



# 2018 Education and Business Summit

Career Readiness Accountability

Kama. J. Staton  
South Carolina Dept. of Education

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Molly M. Spearman – State Superintendent of Education

# Career Readiness Indicators for Accountability

Approved  
SC  
Work-Based  
Learning  
Experience

WIN  
Score of  
Silver or  
Higher

- Career Readiness Assessment- WIN
- CATE Completer + Credential/Certification
- ASVAB 31 or higher
- Work-Based Learning Experience

ASVAB score of  
31 or higher

CATE Completer  
with State or  
Nationally  
recognized  
credential/  
certification

**Weight**  
Only meet **ONE** to get 25  
Points for weighting

# **Completion of SC approved WBL experience (40 hrs. or more) with positive employer evaluation score, 3 or higher;**

- 40 hrs. or more on the job experience aligned to the career pathways in the student's Individual Graduation Plan (IGP).
- A mutually developed training agreement outlining the skills and objectives to be mastered during the WBL experience.
- A positive evaluation conducted by the employer on a mutually developed performance evaluation tied to the training agreement as indicated by a score of 3 or higher on a scale of 5.
- An internship that is included within a credit-bearing course.

**\*\*All of the above are required in order to count\*\***

# **WBL experiences considered for the career readiness accountability system**

- Registered Apprenticeship
- Youth Apprenticeship
- Cooperative Education (Co-Op)
- Internship

\*Refer to SC Dept. of Education Work-Based Learning Implementation Guidelines for established criteria and guidelines

# Training Agreement/Evaluation Tool

- Mutually developed training agreement defining objectives/skills to be mastered and a minimum of **40 practical experience hours or highest number of hours required by industry-defined competencies in a career pathway at worksite**
- Aligned with career pathway in student's IGP
- Positive evaluation created from the training agreement as defined by a score of **3 or higher on 1-5** scale that includes world class skills and characteristics from the Profile of the SC Graduate
- Is included in a unit of credit in the pathway related to the work-based learning placement or completed a personal pathway of study
- All documentation is **maintained at the school level for two years after the student graduates from high school**
- Academic credit, compensation, and activities are district specific and may vary with course of study

# Statewide Template

## South Carolina Work-Based Learning Training Agreement/Evaluation Plan

Date: \_\_\_\_\_  
 Student's Name: \_\_\_\_\_  
 School/Career Center: \_\_\_\_\_ School District: \_\_\_\_\_  
 Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_  
 Worksite Name/Location: \_\_\_\_\_  
 Work Assigned Days: \_\_\_\_\_ Work Assigned Hours: \_\_\_\_\_  
 Worksite Supervisor Name: \_\_\_\_\_ Worksite Supervisor Title: \_\_\_\_\_  
 Worksite Phone: \_\_\_\_\_  
 Worksite Email: \_\_\_\_\_  
 Student's Career Pathway/Program of Study: \_\_\_\_\_  
 Is the Work-Based Learning (WBL) Placement aligned to student's Individual Graduation Plan (IGP)? Yes or No  
 Is the Work-Based Learning Placement paid or non-paid? Yes No  
 Is the WBL placement tied to a credit-bearing course? Yes No If yes, what is the course code? \_\_\_\_\_  
 Is School Insurance coverage provided? Yes No

### Job Description (Tasks, Responsibilities, Projects, etc. established by worksite supervisor)

### List of objectives and/or skills to be mastered based on industry-defined competencies within career pathway

**1** **Employability Attributes**  
 The employability attributes provided below as Profile Elements are essential in every work environment throughout one's career. Discuss and review with the student as each should be viewed as the foundation upon which specific workplace and career ready skills are aligned with the Profile of the SC Graduate. Each will be the basic expectation for the work-based learning experience and will serve as the criteria of measure for the mid and final employer evaluation tool.  
 \* Two evaluation reviews are recommended to capture growth -- Be objective!

## South Carolina Work-Based Learning Training Agreement/Evaluation Plan

KEY: Evaluation Score  
 1 = Performance Improvement Needed: Needs to have a strategy to improve this skill  
 2 = Developing: Developing this skill; learning to address challenges related to this skill; aware of next steps  
 3 = Competent: Demonstrates this skill; aware of the importance of this skill  
 4 = Proficient: Consistently demonstrates this skill; shows initiative to learn about, enhance or apply this skill  
 5 = Advanced: Exceeds expectations; works with high level of independence, acts as a role model, or shows initiative to apply and extend this skill

PROFILE ELEMENT	PERFORMANCE EXPECTATIONS	REVIEWS		COMMENTS Notes, goals, and reflections for Review #1 and Review #2
		1-5 Scale (See Key Above)		
Attendance Appearance, and Punctuality	<ul style="list-style-type: none"> <li>Arrives on time and prepared for work</li> <li>Provides sufficient notice if unable to report for work</li> <li>Clean, neat appearance</li> <li>Dresses appropriately for position and duties</li> <li>Wears ID Badge in accordance with policy</li> <li>Practices personal hygiene for position and duties</li> </ul>	1		
		2		
Initiative Motivation, Self-Direction	<ul style="list-style-type: none"> <li>Participates fully in tasks or projects from start to finish</li> <li>Initiates interaction with supervisor for next task or project upon successful completion of previous one</li> <li>Able to work with little supervision; dependable</li> <li>Use good judgement</li> </ul>	1		
		2		
Communication	<ul style="list-style-type: none"> <li>Communicates effectively, orally and in writing, using the language and vocabulary appropriate to a variety of audiences within the workplace including coworkers, supervisors, and customers</li> <li>Demonstrates active listening skills; focuses attentively, makes eye contact or other affirming gestures, confirms understanding and follows directions</li> </ul>	1		
		2		
Teamwork and Collaboration	<ul style="list-style-type: none"> <li>Works productively with co-workers, individually and in teams; support organization's mission and goals</li> <li>Accepts direction and constructive feedback with positive attitude</li> <li>Cooperative</li> </ul>	1		
		2		

<https://ed.sc.gov/instruction/career-and-technology-education/career-guidance/work-based-learning/>

# Unit of credit aligned to WBL placement

This is a course the student is or has taken within their career pathway and the WBL qualifier is embedded within course standards.

## Examples

State Approved Courses

CATE Internship WBL Credit-Bearing Courses

Local Board Approved Courses

# CATE Internship Work-Based Credit-Bearing Course Codes

- Agriculture, Food, and Natural Resources (Work-Based Credit) Code 5690
- Architecture and Construction (Work-Based Credit) Code 6690
- Arts, Audio-Video Technology, and Communications (Work-Based Credit) Code 5290
- Business Management and Administration (Work-Based Credit) Code 5490
- Education and Training (Work-Based Credit) Code 6390
- Finance (Work-Based Credit) Code 6190
- Health Science (Work-Based Credit) Code 5590
- Sports Medicine (Work-Based Credit) Code 5591
- Hospitality and Tourism (Work-Based Credit) Code 5190
- Family and Consumer Sciences (Work-Based Credit) Code 5890
- Human Services (Work-Based Credit) Code 5790
- Information Technology (Work-Based Credit) Code 5390
- Law, Public Safety, Corrections, and Security (Work-Based Credit) Code 6590
- Manufacturing (Work-Based Credit) Code 6490
- Marketing (Work-Based Credit) Code 5091
- Science, Technology, Engineering and Mathematics Code 6890
- Pre-Engineering/ Industrial Technology Education (Work-Based Credit) Code 6090
- Transportation, Distribution, and Logistics (Work-Based Credit) Code 6790

# How are we going to report this?

CCR - College/Career Ready Qualifier used for Career Readiness Accountability.

* WBL CCR Experience	<input type="text"/>	WBL CCR Exp Owner	<input type="text"/>	
* WBL CCR Start Date	<input type="text" value="MM/DD/YYYY"/>	* WBL CCR End Date	<input type="text" value="MM/DD/YYYY"/>	
* WBL CCR Worksite Name	<input type="text"/>			
WBL CCR Worksite Address	<input type="text"/>			
WBL CCR Worksite City	<input type="text"/>			
WBL CCR Worksite State	<input type="text"/>			
WBL CCR Worksite Zipcode	<input type="text"/>			
WBL CCR Worksite Email Address	<input type="text"/>			
WBL CCR Worksite Phone	<input type="text"/>			
WBL CCR Worksite Size	<input type="text"/>			
WBL CCR Worksite Supervisor	<input type="text"/>			
WBL CCR Worksite Supervisor Job Title	<input type="text"/>			
* WBL CCR Paid	<input type="text"/>			
* WBL CCR Related to Career Plan	<input type="text"/>		* WBL CCR Career Cluster Type	<input type="text"/>
* WBL CCR Course Credit	<input type="text"/>			
* WBL CCR 40-Hour Minimum Met	<input type="text"/>			
* WBL CCR Training Agreement	<input type="text"/>		* WBL CCR Evaluation Score	<input type="text"/>
WBL CCR School/Center Coordinator	<input type="text"/>			
Other support provided to you by WBL CCR Worksite	<input type="text"/>			

\* - Required Fields

Submit

This field is at the first field of entry at the top of the WBL page in PowerSchool. The only reporting experiences for this field is Registered Apprenticeship, Youth Apprenticeship, Internship, or Co-Op for *graduating students* for accountability purposes only! Need to only report one!

# 2018-19 WBL Page Updates

* WBL Experience 6	<input type="text"/>	WBL Exp6 Owner	<input type="text"/>
* WBL Start Date 6	<input type="text" value="MM/DD/YYYY"/>	* WBL End Date 6	<input type="text" value="MM/DD/YYYY"/>
* WBL Worksite Name 6	<input type="text"/>		
WBL Worksite Address 6	<input type="text"/>		
WBL Worksite City 6	<input type="text"/>		
WBL Worksite State 6	<input type="text"/>		
WBL Worksite Zipcode 6	<input type="text"/>		
WBL Worksite Email Address 6	<input type="text"/>		
WBL Worksite Phone 6	<input type="text"/>		
WBL Worksite Size 6	<input type="text"/>		
WBL Worksite Supervisor 6	<input type="text"/>		
WBL Worksite Supervisor Job Title 6	<input type="text"/>		
* WBL Paid 6	<input type="text"/>		
WBL Related to Career Plan 6	<input type="text"/>		
* WBL Course Credit 6	<input type="text"/>		
WBL School/Center Coordinator 6	<input type="text"/>		
Other support provided to you by WBL Worksite 6	<input type="text"/>		
<input type="button" value="Submit"/>			

Same required fields with a total of 10 experience fields for entry

# How are we going to train?

## 2018 Fall Regional Workshops

Target Audience: Administrators, School Counselors, **CDFs, Career Guidance Personnel, and Work-Based Learning Coordinators**

**Sept. 12, 2018**

Horry –Georgetown Technical College  
(Conway Campus)

**Oct. 11, 2018**

Anderson University

**Sept. 21, 2018**

Winthrop University

**Oct. 17, 2018 ( Full)**

Midlands Technical College  
(Harbison Campus)

**Oct. 5, 2018**

Spartanburg Community College

**Nov. 8, 2018**

Colleton County High School

*\* On-line registration will be released soon\**

*\* CDFs, Career Guidance Personnel, and WBL Coordinators – Mandatory to attend\**

# Train the Trainer

Statewide deliver system will occur through OCTE and each SC Regional Career Specialist

- RCS will provide district requested training
- RCS will design WBL opportunities for students through school/district partnerships, Local Advisory Councils, Chambers, etc.
- RCS will continue to work closely with school counseling and career guidance personnel

**Work-Based Learning Experiences by Year and Type**  
(Grades K-12)

Experience Type	Total Number of Experiences ALL GRADES					
	2016-17	2015-16	2014-15	2013-14	2012-13	2011-12
Cooperative Education	1,630	1,537	1,465	1,520	866	742
Internship	3,651	3,576	4,087	2,941	2,718	3,437
Mentoring	1,923	1,495	3,363	3,547	3,544	3,543
Registered Apprenticeship	69	55	57	66	74	78
School-Based Enterprise	4,592	4,328	3,857	3,249	3,146	2,813
Service Learning	11,091	13,025	21,343	17,638	21,105	27,755
Shadowing: On-Site	32,442	30,033	35,514	30,988	35,632	35,274
Shadowing: Virtual	34,442	32,734	33,490	22,948	33,772	30,534
Structured Field Study	29,340	21,174	N/A	N/A	N/A	N/A
Youth Apprenticeship	156	78	75	53	87	50
<b>TOTAL</b>	<b>119,336</b>	<b>108,035</b>	<b>103,251</b>	<b>82,950</b>	<b>100,944</b>	<b>104,226</b>

Shadowing Type	Total Number of February Job Shadowing Experiences ALL GRADES					
	2016-17	2015-16	2014-15	2013-14	2012-13	2011-12
Shadowing: On-Site	18,158	17,408	17,052	14,766	20,545	23,054
Shadowing: Virtual	7,662	10,201	12,811	6,850	16,744	18,184
<b>TOTAL</b>	<b>25,820</b>	<b>27,609</b>	<b>29,863</b>	<b>21,616</b>	<b>37,289</b>	<b>41,238</b>

**43% increase since 2013-14**

Deadline to enter all WBL  
experiences into PowerSchool is

Friday, May 24, 2019

# Reporting Microburst Soft Skills in PowerSchool

## **Code: A94 – Microburst EmployABILITY Soft Skills Certification**

Employers require their workforce to demonstrate soft skills in order to be an effective team member in the business/industry environment. Based on over 30 years of soft skills training in the global private business sector, the Microburst Learning Soft Skills certification program cultivates students' soft skills by directly reengineering it from the business world to the world of education. The blended learning approach includes on-line pre-assessments with individualized evaluation reports, highly interactive online lessons, program instructor certification, comprehensive instructor guides with flexible classroom activities to meet a variety of schedules and class sizes, post-assessments, and student certification. With completion of all on-line modules, along with face-to-face classroom instruction and group activities, each completer receives the Employer's Choice Certification. The EmployABILITY Soft Skills certificate program is supported and promoted by SC Future Makers, STEM Premier, SC Manufacturing Alliance, SC Chamber of Commerce, Mechanical Contractor's Association of South Carolina and the SCDE. This soft skills certification is in alignment with the Profile of the SC Graduate. [\[MICROBURST\]](#)

**\*\* Report in PowerSchool on the CATE page under certifications. It is a state recognized industry certification that meets career readiness accountability qualifier for a CATE Completer.**

# Contact Me

**Kama J. Staton**

Education Associate

Career Guidance/ Work-Based Learning

(803) 734-8415

[kstaton@ed.sc.gov](mailto:kstaton@ed.sc.gov)