Profile, Lead Counselor, Chief School Administrator

1. Guidance Services Mission Statement

2. CTE Programs offered to students

# 339.31 Board Approved Guidance Plan

3. Guidance Plan Board/JOC approved date

# 339.32(1) Career and Technical Curricula

4. Career Guidance Services Curriculum to assist with career planning

*5. Monthly calendar or listing of Career Guidance Services organized by domain and grade level*

# 339.32(2) Educational Career Plan

6. Career Guidance Services action plan for developing and sustaining student career plans

# 339.32(3) Occupational Information

*7. Diverse external resources organized by National Career Clusters*

# 339.32(4) Cumulative Records

*8. Career Guidance Services SMART goals and objectives*

# 339.32(5) Orientation to Career and Technical Options

*9. Career Guidance Services activities organized by grade level that increase stakeholder awareness of CTE options*

# 339.32(6) Career Placement Services

*10. Career Guidance Services for all students for placement and transition from school to work, college, military*

# 339.32(7) Consultation with Teachers and Administrators

*11. Delivery system of guidance curriculum, prevention and intervention, student planning and support, organized by grade level*

# 339.32(8) and (9) Stakeholder Involvement

12. Career Guidance Services action plan shows how stakeholders benefit from or assist with delivering Career Guidance Services

13. Annual Career Guidance Services Stakeholder Group meeting

# 339.32(10) Follow Up Studies

14. Studies to determine effectiveness of Career Guidance Services

1. Follow up study utilized to improve career guidance services

Signature and Assurance

Summary Checklist and Submit by Comprehensive Planning Phase

Phase 3 schools’ K12GP were due March 31, 2023

Phase 1 due March 31, 2024

Phase 2 due March 31, 2025