

DEPARTMENT OF EDUCATION
OFFICE OF THE SECRETARY
500 Curriculum and Instruction

507 Student Success Planning

1.0 Purpose

The purpose of this regulation is to: (1) provide guidance to district and charter schools in establishing their Post-Secondary Advisement Plans (PSAP); and (2) to provide guidance as they support students in establishing goals that lead to the creation and revision of the student's Student Success Plan.

2.0 Definitions

"Advisement" means a documented process that engages students in ongoing discussion and planning with school staff to identify their personal talents and interests and plan their career goals.

"Department" means the Delaware Department of Education.

"Post-secondary" means education, training and career experiences that occur after high school graduation.

"Post-secondary Advisement Plan" or "PSAP" means a written comprehensive document that identifies the activities, supports and resources to enable a student to create and revise a Student Success Plan.

"Progress Report" means a written document provided annually by districts and charters to the Department to update their current status in meeting their established benchmarks included in the Post-Secondary Advisement Plan.

"Student Success Plan" or "SSP" means a written plan which sets post-secondary goals based on a student's career interest.

3.0 Student Success Plans (SSP)

- 3.1 Every Delaware student in grades 8-12 shall have a SSP based on exposure to the following:
 - 3.1.1 Opportunities to learn about career and industry trends and earning potential, such as career speakers, work-based learning opportunities, career and technical student organization activities and career compass activities.
 - 3.1.2 Opportunities to identify their strengths and interests connected to careers, such as Armed Services Vocational Attitude Battery and career interest surveys, as well as meetings with counselors, teachers, parents, guardians, care-givers at regular intervals to discuss student interests regarding careers.
 - 3.1.3 Opportunities to identify educational and financial requirements related to potential career interests, such as college representative presentations, college visits, financial aid presentations and financial literacy classes.
- 3.2 SSPs shall be created in 8th grade or upon entry to a Delaware district or charter school in grades 8-12 and revised annually as necessary.
- 3.3 By the student's final year of high school, the SSP shall identify the necessary steps to transition to the next phase of the student's career plan.

4.0 Post-Secondary Advisement Plans (PSAP)

- 4.1 Every district and charter school shall create and implement a PSAP to enable students to have the opportunities as identified in Section 3.0.
 - 4.1.1 The PSAP shall use the template provided by the Department.
 - 4.1.2 Every PSAP shall include a process for all of the following:
 - 4.1.2.1 Opportunities for students to establish secondary and Post-secondary goals aligned to their career interests.
 - 4.1.2.2 Activities, supports and resources to enable students to fulfill the opportunities as identified in Section 3.0, such as but not limited to: small and large group activities, in-school and out-of-school supports, and one-on-one Advisement.
 - 4.1.2.3 Alignment of PSAPs to enable students to identify the necessary steps to transition to the next phase of the student's career plan.

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- 4.1.2.4 Opportunities to engage parent(s), guardian(s) or relative caregiver(s) in the creation and revision of SSPs.
- 4.1.2.5 Measurable outcomes to demonstrate the impact of the PSAP in identifying the necessary steps to transition to the next phase of their career plan.
- 4.2 Every district and charter school shall align activities, supports and resources across grades 8-12 as applicable.

5.0 Reporting Requirements and Timelines

- 5.1 Annually, by June 30th, every district and charter school shall electronically submit a Progress Report to the Department.
 - 5.1.1 The Progress Report shall include annual progress towards meeting the established benchmarks included in the PSAP, any measures being taken to address benchmarks that will not be met, and any new measures that will be measured to demonstrate the impact of the PSAP.
- 5.2 Plans shall be updated annually to reflect necessary improvements as informed by national best practices, review of Post-secondary data and feedback provided by the Department.
- 5.3 Newly authorized charter schools with any grade 8-12 shall create and implement a PSAP to enable students to have the opportunities as identified in Section 3.0.

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