



Annual High School Academic Plan Meeting

WHAT: The **Annual High School Academic Plan (CFS 407 HS)** is completed by the caseworker during the Annual High School Academic Plan Meeting at the start of each school year, August through October. Caseworkers are to convene a meeting where the student's academic progress is reviewed, problems/issues are discussed, and post-secondary planning is begun. The form is to be brought to the youth's next Administrative Case Review.

WHY: To ensure that all DCFS youth are prepared for post-secondary education, vocational training, or employment, and that they learn about the department's programs that support their plans. Academic problems or issues that are identified during this meeting will be addressed, and communication with school counselors, other relevant school staff is encouraged.

WHO: Caseworkers, youth, caregivers, school counselors and other relevant school staff should be included in order to fully address each youth's individual situation and plans. If youth has an IEP, is lacking credits, or has other specific educational issues, a NIU education advisor may be invited to participate in the meeting.

THE ANNUAL HIGH SCHOOL ACADEMIC PLAN • YEAR BY YEAR

<p style="text-align: center;">Freshman Year</p> <ul style="list-style-type: none"> • Review academic progress from elementary school/middle school & identify strengths • Identify possible future goals related to career options and/or academic interests • Review DCFS transitional services for youth 14 and older • Use the Casey Life Skill Assessment in the discussion • Discuss study habits, and any study/support groups or other supports/resources that may be needed, i.e. tutoring • Identify possible extra-curricular activities • Complete the Education Profile (CFS 407-4) • Complete the AHSAP, including goals for current year, and distribute copies to student, caregiver, counselor, and education advisor 	<p style="text-align: center;">Sophomore Year</p> <ul style="list-style-type: none"> • Review progress from freshman year: is this youth on track academically? • Acknowledge accomplishments • Identify any educational problems or issues • Review discussion from Freshman year regarding academic and/or vocational interests • Student visit www.careercounseling.com if needed to clarify career interests • Discuss opportunities for internships, dual credit programs, mentors, volunteer experiences as appropriate • Begin to explore possible post-secondary colleges and vocational programs • Register for PSAT if appropriate • Communicate with school counselor as needed • Complete the AHSAP, including goals for current year, and distribute copies to student, caregiver, counselor, and education advisor
<p style="text-align: center;">Junior Year</p> <ul style="list-style-type: none"> • Review progress from sophomore year: is this youth on track academically? • Acknowledge accomplishments • Discuss graduation requirements • Identify any educational problems or issues • Focus on post-secondary goals • Involve the school counselor to identify colleges, universities, or vocational programs of interest; take tours • Notify youth re: www.collegezone.com to gather information related to school options, financial aid, college costs, scholarships • Arrange for youth to register and prepare for ACT/SAT • Complete the AHSAP, including goals for current year, and distribute copies to student, caregiver, counselor, and education advisor 	<p style="text-align: center;">Senior Year</p> <ul style="list-style-type: none"> • Review academic progress, graduation requirements and post secondary options • Discuss graduation requirements • Review post-secondary options available to DCFS youth, decide which apply for their situation • Outline youth's responsibilities in applying for DCFS programs • Finalize list of colleges, universities, or vocational training options and note application deadlines • List out tasks for youth related to college or vocational program admission • Assist youth in completing FAFSA in October of the graduation year • Apply for DCFS Scholarship in January • Complete the AHSAP, including goals for current year, and distribute copies to student, caregiver, counselor, and education advisor