



## College- and Career Counseling in Indiana

This document represents implementation ideas from the Indiana Department of Education in alignment with the Indiana Career Council Strategic Plan.

### Key Areas:

1. Indiana Department of Education Lead Initiatives
2. Collaboration Opportunities between IDOE and Partner Agencies
3. Recommended Legislative Action
4. State Board of Education Action
5. Funding Considerations

### 1. Indiana Department of Education Lead Initiatives

Designed to improve college and career awareness, preparation, and success:

- **Standards (2.2, 2.3)**
  - Update Indiana's student guidance standards to include college and career readiness and employability skills (indicating knowledge and skills students should have at each grade level)
    - Standards review committee monthly meetings, January - ongoing
    - Finalized standards to be released on or before November, 2015
  - Include as mandatory curriculum
- **Developmental CCR Education (2.2)**
  - Inform Indiana School Counselors of a developmental approach to College and Career Readiness education (Ex: NOSCA model)  
<http://nosca.collegeboard.org/eight-components>
  - Develop or identify a systemic process for identification of students who would benefit from intensive career readiness preparation.

→Discuss inclusion in the 2016 Career Ready campaign; collaboration with Learn More Indiana.

- **Model Programs (2.2, 2.3, 2.4)**

- Development of *The Role of the School Counselor* manual or e-briefs to be distributed to Superintendents and Principals to include best practices, recommendations, and information about model programs
  - Recommendations will include but not be limited to removing non-program duties from School Counselors (i.e. lunch and hallway supervision, test coordination and administration, substitute teaching, etc.); hiring others (retired educators, for example) to administer assessments or oversee test coordination; release time for professional development; improving parent communication and education on CCR;
  - School Counselor Evaluations to include:
    - college and career counseling professional development;
    - the demonstration of a developmental and data-driven program: Data, (analysis of data to include disproportionality), Priority Goals (SLOs), Strategies to obtain goals, year-end results and analysis, SLOs to include college and career counseling (i.e. career center, business and industry, college visits; career days; work-based learning opportunities, apprenticeships, etc.)  
→State model school counselor evaluation tool to be revised 2015-16
- Model College and Career Counseling Programs – partner with state agencies (DWD, CHE, and Indiana Chamber), postsecondary institutions, practicing counselors, etc. to define model programs (to be recognized as such by one of the agencies or a combination of agencies).  
→Indiana Chamber and CELL – grant from Lilly Endowment to apply best models of service across the spectrum of counseling.
  - Postsecondary-going culture starting at the elementary level; master’s level school counselors at the elementary level; inclusion of career and employability standards (K-12), utilization of career exploration tools, etc.

- **School Counselor Professional Development (2.2, 2.3, 2.4)**

- Regional Workshops to incorporate business and industry partners; regional state and national trends; ‘State of the Workforce’  
→DOE partnership with DWD, CHE, IYI, IN Chamber, fall 2015
- Encourage administrators to allow ‘release time’ for school counselors (up to 3 days/school year); use professional development days for counseling – specific

PD needs, including the opportunity to meet with other counselors in the corporation and county and for college, military, business and industry visits.

- Encourage school counselors to complete 30 (of 90) hours of professional development in the areas of college and career counseling for license renewal; completion of the college and career counseling certificate or certification
- Make available the 'State of the Workforce' annually and encourage counselors to complete.

→DWD to implement for distribution to counselors, students, parents, etc.

- **Parent Communication and Education (2.3)**

- Increase collaboration efforts with outreach coordinators, schools, college success coalitions, after school programs, community agencies, to improve CCR education for students and parents.

→Intra-agency meetings – Start date TBD; ICC to facilitate?

## 2. Collaboration Opportunities between IDOE and Partner Agencies

**Strategies of which IDOE staff will collaborate with partner agencies to improve college and career counseling:**

- **Development of College- and Career Counseling Certification Program (2 Tracks) (2.3, 2.4)**

- Certificate (less rigorous and costly) or Certification (IDOE approved)
  - *Both tracks will include project-based, hands on experiences adhering to evidence-based practices, made available to all educators.*
  - *School Counselors, Work One Center Advisors, and Ivy Tech Admissions Officers are encouraged to obtain the certification.*

→Butler University to launch a certificate program fall, 2015. IDOE, ISCA, and Butler U. hosting a counselor educator meeting to propose this across institutions, August 2015.

→White House Convening Indiana team goal.

- Identification of scholarships and grant funding to incentivize practicing counselors to earn this credential (Lumina, CHE, DWD, Indiana Chamber, Lily Foundation, etc.)

→SB 271 (2015) did not pass but would have created a 'college and career readiness certificate' offered by postsecondary institutions and grants allowing counselors to earn such a certificate.

→ Exploration of grant funds and online curriculum that could be implemented state-wide.

- **School Counselor Preparation Programs (2.3)**
    - Increase and improve college and career counseling courses offered at the graduate level
    - College and career counseling certification track to be offered within school counselor graduate programs by 2020
    - Require CCR standards and content; provide CCR knowledge and experiential components
    - Include contact hour requirements with business partners, including participation in the 'State of the Workforce'
- Butler University to launch a certificate program fall, 2015. IDOE, ISCA, and Butler U. hosting a counselor educator meeting to propose this across institutions, August 2015

### 3. Recommended Legislative Action

- **Graduation Plans (2.2, 3.3)**
    - Require educational pathways and degree mapping, tied directly to programs of study and career pathways within student graduation plans.
  - **Work-and-learn Opportunities (2.2, 2.4)**
    - Tax incentives to business and industry who offer internship opportunities for students and counselors
- EARN (Employment Aid Readiness Network) Indiana: Students with financial need have access to resume-building, experiential, paid internships, while employers receive state matching funds in exchange for hiring these students.
- **School Counselor Ratios**
    - Require a ratio of 1:600 (school counselor to student) at the elementary level and 1:300 at the high school level to enable counselors to implement a *student-centered approach*.
- SB 277 (2015) did not pass but would have required a school counselor in every Indiana elementary school.

### 4. State Board of Education Action

Considerations that would require State Board action:

- **Required Curriculum (2.2)**

- ‘Career Information and Exploration’ required for all 8<sup>th</sup> grade students to include career interests, education of pathway options, high demand jobs and skills, etc. (*Teacher required to have school counseling and/or college and career counseling certification*)
  - ➔ **Diploma taskforce considering *Preparing for College and Careers* as a required course by the end of grade 9.**
- Career Interest Inventories required at the 7<sup>th</sup> and 9<sup>th</sup> grade levels, utilizing the Indiana Career Explorer
- Scholar Success Program requirements required for ALL students (modified based on their chosen career path)

**Current Scholar Success Program Requirements**

	PLAN	PREPARE	PAY
9	Create your graduation plan	Participate in an Extracurricular or Service Activity	Watch ‘Paying for College 101’
10	Take a Career Interest Assessment	Get Workplace Experience	Complete the College Cost Estimator
11	Visit a College Campus	Take a College Entrance Exam (ACT/SAT)	Search for Scholarships
12	Submit your College Application	Watch “College Success 101”	File Your FAFSA

- **Article 4 Revisions (2.3)**
  - Require a counselor with a college and career counseling certification in every high school by 2020 and in every middle school by 2025.
  - Require at least one trained/certified, master’s level school counselor in every middle and high school.
- **School Counselor Professional Development (2.3)**
  - Require 30 (of 90) professional growth hours in the areas of college and career counseling for license renewal; Require a college and career counseling certificate for School Counselor license renewal.
  - Require 2 hours of professional development on the ‘State of the Workforce (DWD, Indiana Chamber, IEDC, etc.).

**Additional Considerations to explore:**

- Quarterly Workforce/Career e-newsletter for schools, counselors, students, and parents

- Incorporate in principal and superintendent training programs and require 2 hours for license renewal – the role of a licensed School Counselor
- Longitudinal study of students through postsecondary to include an analysis of Dual Credit, AP, diploma type, remediation needs, successful completion, etc.
- Creation of state-wide hub for all CTE- specific jobs and work-based learning opportunities  
→IN InternNet (postsecondary)
- College and Career Readiness Counseling ‘Report Card’ for Schools

## 5. Funding Considerations

Funds needed to support some of the work noted above.

- **Grant funds**

To assist schools in developing innovative (to be defined) college and career counseling model programs

→IN Chamber & CELL project in progress (Lilly Endowment)

**Budget: High cost,  
high impact**

- **Work-and-learn Opportunities (2.2, 2.4))**

- Tax incentives to business and industry who offer internship opportunities for students and counselors

→Expansion of EARN Indiana to high school students? (legislative action)

**Budget: Moderate-  
High cost,  
High impact**

- **School Counselor Ratios**

- Require a ratio of 1:600 (school counselor to student) at the elementary level and 1:300 at the high school level to enable counselors to implement a *student-centered approach*.

→\$60 million fiscal impact to hire a school counselor in every elementary school

**Budget: high cost,  
high impact**

- **Scholarships**

To be awarded to practicing school counselors to complete the College and Career Counseling Certification - Counselors nominated by business, administrators,

community leaders meet specific indicators (tie to data, student outcomes, # of students with completed graduation plans, pathway completers, number of business visits, improvements in AP, DC, industry certifications).

**Budget: Moderate  
cost, high impact**

- **Regional Career Counseling Workshops**

Hosted collaboratively (IDOE, DWD, IN Chamber, IN Career Council)

→ Workshops currently being scheduled for fall, 2015.

**Budget: \$25,000  
high impact**

- **Career Exploration Program**

Indiana Career Explorer (Grades 6- 12+)

*Cost shared by DWD, DOE, and CHE*

**Budget: \$425,000  
high impact**

Elementary Career Exploration Program

Drive of Your Life (elementary, intermediate)

**Budget: No Cost**