Biology _____ AP Chemistry _____ Other/CTAE _____ / _____		
IV. Social Studies 3 units	(Required: .5 Units Government) Am. Gov't _____ Honors Am. Gov't _____ AP Am. Gov't _____ Other _____ / _____			(Required: 1 Unit US History) US History _____ Honors US History _____ *AP US History _____ Other _____ / _____ *Summer reading required			(Required: 1 Unit World History) World History _____ Honors Wild Hist. _____ AP World History _____ Other _____ / _____			(Required: .5 Units Economics) Economics _____ Honors Econ. _____ AP Economics _____ Other _____ / _____		

Page 3 of 6-Year Plan of Study Folder

V. CTAE Foreign Language Fine Arts 3 Units	1 st Year	Sem/Yr	Credit	2 nd Year	Sem/Yr	Credit	3 rd Year	Sem/Yr	Credit	4 th Year	Sem/Yr	Credit
	CTAE and/or Foreign Language and/or Fine Arts: 3 units **Students are encouraged to select courses in one focused area of interest**											
CTAE Career Pathways A minimum of 3 units in one CTAE sequence required for Career Readiness Certificate.	Write in Course/Final Grade 1. _____ / _____ 2. _____ / _____ 3. _____ / _____			Write in Course/Final Grade 1. _____ / _____ 2. _____ / _____ 3. _____ / _____			Write in Course/Final Grade 1. _____ / _____ 2. _____ / _____ 3. _____ / _____			Write in Course/Final Grade 1. _____ / _____ 2. _____ / _____ 3. _____ / _____		
Foreign Language A minimum of 2 units in the same foreign language required by most 4-year colleges and universities.	Spanish I _____ II _____ III _____ French I _____ II _____ III _____			Spanish I _____ II _____ III _____ IV _____ V _____ French I _____ II _____ III _____ IV _____ V _____			Spanish I _____ II _____ III _____ IV _____ V _____ AP _____ French I _____ II _____ III _____ IV _____ V _____ AP _____			Spanish I _____ II _____ III _____ IV _____ V _____ AP _____ French I _____ II _____ III _____ IV _____ V _____ AP _____		
Fine Arts Art/Music/Drama	Write in Course/Final Grade 1. _____ / _____ 2. _____ / _____ 3. _____ / _____			Write in Course/Final Grade 1. _____ / _____ 2. _____ / _____ 3. _____ / _____			Write in Course/Final Grade 1. _____ / _____ 2. _____ / _____ 3. _____ / _____			Write in Course/Final Grade 1. _____ / _____ 2. _____ / _____ 3. _____ / _____		
VI. Health & Phys Ed 1 Unit (.5 Health & .5 Per Fit)	Health (.5) _____ Personal Fit. (.5) _____ 1. _____ / _____			Health (.5) _____ Personal Fit. (.5) _____ 1. _____ / _____			Write in Course/Final Grade 1. _____ / _____ 2. _____ / _____			Write in Course/Final Grade 1. _____ / _____ 2. _____ / _____		
VII. Electives 4 Units	1. _____ / _____ 2. _____ / _____			1. _____ / _____ 2. _____ / _____			1. _____ / _____ 2. _____ / _____			1. _____ / _____ 2. _____ / _____		
Total Required Units = 23	Units Earned Year 1:			Units Earned Year 2:			Units Earned Year 3:			Units Earned Year 4:		
				Total Units Earned:			Total Units Earned:			Total Units Earned:		

TEST	TEST DATE	SCORE	TEST	TEST DATE	SCORE
PLAN			ASSET		
PSAT			ASVAB		
GHS/GWT			ACT		
GHS/GT-Science			SAT		
GHS/GT- Social Studies			Compass (CCD)		
GHS/GT- Math					
GHS/GT- English					

If the student is behind in the required # of units, please refer them to a counselor or graduation coach to review their options in Credit Recovery, PLC, Night School, or Summer School.

Units Required:
 Sophomore = 4 Senior = 17
 Junior = 12 Graduate = 23

Back of 6-Year Plan of Study Folder



Go to www.GACollege411.org for valuable resources on planning your education and career, including financial information on grants and scholarships including HOPE, loans, FAFSA, and CSS forms.

My GACollege411.org Registration Date: _____ My Password is: _____

GEORGIA GRADUATION RULE For Students Entering 9 th Grade in Fall of 2008-2009 and subsequent years	
	Units
I. English/Language Arts	4
II. Math	4
III. *Science	4
IV. Social Studies (.5 Gov't, .5 Econ, 1 US History, 1 World History)	3
V. **Career, Technical and Agricultural Education (CTAE), &/or Foreign Language, &/or Fine Arts	3
VI. Health & Physical Education (.5 Health & .5 Personal Fitness)	1
VII. Electives	4
TOTAL UNITS	23
<p>*4th science may be used to meet both the required science and required elective in CTAE sequence of courses. (V)</p> <p>**Students <u>must</u> complete 3 units in one CTAE pathway to take the end of pathway assessment. 4 units are required for CTAE Seal.</p> <p>Students <u>must</u> complete 2 years of the same foreign language for admission into a 4-year Georgia Board of Regents college/university.</p>	

DIPLOMA SEAL REQUIREMENTS For Students Entering 9 th Grade in Fall of 2008-2009 and subsequent years	
DCSS Seals	DCSS Requirements
Academic	3 AP courses or 3 separate college core dual enrollment courses, or 3 separate technical college dual enrollment certification programs, or a combination of a minimum of 3 from the above categories.
Board Scholar	3.5 GPA, 2 additional core electives, no F's
CTAE	4 CTAE units, 3 of which must be from the same career pathway
Fine Arts	4 Fine Arts units, 2 of which must be from the same program: Art, Band, Chorus, Drama
Foreign Language	Complete a minimum of 4 units of the same foreign language in high school

GACollege411 Education and Career Planning Advisement Checklist
Students will meet the following objectives through the advisement program:
9 th Grade: <input type="checkbox"/> Career Exploration – Investigate a minimum of 3 Career Fields
10 th Grade: <input type="checkbox"/> Awareness of "College Credit Now" Program Guideway
11 th Grade: <input type="checkbox"/> Explore 3 Postsecondary Institutions Related to Student's Program of Study
12 th Grade: <input type="checkbox"/> Submit a Postsecondary Institution Application
Postsecondary Credit Opportunities
*Postsecondary credit opportunities allow high school students to earn both college and high school credit simultaneously.
<input type="checkbox"/> *Advanced Placement Courses <input type="checkbox"/> *International Baccalaureate Program <input type="checkbox"/> *Articulated Credit (Technical Colleges) <input type="checkbox"/> *Dual Enrollment/ACCEL (Degree Programs) <input type="checkbox"/> *Dual Enrollment/HOPE (Certificate and Diploma) <input type="checkbox"/> Joint Enrollment (Postsecondary Credit Only)
Check with your counselor/advisor and Education and Career Partnership program manager for more information regarding these opportunities and others.

Extracurricular Activities					
	Club Memberships	Club Offices Held	Awards Received	Sports Participation	Community Involvement
9 th					
10 th					
11 th					
12 th					



SUPPORT STRUCTURE FOR SUCCESS



District Support

- Superintendent
- Directors
- District Facilitator
- District Committee

School Level Support

- Principal
- Assistant Principals
- School Facilitator
- School Committee
- Teacher Advisors
- Students

Thank You
for
Attending!