

CAREER ADVISING FRAMEWORK GRADES PreK-12

The Trotwood Madison City School District's plan for providing career advising includes, providing:

- Grade level examples that link student's school work to one or more career fields by implementing the Career Connections Learning Strategies offered by the Ohio department of Education.
- Career advising to students in grades PreK-12, which includes age appropriate activities and also
 includes creating and maintaining a Career Readiness Plan beginning in grade 6, which includes
 meeting with each student at least once annually to explore, evaluate and plan academic and
 career pathways.
- 3. Additional interventions and career advising for students who are identified as at risk of dropping out of school. These include:
 - Identifying students who are at risk of dropping out of school using a local, research based method with input from teachers, school counselors and other appropriate school staff.
 - b. Developing an Individualized Student Success Plan for each at risk student that reviews and assesses the student's academic and career pathway to successful graduation, the role of career-technical education, competency based education and experiential learning where appropriate and which addresses the student's individual challenges in successfully completing the pathway to graduation.
 - i. District staff will invite the student's parent, guardian, or custodian to assist in the development of the Individualized Student Success Plan. If that adult does not participate in the 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 OhioMeansJobsK-12 and other online sources provided by the district.
- 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 postsecondary course credit through College Credit Plus.
- 6. Information on courses that can award students both traditional academic and career-technical credit including but not limited to the District's policy on credit flexibility and instructions for students to access the educational option.
- 7. Documentation on career advising provided for review by the student's parent, guardian, or custodian, and schools the student may attend in the future. This includes activities that support

- the student's academic, career and social/emotional development such as those saved to a student's OhioMeans JobsK-12 Backpack.
- 8. The supports necessary for students to successfully transition from high school to their postsecondary destinations, including interventions and services for students in need of remediation in mathematics and English Language arts.

This policy on career advising will be reviewed biannually and made available to students, parents, guardians and custodians, local postsecondary institutions and district residents via the Trotwood Madison City School's District website.

CAREER READINESS PROGRAM

Tools and	Student Activities	School Activities	Resources
Assessments			
	Students will have the opportunity to learn about respect for others through their social and emotional curriculum—Relationship strand. (Teacher) Students participate in centers where they can engage in dramatic play about the world of work, cooperate with peers, share materials, and show responsibility for taking care of materials. (Teacher) Students will have the opportunity for a career dress up day. Students will dress up and share about a job of their choosing. (Teachers) Name things you like to do and things you don't, interest inventory that is developmentally appropriate. (Teacher) Identify 3 people in your school and what jobs they do. Staff job bulletin board changes quarterly. (Teacher/Counselor) Describe what you use money, use of	Implement the Core Values of PBIS and the TMCS PBIS framework, and Beat the Timer. Teach students skills of self-regulation, dependability, flexibility, and team cooperation. (Administration, Teachers, Support staff). Provide students with access to activities that promote career awareness on a regular basis throughout the year (field trips, presentations, Thrively and speakers). (Teachers, Counselor, Administration) Classroom Guidance Lessons: Students learn skills to carry out the school districts PBIS Core Values. Lessons focus on self-regulation, problem solving, and emotional control. (Counselor, counselor provided) Family Engagement Nights such as but not limited to, Reading and Math Nights. Ways to incorporate academic practice into their home life. Families learn the benefits of early school success on future success at school and work. (Administration, Parent Engagement, building staff) Parent Newsletters: newsletters focusing on school activities, learning targets, and tips for parents	Resources Ohio Department of Education Standards Trotwood Community PBIS Programming Conscious Discipline Ohio State University TMCSD Student Services
	Describe what you use	focusing on school activities,	

Grade: PreK

CAREER READINESS PROGRAM

Tools and	Student Activities	School Activities	Resources
Use the school calendar and PBIS meeting minutes to ensure activities have been implemented. Use of conscious discipline.	Students will have the opportunity to learn about respect for others through their social and emotional curriculum—Relationship strand. (Teacher) Students participate in centers where they can engage in dramatic play about the world of work, cooperate with peers, share materials, and show responsibility for taking care of materials. (Teacher) Students will have the opportunity for a career dress up day. Students will dress up and share about a job of their choosing. (Teachers) Name things you like to do and things you don't, interest inventory that is developmentally appropriate. (Teacher) Identify 3 people in your school and what jobs they do. Staff job bulletin board changes quarterly. (Teacher/Counselor) Describe what you use money, use of classroom/school store. (Teacher, Counselor)	Implement the Core Values of PBIS and the TMCS PBIS framework, and Beat the Timer. Teach students skills of self-regulation, dependability, flexibility, and team cooperation. (Administration, Teachers, Support staff). Provide students with access to activities that promote career awareness on a regular basis throughout the year.(field trips, presentations, Thrively and speakers) (Teachers, Counselor, Administration) Classroom Guidance Lessons: Students learn skills to carry out the school districts PBIS Core Values. Lessons focus on self-regulation, problem solving, and emotional control. (Counselor, counselor provided) Family Engagement Nights such as but not limited to Reading and Math Nights. Ways to incorporate academic practice into their home life. Families learn the benefits of early school success on future success at school and work. (Administration, Parent Engagement, building staff) Parent Newsletters: newsletters focusing on school activities, learning targets, and tips for parents on improving school experiences including attendance, regular home reading, and setting high expectations for college and careers. (Administration,	Conscious Discipline Ohio State University TMCSD Student Services

Grade: K

CAREER READINESS PROGRAM

Tools and	Student Activities	School Activities	Resources
Assessments			
	Students will have the opportunity to learn about respect for others through their social and emotional curriculum—Relationship strand. (Teacher) Students participate in centers where they can engage in dramatic play about the world of work, cooperate with peers, share materials, and show responsibility for taking care of materials. (Teacher) Students will have the opportunity for a career dress up day. Students will dress up and share about a job of their choosing. (Teachers) Name things you like to do and things you don't, interest inventory that is developmentally appropriate. (Teacher)	Implement the Core Values of PBIS and the TMCS PBIS framework, and Beat the Timer Teach students skills of self-regulation, dependability, flexibility, and team cooperation. (Administration, Teachers, Support staff). Provide students with access to activities that promote career awareness on a regular basis throughout the year.field trips, presentations, Thrively and speakers) (Teachers, Counselor, Administration) Classroom Guidance Lessons: Students learn skills to carry out the school districts PBIS Core Values. Lessons focus on self-regulation, problem solving, and emotional control. (Counselor, counselor provided) Family Engagement Nights such as but not limited to Reading and Math Nights. Ways to incorporate academic practice into their home life. Families learn the benefits of	Resources Ohio Department of Education Standards Trotwood Community PBIS Programming Conscious Discipline Ohio State University TMCSD Student Services
	Identify 3 people in your school and what jobs they do. Staff job bulletin board changes quarterly. (Teacher/Counselor)	·	
	Describe what you use money, use of classroom/school store. (Teacher, Counselor) Describe what one person in your house does at work. (Teacher, Counselor)	Parent Newsletters: newsletters focusing on school activities, learning targets, and tips for parents on improving school experiences including attendance, regular home reading, and setting high expectations for college and careers. (Administration, Counselor).	

Grade: 1

CAREER READINESS PROGRAM

 ide: 2 EER AWARENESS
Resources

Tools and	Student Activities	School Activities	Resources
Assessments			
Grade level formative and summative assessments.	List interests, what you like to do in your free time. (Teacher, Counselor)	Implement the Core Values of PBIS and the TMCS PBIS framework, and Beat the Timer Teach students skills of self-regulation,	Dayton Metro Library – Trotwood Branch
PBIS Data	Describe what your parents do at work (Teacher,	dependability, flexibility, and team cooperation. (Administration,	Ohio Department of Education
Thrively	Counselor)	Teachers, Support staff).	Standards
Panorama	Name and describe 5 different jobs in your community and how people learn to do these jobs (Teacher, Counselor) Name 3 habits that will help you be successful in school (Teacher, Counselor) Work in a team (Teacher, Counselor) Identify coin and paper money and tell how money is used (Teacher, Counselor)	Include embedded Career Connections Learning Strategies across all content area courses for students to continue exploring and planning through the use of Thrively (i.e., Mathematics: Discuss the value of punctuality for work when learning to tell time.) (Teacher) Provide students with access to activities that promote career awareness on a regular basis throughout the year.(field trips, presentations, Thrively and speakers) (teachers, Counselor, Administration)	Trotwood Community PBIS Programming Conscious Discipline Ohio State University TMCSD Student Services
	Explain how school is important to your future (Teacher, Counselor)	Classroom Guidance Lessons: Students learn skills to carry out the school districts PBIS Core Values. Lessons focus on self-regulation, problem solving, and emotional control. (Counselor, counselor provided) Family Engagement Nights such as but not limited to Reading and Math Nights. Ways to incorporate academic practice into their home life. Families learn the benefits of early school success on future success at school and work. (Administration, Parent Engagement, building staff) Parent Newsletters: newsletters focusing on school activities, learning targets, and tips for parents	

on improving school experiences including attendance, regular home reading, and setting high expectations for college and careers. (Administration, Counselor).	
District wide Career Activities. Parents and community partners are invited into the school district for Career Information and/or activities. (Counselor, Staff, Students, and Career Day Participants)	

Grade: 3

CAREER AWARENESS

TROTWOOD MADISON CITY SCHOOLS CAREER READINESS PROGRAM

Tools and	Student Activities	School Activities	Resources
Assessments			
Grade level formative	List interests, what you like	Implement the Core Values of PBIS	Dayton Metro
and summative	to do in your free time.	and the TMCS PBIS framework, and	Library – Trotwood
assessments.	(Teacher, Counselor)	Beat the Timer Teach students	Branch
		skills of self-regulation,	
PBIS Data	Describe what your parents	dependability, flexibility, and team	Ohio Department
	do at work (Teacher,	cooperation. (Administration,	of Education
Thrively	Counselor)	Teachers, Support staff).	Standards
Panorama	Name and describe 5	Include embedded Career	Trotwood
	different jobs in your	Connections Learning Strategies	Community
	community and how people	across all content area courses for	
	learn to do these jobs	students to continue exploring and	PBIS Programming
	(Teacher, Counselor)	planning through the use of Thrively	
		(i.e., Mathematics: Discuss the value	Conscious
	Name 3 habits that will help	of punctuality for work when	Discipline
	you be successful in school	learning to tell time.) (Teacher)	
	(Teacher, Counselor)		Ohio State
		Provide students with access to	University
	Work in a team (Teacher,	activities that promote career	
	Counselor)	awareness on a regular basis	TMCSD Student
		throughout the year.(field trips,	Services
	Identify coin and paper	presentations, Thrively and	
	money and tell how money	speakers) (teachers, Counselor,	
	is used (Teacher, Counselor)	Administration)	
	Explain how school is	Classroom Guidance Lessons:	
	important to your future	Students learn skills to carry out the	
	(Teacher, Counselor)	school districts PBIS Core Values.	
		Lessons focus on self-regulation,	
		problem solving, and emotional	

/ 0
control. (Counselor, counselor
provided)
Family Engagement Nights such as
but not limited to Reading and
Math Nights. Ways to incorporate
academic practice into their home
life. Families learn the benefits of
early school success on future
success at school and work.
(Administration, Parent
Engagement, building staff)
Parent Newsletters: newsletters
focusing on school activities,
learning targets, and tips for parents
on improving school experiences
including attendance, regular home
reading, and setting high
expectations for college and
careers. (Administration,
Counselor).
District wide Career Activities.
Parents and community partners
are invited into the school district
for Career Information and/or
activities. (Counselor, Staff,
Students, and Career Day
l ' '
Participants)

TROTWOOD MADISON CITY SCHOOLS CAREER READINESS PROGRAM

learn to do these jobs

(Teacher, Counselor)

Tools and	Student Activities	School Activities	Resources
Assessments			
Grade level formative and summative assessments.	List interests, what you like to do in your free time, interest inventory. (Teacher, Counselor)	Classroom lessons, focus on PBIS Core Values and SEL standards. (Teacher, Counselor)	Dayton Metro Library – Trotwood Branch
PBIS Data Thrively	Describe what your parents do at work (Teacher, Counselor)	Include embedded Career Connections Learning Strategies across all content area courses for	Ohio Department of Education Standards
Panorama	Name and describe 5	students to continue exploring and planning (Teacher)	Trotwood Community
	different jobs in your community and how people	Provide students with access to activities that promote career	PBIS Programming

awareness (field trips,

presentations, and speakers)

Grade: 4

	(teachers, Counselor,	Conscious
Name 3 habits that will help	Administration)	Discipline
you be successful in school		
(Teacher, Counselor)	Implement PBIS that reinforce Core	Ohio State
	Values.(Teacher, Counselor,	University
Work in a team (Teacher,	Administrator)	
Counselor)		TMCSD Student
	Provide study skills instruction	Services
	through the use of small groups.	
Explain how school is	(Teachers, Social Worker, Counselor)	
important to your future		
(Teacher, Counselor)		
Keep a record of your		
l '		
awards and recognitions,		
classroom based and		
building awards. To be		
included in Data Binders.		
(Teacher, Counselor)		

Grade: 5

CAREER AWARENESS

TROTWOOD MADISON CITY SCHOOLS CAREER READINESS PROGRAM

Tools and	Student Activities	School Activities	Resources
Assessments			
Grade level formative and summative assessments.	List interests, what you like to do in your free time, interest inventory. (Teacher, Counselor)	Classroom lessons, focus on PBIS Core Values and SEL standards. (Teacher, Counselor)	Dayton Metro Library – Trotwood Branch
PBIS Data Thrively	Describe what your parents do at work (Teacher,	Include embedded Career Connections Learning Strategies across all content area courses for	Ohio Department of Education Standards
Panorama	Name and describe 5	students to continue exploring and planning (Teacher)	Trotwood Community
	different jobs in your community and how people learn to do these jobs (Teacher, Counselor)	Provide students with access to activities that promote career awareness (field trips,	PBIS Programming Conscious
	Name 3 habits that will help	presentations, and speakers) (teachers, Counselor, Administration)	Discipline
	you be successful in school (Teacher, Counselor)	Implement PBIS that reinforce Core	Ohio State University
	Work in a team (Teacher, Counselor)	Values.(Teacher, Counselor, Administrator)	TMCSD Student Services
		Provide study skills instruction through the use of small groups. (Teachers, Social Worker, Counselor)	

Explain how school is important to your future (Teacher, Counselor)	
Keep a record of your awards and recognitions, classroom based and building awards. To be	
included in Data Binders. (Teacher, Counselor)	

TROTWOOD MADISON CITY SCHOOLS CAREER READINESS PROGRAM

Grade: 6
CAREER EXPLORATION

Tools and	Student Activities	School Activities	Resources
Assessments			
PLTW	Flight and Space	Career curriculum	OhioMeansJobsK-1 2
Career Pathway	Set up an Ohio MeansJobsK-12 account by (Advisory)	Career speakers and presentation	Academic and
Enchrichment during Advisory			Career Pathways
Thrively	Career Activities		TMCS
Diversity Org (Counselors)			ODE Standards

CAREER READINESS PROGRAM

Grade: 7CAREER EXPLORATION

Tools and	Student Activities	School Activities	Resources
Assessments			
Career Adventure Day	Career exploration	Field Trip - career exploration	TMCS
Learning Styles Survey			Dayton Metro Library
Thrively	Introduction to careers w/ activities	View videos and complete handson activities	OhioMeansJobsK-1 2
Work value survey	OhioMeansJobsK-12 to review information to continue planning career	Review individual success plans	ODE Guidelines TMMS Teachers
PLTW Career Exploration	portfolio Medical Detectives CTE	Career Curriculum	
Enchrichment during Advisory (Teachers)			

CAREER READINESS PROGRAM

Grade: 8CAREER EXPLORATION

Tools and	Student Activities	School Activities	Resources
Assessments			
MVCTC Tour	Students are able to select and explore career opportunities and get information about college	Field trips Career reflection for a grade	MVCTC Trotwood Staff OhioMeansJobsK-12
Thrively	Introduction to careers w/ activities	View videos and complete handson activities	College Promise Trotwood Community
Work value survey Career pathway - Intro to business and careers	OhioMeansJobsK-12 to review information to continue planning career portfolio	Review individual success plans	TMMS Teachers
Diversity Org	Assembly to explore career opportunities	Assembly to explore career opportunites - cohort training and internship opportunities	
PLTW Enchrichment during Advisory	Robotics	Career Curriculum	
Intro to business & careers course College Promise Application (Counselors)	College and career readiness - grad requirements and secondary options		

CAREER READINESS PROGRAM

Tools and	Student Activities	School Activities	Resources
Assessments			
Academic and	Document your reflection of	Include embedded Career	OhioMeansJobs K-12
Career Pathways	career exploration activities	Connections Learning Strategies	
	completed (i.e., field trips,	across all content area courses for	High school course
Online practice	career speakers, job	students to continue exploring and	catalog
tests and test prep	shadows, community service	planning (i.e., Mathematics:	
courses (i.e., ACT,	and service learning)	creating and using algebraic	High school
WorkKeys)	(Teacher/Counselor)	equations to predict the cost of	graduation
Caraar Cluster	AUGUST – MAY	college and compare total costs	requirements and
Career Cluster	Revisit your OhioMeansJobs	across colleges) (Teacher) AUGUST - MAY	pathways to earning a diploma
Inventory	K-12 account to update your	AUGUST - MAT	
Strengths/Skills	information, retake the	 Field trips to area businesses that	Academic and Career
Inventory	Learning Style Survey and	represent in-demand career fields	Pathways
l memory	the Career Cluster Inventory	(Teacher) AUGUST – MAY	latimays
	and the Strength/Skills	(,	act.org
	Inventory and continue	Career speakers and presentations	
	planning and update your	by area professionals (Teacher and	collegeboard.com
	career portfolio (Counselor)	Counselor) AUGUST – MAY WITH	
	SEPTEMBER	SPECIAL EMPHASIS ON POWER	City of Trotwood
		LUNCHES SEMESTER 2	
	Revisit and update your		BBB
	Academic and Career	Job shadows with expectations for	
	Pathways – consider how	students to identify linkages	College Promise
	your interests and strengths	between their own learning and	Local Callagas
	may influence your long-term goals and how you	the workplace (Teacher) AUGUST – MAY	Local Colleges, Universities, and
	can begin preparing now for	IVIAI	Trade and Technical
	your career goals by	Provide students with resources	Schools
	completing related	and access to online practice tests	30110013
	education requirements.	and test prep courses (i.e., ACT,	United State Military
	(Teacher and Counselor)	PSAT/SAT, WorkKeys, ASVAB)	Recruiters
	NOVEMBER	(Teacher and Counselor)	
		SEPTEMBER - May	Jobs and Family
	Explore electives available in		Services/ Youth
	10th grade and identify	Provide students with instruction	Works
	options to explore interests	regarding Academic and Career	
	and expand strengths/skills	Pathways (Counselors)	Ohio Department of
	(Counselor) MARCH	September-May	Education Content
	Evoloro progressos susilable	Advise students and repeats at a st	Standards
	Explore programs available at your school where you can	Advise students and parents about College Credit Plus (CCP), and	
	earn credentials or	career interests and continue to	
	certificates during high	help them make linkages between	
	school (Counselor)	their learning and future career	
	MARCH	options (Counselor) NOVEMBER	
		, ,	

Grade: 9

CAREER PLANNING

	Community service and service learning where students have an opportunity to lead, organize and facilitate meaningful projects (Teacher, Administrator, District Staff) DECEMBER AND APRIL Provide students and parents informational meetings regarding college credit plus, credit flex, and college application and financial aid processes (Counselor and Administrator) MARCH Advise students on choosing electives and other programs that will support them with exploring their interests— pay special focus on graduation requirements and the three pathway options for earning a high school diploma, and making the transition to MVCTC if interested (Counselor) MARCH Planned visits to specific area colleges (Counselor) MARCH - MAY
--	---

TROTWOOD MADISON CITY SCHOOLS CAREER READINESS PROGRAM

Tools and	Student Activities	School Activities	Resources
Assessments			
Career Profile	Document your reflection of career exploration	Include embedded Career Connections Learning Strategies	OhioMeansJobs K-12
Academic and	activities completed (i.e.,	across all content area courses for	High school course
Career Pathways	field trips, career speakers, job shadows, community	students to continue exploring and planning (i.e., Mathematics:	catalog
Online practice	service and service	creating and using algebraic	High school
tests and test prep	learning) (Teacher) AUGUST	equations to predict the cost of	graduation
courses (i.e., ACT,	- MAY	college and compare total costs	requirements and
PSAT, WorkKeys,		across colleges) (Teacher)	pathways to earning a
ASVAB)	Revisit your OhioMeansJobs K-12	AUGUST – MAY	diploma
	account to update your	Field trips to area businesses that	Academic and Career
	information and continue	represent in-demand career fields	Pathways
	planning (Counselor)	(Teacher) AUGUST – MAY	
	OCTOBER		act.org
		Career speakers and presentations	
		by area professionals (Teacher and	collegeboard.com

Grade: 10

CAREER PLANNING

Complete Career Profile to explore the relationship between personality and career interests (Teacher and Counselor) **OCTOBER**

Explore programs available at your school where you can earn credentials or certificates during high school (Teachers and Counselors) **DECEMBER**

Revisit and update your Academic and Career Pathways – consider how your interests and strengths may influence your long-term goals and how you can begin preparing now for your career goals by completing related education requirements. (Teacher and Counselor) **DECEMBER**

CTC visit and applications (Counselors) **DECEMBER** - **JANUARY**

Research college admissions criteria (i.e., G.P.A., entrance exam scores, essay, interview) (Counselor) JANUARY

Explore electives available in 11th grade and identify options to explore interests and expand strengths/skills (Counselor) MARCH

Counselor) AUGUST – MAY WITH SPECIAL EMPHASIS ON POWER LUNCHES SEMESTER 2

Job shadows with expectations for students to identify linkages between their own learning and the workplace (Teacher) AUGUST – MAY

Students will have opportunity to develop employability skills through courses in Business and Consumer Sciences (Teacher and Administration) AUGUST - MAY

Provide students with resources and access to online practice tests and test prep courses (i.e., ACT, PSAT, WorkKeys, ASVAB) (Teacher and Counselor) **SEPTEMBER** -**NOVEMBER**

Identify and develop individualized student success plans for new at-risk students as indicated (Administrator and Counselor)

END OF FIRST QUARTER

Advise students and parents as to student assessment results, learning styles and career interests and continue to help them make linkages between their learning and future career options (Counselor) NOVEMBER

Community service and service learning where students have an opportunity to lead, organize and facilitate meaningful projects (Teacher, Administrator, District Staff) **DECEMBER AND APRIL**

Advise students on choosing electives and other programs that will support them with exploring their interests— pay special focus on graduation requirements and the three pathway options for earning a high school diploma,

City of Trotwood

BBB

College Promise Local Colleges, Universities, and Trade and Technical Schools

United State Military Recruiters United State Air Force

Jobs and Family
Services/ Youth Works

Ohio Department of Education Content Standards

	transition to MVCTC if interested (Counselor) JANUARY - MARCH	
	(Counsciol) JANOAN - MANCH	
	Provide students and parents informational meetings regarding	
	college credit plus, credit flex, and	
	college application and financial	
	aid processes (Counselor and Administrator) MARCH	
	, and the second	
	Planned visits to specific area	
	colleges (Counselor) MARCH –	
	MAY	

Grade: 11

CAREER PLANNING

TROTWOOD MADISON CITY SCHOOLS CAREER READINESS PROGRAM

Tools and	Student Activities	School Activities	Resources
Assessments			
College and	Students will conduct	College and Career Readiness	Class Curriculum
Career Readiness	career research	Course	OMJ (Seal)
Course		Include embedded Career	
		Connections Learning Strategies	
OMJ (Seal)	Students will complete	across all content area courses	
	form w/mentors	for students to continue	
Career Interest		exploring and planning (i.e.,	
Inventory	Include embedded	Social studies: career interviews	
	Career Connections	where students research careers	
	Learning Strategies	and related education and	
	across all content area	training requirements, wage and	
	courses for students to	outlook data for various career	
	continue exploring and	pathways) (Teacher) AUGUST -	
	planning (i.e., Social	MAY	
	studies: career		
	interviews where	Field trips to area business that	
	students research	represent in-demand career	
	careers and related	fields (Teachers) AUGUST - MAY	
	education and training		
	requirements, wage and	College and Career	
	outlook data for various	speakers/presentations by area	
	career pathways)	professionals (Teachers and	
	(Teacher) AUGUST -	Counselors) AUGUST – MAY WITH	
	MAY	SPECIAL EMPHASIS ON POWER LUNCHES	

Field trips to area business that represent in-demand career fields (Teachers) **AUGUST** -**MAY**

College and Career speakers/presentations by area professionals (Teachers and Counselors) AUGUST – MAY WITH SPECIAL EMPHASIS ON POWER LUNCHES

Review individual success plans of identified students with student and parent.(administrator and counselor) **SEPTEMBER AND JANUARY**

College and career fairs to begin evaluating options and college visits to inform decisions and meet with admissions and financial aid advisors (Counselor and Administrator)

SEPTEMBER - NOVEMBER

Provide students with resources and access to online practice tests and test prep courses (i.e., ACT, WorkKeys) (Teacher and Counselor)

SEPTEMBER - NOVEMBER

Identify and develop individualized student success plans for new at-risk students (Administrator and Counselor) END OF FIRST QUARTER

Review individual success plans of identified students with student and parent.(administrator and counselor)
SEPTEMBER AND JANUARY

College and career fairs to begin evaluating options and college visits to inform decisions and meet with admissions and financial aid advisors (Counselor and Administrator) SEPTEMBER - NOVEMBER

Provide students with resources and access to online practice tests and test prep courses (i.e., ACT, WorkKeys) (Teacher and Counselor) **SEPTEMBER -NOVEMBER**

Identify and develop individualized student success plans for new at-risk students (Administrator and Counselor) **END OF FIRST QUARTER**

Advise students and parents as to student assessment results, work value indicator, learning styles and career interests and continue to help them make linkages between their learning and future career options (Counselor) NOVEMBER

Community service and service learning where students have an opportunity to lead, organize and facilitate meaningful projects (Teacher, Administrator, District Staff) **DECEMBER AND APRIL**

Provide informational meetings regarding college credit plus and credit flex (Counselor) **MARCH**

Advise students on senior electives and programs offered

Advise students and parents as to student assessment results, work value indicator, learning styles and career interests and continue to help them make linkages between their learning and future career options (Counselor)

NOVEMBER

Community service and service learning where students have an opportunity to lead, organize and facilitate meaningful projects (Teacher, Administrator, District Staff)

DECEMBER AND APRIL

Provide informational meetings regarding college credit plus and credit flex (Counselor) MARCH

Advise students on senior electives and programs offered where they may earn credentials, certificates or college credit (Counselor) MARCH

Advise students and parents on options to finance their postsecondary education (i.e., grants, loans, scholarships), resources needed to apply to college, military and work, and other supports necessary for

where they may earn credentials, certificates or college credit (Counselor) MARCH

Advise students and parents on options to finance their postsecondary education (i.e., grants, loans, scholarships), resources needed to apply to college, military and work, and other supports necessary for their plans after high school (Counselors) MARCH

Sponsor a Job and Career Expo (Counselor, Teacher, and District Staff) **MAY**

their plans after high school (Counselors) MARCH		
Sponsor a Job and Career Expo (Counselor, Teacher, and District Staff) MAY		

Grade: 12
CAREER PLANNING

TROTWOOD MADISON CITY SCHOOLS CAREER READINESS PROGRAM

Tools and	Student Activities	School Activities	Resources
Assessments			
Career Profile	Complete applications and submit essay and career	Complete applications and submit essay and career	OhioMeansJobs K-12
FAFSA OCTOBER	narrative as required for	narrative as required for your	
-FEBRUARY	your plans after high	plans after high school –	ASCA (American
	school – remember to	remember to request	School Counseling
Applications	request recommendations	recommendations and	Association)
(work, college,	and transcripts (Counselor,	transcripts (Counselor,	
military,	Teacher, and District Staff)	Teacher, and District Staff)	Dayton Foundation
scholarship,	AUGUST – DECEMBER	AUGUST – DECEMBER	
financial aid, etc.)			High school course
SEPTEMBER -	Document reflection of	Document reflection of career	and program
MAY	career exploration	exploration activities (i.e., field	offerings
	activities (i.e., field trips,	trips, career speakers, job	
Work Value	career speakers, job	shadows, work experience,	High school
Survey	shadows, work	community service and	graduation
	experience, community	service learning, college visits,	requirements and
Academic and	service and service	college and career fairs)	pathways to earning
Career Pathways	learning, college visits,	(Counselor and Teacher)	a diploma
	college and career fairs)	AUGUST – MAY	
End-of-Course	(Counselor and Teacher)		Academic and
Exams APRIL	AUGUST – MAY	Senior Mentor Program -	Career Pathways
		Students will work with a	
Online practice	Senior Mentor Program -	mentor on post-secondary	act.org
tests and test	Students will work with a	planning and processes	
prep courses (i.e.,	mentor on post-secondary	(Counselor, Teacher, and	collegeboard.com
ACT, WorkKeys,	planning and processes	District Staff) AUGUST – MAY	
ASVAB)	(Counselor, Teacher, and		fafsa.org
	District Staff) AUGUST –	Revisit your OhioMeansJobs	
College and	MAY	K-12 account to update your	fastweb.com
Post-Secondary		information and continue	
			Learn to Earn

E	I a	l , , , , , , , , , , , , , , , , , , ,	
Education and	Revisit your	planning (Counselor)	
Training Search	OhioMeansJobs K-12	SEPTEMBER	City of Trotwood
	account to update your		
ACT, SAT,ASVAB,	information and continue	COMPLETE THE FAFSA	BBB
WorkKeys	planning (Counselor)	(COUNSELOR) OCTOBER –	
	SEPTEMBER	MARCH 1	College Promise
Certification			
Exams	COMPLETE THE FAFSA	Scholarship Night (Counselor)	
	(COUNSELOR) OCTOBER –	JANUARY	
Scholarship	MARCH 1		
Search		Academic Signing Day	
	Scholarship Night	(Counselor) MAY	
	(Counselor) JANUARY		
	,	Compile a career portfolio	
	Academic Signing Day	that includes the	
	(Counselor) MAY	documentation collected	
	(333 33 7)	throughout high school,	
	Compile a career portfolio	exemplar works, essays, your	
	that includes the	résumé and other	
	documentation collected	components necessary to	
	throughout high school,	support your plans after high	
	exemplar works, essays,	school (Counselor, Teacher,	
	your résumé and other	and District Staff)	
	components necessary to	APRIL	
	1	AFRIL	
	support your plans after	Lindata the duaft of voca	
	high school (Counselor,	Update the draft of your	
	Teacher, and District Staff)	résumé (Teacher and District	
	APRIL	Staff) APRIL	
	Live de la colonia de la Colonia		
	Update the draft of your		
	résumé (Teacher and		
	District Staff) APRIL		