

# IPS Process: A Guide to Making it Useful and Personal

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# Our Mission Today:

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1. Understand the **steps taken during the course of a school year** for IPS's.
2. Acquire **points of discussion and tasks for stakeholders** in the process.
3. Have some **ideas to take home** for your own district/building IPS process.

# Common Vocabulary

**IPS** - Individual Plans of Study

**SIS** - Student Information System (i.e. PowerSchool, GoEduStar, etc.)

**Career Guidance System (CG)** - Kansas Career Pipeline, Career Cruising, locally made system, etc.

**ACE** - Academic and Career Exploration

**Advisor** - Anyone who implements the CG tasks with students.

# IPS Process for Grades 7-12



Rural Jr./Sr. high school building of approx. 125 students

Student Information System - GoEduStar

Career Guidance System - Career Cruising (new)

Student interest surveys and education plans are reviewed, updated, and shared with parents each year.

TEAM EFFORT of students, parents, teachers, counselor, and administration.



The logo for GoEduStar, featuring the text "go.edustar" in white on a black rectangular background.



**Leigh Steinberg**



**Who are the business teachers in the room?**

## **In the business...**

“Students are choosing their careers by 10th grade. What have they been exposed to by 10th grade?”

“The counselor to student ratio in KS is 440 to 1. The recommendation from KSDE is 250 to 1.”



How do we begin this  
process?





Three distinct areas of  
involvement:

School

Student

Parents/Guardians





SCHOOL





# Esther

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Medical Laboratory Specialist



# CONTRACTS for the SCHOOL

1. **When** do students get exposure to careers?
  - a. Are field trips connected to a career component?
2. **When** do students get to explore careers?
3. **Where** are conversations about careers taking place?
4. Are students given **time to plan** for future steps towards a field?
5. How do we **speak** about training?
  - a. The word “college”
  - b. End points versus starting points



# The College Rep...

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Shifting the paradigm



# TRAINING:

## Instructional Videos for Faculty...and then Students

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1. “How To” videos accessible to all for each task.
2. Created using Google Hangout and posted on [YouTube](#).
3. [Guidance Page](#)



# Students



**“People always respond best to personal attention, it is the simplest and easiest truth to forget.**

**Love the job. Be the job.”**

**~Jerry’s Mission Statement in *Jerry Maguire***

# Interest Inventories





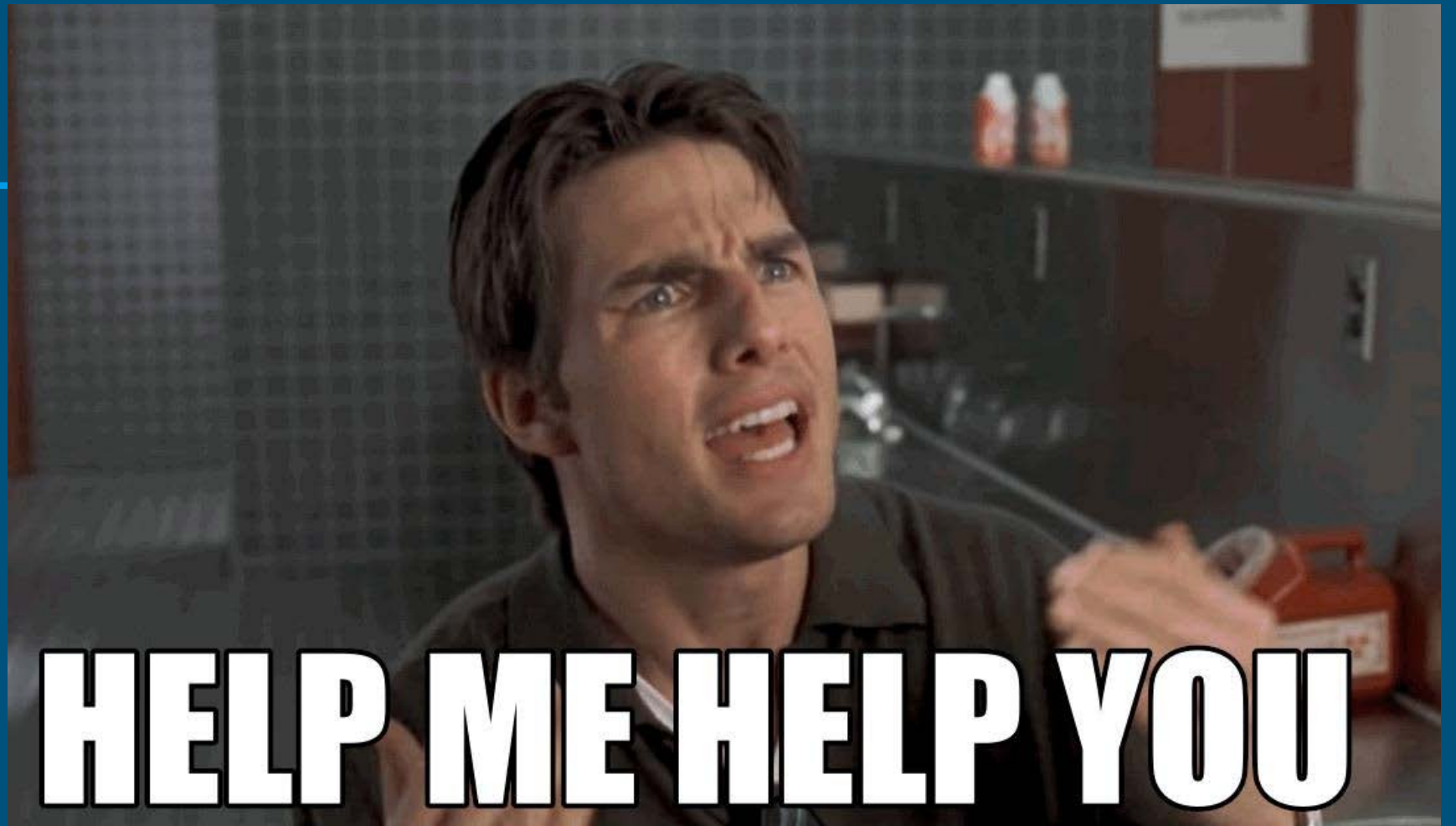
# CONTRACTS for STUDENTS

1. When are they ready?

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2. Do they take advantage of early exposure and exploring?
  - a. Available online 24/7, but carve out time for it.
3. Who is going to have the personal talk with the students?
4. Do these results align with who you think you are? Is there a disconnect?
  - a. Physical therapy but...
5. What social skills do you need for this job?

# Parents





**HELP ME HELP YOU**

# CONTRACTS for PARENTS/GUARDIANS

1. When are they ready?
2. Do they (or can they) support exposure to careers?
3. What are we talking about at conferences?
  - a. Data-based
  - b. Future-based
  - c. Triangled - student, parent, advisor
  - d. These can be awkward...but are important.

# ACE Conference Packets included


Interest Surveys

Educational Plan

ACT Aspire, MAP, and State Assessment scores


Additional portfolio items - resume, cover letter, etc.





# The Individual Plan of Study (IPS)

Updated each year by the student.  
Digitally accessible to parents and  
students.  
Used for future course enrollment.



# FEATURES of the IPS

\*Portable electronic portfolio

\*Career Interests & Skills

\*Options for training

\*Course plan for HS and beyond

Assessment results

Social and Academic Goals

Employment documents - resume, cover letter, etc.

Work experience

\*Minimum  
requirements

[KSDE Website on  
IPS's](#)

# MANAGING THE SYSTEM

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1. Agree on when and what will take place.
2. Intentionally plan the dates and times.
3. Train and practice with teachers.
4. Follow up!
5. Share it!



# Improvements for this year:

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1. Goal setting was added to the Fall conference meetings, utilizing last year's portfolio as a starting point.
2. Moved to Career Cruising
3. Student Seminars/Advisory time to be added & “untouchable”
4. Restructured packets and information differently for seniors



USD #386 IPS Process

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<http://www.usd386.net>

Teacher Resources →  
Individual Plans of Study



**WHO'S COMING WITH  
ME?**

# Questions?

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