My Career and Academic Plan (MyCAP): Early College

MASSACHUSETTS DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION

College, Career and Civic Readiness

Definition:

Readiness means that every student has acquired the requisite knowledge, skills and experiences in the academic, workplace readiness and personal-social domains to not only graduate high school but to also pursue further education, training, or a job that will lead to a successful career pathway earning a life/family sustaining wage.

ALL YOUNG PEOPLE MUST BE PREPARED FOR ACTIVE AND RESPONSIBLE CITIZENSHIP

Workplace Readiness

Academic Learning

Knowledge, Skills, and Experiences for College and Career Readiness, & Civic Preparation

Personal/Social Development

Steps in the MyCap Process (for the school)

MyCAP team: at least 4 from multiple roles: counselor, gen ed teacher, sped/EL teacher, administrator, etc.

Map CCR Landscape: what do we have, where are there gaps?

Identify Learning Objectives: each domain, every grade

Artifact(s): What will be collected, presented, or assessed to demonstrate achievement of learning objectives?

Create Lessons: where will they happen, who is leading, what are the key activities

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MyCAP Process: Scope and Sequence

Three domains identified in the CCCR definition:

Each domain is developed for students at every grade level:

• Learning Objectives that describe what students should know and be able to do

• MyCAP Process and Artifacts that will document the learning or store the responses

• Unit Lessons, Strategies and/or Activities that will get to the goals

SCOPE AND SEQUENCE

DOMAINS	LEARNING OBJECTIVES	MyCAP ARTIFACTS	UNITS, LESSONS, ACTIVITIES
Personal/ Social			
Career Development			
Academic, College, Career Planning			

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Domain	Learning Objectives NOTE: Statements below are adapted from CDE benchmarks, SEL competencies, and/or ASCA Mindsets & Behaviors.	MyCAP Process and Documentation NOTE: Journal entries refer to reflections recorded in the journal section of the online platform; if your platform does NOT have this feature, students should complete reflections in Word or Google Docs and upload to their platform account.	Implementation Strategies and Activities NOTE: Some of the strategies and activities presented here will benefit from the support of external partners, e.g., institutions of higher education, employers, and/or the state's Connecting Activities intermediary system.
Personal Social	● Students will understand the concept of "growth mindset" and its importance relative to future planning	● Upload "Growth Mindset" final product ● Update extracurricular activities	"Growth mindset" lessons, activities, and final product
Career Development Education	● Students will develop skills to locate, evaluate and interpret career information ● Students will understand how to access and understand labor market information	● Save a minimum of 3 careers with journal entries about what they learned from exploring them online. ● Upload research product [LMI and Ed requirements] ● Reflection on WBL experience ● Update volunteer, work and/or community service ● Preliminary work on resume	● Teach students how to navigate your online platform to conduct career research [ensure understanding of vocabulary] ● Introductory lesson on Labor Market Information ● Have students conduct research into one career of interest including labor market information (LMI) and educational requirements ● Have students prepare for, participate in, and reflect about a Work Based Learning experience at the exploration level (if possible with employer participants) Introduce students to resume feature on your online platform
Academic College and Career Planning	● Students will pass all course and ELA and Math MCAS ● Students will understand the importance of high school course and/or program performance in relation to their personal academic and career aspirations ● Students will develop skills to research postsecondary options	● Upload a picture of their "Career Pathway" poster ● Save a minimum of 3 postsecondary options with journal entries about their impressions of each ● Update the 4-year course-taking plan and reflection regarding any updates ● Update goal statements	● Teach students how to research career options using online platform and other resources ● Teach students how to navigate the online platform to conduct college research aligned with personal interests Have students create a personal "career pathway" poster

Implementation Steps

❑ Create leadership team with multiple roles represented: counselor, administrator, gen ed teacher, special ed teacher, EL staff, specialists. Identify teacher leaders in school who will buy-in and assist in getting buy-in from others

❑ Leadership team creates scope and sequence

❑ Leadership team creates implementation plan with these considerations:

- Start small and build
- Pilot in one grade or with one group of students
- Identify educators who are believers
- Identify where/when/how often lessons/activities will happen
- Share successes and build buy-in
- Build out gradually
- Expect full implementation to take time

Where, When, How Often will lessons/activities be delivered?

Advisory

Flex block

Content area classes

Career development courses

Seminars

Other . . .