

Advisor Agenda – 9th Grade
Thursday, October 22nd

1. Read Daily Bulletin
2. Special Announcement
9th Graders – please wear WHITE to the Homecoming pep assembly tomorrow. Remember that winning the class competition at this pep rally is based on class unity (wearing a color, cheering together) and POSITIVE school spirit (no turning backs on the other classes, booing, or acting disrespectful). Come ready to have fun!
3. Activity – PEPP Lesson Part I or Part II
Attached please find PEPP Lesson Parts I and II. The directions are on the sheet.

Please feel free to use this day to finish Part I (if you didn't get to it on Monday – I know that I didn't ☺) or start Part II. The Career Learning Team is fully aware that they have jam-packed the agenda lately and want to offer you the opportunity to catch up today.

After today's Advisor, would you please reply to me with how much you have finished thus far so that I can give that information to Tony, Kip, and Julie and they can figure out how much time to plan for finishing the activities in November.

Advisor Agenda – 9th Grade
New Personal Education Plan and Profile (PEPP): Part 1

Students will need:

- One copy each of the PEPP (copies in your box)
- High School Counts! Handbook
- The High School Counts! Handbook Scavenger Hunt (advisor date October 15)
- PENCIL! (please no pen in the PEPP)

The PEPP is a working document for students to use during their four years of high school. It is an all-inclusive record of courses, activities, honors, awards, accomplishments, accolades and graduation requirements.

This document could be helpful when planning for or completing the following:

1. course requests in the spring
2. resumes
3. job applications
4. apprenticeship applications
5. scholarship applications
6. military applications
7. college applications
8. GRADUATION REQUIREMENTS

The more accurate their PEPP, the more helpful it be!

The Scavenger Hunt activity was designed to help set up the PEPP for students. They were to list 3 to 5 areas of career interest. Student should use the information in the handbook about those areas to complete page 1 of the PEPP.

1. *Personal and Career Interests:* Students will use their brains and their scavenger hunt activity to thoughtfully complete this portion of the PEPP.
2. *College and Career Preparation Goals:* The students may have some troubles setting goals. Please suggest using the High School Counts! handbook. Goals can be set to participate in activities that relate to a certain career. And most importantly, students can use ideas in the handbook to help them set a goal to complete the career shadow; within each area, examples of jobs are listed. For example, if they are interested in the law, they can set a goal to shadow a lawyer or paralegal. If they are interested in personal care or service, they can shadow a manicurist or skin care specialist. Using their brains will help here, too!

When it comes to detailing steps for achieving their goals, individual help will be best. And reminding them to use their brains will help once again!

Advisor Agenda – 10th Grade Thursday, October 22nd

1. Read Daily Bulletin
2. Special Announcement
10th Graders – please wear GOLD/YELLOW to the Homecoming pep assembly tomorrow. Remember that winning the class competition at this pep rally is based on class unity (wearing a color, cheering together) and POSITIVE school spirit (no turning backs on the other classes, booing, or acting disrespectful). Come ready to have fun!
3. Activity – PEPP Lesson Part I or Part II
Attached please find PEPP Lesson Parts I and II. The directions are on the sheet.

Please feel free to use this day to finish Part I or start Part II. The Career Learning Team is fully aware that they have jam-packed the agenda lately and want to offer you the opportunity to catch up today.

After today's Advisor, would you please reply to me with how much you have finished thus far so that I can give that information to Tony, Kip, and Julie and they can figure out how much time to plan for finishing the activities in November.

Advisor Agenda – 10th Grade New Personal Education Plan and Profile (PEPP): Part I

Students will need:

- One copy each of the PEPP (copies in your box)
- High School Counts!** Handbook
- Course catalog (if they have it in their advisor folder)
- Their goals from last year (should be in advisor folder from January 29, 2009)
- Copy of their resume (if they have it in their advisor folder)
- PENCIL! (please no pen in the PEPP)

The new PEPP's are ready! This first exposure for sophomores is to add elements from last year into the actual document. Most items are self explanatory, but the following instructions will help you offer examples and explain the process more clearly.

1. Students will first list the activities and interests they had as freshmen. They can add what they were contemplating for a career, but it is not necessary. Then they will copy their goals from January's activity to page 1 of the new PEPP, placing the goals in the "Personal Goals" or the "Career Goals" section as they see appropriate. For example, a goal to run a 10K is personal while a goal to complete child development with an "A" grade is career oriented.

If students do not have goals from last year, have them simply fill in the top portion of the page with their hobbies and their career interests.

The **High School Counts!** Handbook would be helpful here.

2. After completing as much of page 1 as possible, students move on to page 2 – they will only complete *Reflection 2*. As they think back on last year, what successes did they achieve? What do they still want to improve upon in the coming year? Did they complete their career learning activities or do they need to see Mr. Vandermeer or Mr. Carlson to finish portions of the work?
3. The last portion of this activity is to complete pages 9 and 10 of the PEPP. On page 9 for just the freshman year, students should list relevant activities (school and community), awards, and courses taken in specialized categories (listed in the PEPP or in the course catalog). On page 10, students should fill in any paid work experience and any volunteer or community service completed during their freshman year.

The resume is very helpful here. If any experiences were completed over the summer, this will serve as a mental note to add the work to the resume when the update activity occurs later in this fall.

Advisor Agenda – 10th Grade New Personal Education Plan and Profile (PEPP): Part 2

Students will need:

- PEPP
- High School Counts! Handbook
- The High School Counts! Handbook Scavenger Hunt (advisor date October 15)
- PENCIL! (please no pen in the PEPP)

Day two of PEPP updates is here! Now we work on the sophomore piece of the plan.

The Scavenger Hunt activity was designed to help set this up for students. They were to list 3 to 5 areas of career interest. Students should use the information in the handbook about those areas to complete page 3 of the PEPP.

1. *Personal and Career Interests:* Students will use their brains and their scavenger hunt activity to thoughtfully complete this portion of the PEPP.
2. *College and Career Preparation Goals:* The students may have some troubles setting goals. Please suggest using the **High School Counts!** Handbook. Goals can be set to participate in activities that relate to a certain career. And most importantly, students can use ideas in the handbook to help them set a goal to complete the career shadow; within each area, examples of jobs are listed. For example, if they are interested in the law, they can set a goal to shadow a lawyer or paralegal. If they are interested in personal care or service, they can shadow a manicurist or skin care specialist. Using their brains will help here, too!

When it comes to detailing steps for achieving their goals, individual help will be best. And reminding them to use their brains will help once again!

3. Once they are done, feel free to encourage students to look through the PEPP if they haven't already. It may be beneficial for them to know what's there so they can complete it thoroughly and accurately!

***Please check their work!** They must have “*Interests*,” and “*Reflection 2*” complete for the freshman year. If they had goals from last year, those should be added in the freshman section, too. Page 3 should be completely filled in with thoughtful ideas. Ask questions like “Why does that career interest you?” Or “How will that help you explore or prepare for a career?”

If they can't answer these basic questions, they probably put little or no thought into the work. Do not accept it. They used pencil; they can erase and try again!

Advisor Agenda – 11th Grade Thursday, October 22nd

1. Read Daily Bulletin
2. Special Announcement
11th Graders – please wear MAROON to the Homecoming pep assembly tomorrow. Remember that winning the class competition at this pep rally is based on class unity (wearing a color, cheering together) and POSITIVE school spirit (no turning backs on the other classes, booing, or acting disrespectful). Come ready to have fun!
3. Activity – PEP Lesson Part I or Part II
Attached please find PEP Lesson Parts I and II. The directions are on the sheet.

Please feel free to use this day to finish Part I or start Part II. The Career Learning Team is fully aware that they have jam-packed the agenda lately and want to offer you the opportunity to catch up today.

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Advisor Agenda – 11th and 12th Grade Personal Education Plan (PEP): Part 1

Please walk students through this process step by step. There are no page numbers for reference, so just ask someone in Career Learning office if you are not sure what page the instructions refer to in the PEP.

Students will need:

- Their copy of the PEP from the advisor folder
- Their goals from last year (should be in advisor folder from January 29, 2009)
- PENCIL! (please no pen in the PEP)
- Reflection 2009 Handout (1/3 sheet copies in your box)
- Notebook Paper

4. Students will first copy their goals from January's activity onto the "Goals/Action Planning" page of the PEP, placing the goals in the "School/Life Goals" or the "Post-Secondary School/Life Goals" section as they see appropriate. These goals should be documented in LAST YEAR's row (10th or 11th grade)

Students should then complete the "Activities, Athletics, Community Service, Honors, Awards" and "Resources and References" sections of this page for the prior year's column.

5. Turning forward a page or two, students will complete the "Proposed Participation Measurements of Career Related Learning Standards." Students should check boxes for each of the activities they participated in or completed last year. Under "Personal Management," number 1 should read "Earned credits for each year (6, 12, 17)." For "Problem Solving," a check is still appropriate even though boxes are not outlined.

Please emphasize that this is not graded. It is for students' own use in reflecting and planning. Honesty, then, is really the best policy! There are columns for each of the student's four years of high school, but they need only complete the column for last year, 10th or 11th grade.

6. Reflection on Goals and Career Related Learning Standards (CRLS) using the "Reflection 2009" Handout.

Note for advisor only: The next advisor lesson will have students setting goals for **this** year. The self-evaluation students do today can be used to help students set their goals...any area where they give themselves a 1 or a 2 would be appropriate for a goal.

Advisor Agenda – 11th and 12th Grade Personal Education Plan (PEP): Part 2

Students will need:

- Their PEP
- PENCIL!
- Completed Reflection 2009 Handout (from 10/19/09 advisor lesson)

Today, students will turn their focus to the goals for this year. These should be well thought out and related to their career interests*. Please ask students leading questions to aid their thinking about appropriate, relevant goals. Questions may include but are certainly not limited to:

School/Life Goals

- What would you like to do for your extended application (EA)?
- Who can you work with to complete an EA?
- What grades would you like to earn in your academic classes?
- What might you like to achieve in your current job (if you have one)?

Post-Secondary School/Life Goals

- To what trade schools/apprenticeships/colleges/universities would you like to apply?
- Who can you ask to write letters of recommendation for you?
- What might you like to do as an after school or summer job?
- What academic courses do you need to take to prepare for you post-high school plans? (juniors only)
- How will you find financial support for college? (FAFSA, scholarships, work study, family, etc.)

The hope is that these types of questions will lead students to think about setting goals for completing high school requirements or other elements necessary for their post-high school plans. The goals should be individual and RELEVANT to the student's ultimate career interest.

Students can also look back at the Reflection 2009 handout from the last advisor lesson. Unmet goals or CRLS areas for improvement may help a student set their goals.

Please check their work! They must have the "Activities..." sections complete for all prior years. If they had goals from last year, those should be added, too. The "Goal/Action Planning" section for the current year must be completely filled in with thoughtful ideas. If they seem to have just "gone through the motions" do not accept it. They used pencil; they can erase and try again!

*Note: If the student does not know what their career interests are, what goals can lead them to some additional exploration? College visitations? Interviews with professionals in potential areas of interest? Time in CIS to look up careers? Any of these ideas are perfectly appropriate goals for a student who has not decided on a profession!

Advisor Agenda – 12th Grade Thursday, October 22nd

1. Read Daily Bulletin
2. Special Announcement
11th Graders – please wear BLACK to the Homecoming pep assembly tomorrow. Remember that winning the class competition at this pep rally is based on class unity (wearing a color, cheering together) and POSITIVE school spirit (no turning backs on the other classes, booing, or acting disrespectful). Come ready to have fun!
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