



# Port Washington-Saukville School District

Academic and Career Planning (ACP) is a comprehensive process that assists students in navigating their educational and professional pathways effectively. It encompasses a spectrum of skills, experiences, and insights aimed at preparing them for the dynamic landscape of higher education and the workforce. The Port Washington-Saukville School District embraces ACP which empowers students to make informed decisions about their academic and career aspirations, ensuring they are equipped with the tools necessary to thrive in their future endeavors. ACP is not merely a supplemental aspect of education; rather, it is an integral component that helps students pursue meaningful and fulfilling academic and professional journeys.

## CAREER READINESS MISSION/VISION

**District Mission Statement:** We educate all children to reach their greatest potential.

**District Vision Statement:** We will continue our quest to move from good to great through a process of continuous improvement based on current research and data by focusing on:

- A. Student success for all.
- B. Enhanced student instructional and learning opportunities.
- C. Progressive technological instructional support.
- D. Rigorous and relevant curriculum and instruction.

**Core Beliefs:**

1. We believe our responsibility is to guarantee academic excellence for each student because they can, and must succeed.
2. We believe students succeed when learning is grounded in grade-level, engaging, affirming, and meaningful instruction.
3. We believe literacy builds the foundation for all successful learning.
4. We believe in fostering innovation, creativity, and a passion for learning.
5. We believe in building a skill set that promotes social and emotional well-being.
6. We believe all students should feel a sense of belonging and connection to the learning environment and their peers.

## CAREER READINESS TEAM (ACP COMMITTEE)

Our ACP committee was reestablished this school year to include representatives from the middle school and high school level. Representatives on this committee included CTE staff, counselors, and administrators. This committee met once a month starting in December to talk about current ACP practices and planning moving forward. This committee includes:

- Mark Bichler (High School Business Teacher)
- Rachel Biertzer (High School Principal)
- Jeff Cole (High School Counselor)
- Ryan Cowen (Middle School Tech Ed Teacher)
- Nick DeBaker (Middle School Principal)
- Nick Havlik (High School Tech Ed teacher)
- Christin Johnson (Middle School Counselor)
- Taylor Last (High School Tech Ed Teacher)
- Scott Subach (Middle School Business Teacher)
- Rylan Volke (High School Tech Ed Teacher)
- Leeann Wellenstein (High School Business Teacher)

## DISTRICT CAREER READINESS DATA

For the 2023-2024 school year, the high school has the following:

- Career and Technical Education Participants (have passed one Career and Technical Education (CTE) course)
  - 116 students
- Career and Technical Education Concentrators
  - 209 students
- Students Participating in Work-based Learning (WBLs)
  - 56 students
- Students Participating in Dual Enrollment
  - 59 students
- Students Participating in Career and Technical Student Organizations (CTSO)
  - 160 (DECA)
- Students Completing Industry-recognized credentials
  - Approximately 40 students
- Number of Employer Partners
  - Approximately 40 partners
- Number of local and regional career pathways offered
  - 3 pathways offered to students

For the 2023-2024 school year, the middle school has the following:

- Career Education Classes (5th & 6th Grade)
  - 326 Students Enrolled
- Business Classes (7th & 8th Grade)
  - 126 Students Enrolled

- Computer Science Classes (7th & 8th Grade)
  - 100 Students Enrolled
- Technology Education Classes (6th - 8th Grade)
  - 302 Students Enrolled
- Universal Exposure to Career Exploration & Career Clusters
  - Interest & Skills Inventories
  - Resume Building
  - Guest Speakers from the community
  - Career Cluster and Career Pathway research projects
  - All students create their "PORT"folio to highlight their skills, achievements, goals, and project work from their TJ classes to guide them on their college and career path.

## STUDENT/STAFF SUCCESS STORIES

High School:



(DECA competition - 2023-2024)

[CNA/OYA article](#)  
[Teacher Externship Day](#)

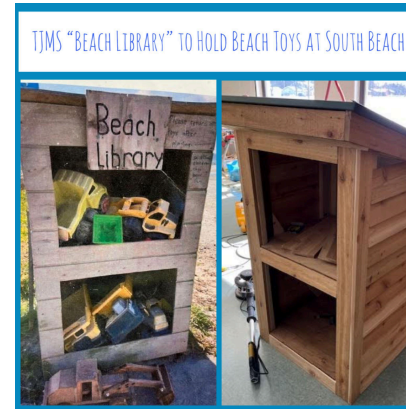
## Middle School:



Search



TJMS Jaguar Updates Interview with Kelly Brown, Owner of Locally Inspired



[TJ Students interview local business owners to engage community members](#) - TJMS Technology Education Build of a "Beach Toy Library" for South Beach

[Weekly "Jaguar Updates" Announcements](#) - Developed, Recorded & Edited by TJMS Students with support by Scott Subach & Abby Raaflaub

## LABOR MARKET INFORMATION

Labor market information (LMI) helps our school districts develop cutting-edge Career and Technical Education programs by uncovering the skills students will need in the future. In addition, LMI can help students understand which jobs are most likely to be available and well-compensated.

To access Labor Market Information for Ozaukee County click [here](#).

The top five areas of employment in Ozaukee County include:

- Education & Health Services
- Manufacturing
- Trade, Transportation, Utilities
- Leisure & Hospitality
- Professional & Business Services

## POSTSECONDARY EDUCATION AND WORKFORCE PREPARATION

The ACP program at Port Washington-Saukville School District ensures every student is prepared for life after high school no matter what path they plan to take. This includes:

- Career and technical education provided in the school district
- Courses that provide advance placement and/or advanced standing at Milwaukee Area Technical College (MATC), such as Accounting
- Early College Credit Program and Start College Now through UW institutions, such as UW Oshkosh CAPP Advanced Accounting or UW Oshkosh CAPP Introduction to Education (starting during the 2024-2025 school year)

- Youth apprenticeship or other job training and work experience through Ozaukee Youth Apprenticeship (OYA) and Work-Based Learning (WBL) experiences
- Instruction in skills related to employment that include industry credentials in carpentry, welding, and business
- Industry specific certification opportunities for students across Career and Technical Education (CTE) disciplines
- Annual Career Fair that invites local businesses to engage with our students for potential employment and/or apprenticeship

The Academic and Career Planning Course Guide for Port Washington High School can be found by clicking this [link](#).

## CAREER PATHWAYS

Career Pathways at Port Washington High School include:

- [Architecture & Construction](#)
- [Business Administration](#)
- [Manufacturing](#)

## PROFESSIONAL DEVELOPMENT FOR STAFF

PWSSD is committed to supporting our staff to become engaged in the career readiness process.

We provided the following professional opportunities and development to staff at the high school level:

- Homeroom schedule implemented during the 2023-2024 school year to ensure dedicated time to deliver ACP lessons
  - A homeroom committee including teachers, counselors, students, administrators, and the school psychologist was started to build lessons together and share with staff
- Teacher externship (visits) to four area businesses to learn more about the career pathways students may want to explore
  - Visits included an emphasis on both job skills and executive functioning skills
  - Visits included a mix of manufacturing and business partners to align with our current career pathways (ConForms, KMC Stamping, the YMCA, and Ansay & Associates)
  - Post-visits: A panel discussion with employers took place the following week to allow staff to ask questions of employers and discuss ways for these different skills to be implemented into all classrooms
- Partnership with Inspire Wisconsin to connect teachers with area businesses for potential guest speakers, student job shadows, etc.
  - Inspire spoke with our staff during professional development in Fall 2022 and Spring 2024

## FAMILY ENGAGEMENT

PWSSD engages families and caregivers in academic and career planning by:

- Regularly informing families and caregivers about career readiness activities:
  - Open House and orientation events
  - District website and social media
  - Family/Parent/Teacher conferences
  - Conferencing with school counselor, parent, and student
  - ACP parent communications

- Building specific newsletters

## COMMUNITY PARTNERSHIPS AND POST-SECONDARY OPPORTUNITIES

PWSSD is proud to collaborate with over 40 business and community partners. We want to continue to grow these relationships by:

- Meeting annually with our Workforce Alliance Partners (which includes over 25 partners)
  - Next meeting: Thursday, May 2, 2024
  - Primary focus of this year's annual workforce meeting was around manufacturing (i.e., welding)
  - Inspire Wisconsin also attended this meeting to discuss additional opportunities for partners that include job shadows and 9-week internships
- Partnerships with Ozaukee Youth Apprenticeship (OYA) to place students in local apprenticeships
- Partnerships with local technical schools and universities (MATC and UW Oshkosh) to allow for dual credit opportunities within our career pathways
- Annual Career Fair (recently hosted May 1, 2024) that includes multiple area businesses and employers

## ACP CURRICULUM, SUPPORT, AND SERVICES/FORMAL ACP PROCESS

### Grade Level Appropriate Career Readiness Activities and Career-based Learning Experiences

- K-5: Career Readiness Activities *List or link here*
- 6-8: Career Readiness Activities *List or link here*
- 9-12: Career Readiness Activities *List or link here*

### Universal Curriculum

- Navigate ACP Lessons (Grade Specific)
- [Xello - College & Career Readiness Software](#)

### Individual Student/Counselor Meetings:

- Positive Educational Plan (PEP) - Freshman
- [Junior Student-Led Conferences](#)
- Robust Individualized Senior Post-Secondary Support

### Small Groups and Resource Periods

- Junior Class Future Planning Meetings
- Senior Post-Secondary Resources: Scholarships, Essay Writing, Application Support
- Enrichment Resources (all grades): College Reps, Military Reps, InspireWI

### Student/Parent Evening Meetings:

- Future Planning Night (all grades)
- [Senior Parent Night](#)

### Partnerships/Events:

- InspireWI Partnership <https://inspirewi.org/>
- Youth Apprenticeship <https://www.ozaukeeya.com/>
- Career Pathways Nights - OED/CUW (Health Sciences, IT, career fair)
- Wisconsin Education Fair (WEF) Field Trip

**Ongoing Counselor Involvement:**

- ACP Consortium Cesa 1
- [Wisconsin Certified Regional Career Pathways \(Bus. Admin, Marketing, Manufacturing, Architecture\)](#)
- ACP Vertical Planning Counselors Grades 5-12
- ACP District Committee 5-12

**INDIVIDUALIZED ACP SUPPORT**

PWSSD utilizes the following for our students with an Individual Education Plan (IEP) and/or students at-risk of graduating:

- Our district has a process to identify and provide modifications, accommodations, or enhanced support for career readiness activities to maximize participation, e.g., students participate in career readiness programming, partnering with outside agencies (DVR, Workforce Development, Independence First to provide skills based on individual need)
- Our district implements specific strategies to communicate with students, families, and caregivers:
  - Outside agency groups are invited to conversations and meetings
  - Options are provided to families around community resources and supports for employment
  - School staff facilitate collaborative conversations with families and community resources and supports

**ACCESS FOR ALL STUDENTS**

A pupil's Academic and Career Plan (ACP) is taken into account when discussing a student's Post-Secondary Transition Plan (PTP) through the IEP process. As needed, accommodations are made to ACP lessons to ensure all students have access to the materials they need when planning for academic/career pathways and how this impacts post-secondary life.

**ACP SOFTWARE TOOL/CAREER READINESS TECHNOLOGY**

Schools in the Port Washington-Saukville School District primarily utilize Xello software.

**CURRENT PROGRESS AND FUTURE GOALS FOR IMPLEMENTATION**

The following implementations were made to this year's plan:

- A homeroom schedule at the high school level to allow for ACP to be a regular part of the school day and overall curriculum.
- Reforming of the ACP committee to discuss scope and sequence within ACP work, as well as collaborative next steps to make a succinct 5-12 ACP program (that will continue to the PK-4 level).

Future goals include:

- Continued partnerships with our technical schools and universities for dual enrollment opportunities within our career pathways.
- Continued work with our district committee to ensure a scope and sequence at each level that allows for a continuation of the ACP process from one grade level to the next.
  - Scope and Sequence [Infographic](#)
- Planned visit for 8th grade students to the high school to discuss courses and continued learning opportunities regarding ACP and career pathways.
- Continued community engagement projects with local businesses and organizations for middle schoolers to explore career opportunities
- TJMS Career Day Event
- Completed “Portrait of a Graduate” to align this work.

**MOST RECENT DATE OF BOARD APPROVAL**

School board approval on May 13, 2024