

AUTRY TECHNOLOGY CENTER
COMPREHENSIVE GUIDANCE PLAN

GUIDANCE PLAN COMMITTEE ADVISORS

- Karen Martin, Master of Education in Guidance and Counseling, LPC #39
- Mary Byrd, Master of Education in Guidance and Counseling
- Linda Belknap, Master of Education in Guidance and Counseling
- Stephanie Weissenbuehler, Master of Education in Guidance and Counseling

DISTRICT VISION

To be a progressive leader in serving business and industry.

DISTRICT MISSION

Align resources, people, knowledge, skills and opportunity to build self-worth and ensure economic prosperity in Oklahoma and beyond.

DISTRICT VALUES

We believe...

- We focus on improving people's lives.
- We recognize teamwork as an integral component for maximizing results.
- We are responsible and ethical with all of the resources entrusted to us.
- We believe risk taking should be combined with innovation.
- We are a team of professionals who go above and beyond.
- We value excellence as a quality reflected in all we do.
- We believe that business and industry is our ultimate customer.

DISTRICT PHILOSOPHY

We, at Autry Technology Center, believe in a democratic society and that the individual is of primary importance. Therefore, as a mechanism for the delivery of career and technology education, it is our mission to prepare individuals for employment.

We believe every individual should have an opportunity to succeed. Individual success is enhanced when the student has an understanding of the career for which he/she is preparing. We realize job skills go beyond the development of technical expertise and individuals must be encouraged to develop interpersonal skills that contribute to a successful career.

We believe that in a technological society, individuals must obtain occupational preparation during their educational careers and continue to upgrade their career competencies while in the labor force. Our commitment to the citizens of this district is to meet their changing and growing needs.

We believe that in order to implement our philosophy, a partnership must exist among the career-technology center, common education, higher education, and business and industry. This link is vital in providing an educational program which enables the individual to pursue a lifestyle according to his/her personal choice, ability, and resourcefulness.

DISTRICT GUIDANCE PLAN

Autry Technology Center's Comprehensive Guidance Plan is to work in unison with the school's vision, mission, values, and philosophy to assist all individuals in identifying, pursuing and obtaining their career goals, thus developing a world-class workforce. To achieve this goal, the following objectives have been established:

- To have a group of highly qualified guidance professionals available to facilitate a diverse student population in the development of academic, career and personal/social areas.
- To provide the knowledge and the skills essential for workplace success.
- To provide a variety of services to students through a teamwork approach by all Autry staff.
- To be accountable, responsible, and ethical in all actions and communications with students and employers.
- To be inclusive, innovative, flexible, student-centered and performance driven to accomplish employer and student goals.
- To uphold merit, integrity and quality in all endeavors.
- To ensure students receive a quality education and are provided sufficient support for holistic student success.
- To provide students with lifelong career decision making and management skills necessary to succeed in the workplace and life.
- To provide each student the encouragement to achieve his/her goals that will enable him/her to have increased confidence when entering the workforce.

GOAL IMPLEMENTATION

Implementation of objectives of the Guidance Plan goals:

- 5th grade Career Exploration-Enid business partners
- 6th-8th grade Teen Tour-summer camp
- 6th-8th grade career assemblies with Business & Industry partners Sept-May

- 8th grade career/educational planning
 - Oklahoma Career Guide Interest Assessment
 - Individual Plans of Study
 - Oklahoma Graduation Requirements/Oklahoma College Entrance Requirements
 - ACT Workshop
 - Autry 8th Grade Tour
- 9th grade career/educational planning
 - Oklahoma Career Guide Research
 - Individual Plans of Study
 - Oklahoma Graduation Requirements/Oklahoma College Entrance Requirements
 - ACT Workshop
 - Enid Public Schools Summer Launch Program
 - Field Trips
 - Speakers
 - Tour of Autry
 - Visits to Autry programs upon school or parent request
 - Freshman orientation Autry t-shirt giveaway
- 10th grade career/educational planning
 - Oklahoma Career Guide Interest/Skills Assessment
 - Individual Plans of Study
 - Oklahoma Graduation Requirements/Oklahoma College Entrance Requirements
 - ACT Workshop
 - Autry Sophomore Tour
 - Sophomore Success-Enid High School
 - Resume Writing
 - Interviewing Skills
 - Entrepreneurships
 - Autry student/business panel
- 11th grade career/educational planning
 - Oklahoma Career Guide Interest/Skills/Work Values Assessment
 - Individual Plans of Study
 - Oklahoma Graduation Requirements/Oklahoma College Entrance Requirements
 - ACT Workshop
 - Intervention: counselor/student, counselor/parent/student, counselor/instructor/student/parent
 - Individual interviews with all prospective applicants at Autry and sending schools
 - College/Career/Community Events
 - Adjust schedules to meet school and/or student needs
 - Collaborate with public school IEP team for development of appropriate IEP goals for student success
 - Remediation: Academic Center, KeyTrain, OdysseyWare,
 - Credit Recovery: English I, II, III, IV, Algebra I, II, Geometry
 - ACT Math Preparation

- Oklahoma School of Science & Math AP Calculus/AP Physics
- Academic core offerings: Anatomy, Algebra II, Trigonometry/Pre-Calculus
- Referrals to Business and Industry Services and The James W. Strate Center for Business Development
- Prevention: drug, bullying, domestic violence, suicide, sexual harassment, stalking and cutting awareness
- 12th grade career/educational planning
 - Oklahoma Career Guide Scholarship Search/Financial Aid Presentation
 - Individual Plans of Study
 - Oklahoma Graduation Requirements/Oklahoma College Entrance Requirements
 - ACT Workshop
 - Senior fact sheet
 - Senior Exit Interview
 - Enid High School Senior Night: scholarships and financial aid planning
 - Intervention: counselor/student, counselor/parent/student, counselor/instructor/student/parent
 - Individual interviews with all prospective applicants at Autry and sending schools
 - College/Career/Community Events
 - Adjust schedules to meet school and/or student needs
 - Collaborate with public school IEP team for development of appropriate IEP goals for student success
 - Transition Planning for continued post-secondary training
 - Remediation: Academic Center, KeyTrain, OdysseyWare
 - Credit Recovery: English I, II, III, IV, Algebra I, II, Geometry
 - ACT Math Preparation
 - Oklahoma School of Science & Math AP Calculus/AP Physics
 - Academic core offerings: Anatomy, Algebra II, Geometry, Trigonometry/Pre-Calculus
 - Awards/Recognition at all area schools
 - Referrals to Business and Industry Services and The James W. Strate Center for Business Development
 - Prevention: drug, bullying, domestic violence, suicide, sexual harassment, stalking and cutting awareness

ENROLLMENT PROCESS

- 10th grade-graduating seniors:
 - Individual student program visits prior to enrollment
 - Pre-enrollment assemblies
 - Communication to parents/students of Autry pre-enrollment dates
 - Individual career interview
 - Finalization of enrollment with individual student
 - Community Forum at Enid High School

- Communication to partner school personnel/parents/students of enrollment confirmation
- Summer correspondence to parents/students concerning school year dates and times
- SchoolMessenger communications with parents/students
- Open House/Community Action Event
- College and career fairs
- Autry instructors with program exhibits visit Enid High School food court and/or individual sending schools
- Autry Signing Day
-

ACTIVITIES OFFERED TO STUDENTS DURING THE PREVIOUS 5 YEARS

- August student/parent conferences
- Autry enrollment assemblies with post-secondary institutions

- Adult:
 - Individual career counseling via phone/email/person-to-person
 - Group career counseling
 - Social media contacts
 - Provide program information via printed material and/or website
 - Schedule testing or obtain other standardized testing documentation or college transcripts
 - Interpretation of test results and the development of an individual career plan
 - Finalization of enrollment with individual student
 - Communication of enrollment confirmation
 - Summer correspondence concerning school year dates and times
 - Autry Signing Day
 - SchoolMessenger communications
 - Open House/Community Action Event
 - College and career fairs
 - Medical Overview
 - Advanced Medical Orientation
 - Intervention: counselor/student, counselor/instructor/student
 - Remediation: Academic Center, KeyTrain, OdysseyWare
 - Referrals to Business and Industry Services and The James W. Strate Center for Business Development
 - Prevention: drug, bullying, domestic violence, suicide, sexual harassment, stalking and cutting awareness

ACTIVITIES OFFERED TO STUDENTS DURING THE PREVIOUS 5 YEARS

- August student conferences
- Autry enrollment assemblies with post-secondary partners
- NOC Plus50 Program
- Flexible schedule: block scheduling

The goals and objectives of the Comprehensive Guidance Plan at Autry Technology Center allow the students to identify and pursue their career goals thus allowing them to enter the job market with the necessary knowledge and skills for personal and career success. In order to meet these goals and objectives, career counselors, located in Student Services, are available to the public Monday through Friday, 8:00am-4:00pm.