



## Career Advising

This policy has been developed as prescribed in R.C. 3313.6020 and the State Board of Education's Model Policy. This policy shall be updated at least once every two (2) years. The policy shall be made available to students, parents/guardians/custodians, and local postsecondary institutions, residents of the District, and shall be posted on the District web site.

Career advising is an integrated process that helps students understand how their personal interests, strengths and values might predict satisfaction and success in school and related career fields, as well as how to tie these interests and strengths to their academic and career goals. Students need to have access to comprehensive resources and support to prepare for their future success. Through relevant classroom instruction, career-related learning experiences, and a program of counseling and advising, students can discover their interests and explore academic and career pathway options.

The District's Career Advising Plan shall include:

- A. Grade-level examples that link students' schoolwork to one (1) or more career field, by initially implementing the Career Connections Learning Strategies offered by the Ohio Department of Education
- B. Career advising to students in grades K-12, which includes age-appropriate activities and also includes creating and maintaining a Student Success Plan. Advisors will meet with students at least once each semester to explore, evaluate, and plan academic and career pathways.
- C. Additional interventions and career advising for students who are identified as at risk of dropping out of school.

These may include:

- 1. Identifying students who are at risk of dropping out of school using a local, research-based method, such as the Early Warning System offered by the Ohio Department of Education, with input from teachers, school counselors and other appropriate school staff.
  - 2. Developing a Student Success Plan for each at-risk student that addresses the student's academic and career pathway to a successful graduation and the role of career-technical education, competency-based education and experiential learning when appropriate.
  - 3. Before developing a Student Success Plan, District staff will invite the student's parent/guardian/custodian to assist. 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.
- D. Training for employees on how to advise students on career pathways, including training on advising students using the tools available in OhioMeansJobs K-12.



- E. This may also include training on other online tools provided that offer resources for discovering career interests, exploring and researching career and education options and supporting the development of a Student Success Plan.
- F. 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.
- G. Information on courses that can award students both traditional academic and career-technical credit.
- H. Documentation on career advising provided for review by the student, student's parent, guardian or custodian, and schools the student may attend in the future.
- I. The supports necessary for students to have successful transitions from high school to their postsecondary destinations, including interventions and services for students in need of remediation in mathematics and English language arts.

The Academy for Urban Scholars High School Governing Authority believes that preparing students for post-secondary education, equipping them with the prerequisite skills needed for a successful career, and teaching students to become financially literate, including the ability to read, analyze, manage and communicate about the personal financial conditions that affect material well-being, will position them for success in later life.

Below are the topics to be covered:

1. Capstone
2. Workplace Expectations:
  - a) How to interview and get the job
  - b) Resume Class
  - c) Ability to work in teams
  - d) Ability to work independently
  - e) Skills vs. Interests
  - f) Good work ethic
  - g) Knowing the difference between a wage and a salary
  - h) Gross vs. net income
  - i) Workers and Earners
  - j) Income vs. expense
3. How to create a budget
  - a) Fixed Costs
  - b) Variable Costs
  - c) Periodic Costs
  - d) Discretionary Income



4. Paying Bills
  - a) Installment loans
  - b) Electronic payments
  - c) Automatic payments
  
5. The role of taxes
  - a) Sales tax
  - b) Income tax
  - c) Property tax
  - d) Luxury/entertainment tax
  - e) Excise tax
  
6. Problem Solving/Critical Thinking
  
7. Banking Basics
  
8. Economic Decision-Making