



I. Purpose and Philosophy

Early Light Academy believes early and frequent educational planning are essential to student success. At the elementary level this planning occurs during parent/teacher conferences with the student, parent/guardian, and teacher. In grades 7-9, Student Education Occupation Plan(SEOP) meetings are a time when the students and parents/guardians discuss with the school counselor/trained educator about middle school, high school, and post high school plans.

II. Secondary Guidelines


The following are SEOP guidelines for grades 7-9 (see R277-462-4 of the Utah Administrative Code):

- Charter school secondary schools that receive Comprehensive Counseling and Guidance funds shall complete written SEOPs for all students.
- Persistent effort shall be made to invite parents/guardians to attend SEOP meetings.
- Plans shall be signed by students and parents/guardians who are in attendance.
- The school counselor or a trained educator shall conduct SEOP meetings.
- 7<sup>th</sup> Grade students will participate in a group SEOP as part of the CTE curriculum in order to synergize content learned in the CTE curriculum with goals of the comprehensive counseling program. Parents will be invited to the group SEOP but may request an individual SEOP meeting in addition.
- 8<sup>th</sup> and 9<sup>th</sup> grade students will participate in annual individual SEOP meetings in which parents are invited to attend.

These meetings will cover the following information:

- ✓ Discussion/recognition of the student's strengths, talents, interests, and accomplishments and how those relate to college/career opportunities.
  - ✓ Review educational progress and make goals for the future.
  - ✓ Discuss and provide information about topics such as high school graduation requirements, scholarships, early graduation, work/job shadow/internships, and post secondary training/education options and requirements.
  - ✓ Outline a four year plan for completing high school coursework which is tailored to student goals, talents, and interests.
- Counselor will maintain record of SEOP meetings.
  - Data shall be collected in the form of a survey after the SEOP to measure the effectiveness of the SEOP process. This data will be used to adapt the SEOP content/process as needed by students and parents/guardians.

Signature:

  
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Jennifer Jones, Board Chair

11/26/12  
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Date