

What is Academic and Career Planning?

What is ACP?

Academic and Career Planning (ACP) is a collaboratively developed, student-driven process where students cultivate their own informed decisions for post-secondary success. Also known by some groups as Individualized Learning Plans (ILP), research on the benefits indicates that the ACP process increases student motivation, engagement, school connection, and awareness of individual strengths and weaknesses. Students utilizing ACP also improve their understanding of postsecondary options, better connect their goals to educational coursework and career goal activities, and engage in long-term planning for life after high school graduation.

The term ACP refers to both a **process** that helps students engage in academic and career development activities and an e-portfolio **product** that is created and maintained for the student's academic, career, and personal advancement. These student-owned planning and monitoring tools help students create personalized career pathways that are aligned with high school graduation requirements, personal interests, and individually-defined career goals.

Which students will participate in ACP?

All students enrolled in grades 6 through 12 in a public school district will participate in ACP. This also includes students with disabilities who have Individualized Education Programs (IEP)/Postsecondary Transition Plans (PTP), as well as students with Section 504 Accommodation Plans, English Language Learners, students who are Gifted and or Talented, students who are homeless, and students considered neglected and delinquent.

Which schools are required to provide ACP services?

This is a requirement for Wisconsin school boards. Under Wis. Stat. § 115.28(59)(b) every school board will ensure that it is "providing academic and career planning services to pupils enrolled in grades 6 to 12 in the school district" beginning in fall 2017.

What are the process features of quality ACP? Quality ACP features include alignment with current PI26-Education for Employment (E4E) administrative rule and the Wisconsin Comprehensive School Counseling Model (WCSCM) with opportunities that incorporate self-exploration, career exploration, and career planning & management activities

Why Does ACP Matter? (POST VIDEO) <https://www.youtube-nocookie.com/embed/tpXQlKzgva0?rel=0&>

Four Stages of a Student's Academic and Career Planning

4 Stages to Successful Academic and Career Planning (ACP)

1. KNOW

Who am I? Get to know your interests, skills, and strengths.

2. EXPLORE

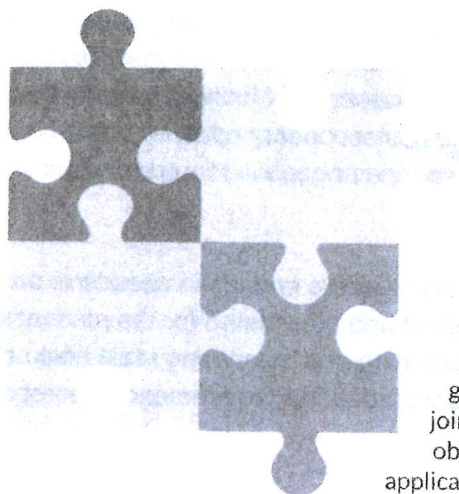
Where do I want to go? Explore career pathways and education opportunities.

4. GO!

Recalculate as needed.

3. PLAN

How do I get there?
Set your route! Set goals, choose courses, join clubs and activities, obtain financing, fill out applications, write resumes.



The Department of Public Instruction has defined the four stages of Academic and Career Planning. The Algoma School District is ensuring that all students have the opportunity to explore each of the stages as it relates to their individual journey.

1. Know
2. Explore
3. Plan
4. Go!

The ACP Model is KNOW-EXPLORE-PLAN-GO

KNOW- Who am I?

Self-awareness, interest and learning activities & inventories Individual reflection and goal-setting

EXPLORE- What do I want to do?

Career awareness assessments Career research Career-based learning experiences

PLAN- How do I get there?

Connecting middle and high school instructional activities with opportunities to explore or learn more about a particular field of interest. Work-based learning opportunities Dual college credit courses Industry-recognized credentials Extra-curricular and community-based learning experiences Postsecondary training options Financial plan to cover cost of postsecondary training

GO- Do IT!

Update regularly Adapt/Modify Intentional Sequence of Courses Adapt/Modify Personal Goals Adapt/Modify Postsecondary/Career Goals ACP Conferencing with families

<https://drive.google.com/file/d/1ySriE3e4BvpXNCcfLG1LYhadNaoQdzJa/view?usp=sharing>

ROLES THROUGHOUT THE ACP PROCESS

ACP and Xello:

The Algoma School District will be utilizing Xello in grades 6-12 to help students gain awareness of self, explore postsecondary and career options, document their academic and career plans, and review and revise their plans, as needed. Xello will be a key element to the e-portfolio created in Employability Skills/Personal Finance. Xello allows students to travel through the four stages of academic and career planning while documenting and saving important aspects of their journey.

Student's Role: Student's own and control the direction of their ACP process. Students are ultimately responsible for completing the portfolio requirements within their ACP, and following through with the goals and directions they establish within their plan, all with the support from parents, educators, and mentors along the way.

Educator's Role: Educators will help bring a student's ACP to life through expanding and opening the doors of the classroom to the community and exposing students to careers and opportunities that enhance student learning across all content areas. Educators also play a mentor/advisory role in collaborating with students on their ACP progress annually.

Parent's Role: Parents play an important and ongoing role in supporting students throughout his/her/their ACP journey. Parents have the opportunity to support their child(ren) in diving deeper into each of the four stages of ACP (*Know-Explore-Plan-Go*). A couple ways you can participate in the ACP process are through ongoing conversations with your child regarding where they are in their ACP journey and where they may need added support to meet their goals and expectations for post-high school success.

Business/Community Role: Business and community partners play an important role in collaborating with each other, with schools, and with students to ensure that all students have access to opportunities within the community. This is a key element which supports and enhances students ACPs. Businesses also play a role in building awareness of the opportunities available within their organizations and supporting and growing the pathways that will help students gain the employability skills necessary to be successful in the workforce.

PI 26 Department of Public Instruction Academic and Career Planning Page: [Academic & Career Planning \(ACP\) | Wisconsin Department of Public Instruction](#)

Algoma School District Academic and Career Plan "ACTION PLAN": [Education for Employment with ACP Plan.pdf](#)

State of Wisconsin Labor Market Information (LMI):

[2021_04_29_LMI_guide_2021_v4.pdf](#)

[Labor Market Information \(LMI\) | Wisconsin Department of Public Instruction](#)

Kewaunee County Workforce and Economic Profile:

<https://drive.google.com/file/d/1pbm-giZbOxp8iHnO0mSx74kruXVSb9Y/view?usp=sharing>

Algoma Chamber of Commerce: [Algoma, WI](#)

XELLO Parent and Student Log In:

<https://login.xello.world/portfoliolinking/US:7570c89a-2801-46b3-9e43-1af2be6435d7>

Academic and Career Planning, or ACP, is a student-driven, adult-supported process in which students create and cultivate their own unique and information-based visions for post secondary success, obtained through self-exploration, career exploration, and the development of career management and planning skills.

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Information about ACP

What does ACP stand for?

ACP means Academic and Career Planning or Plans.

"Planning" emphasizes the Process; "Plans" indicate the "Product."

[Why ACP Matters](#)

What is ACP?

Academic and Career Planning (ACP) is a collaboratively developed, student-driven process for planning for success in middle school, secondary school, and post-secondary academics and career development. Research on the benefits indicates that the ACP process increases student motivation, engagement, school connection, and awareness of individual strengths and weaknesses. Students utilizing ACP also improve their understanding of postsecondary options, better connect their goals to educational coursework and career goal activities, and engage in long-term planning for life after high school graduation.

The term ACP refers to both a **process** that helps students engage in academic and career development activities and an e-portfolio **product** that is created and maintained for the student's academic, career, and personal advancement. These student-owned planning and monitoring tools help students create personalized programs of study that are aligned with high school graduation requirements, personal interests, and individually-defined career goals.

The ACP process is meant to ensure that all students have the opportunity to direct their learning to provide opportunities that will inform their choices for the future. The ACP process

will foster personalized learning through activities and experiences to connect academic courses and personal, social and career goals. This should be supported in a way that advances goal setting, decision-making and self-advocacy skills. Building those skills will support postsecondary school, employment and life-long learning options over time.

Which students will participate in ACP?

All students enrolled in grades 6 through 12 in a public school district will participate in ACP.

This also includes students with disabilities who have Individualized Education Programs (IEP)/Post-secondary Transition Plans (PTP), as well as students with Section 504 Accommodation Plans, English Language Learners, and students who are Gifted/Talented.

The ACP Model is **KNOW-EXPLORE-PLAN-GO**

- **KNOW- *Who am I?***
 - Self-awareness activities
 - Individual reflection and goal-setting
- **EXPLORE- *What do I want to do?***
 - Career awareness assessment
 - Career research
- **PLAN- *How do I get there?***
 - Connecting middle and high school instructional activities with opportunities to explore or learn more about a particular field of interest.
 - Work-based learning opportunities
 - Extra-curricular and community-based learning experiences
 - Postsecondary training options
 - Financial plan to cover cost of postsecondary training
- **GO- *Do IT!***
 - Update regularly
 - Adapt/Modify Intentional Sequence of Courses
 - Adapt/Modify Personal Goals
 - Adapt/Modify Postsecondary/Career Goals
 - ACP Conferencing with families

1. KNOW

Who am I? Get to know your interests, skills, and strengths.

4. GO!

Recalculate as needed.

2. EXPLORE

Where do I want to go? Explore career pathways and education opportunities.

3. PLAN

How do I get there? Set your route! Set goals, choose courses, join clubs and activities, obtain financing, fill out applications, write resumes.



(Frequently asked questions from dpi.wi.gov/acp/faqs)

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What is PI-26?

PI-26 is the legislation that requires Academic and Career Planning to take place in all public schools in the State of Wisconsin. Each school district must provide evidence of their implementation of PI-26. For more information on ACP and PI-26, click on the following links:

- Wisconsin DPI – ACP Page: <https://dpi.wi.gov/acp>
- Wisconsin DPI – ACP Memorandum:
<http://dpi.wi.gov/sites/default/files/imce/acp/pdf/pi26memo0108.pdf>
- Wisconsin State Law – Chapter PI 26:
<https://docs.legis.wisconsin.gov/code/register/1996/483b/insert/pi26.pdf>

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How is the Algoma School District meeting the needs for PI-26?

Our district utilizes the computer program called “Xello” to assist students in exploring not only college and careers but it also provides skill building in self-awareness,

relationship building, self-management, and responsible decision-making skills. This tool will also house their saved future planning information. For more information on this program, check out their website: [Xello Information](#)

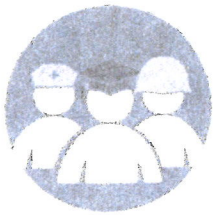
Steps to get Students Ready for Post-High School:



Academic Readiness

Relevant academics

- Connected sequence of courses
 - College credit rigor



College and Career Readiness

- CTE student organizations
- Career-based learning
- Work-based learning
- Industry-recognized certifications



Social/Emotional Readiness

- Social-Emotional Learning (SEL) and employability skills are intertwined: Wisconsin Social and Emotional Learning Competency Crosswalk with Employability Standards
- In the classroom, workplace, and out-of-school-time programs through free-standing lessons, general teaching practices, integration of skill instruction, and guidance to adult stakeholders

- Career-based and work-based learning experiences

High School (grades 9-12):

- **ACP and Financial Literacy lessons** are provided to students organically within all curriculum areas as well as Employability Skills/Personal Finance (required for all 11th graders)
 - Algoma 6-12 ACP Scope & Sequence
 - Algoma PK-5 ACP Scope & Sequence (GET FROM ANGIE)
- **Earning college credit while in high school. Options:**
 - Dual Credit Courses at Algoma High School
 - Transcribed courses are taught by high school staff where students can earn HS and college credit at the same time. Transcribed courses meet all college curriculum requirements however there is not a tuition fee attached.
 - AP (Advanced Placement) test credit. College credit depends on the results of the AP test. Here are the AP courses offered at Algoma High School:
 - AP Biology
 - AP Environmental Science
 - CAPP (Cooperative Academic Partnership Program) - College credit through UW-Oshkosh relies on meeting the standards for course completion and paying related fees.
 - CCIHS (College Credit in High School) - College credit through UW-Green Bay relies on meeting the standards for course completion and paying related fees.
 - Early College Credit Program
 - Start College Now Program
- **Career Focused Opportunities While in High School**
 - Youth Apprenticeship - State of Wisconsin
 - Youth Apprenticeship Program - Northeast Wisconsin Technical College
 - Job Shadowing
 - Work Based Learning

Middle School (grades 6-8):

- ACP Lessons provided to students in 6th grade during regular guidance classes
- ACP Conferencing with students and parents in grade 6
- ACP lessons and exploration during Preparing for Your Future and Preparing for Your Life in 7th and 8th grades
- Financial Literacy lessons built into curriculum areas (6-8th grades)

- Find Your Inspiration Career Event through the Greater Green Bay Chamber and Partners in Education
- Career exploration field trips within Preparing for Your Future
- College/career exploration and readiness field trips to NWTC
- ACP student/parent/counselor conferences
- Scheduling Night event with parents/students/teachers

Parent Engagement

High School (grades 9-12):

- Quarterly Counselor Updates.
- Emailed/School Messenger communication with parents and students on important information
- Financial aid information night - held in Fall.
- Individualized Student Meetings (throughout school year)
- High School ACP Conferencing
- Incoming freshmen orientation - held in August

Middle School (grades 6-8):

- Classroom/teacher communication
- Quarterly Counselor Updates.
- Emailed/School Messenger communication with parents and students on important information
- ACP information shared with parents
- ACP student/parent/counselor conferences

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Community Engagement

Business Tours:

Throughout middle and high school, the Algoma Middle/High School networks with the Algoma Chamber of Commerce, Door County Economic Development Corporation, and the Northeast Wisconsin Youth Apprenticeship to coordinate business tours for students in grades 7-12. During these opportunities, students are provided with opportunities to see the many different career options our local communities can offer. It is also an opportunity for students to network and speak with business personnel in order to see next steps for different career options. Those involved will provide valuable information on their industry to all students.

Job Shadows: Students are encouraged to utilize job shadows as a means to gain further understanding on career options. Our goal, within the Algoma School District is to have ALL students secure a job shadow that will lead to an internship/Work Based

Learning opportunity/Youth Apprenticeship while in high school. Students may initiate their own job shadow experience or may request the help and assistance from NEWYA.

Youth Apprenticeship: Wisconsin's Youth Apprenticeships integrate school-based and work-based learning to provide students in their junior and senior years with academic and occupational skills leading to both a high school diploma and a Certificate of Occupational Proficiency in a specific industry. The one and two-year apprenticeships prepare students for a number of post-secondary options:

- Entering the workforce directly from high school
- Transitioning to a registered apprenticeship
- Enrolling in a technical college or a university in an occupationally related degree program.

Each student works in partnership with an employer-identified mentor, specialized classroom instructor and a high school apprenticeship coordinator to receive the best skills and knowledge possible.

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Labor Market Analysis Tools

["WisConomy"](#), a source for Wisconsin's economic and labor market information.

[Labor Market Information \(LMI\) | Wisconsin Department of Public Instruction - State of Wisconsin Labor Market Information](#)

[Kewaunee County:](#)

[Kewaunee_profile.pdf](#)

Algoma School District School Board Approval - September, 2024

[ACP District One Page Info Sheet](#)