

Career Planning Coordinator Board Report

December 2019

Career Planning

- Career Artifact Checklist for level 2 and level 3 students has been modified to reflect direct input from instructors and instructional aides. Emphasis has been placed on **Job Shadowing** requirements.
- Level 2 and 3 students continue to work toward completion of Career Readiness Certificates and Soft Skill Courseware Certificates.
- Level 1 students have completed quarter one requirements for Self-Assessments on WIN.
- In collaboration with the Professional Skills instructor, a folder was created and distributed to instructional aides for the purpose of consistency in career portfolio documents and job acquisition templates.
- Discussions are being held to determine suitable ways to move to an electronic method of sharing artifacts with sending school districts.

Activities & Awards

- On November 7 we started our ALL FOR ONE program. Adam Miller and Brianna Morrow have met with 22 students on Thursdays discussing activities that can help them to be more successful at ECTS.
- ECTS student from Health Assistant Major, Kayleigh Bucci (Northwestern) was the recipient for the Millcreek Kiwanis Citizenship Award for November. She spoke to the Kiwanis Club November 25th about her accomplishments.
- A representative from PHEAA, Amy Sloan, will be here Wednesday, December 11th to present on Financial Aid opportunities. Over 50 students, from 9 different labs have signed up to participate.
- Military Panel Day is set for January 15, 2020. Representatives from all branches of the military have been invited to come and speak to interested students about the opportunities each branch has to offer.

PA Career Objective Forms

- Career Objective forms were provided to teachers at the start of the school year to be distributed with other materials needing parent signatures. As this process was more effective for the majority of the students, there will always be students that need more reinforcement.