

**COLORADO SPRINGS SCHOOL DISTRICT 11
PREPARATION FOR POSTSECONDARY AND WORKFORCE READINESS
(INDIVIDUAL CAREER AND ACADEMIC PLAN) – REGULATION**

In accordance with C.R.S. 22-2-136(1), 1CCR 301-81, and Board Policy IHBK the District shall develop and maintain an Individual Career and Academic Plan (ICAP) implementation plan that ensures every student and their parents/guardians have access to and assistance in the planning and development of individual student ICAPs. The implementation planning process should include input and recommendations from school counselors, school administrators and teachers where appropriate.

At a minimum, the District's ICAP implementation plan shall address:

1. How the District will ensure that all secondary students have access to and assistance in the preparation for and development of an ICAP.
2. District and school objectives, general timelines for accomplishment and methods to evaluate the effectiveness of the plan.
3. The roles and responsibilities of the student, parents/guardians, school staff and District administrative staff in preparing for, creating, and updating each student's ICAP.
4. The activities that will be addressed at each grade level of a student's ICAP.
5. How students' ICAPs will be electronically stored, protected, accessed and/or updated by authorized personnel, and made available for transfer between districts and other authorized agencies or personnel.
6. If possible, the professional development that will be provided to appropriate District staff regarding ICAPs and the staff's role in implementing the District's ICAP plan.

The implementation plan will be reviewed annually for necessary updates and implementation evaluated for effectiveness per C.R.S. 22-2-136(1) and 1 CCR 301-81(2.03).

Adopted April 11, 2018

LEGAL REFS: C.R.S 22-2-136
C.R.S 22-32-109(1)(ff)
C.R.S. 22-32-109(1)(nn)
C.R.S. 22-32-109(1)(oo)
C.R.S. 22-35-101, et seq
1 CCR 301-81

CROSS REFS: IHA, Basic Instructional Program
IHAQ, Postsecondary and Workforce Readiness Education (Career and Technical Education)
IHBK, Preparation for Postsecondary and Workforce (ICAP)
IHCDA, Postsecondary Enrollment
IKF, Graduation Requirements