



Individual Learning Plan (ILP) District & School Implementation Plan

District Configuration

South Livingston Elementary School (SLES): Preschool – 5th grade
North Livingston Elementary School (NLES): Preschool – 5th grade
Livingston County Middle School (LCMS): 6th – 8th grade
Livingston Central High School (LCHS): 9th – 12th grade

District Responsibilities

- Chief Academic Officer will ensure all 6th-12th grade students are at 100% completion rate on the ILP. S/he will also ensure that 8th and 10th graders are at 100% completion by March 1 for participation in Operation Preparation. S/he will remind schools to include the ILP in their CSIP.
 - DISTRICT CHECKPOINTS by supervisor of instruction
 - By November 1 – Students and Staff trained on ILP, information pertaining ILP sent to parents
 - By March 30 – Student completion rate at 100%
 - By April 30 – Parent Review Rate
- Superintendent will ensure that 704 KAR 3:305 (Minimum High School Graduation Requirements) is followed – district implementation of an advising and guidance process that supports the ILP; evaluation of the effectiveness and results of the ILP process; feeder middle and high schools shall work cooperatively to inform parents and students of connections between career opportunities; ILPs will focus on career exploration and related postsecondary education from 6th grade onwards.
- FRYSC Coordinator will ensure that Operation Preparation is completed annually in March (volunteers secured and trained, etc.).
- District GT Coordinator will ensure that GSSPs are on IC and utilized with ILP completion.
- Director of Special Education will ensure ILPs and Individualized Education Plans (IEPs) are regularly compared to ensure ongoing consistency and updated to meet the changing needs and interests of the student. DoSE will ensure that students on alternative completion have this indicated in their IEP and indicated on students' ILP.

Formal ILP Implementation Plan: SCHOOL Responsibilities

- All secondary schools will complete, monitor, review, and revise each student's ILP per state requirements from 6th – 12th grade. ALL relevant components of the ILP will be completed & reviewed annually based on current, individual student data with input from each student, his/her parent/legal guardian, and school staff.
- Schools shall maintain the ILP, make it readily available, and review it annually with the student and parent(s)/guardian(s).
- The school counselor at each school is responsible for monitoring and documenting the completion of each student's ILP. S/he is also responsible for using both formative and summative review to verify

support of the student and reflect on the overall quality of the ILP program implementation. The counselor will also ensure that the grade level steps below are followed and that the ILP is revised to reflect the student's changing needs and interests.

- The school counselor will ensure school intervention plans and advising activities are entered in the ILP as necessary and that the ILP is a part of the CSIP. The LCMS counselor will ensure the 9th Grade course selection is completed. The LCHS counselor will ensure students are making appropriate progress toward College and Career goals and successful progress toward graduation.
- SCHOOL CHECKPOINTS by school counselor
 - By November 1 – Students and Staff trained on ILP, information pertaining ILP sent to Parents
 - By March 30 – Student completion rate at 100%
 - By April 30 – Parent Review Rate
- When referred to below, please note that Kentucky's 16 Career Clusters are:
 - Agriculture, Food, & Natural Resources
 - Architecture & Construction
 - Arts, A/V Technology & Communications
 - Business Management and Administration
 - Education and Training
 - Finance
 - Government and Public Administration
 - Health Science
 - Hospitality and Tourism
 - Human Services
 - Information Technology
 - Law, Public Safety, Corrections, & Security
 - Manufacturing
 - Marketing
 - Science, Technology, Engineering, & Math (STEM)
 - Transportation, Distribution & Logistics

6th grade ILP requirements

1. The ILP will be completed in College and Career Readiness where an advising program will be offered and utilized by all students and include all relevant components of the ILP as part of its curriculum.
2. ILP use may be integrated in ELA courses as a research tool for career choices, goal-setting, and postsecondary options.
3. A variety of summative and formative assessments are used by the teacher, student, and parent as they work together to construct and continuously update the ILP.
4. ILP development is coupled with career counseling.
5. All students are introduced to the state's 16 Career Clusters with opportunities for in-depth exploration of one or more clusters.
6. Data from ILPs are analyzed and discussed to best determine course offerings and used to develop the master schedule.
7. ILP training is provided to staff and parents in the use of the ILP to help students select course offerings and develop career goals.
8. ILPs and Individualized Education Plans (IEPs) are regularly compared to ensure ongoing consistency and updated to meet the changing needs and interests of the student.

6th grade ILP- Suggested implementation through core courses

Student Training during FIRST month of school

ELA: Goals & Plans (Career & Life Goals, Post Secondary Goals, etc.) research opportunity

Math: Assessments (State assessments, Standardized assessments, Other Assessments)- using data to support goals

7th grade ILP requirements

1. The ILP will be completed in the College and Career Readiness course where an advising program will be offered and utilized by all students and include all relevant components of the ILP as part of its curriculum. This advising program will include administration of a Learning Styles Inventory and Multiple Intelligences Inventory with distribution of results to all staff for differentiation. The curriculum will include work on goal setting, self-reflection, study skills, speaking and options after high school based on student course requests. Students will discuss and research the 16 state career clusters named above This data may be used in course and club requests next year. Activities to enhance this advising program will include field trips, guest speakers, reality store, information about KEES, CCR PowerPoint, Planning Timelines, Financial Aid, and other activities as appropriate.
2. ILP use is integrated in the English/Language Arts courses as a research tool for career choices, goal-setting, and post-secondary options.
3. A variety of summative and formative assessments are used by the teacher, student, and parent as they work together to construct and continuously update the ILP.
4. ILP development is coupled with career counseling around the state's 16 Career Clusters.
5. Data from ILPs are analyzed and discussed to best determine course offerings and used to develop the master schedule.
6. **ILP information is provided to staff, students, and parents in the use of the ILP to help students select course offerings and develop career goals.**
7. ILPs and Individualized Education Plans (IEPs) are regularly compared to ensure ongoing consistency and updated to meet the changing needs and interests of the student.

7th grade ILP Suggested implementation through curriculum

Student Training during FIRST month of school

ELA: 16 career cluster project

Math: Learning Styles Stats

Science: Careers, search by subject

SS: Activities & Experiences, Resume Builder

PE: Goals & Plans

Health: Occupational Outlook

Visual Art: Awards & Recognitions

8th grade ILP requirements

1. The ILP will be completed in the Study Skills course where an advising program will be offered and utilized by all students and include all relevant components of the ILP as part of its curriculum. This advising program will include administration of a Learning Styles Inventory and Multiple Intelligences Inventory with distribution of results to all staff for differentiation. The curriculum will include work on goal setting, self-reflection, study skills, speaking and options after high school and student course

requests. Students will discuss and research the 16 state career clusters named above. Activities to enhance this advising program will include field trips, guest speakers, Reality Store, Operation Preparation, Career Chats, information about KEES, CCR PowerPoint, Planning Timelines, Financial Aid, and other activities as appropriate.

2. Students will collaborate with parents, guidance counselors, teachers, and administrators to select their 9th grade courses based on their current ILP interests and needs.
3. ILP use is integrated in the English/Language Arts courses as a research tool for career choices, goal-setting, and post-secondary options.
4. A variety of summative and formative assessments are used by the teacher, student, and parent as they work together to construct and continuously update the ILP.
5. ILP development is coupled with career counseling around the state's 16 Career Clusters.
6. Data from ILP reports is analyzed and discussed to best determine course offerings and used to develop the master schedule.
7. ILP information is provided to staff, students, and parents in the use of the ILP to help students select course offerings and develop career goals.
8. ILPs and Individualized Education Plans (IEPs) are regularly compared to ensure ongoing consistency and updated to meet the changing needs and interests of the student.

8th grade ILP Suggested implementation through curriculum

Student Training during FIRST month of school

ELA: Career Research Paper, Speech, etc

Math: KHEAA, KEES, and Schl/FA

Science: Schools, Timeline & FA

SS: College comparisons

PE: Goals & Plans

Drama: Employment, Interview Skills

Music: Awards & Recognitions

9th grade ILP requirements

1. The ILP will be completed in the Career Option I course where an advising program will be offered and utilized by all students and include all relevant components of the ILP as part of its curriculum.
2. ILP use is integrated in the Career Option I and English I courses as a research tool for career choices, goal-setting, and post-secondary options.
3. ILP development is coupled with college/career counseling through the use of Tassel to identify student interest, potential majors, schools, and post-graduation options.
4. ILP data will be used to place students appropriately in his/her career pathway.
5. ILP information is provided to staff and parents in the use of the ILP to help students select course offerings and develop career goals.
6. ILPs and Individualized Education Plans (IEPs) are regularly compared to ensure ongoing consistency and updated to meet the changing needs and interests of the student.
7. Students select and note in their ILP at least 4 courses related to their career major or one of the state's 16 Career Clusters. Also, they receive additional support and guidance to prepare for postsecondary training and/or education within this Career Cluster.
8. Students will create a Four Year Plan to develop cohesive course selection and post-graduation goals.

10th grade ILP requirements

1. The ILP will be completed in the Career Option I course where an advising program will be offered and utilized by all students and include all relevant components of the ILP as part of its curriculum.
2. ILP use is integrated in the Career Option I and English II course as a research tool for career choices, goal-setting, and post-secondary options.
3. Learning style inventory assessments, as given in Tassel, are used by the teacher, student, and parent as they work together to construct and continuously update the ILP.
4. ILP development is coupled with career/college counseling
5. ILP data will be used to place students appropriately in his/her career pathway.
6. ILP training is provided to staff and parents in the use of the ILP to help students select course offerings and develop career goals.
7. ILPs and Individualized Education Plans (IEPs) are regularly compared to ensure ongoing consistency and updated to meet the changing needs and interests of the student.
8. Students will review mid-year their Four Year Plan and adjust based on their needs.. Also, they receive additional support and guidance to prepare for postsecondary training and/or education within this Career Cluster.

11th grade ILP requirements

1. The ILP will be completed in the Special Topics in Careers course where an advising program will be offered and utilized by all students and include all relevant components of the ILP as part of its curriculum.
2. ILP use is integrated in the Special Topics in Careers course and English III course as a research tool for career choices, goal-setting, and post-secondary options.
3. ILP development is coupled with career/college counseling including financial aid, finance management, and total cost post-graduation.
4. ILP data may be used to place students appropriately in his/her career pathway.
5. ILP training is provided to staff and parents in the use of the ILP to help students select course offerings and develop career goals.
6. ILPs and Individualized Education Plans (IEPs) are regularly compared to ensure ongoing consistency and updated to meet the changing needs and interests of the student.
7. Students will review mid-year their Four Year Plan and adjust based on their needs. Also, they receive additional support and guidance to prepare for postsecondary training and/or education within this Career Cluster.
8. Assessment/Certification information should be included on student's ILP, such as ACT, SAT, or technical certifications to support progress toward post-graduation goals.

12th grade ILP requirements

1. The ILP will be completed in the Special Topics in Careers course where an advising program will be offered and utilized by all students and include all relevant components of the ILP as part of its curriculum, including information on Selective Service and registering to vote.
2. ILP use is integrated in the Special Topics in Careers course and English IV course as a research tool for career choices, goal-setting, and post-secondary options.
3. College research, (college choices) and entrance requirements are used by the teacher, student, and parent as they work together to construct and continuously update the ILP.
4. ILP development is coupled with career/college counseling.

5. ILP data will be used to place students appropriately in his/her career pathway.
6. ILP information is provided to staff and parents in the use of the ILP to help students select course offerings and develop career goals.
7. ILPs and Individualized Education Plans (IEPs) are regularly compared to ensure ongoing consistency and updated to meet the changing needs and interests of the student.
8. Students will review mid-year their Four Year Plan and adjust based on their needs. Also, they receive additional support and guidance to prepare for postsecondary training and/or education within this Career Cluster.