

Incorporating Required State Components of Career Designated System into Secondary IEPs

8 th Grade		
Required Components for All	Required for IEP Development	IEP Documentation
Create an electronic student portfolio		
Complete a career interest assessment.	<ul style="list-style-type: none"> • Identify career interest(s) 	Page B – interests or Work Results
Complete a Career Cluster Assessment and identify a Career Cluster of interest from one of the 16 Federal Career Clusters	<ul style="list-style-type: none"> • Identify at least one career cluster <ul style="list-style-type: none"> ○ Agriculture, Food & Natural Resources ○ Architecture & Construction ○ Arts, Audio/Video Technology & Communications ○ Business Management & Administration ○ Education & Training ○ Finance ○ Government & Public Administration ○ Health Science ○ Hospitality & Tourism ○ Human Services ○ Information Technology ○ Law, Public Safety, Corrections & Security ○ Manufacturing ○ Marketing ○ Science, Technology, Engineering & Mathematics ○ Transportation, Distribution & Logistics 	<ul style="list-style-type: none"> • Page B Work Results • Page B: Postsecondary Expectation for Work
Build a course plan using saved career options and school course offerings.		
A parent approval/signature form (electronic or printed).		

9 th Grade		
Required Components for All	Required for IEP Development	IEP Documentation
Complete the Interest Profiler Assessment.	<ul style="list-style-type: none"> Identify specific interests/preferences and link them to possible career(s) (e.g., their interests/preferences are common with social/helper and common careers for social/helper include teaching, child care, social worker) 	Page B- Results for working and possibly learning
Complete a career assessment that links interests and school subjects. (Career Finder)		
Complete a skills assessment that links their skills and careers. (Basic Skills Survey)	<ul style="list-style-type: none"> Identify basic skills/work habits needed – these are the soft skills (e.g., use of time, working with others, take directions, taking initiative) 	Page B- Results for working PSE for working
Revise and rebuild a course plan based on interests, courses and programs at their school.	<ul style="list-style-type: none"> Course of Study includes courses and activities to refine/build skills and interests linked to career areas of choice (and possible postsecondary education) 	<p>COS would identify courses and activities needed to:</p> <ul style="list-style-type: none"> Narrow multiple interests and build preferences Broaden interests for those with no preferences Broaden career choices for those whose preferences don't match career choices Build skills <p>NOTE: When do we expect to see something in goals and services? Maybe this is a question for the alignment group</p>
Complete a student reflection paragraph on the portfolio and career and educational plan.		

10 th Grade		
Required Components for All	Required for IEP Development	IEP Documentation
Complete a work values/ beliefs survey. (Values Sorter)	<ul style="list-style-type: none"> Identify habits, attitudes, values, beliefs as they relate to career(s) options listed in PSE (e.g., how they spend their time, community, moral, change, money. Money is important and career choice is high paying or time for family is important but the career choice is more than 40 hours, or want to live in the area but the job exists outside the area) 	<p>Page B- Results for working and possibly learning</p> <p>PSE for working and learning</p>
Compare careers options side by side		
Research career s and programs		
Compare colleges/programs side by side		
Revise and review a course plan for 11 th and 12 th grade.	<ul style="list-style-type: none"> If going for a formal degree, information needs to include current academic performance at the college level (eg., Compass or Plan) If going for an informal education information needs to include possible options. 	<p>Page B- Postsecondary Expectations for Working and Learning</p> <p>Course of Study for formal degree should reflect college prep coursework and activities</p> <p>Course of Study for informal education should include services, supports and linkages needed to access preferred options. Would expect to see work experience and skill building opportunities</p>
Complete a student reflection paragraph on the portfolio and career and educational plan.		

11th Grade and Continued until Graduation

Required Components for All	Required for IEP Development	IEP Documentation
Complete a transferrable skills inventory, checklist or assessment.	<ul style="list-style-type: none"> Identify transferable work (and technical skills if appropriate) and link it to career options listed in PSE. 	Page B Work Results PSE for working is more specific than a career cluster and aligns with work skills or there are services/supports to address discrepancy.
Create a resume.		
Create a cover letter.		
Compare schools and programs side by side.		
Note any postsecondary visits (virtual or physical)		
Complete a practice college application.		
Research financial aid and financial aid information.		
Research scholarships and scholarship information.		
Review and revise your Plan/Plan or Study for 12th grade.	<ul style="list-style-type: none"> Identify resulting activities, supports or linkages needed to chose/apply for a job/college 	Course of study, Goal pages, Page F
Complete a student reflection paragraph on the portfolio and career/educational plan		

Graduation		
Required Components for All in 12 th Grade	Required for IEP Development	IEP Documentation
<p>Retake Interest Profiler® and compare with the 9th grade assessments.</p> <p>Retake career assessment (linking school subjects and careers)</p> <p>Review school and college choices and indicate choices.</p> <p>Revise and review your Plan/Plan or Study for post-secondary opportunities.</p> <p>Research job interview information and complete job interview practice.</p> <p>Complete a student reflection paragraph on career and post-secondary decisions.</p>	<ul style="list-style-type: none"> • None 	<p>Complete Summary of Performance or Supports for Accommodations Request Form</p>

When We Expect to See Components Student Curriculum Plan in the IEP

9th Grade

- Basic skills and work habits
- Career interests and 1 career cluster identified

10th Grade

- Career options linked to interests and preferences in Course of Study

11th Grade – continue to graduation

- Transferrable work skills linked to specific career options
- College performance data (for those with a PSE for formal education)

Complete Summary for Postsecondary Living, Learning and Working or Support for Accommodations Request Form at Graduation