

**May 8, 2017**

**RE: PrepareRI Individual Learning Plan Working Committee Recommendations**

GWB-CPAC Committee Members:

The PrepareRI plan identified the Individual Learning Plan (ILP) as a central tenet of personalization and a tool that has the potential to be a meaningful and intentional facilitator and connector of career exploration and academic study throughout a student's middle and high school experience. The ILP has been a requirement for all Rhode Island students in grades 6-12 since 2005 when it was incorporated into the state's Secondary School and Graduation Requirement Regulations. However, to date, schools largely have not been able to implement this tool in a meaningful way, mostly because the ILP has not been prioritized for resource allocation and the State has not supported implementation with professional development or training since its introduction.

As dictated by the PrepareRI plan, and underscored by a revision of the State's Secondary School Regulations and guidance, in February 2017, RIDE convened a working committee charged with developing recommendations to review and revise the state's approach to ILPs. The committee included school counselors, special education directors, principals, district staff, superintendents, higher education professionals, industry professionals and state agency staff, and represented a variety of urban and suburban communities. Specifically, the committee was charged with:

- Revising the ILP Framework, the primary guidance tool provided by the state in helping districts and schools implement the requirements of the regulations.
- Identifying key interactions and benchmarks of successful ILPs in the three domains (academic, career, and personal/social)
- Defining the role of RIDE and other state agencies in supporting ILPs and planning tools
- Defining roles of stakeholders interacting with the ILP
- Drafting criteria to support schools in vetting appropriate resources and tools to effectively implement ILP

The committee met four times between February 28, 2017 and May 1, 2017. In between meetings, the committee consulted with peers in their respective fields and completed feedback surveys that informed the content of the following meeting. In addition to this informal engagement of peers, the committee received feedback on the current state of ILPs from 101 school counselors from around RI; surveyed 230 high school students in partnership with the College Crusade and the Office of the Postsecondary Commissioner; and commissioned a national benchmarking report from the Education Commission of the States (ECS).

Input from Rhode Island constituents clearly illuminated that the current state of the Individual Learning Plan is largely a compliance requirement across the state, despite efforts by some districts to implement the program as intended. The plan and its make up vary widely from district to district and even school to school, when present at all. Though the Office of the Postsecondary Commissioner is currently funding one platform that may house and facilitate the ILP, feedback from the field indicated that most are not using it for reasons ranging from lack of time and lack of technology allocation, to a school or district decision that WaytoGo does not address the needs of their school.

Given this input, and with the help of the ECS report of national practice, the committee revised the ILP Framework and developed the following list of recommendations to reinvigorate the ILP program across the state:

- Develop/Coordinate two menus of turn-key Individual Learning Plan options that schools can adopt for grades 6-12, with some options extending to K-12: one for the system or platform that can house the ILP and grant multi-level user access for planning and a second for curriculum and activity options that address the three domains included in regulation: Academic, Career and Social/Personal Planning;
- Create a simple process in which schools/districts indicate which menu options were adopted options, or, if they choose, provide basic information about an alternative model with an opportunity to provide more information about their plan/process to be added to menu of options going forward.
- Financially support professional development that addresses the ILP, goal setting, and related topics.
- Release regular best practice report regarding ILP implementation, use and evaluation that reflects on statewide ILP programs successes and challenges.

In reviewing the recommendations at RIDE, we feel these recommendations enable the freedom for districts and schools to select a program that best meets the values and needs of their community, while ensuring a minimum level of commonality of content and experiences for students across the state. To execute on these recommendations, RIDE anticipates collaborating with the Governor's Workforce Board to co-issue a formal Request for Proposals from vendors to inform both the system and curricula menu. RIDE will then work closely with the PrepareRI Ambassadors, and those ILP Working Committee members who are willing to assist in an advisory capacity, to build out the menu options and execute on the other recommendations. It is anticipated the menu of options would be completed in Spring 2018 at which time professional development would be available to plan for implementation in Fall 2018. For your reference, a proposed timeline for implementation is attached.

We ask for CPAC's endorsement in moving forward with these recommendations. Next steps and CPAC's role will be discussed at the May 17 CPAC meeting.

## ILP Working Committee Member Summary | May 2017

First Name	Last Name	Role	Organization
District			
Marie	Ahern	Assistant Superintendent	Exeter West Greenwich
Gina	Silvia	Supervisor of Scheduling, Guidance, College and Career Readiness	Providence Public Schools
Kristen	Stringfellow	Superintendent	South Kingstown
Schools			
Buddy	Comet	Principal,	Calcutt Middle School, Central Falls
Lori	Ferguson	Principal	Coventry CTE Center
Carlene	Fonseca	School Based Coordinator	Central Falls High School
Teresa	Eagan	Special Ed Director	South Kingstown
Stacy	Haines-Mayne	School Counselor / RI School Counselors Association	Chariho Regional High School
William	Pepin	School Counselor / RI School Counselors Association	North Smithfield High School
Higher Education			
Phyllis	Harnick	Assistant Commissioner for Planning	Office of the Postsecondary Commissioner
Taino	Palermo	Director, Community Development Programs, School for Continuing Studies	Roger Williams University
Tom	Thibodeau	Assistant Provost	NEIT
Community Based Organizations			
Andrew	Bramson	Executive Director	College Crusade
Stephanie	Geller	Executive Director	RI Kids Count
Lindsay	Kuhn	Executive Director	Inventing Heron
Industry Professionals			
Nancy	Martin	Human Resources	Electric Boat
State Agency			
Daniella	Fairchild	Education Portfolio Director	Office of Innovation
Paul	McConnell	Career and Technical Education	RI Dept of Education
Jan	Mermin	21st Century Programs	RI Dept of Education
Jane	Slade	Individuals with Disabilities Education Act, secondary education	RI Dept of Education

## ILP Working Committee Contributors

First Name	Last Name	Role	Organization	Notes
District				
Pauline	Lisi	Assistant Superintendent	South Kingstown	Attended for Kristen Stringfellow on two occasions
Linda	Savastano	Assistant Superintendent	Portsmouth	Unable to attend meetings but included in feedback and inter-meeting communications
Schools				
Regina	Wilkinson	School Counselor	Warwick	Unable to attend meetings but included in feedback and inter-meeting communications
Higher Education				
Gail	Mance-Rios	Deputy Director, Division of Higher Education Assistance	Office of the Postsecondary Commissioner	Attended for Phyllis Harnick on one occasion
Community Based Organizations				
Jamie	Hagen	Team Member	Inventing Heron	Attended for Lindsay Kuhn on one occasion
Industry Professionals				
Andrew	Cortes	Executive Director	Building Futures	
State Agency				
Pauline	Abetti	Director of Career Pathways	DLT / GWB	

## ILP Working Committee Invitees

First Name	Last Name	Role	Organization	Notes
Community Based Organization				
Lori	DiPina		DCYF	
Industry Professionals				
JoAnn	Johnson	Director	Tech Collective	
Heather	Singleton	CEO	RI Hospitality Association	

## ILP Working Committee | May 2017

### Recommendations

- Develop/Coordinate two menus of turn-key Individual Learning Plan options that schools can adopt for grades 6-12 with some options extending to K-12: one for the system or platform that can house the ILP and grant multi-level user access for planning and a second for curriculum and activity options that address all three domains included in regulations: Academic, Career and Social/Personal Planning;
- Create a simple process in which schools/districts indicate if they have adopted options from the ILP Menu, or, if they choose, provide basic information about an alternative model with opportunity to provide more information about their plan/process to be added to menu of options going forward.
- Financially support professional development that addresses the ILP, goal setting, and related topics
- Release regular best practice report regarding ILP implementation, use and evaluation that reflects on statewide ILP programs successes and challenges.

### Tentative Implementation Timeline

Date	Task
May 2, 2017	Finalize Committee Recommendations
May 17, 2017	Share Recommendations with GWB-CPAC
June 12, 2017	Finalize and Issue Request for Information (RFI) for Vendors and Curriculum
August 15, 2017	Close RFI
August - November	With RFI information, RISCA, PrepareRI Ambassadors, CPAC and other partners draft curriculum and system options.
November 2017	Distribute draft options menu for system and curriculum for feedback
January 2018	Finalize Menu of Options
January - August, 2018	Technical Assistance and Professional Development
September 2018	Schools begin new ILP implementation

### Notes about the ILP and ILP Recommendations

- The ILP is at the core of the state’s career readiness and personalization efforts. In the PrepareRI vision, the ILP is the cornerstone of course choice, pathway planning and student goal setting. However, to date schools largely have not been able to implement these tools in a meaningful way - mostly because the ILP has not been prioritized for resource allocation and the state has not supported the implementation since the introduction in 2005.
- The implementation of the ILP requires significant rethinking at the school level regarding counseling programs and student engagement in their own learning. From district and school feedback, there was a clear desire that full programs and tools be developed to support districts and schools in implementation, and encourage consistency of content across schools and districts.
- Through the recommendations of the committee, informed by this feedback, RIDE will develop turnkey programs that schools can choose to use and customize, or develop their own that address similar benchmarks.
- The options developed will provide RIDE the opportunity to reinforce a number of themes from state-wide efforts including career readiness, proficiency-based graduation and student-centered learning.