

PLANNING FOR STUDENTS' SUCCESSFUL TRANSITION TO POSTSECONDARY EDUCATION AND EMPLOYMENT (120B.125) TOOLKIT

Element: Provide a comprehensive academic plan for completing a college and career-ready curriculum premised on meeting state and local academic standards

Strategies	Resources for Implementations (examples)	Partnerships
<p>Incorporate the Association of School Counselors National Model (ASCA)</p> <p>Review other states benchmarks: Colorado, Iowa, Nebraska, Ohio</p> <p>Publications: The Career Pathway Effect – Linking Education and Economic Prosperity</p> <p>Provide and Implement the EXPLORE and PLAN system.</p> <p>Become a Ramp Up to Readiness School</p> <p>Research multiple electronic portfolio systems.</p> <p>Become a participant in the Career and College Readiness Collaborative.</p>	<p>-School Course Planners</p> <p>Minnesota Program of Study site</p> <p>Classroom, Counseling, Advisory, vignettes, Curriculum Examples Minnesota Program of Study Website (http://www.mnprogramsofstudy.org/mnpos/)</p> <p>Department of Education Graduation Standards Minnesota Graduation Standards (http://education.state.mn.us/MDE/EdExc/StanCurri/index.html)</p> <p>-Implementing the Common Core</p> <p>ACT EXPLORE and PLAN EPAS System ACT EXPLORE and PLAN Website (http://www.act.org/solutions/college-career-readiness/)</p> <p>National Collaborative on Workforce and Disability-Youth Individualized Learning Plans "How to Guide" (http://www.ncwd-youth.info/ilp/how-to-guide)</p> <p>-National College and Career Readiness and Success Center (CCRS Center) briefs:</p> <ul style="list-style-type: none"> • Improving College and Career Readiness for Students with Disabilities • Improving College and Career Readiness by Incorporating Social and Emotional Learning • The District Role in Supporting College and Career Readiness for Students 	<p>Perkins Consortium</p> <p>Minnesota High Tech Association</p> <p>Rural Minnesota CEP</p> <p>Hobsons (Naviance)</p> <p>Minnesota Career Information System</p> <p>Minnesota State Colleges and Universities</p> <p>Genesys Works</p> <p>Best Prep</p> <p>Career and College Readiness Collaborative</p> <p>TRIO Student Support System</p> <p>Upstream Art</p> <p>Twin Cities</p>

Strategies	Resources for Implementations (examples)	Partnerships
	<ul style="list-style-type: none"> • How Career and Technical Education Can Help Students be College and Career Ready: A Primer <p>Ramp Up to Readiness Website Ramp Up to Readiness (http://www.rampuptoreadiness.org/)</p> <p>MDE College and Career Readiness Website MDE College and Career Readiness Page (http://education.state.mn.us/MDE/StuSuc/CollReadi/index.html)</p> <p>Ready Set Go (Learn about options for high school students to earn college credit before graduation): Ready Set Go (http://readyssetgo.state.mn.us/RSG/index.html)</p> <p>(ABE) My Minnesota Careers. This website was developed with ABE Teachers to help English Language Learners and others start exploring careers. ABE My Minnesota Careers (http://www.iseek.org/mymnccareers/index.html)</p> <p>Online resources for a variety of audiences</p> <p>Iseek Curriculum Iseek Curriculum Guide (http://www.iseek.org/iseek/static/Job Seekers Guide Wor)</p> <p>Iseek Career Search (http://www.iseek.org/careers/viewCareers?id=00)</p> <p>Iseek Career Pathways (http://www.iseek.org/careers/pathways.html)</p> <p>CareerOneStop Website My Skills My Future (http://www.myskillsmyfuture.org/)</p> <p>GPS Lifeplan Four versions – Secondary; Postsecondary; Military; Workforce Built off 5 Domains – Career; Education; Finance; Leadership; Personal GPS Lifeplan (http://gpslifeplan.com/secondary/education/index.php?link=studyskill)</p>	<p>Collaborative</p> <p>Minnesota Department of Education</p> <p>GPS LifePlan</p> <p>Minneapolis Youth Coordinating Board</p> <p>Minnesota Association of Alternative Program</p> <p>Minnesota School Counselor's Association</p>

Element: Developing 21st century skills such as teamwork, collaboration, and good work habits

Strategies	Resources for Implementations (examples)	Partnerships
<p>Identify an Employability Assessment/Curriculum.</p> <p>Visit Skills USA website and programs.</p> <p>Identify already existing Community Partners that work on this topic.</p> <p>Create Professional Learning Communities around Career Development.</p> <p>Work with District Curriculum staff on incorporating employability skills within other course standards.</p> <p>Implement more Experiential Learning Opportunities to ALL students.</p>	<p>Assessments, Common Core Competencies, Blueprint around Foundation, Knowledge and Skills Employability Skills (http://www.cte.mnscu.edu/programs/Tech%20Skill%20Asses/Assessments/Foundation-Knowledge-and-Skills.pdf)</p> <p>The Minnesota Intelligent Rural Communities (MIRC) project is a multi-sector, comprehensive approach to rural Minnesota broadband adoption that targets residents, small businesses, local governments and critical services providers. Minnesota Intelligent Rural Community Initiative (http://www.blandinfoundation.org/_uls/resources/MIRC_Year_1_Retrospective_Version_4_FINAL.pdf)</p> <p>Digital Literacy Lessons Digital Literacy Website (http://mydigitalliteracy.us/)</p> <p>Basic computer digital literacy standards and modules in six main areas: Basic Computer Use, Internet, Windows Operating System, Mac OS, Email, and Word Processing (Word). Digital Literacy Assessment (http://digitalliteracyassessment.org/index.php)</p> <p>Equipped for the Future—the National standards-based educational improvement initiative for adult basic education and English language learning. ABE/ESL Equipped for the Future (http://eff.cls.utk.edu/)</p> <p>Free online resources for public education. Minnesota Learning Commons (https://mnlearningcommons.us/)</p> <p>The National Repository of Online Courses (NROC) is a growing library of high-quality online course content for students and faculty in higher education, high school and Advanced Placement National Repository of Online Courses (http://www.montereyinstitute.org/nroc/)</p> <p>Career education resources for middle school, high school and college students and instructors MN LC Hippo (http://www.hippocampus.org/HippoCampus/collection/NROC?user=%20myMnLC)</p>	<p>Southwest Minnesota Private Industry Council</p> <p>Minnesota Chamber of Commerce – Business Advisory Committee</p> <p>Department of Employment and Economic Development</p> <p>Genesys Works</p> <p>Best Prep</p> <p>ISeek Solutions</p> <p>Southwest/West Central Service Cooperative</p> <p>EJ Ajax, Inc.</p> <p>Freshwater Education District</p> <p>Griffin-Hammis Associates</p> <p>Vocational Rehabilitation</p> <p>Quality Career Services</p> <p>Workforce Development, Inc.</p> <p>Minnesota Business Partnership</p>

Strategies	Resources for Implementations (examples)	Partnerships
	<p>Through age-appropriate curricula, Junior Achievement programs begin in kindergarten, teaching children how they can impact the world around them as individuals, workers and consumers. Junior Achievement programs continue through the middle and high school grades, preparing students for their future and teaching them how to succeed in the global economy. Junior Achievement (http://jaum.org/)</p> <p>BestPrep emphasizes the importance of business practices such as entrepreneurship and ethics, as well as organizational functions including advertising, marketing and sales. Best Prep (http://www.bestprep.org/)</p> <p>Collection of Information around Work Based Learning Minnesota Work Based Learning (https://sites.google.com/site/mdeworkbasedlearning/)</p> <p>The IB mission statement translated into a set of learning outcomes for the 21st century. IB International Learner Profile (http://www.ibo.org/programmes/profile/)</p> <p>CTSO Career Technical Student Organizations such as: HOSA (Health Occupations), FFA (Future Farmers of America) etc.</p> <p>Workforce Center Job Seeking and Career Guide Minnesota Workforce Center (http://positivelyminnesota.com/JobSeekers/Creative_Job_Search_Guide/index.aspx)</p> <p>National Career Readiness Certificate NCRC (https://www.act.org/certificate/)</p> <p>US Department of Labor –"Soft Skills to Pay the Bills" curriculum and videos: DOL Soft Skills (http://www.dol.gov/odep/topics/youth/softskills/)</p> <p>MHA stands for the means and measure of human achievement. A assessment program that design labs to prototype 21st century skill-building products. MHA Labs (http://www.mnideaopen.org/sites/www.mnideaopen.org/files/mha_assessment.pdf)</p>	<p>Bridges Workplace Connection</p>

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	<p>ISEEK Skills Assessment Iseek Career Assessment (http://www.iseek.org/careers/skillsAssessment)</p> <p>O'NET Skills Assessment O'NET Skills (http://www.onetonline.org/skills/)</p> <p>CareerOneStop Skills and Ability Videos CareerOneStop (http://www.careeronestop.org/Videos/SkillandAbilityVideos/skill-and-ability-videos.aspx)</p> <p>"The mission of Upstream Arts is to enhance the lives of adults and youth with disabilities by fostering creative communication and social independence through the power of arts education." Upstream Arts (http://www.upstreamarts.org/)</p>	

Element: Emphasize academic rigor and high expectations

Strategies	Resources for Implementations (examples)	Partnerships
<p>Work with local Perkin's Consortium around this topic since it is a requirement of each consortium.</p> <p>During a Professional Development Day have conversation about how this is accomplished within the district.</p>	<p>Learn what combination of classes and activities will help you prepare for your future. A Program of Study is an academic and career plan developed by your school to help move you towards a college and career path Minnesota Program of Study (http://www.mnprogramsofstudy.org/mnpos/)</p> <p>MDE quality tools and strategies, centralize and disseminate resources, and develop and promote models that successfully implement multiple pathways to postsecondary training or college. Standards do that (http://education.state.mn.us/MDE/EdExc/CollegePlan/index.html)</p>	<p>Applied Learning Institute</p> <p>HealthForce Minnesota</p> <p>Minnesota Office of Higher Education</p>

Element: Help students identify personal learning styles that may affect their postsecondary education and employment choices

Strategies	Resources for Implementations (examples)	Partnerships
<p>During a Professional Development Day have conversation about how this is accomplished within the district.</p>	<p>A Guide to search skills and careers. MySkills My Future (http://www.myskillsmyfuture.org/)</p> <p>Help people uncover their talents through an online assessment. Discover Your Strengths. Strength Finder (http://www.strengthsfinder.com/home.aspx)</p> <p>Discover, develop and apply your talents for academic, personal, and career success Strength Finder Student Version http://www.strengthsquest.com/home.aspx)</p> <p>Universal Design for Learning is a set of principles for curriculum development that give all individuals equal opportunities to learn. Universal Design of Learning (http://www.cast.org/udl/)</p> <p>Customized Employment Podcasts The Discovery Program (http://www.mntat.org/corps/index.asp)</p> <p>Minnesota Office of Higher Education Data Bank OHE (http://www.ohe.state.mn.us/sPages/interestAssessment.cfm)</p> <p>Iseek Learning Style Guide Iseek (http://www.iseek.org/education/fieldOfStudy?id=220200)</p> <p>This Guide is designed for people who are incarcerated and for those on community supervision (probation and parole). It will help you get started—or continue—on the path to further education and training. ABE -Corrections (http://www2.ed.gov/about/offices/list/ovae/pi/AdultEd/take-charge-your-future.pdf)</p> <p>A Career Development and Exploration Site My Next Move (http://www.mynextmove.org/)</p> <p>Measuring the Effectiveness of Workplace Education Programs Scorecard for Skills (http://www.scorecardforskills.com/)</p>	<p>Minnesota State Colleges and Universities</p> <p>Department of Employment and Economic Development</p>

Element: Help students succeed at gaining/gain access to postsecondary education and career options.

Strategies	Resources for Implementations (examples)	Partnerships
<p>Identify how this is already taking place across your district.</p> <p>Work with local Perkin’s Consortium around this topic since it is a requirement of each consortium.</p> <p>Through a Professional Development day education entire staff around all options available to students such as:</p> <p>IB, PSEO, Concurrent Enrollment, Articulation Agreements and others that are listed under the resource section.</p> <p>At 9th Grade Orientation provide information around each of these areas including multiple postsecondary opportunities. Revisit at Parent Nights and Conferences.</p>	<p>Site for searching Colleges and Programs. College Navigator (http://nces.ed.gov/collegenavigator/?md=0)</p> <p>The Minnesota Career Information System (MCIS) is an Internet-based system that combines a wealth of career, educational and labor market information into one comprehensive, easy-to-use exploration tool. MCIS (https://mncis.intocareers.org/materials/portal/home.html)</p> <p>Naviance is a college and career readiness platform that helps connect academic achievement to post-secondary goals. Naviance (http://www.naviance.com/)</p> <p>Minnesota career, education and job resource Iseek (http://www.iseek.org/education/prepare-tips.html%20http://www.iseek.org/education/educationSearch#)</p> <p>GPS Lifeplan Four versions – Secondary; Postsecondary; Military; Workforce Built off 5 Domains – Career; Education; Finance; Leadership; Personal GPS Lifeplan (http://gpslifeplan.com/secondary/education/index.php?link=determining-major-post2)</p> <p>Ready Set Go (Learn about options for high school students to earn college credit before graduation): Ready Set Go (http://readyssetgo.state.mn.us/RSG/index.html)</p> <p>Postsecondary Enrollment Options (PSEO) Reference Guide PSEO (http://education.state.mn.us/MDE/EdExc/CollegePlan/index.html)</p> <p>Upward Bound provides fundamental support to participants in their preparation for college entrance. Upward Bound/TRIO (http://www2.ed.gov/programs/trioupbound/index.html)</p> <p>AVID, Advancement Via Individual Determination, is a college readiness system for elementary through higher education that is designed to increase school wide learning and performance. AVID (http://www.avid.org/abo_whatisavid.html)</p>	<p>Advance IT Minnesota</p> <p>Minnesota Learning Commons</p> <p>Hubert H. Humphrey Job Corps Center</p>

Strategies	Resources for Implementations (examples)	Partnerships
	<p>The Center for College Readiness connects college instructors with high school students to provide the students direct feedback about their college readiness skills in writing, reading, and math Ready or NOT (https://www.centerforcollegereadiness.org/)</p> <p>Know your Education Options MyMNCareers (http://www.iseek.org/mymncareers/advance-career/know-education-options.html)</p> <p>This site is full of info for first-generation college students – kids who will be the first in their families to go to college. You’ve got a lot of questions about how to pay for college, where to apply, or what you need to do right now! My First Generation (http://www.firstgenerationstudent.com/)</p> <p>Learn what combination of classes and activities will help you prepare for your future. A Program of Study is an academic and career plan developed by your school to help move you towards a college and career path. Including Classroom Activities and Worksheets. Minnesota Program of Study (http://www.mnprogramsofstudy.org/mnpos)</p> <p>Career pathways are small groups of occupations within a career cluster. Occupations within a pathway share common skills, knowledge, and interests. Graphic format Career Pathway Graphics (http://www.iseek.org/careers/pathways.html)</p> <p>The Get Ready program is an early intervention and college awareness program targeted primarily at low-income students and their families and those underrepresented in post-secondary education. Get Ready for College (http://www.ohe.state.mn.us/mPg.cfm?pageID=2002)</p> <p>Experiential Learning such as Job Shadowing, Informational Interviews, Short Term Jobs, Mentoring, Career Camps, Internships, and Youth Apprenticeship, etc...</p> <p>This website will help you with career planning, college selection and the application process. ABE College for Adults Website (http://www.collegeforadults.org/index.html)</p> <p>Website of Federal Student Aid- Office of the U.S. Department of Education Federal Student Aid (http://studentaid.ed.gov/)</p>	

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	<p>Cluster Industry Information</p> <p>Iseek (http://www.iseek.org/education/prepare-tips.htmlhttp://www.iseek.org/education/educationSearch#)</p> <p>Minnesota Program of Study (http://www.mnprogramsofstudy.org/mnpos/)</p> <p>GPS Lifeplan (http://gpslifeplan.com/secondary/education/index.php?link=determining-major-post2)</p> <p>Naviance (http://www.naviance.com/)</p> <p>Discovery-Advance IT Minnesota (http://discovery.advanceitmn.org/)</p> <p>Adult Career Pathways- LINCS (http://lincs.ed.gov/programs/acp)</p> <p>DOL-Bureau of Labor Statistics (http://www.bls.gov/ooh/)</p> <p>ISeek; MCIS; Naviance; GPS Lifeplan; Minnesota Program of Study sites offer information around these topics:</p> <table border="0"> <tr> <td>Postsecondary training for Energy</td> <td>Apprenticeships</td> </tr> <tr> <td>Energy Training Maps</td> <td>Green Career options</td> </tr> <tr> <td>Videos about green careers</td> <td>Interviews with people working in Green</td> </tr> <tr> <td>Minnesota Green industries</td> <td>High school classes for Green careers</td> </tr> <tr> <td>Postsecondary training for Green</td> <td>Green internships</td> </tr> <tr> <td>Health Care career options</td> <td>Health care majors (fields of Study)</td> </tr> <tr> <td>Information Technology career options</td> <td>Info Tech Industries in MN</td> </tr> <tr> <td>IT postsecondary programs</td> <td>Manufacturing career options</td> </tr> <tr> <td>Manufacturing Industries</td> <td>Manufacturing camps</td> </tr> <tr> <td>Manufacturing postsecondary programs</td> <td>Manufacturing apprenticeships</td> </tr> </table>	Postsecondary training for Energy	Apprenticeships	Energy Training Maps	Green Career options	Videos about green careers	Interviews with people working in Green	Minnesota Green industries	High school classes for Green careers	Postsecondary training for Green	Green internships	Health Care career options	Health care majors (fields of Study)	Information Technology career options	Info Tech Industries in MN	IT postsecondary programs	Manufacturing career options	Manufacturing Industries	Manufacturing camps	Manufacturing postsecondary programs	Manufacturing apprenticeships	
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Element: Integrate strong academic content into career-focused courses and integrate relevant career-focused courses into strong academic content

Strategies	Resources for Implementations (examples)	Partnerships
<p>Work with District Curriculum staff on incorporating career development within other course standards.</p>	<p>Career and Technical Programs - MDE website Minnesota Career and Technical Education (http://education.state.mn.us/MDE/SchSup/CareerEdAdmin/index.html)</p> <p>mn-stem.com is an educational website launched as part of a larger initiative promoting science, technology, engineering and math (STEM) Minnesota STEM (http://www.mn-stem.com/)</p> <p>Project Lead The Way (PLTW) is the leading provider of rigorous and innovative Science, Technology, Engineering, and Mathematics (STEM) education curricular programs used in middle and high schools across the U.S. Project Lead the Way (http://www.pltw.org/)</p> <p>STEP is a high school in a college setting where students explore hands-on careers, fulfill district academic requirements and have the opportunity to earn high school and college credit. S.T.E.P (http://www.anoka.k12.mn.us/education/components/scrapbook/default.php?sectionid=22642)</p> <p>FastTRAC's innovative approach helps educationally underprepared adults succeed in well-paying careers by integrating basic skills education and career-specific training in fields where new skills are in high demand. Minnesota fastTrac (http://www.mnfasttrac.org/)</p>	<p>Project Lead the Way</p>

Element: Help students and families identify and gain access to appropriate counseling and other supports and assistance that enable students to complete required coursework, prepare for postsecondary education and careers, and obtain information about postsecondary education costs and eligibility for financial aid and scholarship

Strategies	Resources for Implementations (examples)	Partnerships
<p>Collaborate with your local Community Transition Interagency Committee (CTIC).</p> <p>Become a participant in the Career and College Readiness Collaborative.</p>	<p>Discuss collaboration between career and college readiness initiatives in Minnesota. Among other topics, the presentations explore the benefits and challenges of developing a statewide Individualized Learning Plan system.</p> <p>Minnesota Career and College Readiness Collaborative (http://www.positivelyminnesota.com/All_Programs_Services/Mn_Career_College_Collaborative/Other_Resources/index.aspx)</p> <p>Iseek Flow Chart (http://www.iseek.org/iseek/static/MN_Career_Planning_Process_Matrix_June2012.pdf)</p> <p>Iseek sections: Parent Center (http://www.iseek.org/parents/index.html) Career Planning Resources (http://www.iseek.org/careers/planning.html) Prepare for College (http://www.iseek.org/education/prepare.html) Pay for College (http://www.iseek.org/education/pay.html)</p> <p>Get Training MyMnCareers (http://www.iseek.org/mymncareers/advance-career/get-training.html)</p> <p>Students and families portal Minnesota Program of Study (http://www.mnprogramsofstudy.org/mnpos/students-families.html)</p> <p>Pathways to Success Parent Guide Parent Guide (http://www.iseek.org/info/outreach_publications_pathways.html)</p> <p>College Knowledge Month/ Minnesota College Access Network Minnesota College Access Network (http://www.mncollegeaccess.org/)</p> <p>FAFSA completion night College Goal Minnesota College Goal (http://minnesotacollegegoal.org/)</p>	

Strategies	Resources for Implementations (examples)	Partnerships
	<p>Minnesota offers many options for high school students to earn college credit before graduation.</p> <p>Select a program name above to learn more about these "dual credit" opportunities. Ready Set Go (http://readyssetgo.state.mn.us/RSG/index.html)</p> <p>The state-wide membership organization of community educators Minnesota Community Education Association (http://www.mn-mcea.org/)</p> <p>Afterschool Alliance is working to ensure that all children have access to affordable, quality afterschool programs. Afterschool Alliance (http://www.afterschoolalliance.org/policyStateFacts.cfm?state_abbr=MN)</p>	

Element: Help students and families identify collaborative partnerships of kindergarten through grade 12 schools, postsecondary institutions, economic development agencies, and employers that support students' transition to postsecondary education and employment and provide students with experiential learning opportunities

Strategies	Resources for Implementations (examples)	Partnerships
<p>Establish a meeting off all School Support Personnel to discuss this issue.</p> <p>Become a participant in the Career and College Readiness Collaborative.</p>	<p>School Support Services</p> <p>This effort, The Strive Partnership, is contributing to improved student outcomes. These successes have been achieved after significant investments of time, talent, and treasure by cross sector community leaders committed prioritizing education for their region. The Partnership engages executive and grassroots partners in the vision, works through turf issues among service providers, and encourages funders to move existing resources to proven strategies. Strive Together (http://www.strivetogether.org/news/media-appearances/minnesota-whole-towns-coming-together-all-students)</p> <p>An unprecedented partnership of key education, community, government and business stakeholders dedicated to accelerating educational achievement for all of our children – from early childhood through early career. Generation Next Partnership (http://www.tcgennext.org/)</p>	<p>Big Brother/Big Sister Program</p> <p>Science Museum of Minnesota</p> <p>Governor’s Workforce Development Council – Youth Experiential Learning Policy Committee</p> <p>Metropolitan Education Future Employment</p> <p>Junior Achievement</p>

Strategies	Resources for Implementations (examples)	Partnerships
	<p>Ensuring our community's future by helping high school students understand their local career opportunities Bridges Career Academies (http://www.bridgesconnection.org/)</p> <p>Our youth employment, training and education programs provide vital experience and guidance to help prepare Minnesota's neediest young people to succeed. Minnesota Office of Youth Development (http://www.positivelyminnesota.com/All_Programs_Services/Office_of_Youth_Development/index.aspx)</p>	<p>Goodwill Easter Seals YMCA Initiative Foundation Minnesota Alliance with Youth Minnesota State Legislature Youth Pride PACER United States Legislature Boy Scouts Girl Scouts Boys and Girls Clubs of Minnesota Minnesota Department of Human Services Amherst H. Wilder Foundation Greater Minnesota United Way</p>

Other Elements

Strategies	Resources for Implementations (examples)	Partnerships
<p>Others: Digital (Computer Skills etc.)</p>	<p>Enhancing Digital Awareness and Skills Digital Literacy (http://www.digitalliteracy.gov/)</p>	