

## Action Planning Tool for 3 Goals in the Career Domain with Parents

Program Goal	Standards Addressed CEW	Grade Level	Activities /Event Description	Data Used to Measure Impact	Start/End Dates		Contact Person
<p style="color: red;">Garner parent support to help foster their children's recognition that individuals have unique interests and abilities.</p>	<p><b>13.1</b></p>	<p><b>K-5</b></p>	<p>Meet the Teacher Night Activities</p> <p>Additional information available on the Dunmore Elementary Center's Guidance website</p> <p>Information sessions at PTA meetings</p>	<p>Needs assessment</p> <p>Visitor counter on the website</p> <p>Parent responses via email and number of phone calls</p> <p>PTA sign-in sheets</p>	<p><b>Sept.</b></p>	<p><b>Sept.</b></p>	<p>Amy Ferguson</p>
		<p><b>6-8</b></p>	<p>Back to School Night Activities</p> <p>Parents will have access to a variety of materials and resources at Parent/Teacher Conferences.</p> <p>Inform parents of middle school initiatives involving Personality Type inventories and other career initiatives</p> <p>Additional information available on the Dunmore Middle School Guidance website</p>	<p>Needs assessment</p> <p>Suggestion/Opinion Box</p> <p>Visitor counter on the website</p> <p>Parent emails and number of phone calls</p>	<p><b>Sept.</b></p>	<p><b>Sept.</b></p>	
		<p><b>Aug.</b></p>	<p><b>June</b></p>	<p><b>Nov.</b></p>	<p><b>Nov.</b></p>	<p><b>Oct.</b></p>	<p><b>Dec.</b></p>
		<p><b>Sept.</b></p>	<p><b>June</b></p>				

	<b>13.1</b>	<b>9-12</b>	<p>Inform parents of high school's initiatives involving career planning.</p> <p>Collect parent feedback regarding student choices for electives</p>	Percentage of forms returned	<b>Oct.</b>  <b>April</b>	<b>Nov.</b>  <b>June</b>	Margo Balderson/ Jeanne Massaro
Describe the range of career opportunities and training programs in the community.	<b>13.1</b>	<b>3-5</b>	Various activities at Dunmore's Annual Night Out in conjunction with borough officials.		<b>Aug.</b>	<b>Aug.</b>	Amy Ferguson
	<b>13.2</b>		<b>6-8</b>		Parents will be informed about various activities such as The Career Fair, as well as classroom activities using <a href="http://www.humanmetrics.com">www.humanmetrics.com</a>	<b>Nov.</b>	<b>Dec.</b>
	<b>13.3</b> <b>13.4</b>	<b>9-12</b>			<p>Information provided to parents regarding the annual visit to Lackawanna County Career Technology Center</p> <p>Career Fair information will be shared with students and parents on the district website</p>	<b>Nov.</b>	<b>Dec.</b>
Identify how student attitudes and work habits	<b>13.3</b>	<b>3-5</b>	On-going oral and written communication to parents regarding the importance of fostering healthy study habits.		<b>Sept</b>	<b>June</b>	Classroom teacher  Administrator

transfer from home to school to workplace.		6-8	On-going parent/teacher meetings to highlight the attitudes and habits associated with school/work success.  Constant accessibility of grades and study habit comments available to parents throughout the year via parent portal	Sign-in sheets Percentage of parents who attend conferences  Tracking number of parents who utilize parent portal	Sept.	June	Classroom teacher Administrator Kim Ahern IT Manager, Chet Williams  Jeanne Massaro/ Margo Balderson, Classroom teacher Administrator IT Manager, Chet Williams
		9-12	Junior-Senior Night Activities  Teacher feedback provided to parents via the parent portal regarding their children's grades and work habits in school	Tracking number of parents who attend information sessions  Tracking number of parents who utilize parent portal			

School District: Dunmore

Level: \_\_\_Elem. \_\_\_Middle \_\_\_HS

Counselor Names: Mrs. Kimberly Ahern, Mrs. Margo Balderson, Ms. Amy Ferguson, Mrs. Jeanne Massaro