Arizona Education & Career Action Plan (ECAP)
Implementation Plan

Timeline	Preparation	Professional Development	Information Technology Component

Fall 2007	**Fall 2007**
	Meet with Arizona Department of Education High School Renewal and Career & Technical Education Units to determine course of action. (See board meeting minutes from 1/11/08)
		Fall 2007
		Survey school counselors to assess for needed professional development opportunities
		● Offer six ECAP/AzCIS full-day trainings across Arizona.
		  ● Flagstaff
		  ● Phoenix
		  ● Tucson
		  ● Yuma
		● On-line ECAP/AzCIS tutorials developed and available
			PHASE II
			Open, ongoing process
			
			● Discussion between Information Technology (IT), Arizona High School Renewal Improvement Initiative (AZHSRI) and Career & Technical Education (CTE) regarding Web accessibility 24-7 by parents, students and school officials
			● Transferability, portability with students throughout their education and into the workforce

February, 2008	● Identify Arizona *Ad Hoc* Design Committee members. (Includes ADE staff and field stakeholders) Member list can be provided.
	● Scheduling ECAP *Ad Hoc* meeting dates in progress.
		Offer six additional ECAP/AzCIS workshops in:
		  ● Casa Grande
		  ● Flagstaff
		  ● Kingman
		  ● Phoenix
		  ● Tucson
		  ● Yuma	

Spring & Summer 2008	● Survey districts to assess current ECAP status & needed professional development or technical assistance ● Use survey results to determine critical target sites needing greatest assistance in the ECAP planning process ● Review with appropriate ADE decision makers the possibility of ECAP inclusion into State SAIS system ● Review various vendor products for ECAP alignment requirements	**March 27-28, 2008** **Arizona School Counselors Association Spring Conference** ● Pre-conference: Ray McNulty International Center for Leadership in Education ● High School Renewal initiative & ECAPs ● Career and Technical Educational sessions related to ECAPs and the Carl Perkins Act **Summer 2008** ● ECAP *Ad Hoc* Design Committee develops needed materials and professional development for district/ site	**Spring 2008 - ongoing** ● ECAP *Ad Hoc* Design Team collaborates with ADE Information Technology Unit to develop inclusion of ECAPs into the Arizona Education Data Warehouse (AEDW) ● Partnership discussions between ADE and ASU: Cresmet potential for developing Arizona system similar to the AzCIS from University of Oregon. Would provide a continuum of planning

	● Determine five-year implementation plan to include needed professional development ● Conduct reviews which include current site status and implementation of ASCA model and ECAPs through CTE PAR visits. ● Conduct *Ad Hoc* Design Team meetings to address critical components, tasks and working groups.	implementation. **June 9-11, 2008** Conference in Tucson - Trainer of Trainers (TOT) Model ● Counselor Academy (30-50 participants) ● Training in ECAPs & ASCA (American School Counselors Association) Model **June 16-18, 2008** (TOT Model) Workshop @ Bison Ranch (Duplicates June 9-11th workshop)	from secondary through postsecondary and into the workforce
Spring & Summer 2008 (Continued)	Components to be determined: 1. ECAP definition broken into operational functions 2. Establish minimum requirements (process, product and quality measures) 3. Clarify role of ADE and District/ Charter responsibilities 4. Identify districts without adequate computers or support; assist in basic pen/ paper ECAP system 5. NAU:GEARUP will work with these districts on a basic ECAP process and plan 6. Identify best practices related to education and career planning 7. Identify professional development needs ● Spring ASA Conference presentation to school superintendents and administration	**July 20-23, 2008** **ACTE Summer Conference** Offerings around ECAP and related counselor issues ● Keynote speaker message ● "Hot Topics" from 2007 Arizona Counselor professional development survey ● Career Planning for the 21st Century ● ECAPs and the Global Perspective ● Rigor, Relevance and Relationships to Increase enrollment in rigorous courses ● Breaking Ranks II / Counselor Role in Systemic Change ● Vendor booth options for ECAP implementation (i.e. Kuder, Naviance, Bridges, ASU: Virtual Counseling Center, or AzCIS)	How can individual data be uploaded to the system? Evaluate integration into ADE's security procedures Continued technical assistance to the field through: ● Telephone ● Online assistance ● Course offerings for continuing education hours to be created and available through IDEAL

Arizona Education & Career Action Plan (ECAP)
Implementation Plan

	● ECAP *Ad Hoc* Design Committee finalizes implementation plan, needed materials & media		

Fall 2008	● Update the State Board of Education on ECAP status and implementation plan
	
	● Suggested district and school timelines:
	  1. The operational definition of the ECAP process
	  2. Criteria for process and product
	  3. A rubric for assessing quality of ECAP process and product
	  4. Options for dissemination of information and professional development related to district and school level training
	
	● Dissemination of ECAP literature to field
		● Survey all school counselors for professional development needs.
		
		● Offer training for districts and schools on the implementation of the ECAP process at the local, district and school level.
		
		● Offer ECAP/AzCIS workshops and sample ECAP template or models.
			Place ECAP models and training modules online through IDEAL

Fall 2009	Statewide ECAP implementation for all students in 9th grade, Class of 2013	Monitoring ongoing needs and provision of targeted assistance	Integration with Arizona's Education Data Warehouse (AEDW) timeline complete including Arizona Department of Education single sign-on interoperability
2008-2010	Partners in ECAP Process Development ● Innovative & Exemplary Programs ● Career and Technical Education ● Arizona School Counselors Association ● NAU GEARUP ● Arizona Charter Schools Association	Continuous professional development based upon data from sites	Continuous development and refinement of AEDW