

# School District of Horicon

## Education for Employment (E4E) Plan

### INTRODUCTION

Academic and Career Planning, or ACP, is a student-driven, adult-supported process in which students create and cultivate their own unique and information-based visions for post-secondary success, obtained through self-exploration, career exploration, and the development of career management and planning skills.

The term ACP refers to both a process that helps students engage in academic and career development activities as well as a product that is created and maintained for students' academic, career, and personal advancement.

ACP is a student-driven, ongoing process that actively engages students, enabling them to:

- Understand their own interests, strengths, values, and learning styles,
- Create a vision of their future,
- Develop individual goals, and
- Prepare a personal plan for achieving their vision and goals.

### MISSION/VISION

The mission of the School District of Horicon is "Educate. Engage. Empower. Every Day." Our vision is, "Where everyone discovers success - today, tomorrow, and forever." We believe in carrying this vision into our ACP work and supporting each student in their unique, individual plan. We strive to provide every student with the knowledge, skills, and experiences needed to determine their post-secondary path. Students will graduate ready to thrive in college, career, and life.

### CAREER READINESS TEAM

- Kim DeZeeuw, School Counselor/ACP Coordinator
- Teresa Graven, High School Principal
- Paul Scharfenburg, Middle School Teacher
- Katie Schwartz, School District Administrator

### LEADERSHIP & CULTURE

Sustainable career readiness begins with strong leadership and a school culture that values future-focused learning for every student. When career readiness is championed by district and school leaders—not treated as an extra—it becomes part of daily instruction, student services, and systemwide planning.

Leaders in the School District of Horicon promote career readiness across departments and most teachers play an active role in the ACP process by delivering monthly ACP lessons with their home team groups. District leaders provide consistent messaging about the importance of career readiness. The school counselor shares student successes related to school-wide activities, such as mock interviews, with school and district administration who then shares with the school board and community.

## STUDENT SUCCESS STORIES

- [First Place in Gator Wars](#)
- FBLA: 11 (46% of club) students qualified for state competition, 7 took first at regional competition.
- Five students received their state FFA degree in 2025.
- [AP Honor Roll–Silver \(Class of 2025\)](#)
- [Level 3 AP Pacesetter School](#)
- Students earned 156 college credits from Moraine Park Technical College through dual credit courses in 2024-25, saving families \$23,782.
- 30 students received offers through the UW Direct Admit program in 2025-26 (100% increase from 2024-25).

## LABOR MARKET INFORMATION

To prepare students for success beyond graduation, career readiness efforts must reflect the realities of the job market. Analyzing labor market trends helps students explore careers that are not only personally meaningful but economically viable.

Labor market information is posted on the school district website for students to access as part of their career planning process.

- [WI County Profiles](#)
- [Occupational Outlook Handbook](#)
- [CareerOneStop](#)
- [DWD Wisconomy](#)
- [Labor Market Information Guide 2020-2030](#)

## FAMILY ENGAGEMENT

The School District of Horicon is committed to building strong partnerships with families and caregivers to support students' academic and career planning (ACP) journeys. We recognize that family engagement is critical to student success, and we provide multiple opportunities for parents and caregivers to stay informed, participate, and collaborate in their child's career readiness process.

- **Emails, social media posts, and the district website** are used to share information about upcoming career readiness activities.
- **Virtual information sessions** related to topics such as youth apprenticeship and the UW system direct admit program are shared with district families.
- **All families are invited to meet with their child's school counselor** during 10th grade to review the student's academic and career goals. Post-meeting feedback forms are used to assess the benefit

to families and make improvements for future meetings.

- **Parents/guardians are invited to create a Xello account** in order to access their child's saved career planning information. 55 parents have created a parent account in Xello, linked to their child's Xello account.
- **All families of seniors are invited to attend Financial Aid Night** to assist them in navigating the college financial aid application process.
- **Mock interview feedback** from employers is shared with families of students.
- **Secondary student course selection information** is available for parents/guardians to review with students and/or the school counselor.
- **Inspire Wisconsin:** Through Inspire Wisconsin, parents can connect with local career events, college visits, and work-based learning opportunities, as they talk with their children about strengths, interests and goals.

## ACP CURRICULUM, SUPPORT & SERVICES

The School District of Horicon is committed to supporting all students through a structured, developmentally appropriate Academic and Career Planning (ACP) process.

The ACP framework is designed to help every student:

- Understand their individual strengths, interests, and values;
- Explore academic and career opportunities;
- Develop and implement personal education and career goals; and
- Build the skills necessary for success in postsecondary education and the workforce.

### 9-12 Grade Career Readiness Activities:

- **Youth Apprenticeships:** Students gain practical experience in chosen career areas through real-world work opportunities.
- **Resume-writing and Interview Practice:** Students gain practice in resume-writing through Xello activities and instruction in their senior English class and ACP lessons.
- **Mock Interviews:** Partnering with local businesses and community leaders to prepare students for professional environments.
- **Job Fair and Postsecondary Visits:** Students have the opportunity to attend a job fair and a [college fair](#). College representatives also visit school to meet with students.
- **Military Recruiter Visits:** Students have multiple opportunities to meet with military recruiters during lunch throughout the year.
- **Financial Literacy:** Lessons on budgeting, student loans, and life planning as part of ACP implementation. Students in the class of 2028 and beyond will also complete a semester-long personal finance course as a graduation requirement.
- **Inspire WI Integration:** Students can connect with regional employers, access virtual job shadows, and communicate with career coaches through the Inspire WI platform.
- **Sophomore Academic and Career Planning Conferences:** Facilitated by the school counselor for sophomores and their parents.
- **Senior Planning Meetings:** The school counselor meets with all seniors to review their post-high school plans and provide individual support.

- **[Make a Plan Day](#)**: College admissions representatives, apprenticeship outreach representatives, and the youth apprenticeship coordinator assist the school counselor in supporting seniors in taking the next steps in their post-secondary plan.
- **Course Planning**: Students have a variety of options to support their post-secondary plan, including AP courses, dual credit courses, CTE courses, Start College Now, and the Early College Credit Program. The counselor works with each student to help them select appropriate courses.
- The school counselor guides students through college and financial aid applications and scholarship searches. This includes a **Financial Aid Night** presentation.
- **Monthly ACP lessons**: All students have an ACP lesson each month with their hometeam to support their academic and career planning activities.
  - 9th grade: Personality Styles, Exploring Career Factors, Getting Experience, and Study Skills & Habits
  - 10th grade: Program Prospects, Work Values, Workplace Skills & Attitudes, and Careers & Lifestyle Costs
  - 11th grade: Work/Life Balance, Choosing a College, Career Demand, and Entrepreneurial Skills
  - 12th grade: Career Backup Plans, Defining Success, Career Path Choices, and Job Interviews
- **Career and Technical Student Organizations (CTSOs)**: All students have the opportunity to participate in [FFA](#) and FBLA. Through these organizations, students engage in many real-world career development activities and form relationships with community partners.
- ACP information on [school website](#).

#### 6-8 Grade Career Readiness Activities

- **Students have access to the Xello platform** and receive the following lessons:
  - 6th grade: School Subjects at Work, Interests, Decision-Making, Time Management
  - 7th grade: Learning Styles, Discover Learning Pathways, Biases and Career Choices, Jobs and Employers
  - 8th grade: Skills, Explore Career Matches, Transition to High School, Self-Advocacy
- **Career Interest Inventories**: Students complete assessments to explore interests, strengths, and potential career clusters.
- **Second Step: Social-Emotional Learning program (6-8)** is utilized to help students develop strong social-emotional learning skills that are transferable between education, careers, and life. The social-emotional learning curriculum delivery supports skill development in mindsets and goals, developing a positive sense of self, thoughts/emotions/decisions, managing relationships and social conflict, and recognizing bullying/harrassment.

#### Role of the School Counselor in Academic and Career Planning

School counselors play a pivotal role in leading and sustaining the Academic and Career Planning (ACP) process. They serve as the bridge between students' academic growth, social-emotional well-being, and future career aspirations, ensuring that every learner develops a personalized, balanced, and purposeful plan for success.

A cornerstone of the counselor's work is the ACP Conference, where students, families, and counselors collaborate to discuss academic progress, career interests, and future plans. These meetings ensure that

parents are informed and actively engaged in their child's development, fostering shared ownership of student success.

The school counselor monitors and assesses ACP progress and provides critical postsecondary transition support—guiding students through the course selection process, college application process, scholarship searches, youth apprenticeship application process, Start College Now, Early College Credit Program, and technical training opportunities.

## POST-SECONDARY EDUCATION & WORKFORCE PREPARATION

The ACP program at the School District of Horicon strives to ensure every student is prepared for life after high school no matter what path they plan to take. This includes

- [Course Guide](#): Includes Career and Technical Education courses in the areas of business, agriculture, technical education and health.
- [Opportunities to earn college credit at Horicon High School](#): includes dual credit, AP courses, Early College Credit Program (ECCP), Start College Now
- [Youth Apprenticeship](#) work-based learning program. Participating students engage in coursework related to their chosen pathway.
- College representatives are invited to present admission information to high school students.
- Military recruiters are invited to visit school to meet with interested students.
- A representative from the Associated Builders and Contractors (ABC) visits school to share information and assist seniors in beginning the apprenticeship application process.
- The School District of Horicon provides multiple opportunities to help students prepare for post-secondary education.
  - College representatives visit HHS to meet with students and share information.
  - Juniors attend the Wisconsin Education Fair (WEF).
  - Financial Aid Night and Make a Plan Day
  - Horicon High School participates in the University of Wisconsin Direct Admit Program
- Mock Interviews
- Resume Writing Support
- The School District of Horicon supports student attendance at local career fairs.
- The soft skills employers seek from their employees are integrated into a variety of courses.
- Information on [all career paths](#) is included on the school district website to assist students and families in planning for the future:
  - Apprenticeships/youth apprenticeships
  - Military
  - College/Technical College
- Students have the opportunity to engage in real-world learning through Career and Technical Student Organizations (CTSOs) such as FFA and FBLA.

## PROFESSIONAL DEVELOPMENT FOR STAFF (grades 6-12)

The School District of Horicon is committed to ensuring that all staff members are actively engaged in the career readiness process. We recognize that effective career readiness education requires collaboration, consistency, and equitable access for all learners. Therefore, we provide periodic professional development opportunities to empower educators to guide students in meaningful academic and career exploration.

### Career Readiness Professional Development Practices

- The school ACP team will select the training appropriate for staff as needed, including but not limited to Xello training and staff meeting presentations from the school counselor and CTE teachers.
- Information regarding post-secondary programs and resources are provided to the school counselor through annual UW-System updates, Moraine Park Technical College updates and attendance at the annual WSCA conference.
- Teachers receive support from the school counselor in delivering ACP lessons. By having ACP lessons led by teachers, we build stronger student-teacher connections around future goals.
- Staff are trained on using Xello by the school counselor, as needed.
- Administrators and school staff new to the district or ACP are provided with Xello accounts and receive training to use the tool with proficiency as needed.
- Teachers receive training to use Inspire WI as a resource to help them integrate academic content with related career information, helping students to see the relevance of their learning.
- The school district has an established professional learning community structure through which ongoing professional development can be delivered.

## COMMUNITY PARTNERSHIPS

At the School District of Horicon, we believe that strong partnerships with businesses, postsecondary institutions, and workforce development organizations are essential to preparing students for success beyond graduation.

We are striving to build intentional partnerships, to ensure our Academic and Career Planning (ACP) initiatives reflect local and regional workforce trends, providing students with meaningful opportunities to explore careers, build professional skills, and make informed postsecondary decisions.

- **Moraine Park Technical College:** We partner with MPTC to offer dual credit courses taught by credentialed Horicon High School teachers for high school credit as well as college credit. The school counselor and district administrator regularly attend Moraine Park K-12 partnership events.
- **FBLA partnerships with area businesses:** Our FBLA chapter has formed strong relationships with many area businesses to help students grow.
  - Modern Woodmen/Josh Muche, Fox Brothers Piggly Wiggly, Culligan Water, Sure Fire Heating and Cooling: Support FBLA through monetary and/or in-kind donations
  - Noodles & Company: Members of club meet with a regional manager to learn about their role in the business
  - Horicon Bank: Invites personal finance class for a tour to learn about banking. A speaker from the bank talks with students about fraud.
  - Edward Jones/Aaron Bischoff: Speaks to students about investing.
- **Chamber of Commerce:** The school district is a member of the Chamber of Commerce and the school district administrator serves on the board.
- School representatives are members of the **Iron Ridge Public Library Board and Horicon Public Library Board**. These two entities serve the residents in providing resources and technology for career planning and research.
- District and school leadership has a working partnership with **Dodge County's Community Development Administrator** in order to facilitate school district and employer collaborations.

## Career-Based Learning Experiences

Our commitment to hands-on learning provides students with experiences that link classroom instruction to career pathways. These experiences help students understand the relevance of academic learning, cultivate employability skills, and make connections that support lifelong career development.

These opportunities include:

- **Youth apprenticeships:** We partner with CESA 6 and area businesses to provide youth apprenticeships across multiple industries that allow students to explore career interests and gain real-world experience. Students split their time between school and a paid job, earning both school credit and wages while working alongside industry professionals. With the guidance of a local business mentor, YA students develop valuable skills that set them apart, whether they choose to enter the workforce right away or continue their education after high school. Students who successfully complete their YA program earn an **Occupational Skills Proficiency Certification**, proving they have the skills, knowledge, and hands-on experience to succeed in their chosen career field. This certification is recognized across Wisconsin, giving YA graduates a competitive edge in the job market and beyond.
  - In 2024-25, **21 HHS students** enrolled in youth apprenticeships, which was a 24% increase over the prior year. **19 employers** partnered with us to sponsor youth apprentices in 2024-25, an increase of 46% over the prior year.
- **Career exploration events and company tours**, featuring local employers and alumni who share insights into various professions. In 2024-25, students participated in activities with Maysteel, MEC, and Michels.
- **Mentorship and coaching opportunities** are facilitated by community professionals who guide students in developing career-ready skills.
  - Neumann Pools partnered with the school district tech ed department to provide instruction, modeling, and tools. Some students received offers of employment.
- **Collaborative classroom projects** co-designed with industry partners, giving students authentic challenges that mirror real workplace scenarios. For example, Horicon CTE groups work together to participate in local competitions, like Gator Wars, that are sponsored by manufacturing partners such as John Deere and Ballweg Implement.

## Partnership with Inspire WI

A key component of our community engagement strategy is our partnership with **Inspire Wisconsin (Inspire WI)**. Inspire WI is a platform designed to strengthen connections between students, educators, and local employers. Our school district is proud to partner with Inspire Wisconsin to make career exploration meaningful, inclusive and accessible to every student.

Through Inspire WI, students have access to:

- **Career profiles, local employer information, and regional labor market data** to help them make informed decisions about postsecondary education and career goals.

- **Virtual job shadows, messaging opportunities, and mentorship connections** with professionals in fields that align with their interests.
- **Career-based learning activities** that allow students to explore real-world applications of academic concepts.

For educators, Inspire WI provides valuable tools to:

- **Integrate career exploration resources into classroom instruction**, linking course content to real occupations.
- **Identify and connect with local industry partners** for guest speakers, classroom projects, or site visits.
- **Collaborate with employers** to co-develop authentic learning experiences and understand emerging skill requirements in today's workforce.

This partnership extends our reach beyond the classroom, ensuring that every student and educator has access to the resources and relationships necessary for meaningful career development.

### INDIVIDUALIZED ACP SUPPORT (grades 6-12)

In the School District of Horicon, we believe that every student deserves a clear, supported, and inspiring path toward their future.

- Our school counselor provides individualized course planning support for students as needed. They provide this support by coordinating course planning and have lessons to educate students on their choices of high school classes.
- Special education staff works closely with CTE and academic staff to support students in their classes and guide them through course planning.
- Students participate in CESA 6 [Student Interest Survey](#) and receive updates on Career Connected Learning events in the region.
- We use [Inspire WI](#) for students use to schedule career experiences that align with their individual ACP plan.
- Individual Planning Conferences: All sophomores and their parents are invited to meet with the school counselor to discuss their plan. All seniors have a planning meeting with the school counselor and followup sessions, as needed. As part of the course selection process, all high school students have a brief check-in with the school counselor with followup as needed.
- All students have an exit Interviews with the district administrator.
- Flexible learning pathways: Students may choose from dual credit courses, youth apprenticeships, or job shadowing experiences coordinated through Inspire WI and community partners.

## ACCESS FOR ALL STUDENTS (grades 6-12)

### Commitment to Equity and Inclusion

The School District of Horicon is committed to ensuring that every student has equitable access to high-quality Academic and Career Planning (ACP) services. ACP opportunities are designed to empower all students, regardless of background, ability, language, or life circumstance, to explore their interests, set meaningful goals, and prepare for success in postsecondary education and the workforce.

In alignment with state and federal requirements, the district affirms that:

***No student shall be denied participation in, be denied the benefits of, or be discriminated against in any school program or activity on the basis of sex, race, color, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional, or learning disability as required by section 118.13 of the Wisconsin Statutes and PI 9 of the Wisconsin Administrative Code.***

### Access for Students with Disabilities

For students identified as children with disabilities, the district ensures that ACP services are fully integrated with each student's Individualized Education Program (IEP). In accordance with Wisconsin state law:

***If a pupil is a child with a disability, the pupil's academic and career plan shall be made available to the pupil's IEP team. The IEP team may, if appropriate, take the pupil's academic and career plan into account when developing the pupil's transition services.***

This ensures that ACP activities and transition planning work in concert to prepare students for a seamless transition from school to postsecondary education, training, or employment.

### Integration with Inspire Wisconsin

Through the partnership with Inspire Wisconsin (Inspire WI), all students, including those with disabilities, have access to individualized and meaningful career-based learning opportunities. Inspire WI provides digital career profiles, virtual job shadows, and connections with local employers that help students discover pathways aligned with their strengths and interests.

Students can explore career clusters, communicate with career coaches, and engage in real-world experiences at their own pace. For students with IEPs, Inspire WI tools can be customized with teacher or counselor support to ensure accessibility and relevance, making it a valuable resource in transition planning.

**Access for English Language Learners:** Students have the option of changing the language in Xello to 135 different languages.

**Financial Assistance:** The School District of Horicon believes in making opportunities available to all students, regardless of their ability to pay. The School District of Horicon has implemented a process for families to request a waiver of class supply fees, if that would pose a hardship and create a barrier to the

student participating. The Board of Education has eliminated all school fees except for courses requiring materials for take-home or consumable projects.

In addition:

- The Horicon FFA Alumni Association funds the FFA dues for all students enrolled in agriculture classes, so that finances are not a barrier to membership for any student.
- The AP test fee is waived for any student who qualifies for free/reduced price school lunch.

### CURRENT PROGRESS & FUTURE GOALS FOR IMPLEMENTATION

In the School District of Horicon, we have created a strong ACP foundation on which to further grow our support for students as they plan for their next steps. We have established a structure for regular delivery of ACP lessons in grades 6-12. We have also fully implemented high-impact activities such as mock interviews, Make a Plan Day, and individual student planning conferences. We have set the following goals to grow even further in the future:

- Convene an annual stakeholder group to provide input related to ACP programming
- Increase dual credit offerings by one course in the 27-28 school year.
- Provide professional development to all teachers related to career readiness standards integration
- Increase parent engagement via regular ACP updates through conferences, the school district website/social media, newsletters, and access to student portfolios

### ACCESS TO ACP SOFTWARE TOOL (grades 6-12)

To ensure equitable access and meaningful engagement in the Academic and Career Planning (ACP) process, the School District of Horicon provides all students with access to high-quality, no-cost resources that support career exploration, academic planning, and postsecondary readiness. These tools help students discover their strengths, connect learning to career goals, and prepare for life after high school.

- **Xello:** Students in grades 6-12 have access to Xello: College & Career Readiness software. In 2024-25, Horicon students logged into Xello **2,414 times**. Through Xello, students are able to complete many of the career lessons and activities previously discussed. High school students are also able to explore scholarship opportunities, colleges, and careers, all through the platform.
- **Inspire Wisconsin (Inspire WI):** Provides access to interactive career profiles, regional labor market data, and direct connections with local employers for virtual job shadows and mentorship. Students can explore Wisconsin's workforce needs while discovering career paths that match their personal interests.
- **MoneyPath:** Helps students make personalized, informed financial decisions related to student loans, creating a monthly budget based on their future career, or planning for long term financial goals such as home-buying or retirement.

### MOST RECENT DATE OF BOARD REVIEW

**LINK TO PLAN ON DISTRICT WEBSITE**