

Jefferson County Public Schools

Individual Career and Academic Plan (ICAP)

Scope and Sequence at a Glance

State & District Expectations	Elementary and Middle School				High School			
	5th	6th	7th	8th	9th	10th	11th	12th
Partnership & Communication	Partner with key stakeholders to support a meaningful process and communicate with teachers/educators, parents/guardians & community.							
Career & College Interest Learning		Strengths Explorer Survey, Lesson & Like 3 Careers	CareerKey Survey, Lesson & Like 3 Careers	Career Cluster Finder Survey, Lesson & Like 3 Careers	AchieveWorks Learning and Productivity Survey, Lesson & Like 3 Careers	Career Interest Profiler Survey, Lesson & Like 3 Careers	AchieveWorks Skills Survey, Lesson & Like 3 Careers	AchieveWorks Personality Survey, Lesson & Like 3 Careers
Postsecondary Workforce Readiness Goal		Annual PWR Goal	Annual PWR Goal	Annual PWR Goal	Annual PWR Goal	Annual PWR Goal	Annual PWR Goal	Annual PWR Goal & Senior Exit Survey
Work Based Learning with District Partners		Outdoor Lab Prep Lesson & Experience	WBL Prep Lesson & Experience with District Partners	Warren Tech Prep Lesson & Experience	WBL Prep Lesson & Experience with District Partners	Career Expo and Warren Tech Prep Lessons & Experience	WBL Prep Lesson & Experience with District Partners	WBL Prep Lesson & Experience with District Partners
Intentional sequence of courses aligned to PWR Goal	6th Grade Scheduling, Registration & Transition	7th Grade Scheduling & Registration	8th Grade Scheduling & Registration	9th Grade Scheduling, Registration & Transition	10th Grade Scheduling & Registration	11th Grade Scheduling & Registration	12th Grade Scheduling & Registration	Preparing for Postsecondary Transition
Financial Impact of life after HS & Resume Builder		Financial Literacy	Financial Literacy	Financial Literacy	Financial Literacy & Record Experiences in Resume Builder	Financial Literacy & Record Experiences in Resume Builder	Financial Literacy & Record Experiences in Resume Builder	Financial Literacy & Build a Resume
Digital Portfolio	Items in gray are required to be completed in Naviance.							
Jeffco Thrives Benchmarks and Assessment Scores	All students are reading on grade level by the beginning of 3rd grade and proficient in mathematics at grade 5.		Every student is proficient at Mathematics in 8th grade.		Every 9th grade student remains on track to graduate by the end of freshman year with 6+ credits.		Ensure all students graduate from Jeffco with the knowledge and skills needed for post-secondary life.	
	CMAS./CoALT, MAP, ACCESS for ELL, SSIS-SEL	CMAS./CoALT, MAP, ACCESS for ELL, SSIS-SEL	CMAS./CoALT, MAP, ACCESS for ELL, SSIS-SEL	CMAS./CoALT, MAP, ACCESS for ELL, SSIS-SEL	PSAT 9, MAP, ACCESS for ELL, SSIS-SEL, PWR Demonstration	PSAT 10, MAP, ACCESS for ELL, SSIS-SEL, PWR Demonstration	PSAT, SAT, ACCESS for ELL, SSIS-SEL, PWR Demonstration	ACCESS for ELL SSIS-SEL, PWR Demonstration

The **Individual Career and Academic Plan (ICAP)** is a multi-year process that intentionally guides students and families in the exploration of career, academic and postsecondary opportunities. With the support of adults, students develop the awareness, knowledge, attitudes, and skills to create their own meaningful and powerful pathways to be career and college ready.

When students complete a Meaningful ICAP process, they:

- Connect the relevance of education to future aspirations
- Are more motivated to attend school and stay engaged
- Become confident learners who can actively set goals
- Make secondary and postsecondary course plans to pursue career and life goals
- Are able to articulate their transferable skills and apply knowledge about how their actions today connect with their goals

Colorado Expectations for Individual Career and Academic Planning (ICAP)

In 2009, [Senate Bill 09-256](#) was enacted into law with a requirement that by September 2011, all students grades 9 - 12 would have access to a process within their high school to create and manage an individual career and academic plan (ICAP.) The intent of the [Colorado Revised Statutes 2020](#) provision in the legislation is to decrease dropout rates and increase graduation rates. This should be accomplished by assisting students in developing and maintaining a personalized postsecondary career and educational plan that ensures readiness for postsecondary and workforce success.

[ICAP Toolkit | Colorado Department of Education](#)

- **The ICAP must include (but should not be limited to):**
 - Grades 9-12
 - career and college interest surveys,
 - written postsecondary and workforce goals, intermediate benchmarks and data reflecting progress toward those goals,
 - scores on assessments,
 - experiences in service learning and/or work environments,
 - activities that establish connections between school-based instruction and the world of work,
 - an intentional sequence of courses that reflect progress toward the
 - postsecondary goal, academic progress, college application(s), a resume or alternative work-based applications
 - an understanding of the financial impact of life after high school, including an education.

Jeffco Expectations for Individual Career and Academic Planning (ICAP)

- [Graduation Requirements Board Policy IKF](#)
 - Facilitated by counselors and administrators and monitored by school personnel.
 - The plan will be reviewed and access will be provided at a minimum, annually in grades seven through twelve and should include participation by students, parents or legal guardian, school counselors, school administrators and school personnel.
 - The ICAP and ICAP related data shall be available upon request to the student, parent or legal guardian and/or approved service providers in both electronic and printable form.
 - The ICAP will set out a course of study for each student based on completion of all requirements for graduation from Jefferson County Schools.
- [Multiple Credit Pathways Board Policy IHEDA](#)
 - Students in grades 9-12 may participate in available concurrent enrollment courses on their home high school campus.
 - Option 2: The course is a graduation requirement (non-elective) on the student's graduation plan (ICAP) or part of [an approved Jeffco program](#). Requirements: Have a current ICAP (Individual Career and Academic Plan) including the program of study with concurrent enrollment course work.
- [Concurrent Enrollment Board Policy IHEDA-R](#)
 - Have a current ICAP (Individual Career and Academic Plan) including the concurrent enrollment course work on file with their counselor.
- [Health Education Board Policy IHAM](#)
 - The district believes that integrated health education is essential for all students to be career and college ready.