

2024/25 Hayward E4E/ACP PLAN

Board approved 7/1/2024



**HAYWARD COMMUNITY
SCHOOL DISTRICT**

Department of Public Instruction:

Academic and Career Planning (ACP) is a part of Wisconsin's Education for Employment (E4E) program outlined in s. 121.02(1)(m) Wis. Stats., and is sometimes referred to as (administrative rule)PI26. In this guide, we refer to the plan that is required by administrative rules to be published annually by school districts as your "ACP/E4E Plan."

Vision/Mission Statement:

All students at HCSD will graduate "College and Career Ready" which means they will:

- *Understand how their unique strengths and interests align with a wide variety of future opportunities.*
- *Prepare and maintain a personal plan for goal attainment that provides flexibility based on individual experiences.*
- *Develop a general understanding of how the problem-solving process has been applied to innovate, invent, design, and build products and systems in a variety of environments/industries.*
- *Effectively be able to navigate both the world of higher education and employment to support a transition to adulthood.*
- *Possess confidence in their level of mastery in relation to their personal and career goals.*

We Support the Vision of our Graduates by:

- *Providing developmentally appropriate opportunities to learn and demonstrate required/ desired knowledge, skills, and dispositions.*
- *Guiding all students through the academic and career planning process.*
- *Supporting students as they strive to master required and desired coursework.*
- *Encouraging active engagement in extracurricular activities and career/service learning programs.*
- *Collaborating with partners to provide exposure to a wide range of industries and careers.*
- *Aligning curriculum to a variety of post-secondary opportunities.*

ACP PLAN FOR Hayward School District:

LABOR MARKET INFORMATION

Describe how you analyzed local, regional, and state labor market needs and the educational and training requirements for occupations that will fill those needs. Describe how you used this information to inform programs and services offered to students.

As part of our Perkins V grant application process, we use the local, regional, and state labor market data collected for us from the Great Northwest regional career pathway collaborative. We also use quarterly data provided to us by Northwest Wisconsin Workforce Development which provides comparisons of our local region to the region and state.

This data is reviewed annually by our Local Vocational Education Coordinator, high school principal, and guidance departments to evaluate and improve the accessibility of ACP for all students. Additionally, we maintain a focus on improving the inclusion of non-traditional and special population students in STEAM content areas.

Local Labor Market Information Resources:

- [2023 Workforce Profile Sawyer Cty](#)
- jobcenterofwisconsin.com/LMI/MyLMI/
- [Hot Jobs to 2030](#)
- [Industry Employment Projections](#)

POSTSECONDARY EDUCATION & WORKFORCE PREPARATION

Describe how your program incorporates:

- Career and technical education and other applied curricula
- Courses that provide advanced standing in the technical college district's associate degree program upon graduation from high school.
- College preparation (for all postsecondary options)
- Youth apprenticeship or other job training and work experience
- Instruction in skills related to employment

Students at HHS have many opportunities to enroll in transcribed, advanced standing, and industry-recognized certificate courses. We provide annual information and enrollment in the Early College Credit and Start College Now Programs to students and parents. Students in grades 9 through 12 are given the opportunity to take the ASVAB and SAT exams in addition to the State-administered ACT and Pre-ACT Secure. HHS provides two technical diploma programs, through Northwood Technical College. These are Construction Essentials Academy and Financial Services Representative Academy.

Hayward Community School District also focuses on employability skills through its "Be the 1" Initiative where students are taught behaviors that demonstrate their ability to "Be the 1" who honors self, others, and the community.

Students also can enroll in Youth Apprenticeship and Work Experience programs. At the high school level, we offer multiple CTSO opportunities for students to gain career experiences, challenges, and knowledge. We have extensive collaboration with community employers who have partnered with HHS to provide career exploration and the development of employability skills and post-secondary careers.

PROFESSIONAL DEVELOPMENT FOR STAFF

Describe the professional development provided to staff to assist with delivering academic and career planning services to pupils in grades 6 to 12

Teaching staff are offered professional development opportunities to build their teaching skills in STEAM areas. Teachers completing professional development are provided incentives through movement on our salary scale. We have incorporated a technology integration specialist to assist teacher development.

Staff are trained in the implementation of Xello and new technology, especially the technology that is new to the Fab Lab built as part of our larger building referendum project.

"What's Our Plan"/ACP language and updates and expectations are shared with staff each year as part of our fall in-service days.

FAMILY ENGAGEMENT

Describe your process to engage parents and caregivers in academic and career planning. This includes but is not limited to:

- Informing parents and caregivers in each school year about what academic and career planning services their student receives.
- Providing parents and caregivers with multiple opportunities during each school year to participate in their student's academic and career planning.
- Updating parents and caregivers throughout the school year on the progress of their student's academic and career planning.

Our schools communicate with families and community members through a variety of channels, such as newsletters, email, phone calls, and social media, to keep them informed about school events, academic progress, and important announcements. Schools also hold regular meetings and events, such as parent-teacher conferences, monthly Parent Advisory Committee meetings, school board meetings, and open houses, to provide opportunities for direct communication and engagement. Additionally, our business education department coordinates an annual job and career fair with local employers and families who own businesses within our school district.

Hayward receives CLC Grant funding for our after-school programming at the elementary level. Quarterly family event nights are another opportunity to engage with families and caregivers about academic and career planning services.

COMMUNITY PARTNERSHIPS

Provide your district's strategy to engage businesses, postsecondary education institutions, and workforce development organizations in implementing the education for employment program.

HHS has partnerships with Northwood Technical, LCO Community College, and UWSuperior. We invite representatives from these organizations to meet with students and families to inform these stakeholders with information focused on academic and career education. We host an annual career fair and networking events to connect students with potential employers while also offering dual enrollment and other credit-bearing programs allowing students to earn college credits or industry-recognized credentials. We also have a five-year partnership with Upward Bound to provide our lower socioeconomic qualifying students with college readiness and attainment.

This year Hayward High School offered a Business After Five event in partnership with our local Chamber of Commerce which provided us the opportunity to highlight our new building and to form new partnerships.

ACP CURRICULUM, SUPPORT, AND SERVICES

Describe how the school district will support pupils in academic and career planning, including:

- Scope and sequence of ACP activities/curriculum
- ACP/school counseling services
- Provide pupils with information and opportunities that lead to career awareness, exploration, planning, and preparation. (see more details in the next section)

Academic & Career Planning/College & Career Readiness

HCSD utilizes the career development tool Xello. At the middle and high school levels career exploration and lessons are built into the academic schedule to provide time for student learning in ACP. This tool allows students to develop a cumulative Academic and Career Portfolio. This powerful tool allows you to participate in activities that provide students the opportunity to learn more about themselves as well as to document academic and career experiences that they have while in school. Grades 6-12 are assigned career exploration lessons to complete each year. All seniors must complete a career portfolio as a graduation requirement.

The HCSD academic and career planning is referred to and known as "What's Your Plan?" All students are expected to be able to answer this question when asked. The goal of this initiative is when students can identify their career goals the school guidance department can align the academic path to help the students achieve their career goals.

Link to Hayward Community School District ACP: https://www.hayward.k12.wi.us/students/a_c_p

INDIVIDUAL ACP SUPPORT

Describe how your district provides individualized support, appropriate to the pupil's needs, from school district staff to assist with completing and annually updating a student's academic career plan.

Throughout the District, ACP is incorporated into content area curricula. Students and teachers discuss career exploration and what each student's career aspirations are. Every student in HCSD is expected to answer the question, "What's Your Plan?" Students are given individual guidance in answering this question by teachers during specified and consistent periods built into the daily and weekly academic schedules. Middle Schoolers are required to take a careers class. All graduating seniors meet individually with their homeroom advisors and guidance counselors to discuss their post-secondary plans.

ACCESS FOR ALL STUDENTS

Describe how a student's ACP plan is shared with the student's IEP team. (NOTE: The statute states that if a pupil is a child with a disability, the pupil's academic and career plan shall be made available to the pupil's individual education program team. The pupil's individualized education program team may, if appropriate, take the pupil's academic and career plan into account when developing the pupil's transition services.)

Students' individual ACP plans are brought to the annual IEP meeting to review goals and activities outlined as part of their transition goals. The IEP team, student, guardians, and case manager have an opportunity to provide insight and guidance into the transition plan. We will also invite representatives from the Department of Vocational Rehabilitation and other community-based service programs to assist with student attainment of their transition goals.

FORMAL ACP PROCESS

Access to a formal process for connecting pupils to teachers and other school staff for assistance with the development and implementation of each pupil's academic and career plan.

Throughout the HCSD students and teachers discuss career explorations and pathways to achieve students' career goals. We have developed a district questionnaire to help guide students and staff. We partner with DPI and state entities to survey student knowledge and readiness for post-secondary plans. In addition, We utilize Xello features to bring their explored options full circle by creating an actionable plan with achievable tasks and pathways. Learn how saved careers, schools, and majors help students envision their own future pathway. Teachers and counselors use electronic schedulers to inform pupils of their availability so that they can schedule time to connect.

ACCESS TO ACP SOFTWARE TOOL

Share how your district provides access to an academic and career planning software tool that allows pupils to engage in career exploration and career planning and preparation.

All school districts in Wisconsin are provided with Xello, which is an online program that fully engages every student in building the skills, knowledge, and plans for future success. Students document their journey as they build self-knowledge, explore post-secondary options, create plans, and continually reassess as they take in new knowledge, skills, and experiences. We currently use Xello with our students 6-12 grade and it is used during all advisory hours. All graduates are required to complete all Xello career exploration lessons, create a personal resume, and complete a senior essay that includes post-secondary career plans and thoughts on how to reach their career goals.

CURRENT PROGRESS & FUTURE GOALS FOR IMPLEMENTATION

Share your district's current progress and future goals related to improving pupil postsecondary outcomes.

We are monitoring our goals by meeting annually with our "What's Your Plan?" team and using data collected to monitor our progress. We are also using this data to determine future goals and monitoring the data collected in Xello to determine pupil postsecondary outcomes.

We continue to have increasing numbers of students who graduate with technical certificates, whether through Youth Apprenticeship, the Financial Services Academy, or the Construction Essentials Academy. Our goal is to continue to increase these numbers each year.

We also strive to increase the number of students enrolled in dual enrollment classes or transcribed credit courses.

Finally, we know that we can do a better job of publicizing career pathways available in our schools and increasing enrollments in CTE courses of non-traditional students.