

# South Burlington High School Transition and Planning Program

**“WE ARE MADE WISE  
NOT BY THE  
RECOLLECTION OF  
OUR PAST, BUT BY THE  
RESPONSIBILITY FOR  
OUR FUTURE.”**

**GEORGE BERNARD SHAW**

- 9<sup>th</sup> Grade Seminar
- Junior College Exploration Seminar
- Senior Seminar
- Electronic Personal Learning Portfolios

**Thomas R. Stowell**, Coordinator  
Transition and Planning Programs

# Program Overview

## **The Transition and Planning Program Allows Students:**

- An opportunity to develop academic success skills.
- To learn about all of the academic and co-curricular activities available at SBHS.
- The time to build on assets by identifying strengths and areas for growth.
- Access to higher education and workforce information.
- Opportunities to complete job shadows and interviews.
- Time to develop personal marketing materials such as portfolios and résumés.

# Program Staff

## Thomas Stowell, M.Ed – Coordinator of Transition & Planning Programs

- Significant experience in college advising, career development, and academic planning
- Pervious higher education work experience as an Admissions Counselor and Tutoring Center Coordinator.

## Nicole Chalmers, BA - 9<sup>th</sup> Grade Seminar/English Teacher

- Certification in 9-12 English/Language Arts
- Extensive technology integration background

# Program Facilities

## The Transition and Planning Lab

- 21 Dell computers
- Flexible seating for up to 28 students
- An office for mock interviews, conference calls, etc.
- Storage for student resources – college catalogs, skills workbooks, etc.
- Computer projection system for teaching
- Macromedia Dreamweaver Software
- Central location within the school



# Program Implementation Timeline

## Just The Facts:

- Program created in 2002 with support from a Career Academy Grant received from the Vermont Department of Education.
- Electronic Personal Learning Portfolio designed and implemented Spring 2003.
- 9<sup>th</sup> Grade Seminar course implemented in Fall 2002 after consultation with VSAC, other area high schools, and conversations with SBHS faculty, staff, students and parents – ½ credit.
- Junior Seminar added to course catalog in Spring 2004 – ¼ credit.
- Senior Seminar added in the Fall of 2004 – ¼ credit.
- Additional .5 FTE added in Fall 2004 to compensate for increased course enrollments.
- Program fully funded by South Burlington High School under its operating budget in Fall 2005.

# 9<sup>th</sup> Grade Seminar

## Key Curricular Components:

- **Development of Academic Success Skills**
  - Study Skills
  - Test-taking Skills
  - Note-taking Skills
  - Library Research
  - Time Management
  - Notebook Organization
  - Proofreading
  - Citing of Sources
- **Recognition of Multiple Intelligences/Learning Styles**
- **Personal Narrative Assignment - Goal Setting, Asset Recognition**
- **Self-Designed Research Project**
- **Creation of an Academic Plan**
- **Personal Learning Portfolio Creation and Setup**
- **Technology Skill Development**

# Junior College and Career Exploration Seminar

## Key Curricular Components:

- **Overview of the College Admissions Process**
  - Searching for the “right” college
  - Communicating with college admissions offices
  - Completing the application
  - Writing the college essay
  - Deciding whether you are ready for college
- **Professional Portfolio to use when visiting schools**
- **Access to guest speakers**
- **Fieldtrips to local college campuses**
- **Awareness of the financial aid process and VSAC**
- **Job Shadow Experience**
- **Review of current articles on college-related topics**

# Senior Seminar Life After High School

## Key Curricular Components:

- Awareness of All Pathways After Graduation
  - Post-secondary Education
  - Part-Time College Enrollment
  - Enter the World of Work
  - Volunteer Programs
  - Apprenticeship Programs
  - Gap Year Experiences
  - United States Military Options
  - Balance of Work and Education
  - Taking Time to Travel
  - Technical Training
- Personal Marketing Materials - Résumé and Cover Letter
- Creative Self-Designed Projects
- Job Interview/Shadow
- Creation of a Transition Plan
- Development of Life Skills such as communication, money management, conflict resolution, purchasing a car, finding an apartment, etc.

# Personal Learning Portfolios (PLP)

## Key Components:

- Allows students to track work and accomplishments over 4 years
- Gives students the opportunity to create a showcase portfolio of their work
- Provides a way to assess progress over four years
- Is an excellent tool to use when completing college or job applications

## Challenges:

- Staffing – currently the responsibility for updating PLP's falls on the 1.5 FTEs in the Transition and Planning Department
- Archival of non-electronic sources
- How to showcase the portfolios upon completion of a student's educational experience at SBHS
- Professional development for faculty and staff

# Personal Learning Plans (PLP)

## PLP Components

Learning Styles

What I'm Good At

My Interests

Possible Careers

SB Four Year Plan

Future Goals

Examples of Work

Résumé

Awards and Honors

Extracurricular Activities

Internships

College Preview

Community Service

\* Other Personalized Links

Link To The PLP: <http://sbhs.sbschools.net/transitionprograms/plp/index.htm>

# Continuing to Build the Program

## Planning for the Future

In the next several years the Transition and Planning Program has the following goals:

- Continue to coordinate college and career advising services with the Guidance Department and the SBHS Career Development Center.
- Continue to align Personal Learning Portfolios with SBHS Expectations for Learning and NEASC goals.
- Implement two presentations of the Personal Learning Portfolio – one in the sophomore and one in the senior year.
- Advocate for additional FTEs in order to expand the Junior/Senior courses and to cover the updating of the PLP.

# Examples and Questions

This concludes the PowerPoint presentation.

Now I would like to:

- Share Examples of Student Work
- Take Questions