**COLLEGE AND CAREER ADVISING AND MENTORING PLAN**

**(2017-2018)**

Pursuant to Idaho Code §33-1212A your school district/charter school must have a College and Career Advising and Mentoring Plan, plans must be submitted to the State Board of Education and the effectiveness of your plan must be reported annually. College and Career Advising and Mentoring Plan (Plan) must be submitted by October 1st of each year by emailing the plan to <mailto:Plans@osbe.idaho.gov>.

Plans may be submitted as a:

* Consolidated plan combined with your school district Continuous Improvement Plan (incorporated within the plan or as an appendix to the plan) – When combining plans the consolidated plan must meet all of the requirements of each of the plans; or
* Standalone College and Career Advising and Mentoring plan

Pursuant to Idaho Code §33-1212A, school districts and charter schools:

* May employ non-certificated staff to serve in the role of college and career advisors and student mentors.
* Appropriate alternative forms of advising and mentoring must be research-based and may include the following:

1. High contact programs such as:
   1. Near peer or college student mentors; and
   2. Counselor, teacher or paraprofessional as advisor or mentor;
2. Collaborative programs such as:
   1. Student ambassadors; and
   2. Cooperative agreements with other school districts or postsecondary institutions; and
3. Virtual coach or mentor programs

* Must provide professional development in the area of college and career advising to all staff serving in the role of student mentors or advisors. All individuals providing services in the role of a college and career advisor must have a basic level of training or experience in the area of advising or mentoring to provide such services.
* Must notify parents or guardians of all students in grades 8 through 12 of the availability of college and career advising provided by the district and how to access such services.
* Must report annually on the effectiveness of their college and career advising programs as part of their annual continuous improvement plan.

Pursuant to Idaho Administrative Code, IDAPA 08.02.02.801, the following metrics must be included as part of the College and Career Advising and Mentoring Plans:

* Percent of learning plans reviewed annually by grade level in grades 9 through 12
* Number and percent of students who go on to some form of postsecondary education one and two years after graduation (this information may be obtained from the State Board of Education Office)
* Number of students graduating high school with a career technical certificate or an associate’s degree.
* One or more additional metrics chosen by the school district or charter school to determine the effectiveness of the College and Career Advising and Mentoring plan

Plans must include baseline data (previous year at a minimum) and annual benchmarks (performance targets).

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| School District | [Name and #] | |
| Contact | Name: | Phone: |
| E-mail: | |

Use additional space or pages as needed.

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| **College and Career Advising Model used by the LEA (if using research based model not identified in Section 33-1212A, Idaho Code, site research used):** |

Choose an item. (Select from the list of options, if using a combination of models choose hybrid and list which models. In the space below explain how the models or portion of the models are being combined as part of the description. If using a research based model that is not listed, explain how it was determined that the model is effective and research based in this section).

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| **Description of college and career advising and or mentoring plan, break out plan by grade level (if variable by grade):** |

(Summary can be grouped by multiple grade levels if plan treats grouped grade levels the same. Add additional space/pages as needed to descript the plan.)

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| **Summary of method used to notify parents of available resources:** |

(Summary can be grouped by multiple grade levels if plan treats grouped grade levels the same)

Provide effectiveness measures chosen by the school district/charter school, required metrics, previous year or years data and benchmarks chosen by LEA:

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| **Performance Measure** | **2015-2016**  **(optional)** | **2016-2017** | **Benchmark** | |
| Percent of Learning Plans reviewed annually by grade level, in grade 9 through 12 |  |  |  |
| Number of Students Graduating High School with a Career Technical Certificate |  |  |  |
| Number of Students Graduating High School with an Associate’s Degree |  |  |  |
| Number and percent of students who go on to some form of postsecondary education, one and two years after graduation (school district and charter school go on rates may be retrieved from the State Board of Education) | **1 Year #** | **1 Year #** | **(i.e. 10% increase from prev. year)** |
| **1 Year %** | **1 Year %** |
| **2 Year #** | **2 Year #** |  |
| **2 Year %** | **2 Year %** |
| *Additional effectiveness metrics chosen by the school district/charter school* |  |  |  |
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| **Please proceed to the College and Career & Mentoring Budget and Expenditures (Template 4)** |