

# Shifts in Secondary Roles to Support Robust Career Pathways

*How can K-12 and Adult Education leaders support, develop and strengthen career pathways?*

SECONDARY DISTRICT LEADERSHIP	SECONDARY SITE LEADERSHIP & SUPPORT	PATHWAY TEACHERS
<b>Programs of Study Development Infrastructure:</b> Responsibilities for institutionalizing alignment between secondary and college PoS		
<ul style="list-style-type: none"> <li>• <b>Develop relationship to College Deans and Education Leaders</b> responsible for post-secondary pathways at 2 and 4 year institutions.</li> <li>• <b>Align pathway post-secondary linkages with other initiatives</b>, such as common core implementation and LCAP.</li> <li>• <b>Establish protocols for annual articulation and curriculum reviews</b> in collaboration with college partners.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Assign faculty</b> and review assignments annually</li> <li>• <b>Provide release or paid time for faculty</b> to meet regularly with post-secondary faculty to align pathway curriculum and build pathway faculty relationships</li> <li>• <b>Assign counselors to collaboration with post-secondary</b> around student advisement and supports for early college coursework</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Build relationships with post-secondary faculty</b> so that faculty get to know each other's programs of study, as well as each other's systems</li> <li>• <b>Collaborate with post-secondary faculty to align curriculum</b> so that key standards are taught in developmentally appropriate ways across the entire pathway, including academic content, technical skills, and professional behaviors</li> </ul>
<b>Curricular Alignment, Dual Enrollment &amp; Course Articulation Processes:</b> Responsibilities for determining what is taught, and in what sequence, across secondary and college systems to develop and enhance career pathways		
<ul style="list-style-type: none"> <li>• <b>Negotiate data sharing processes and support implementation of systems</b> (e.g. CATEMA) to ensure that students receive college credits</li> <li>• <b>Assign dedicated staff to develop and review agreements</b> that allow students to apply credits wherever they continue their education</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Include early college credit courses in catalogs, transcripts,</b> and pathway recruitment materials</li> <li>• <b>Implement data sharing and systems</b> (e.g. CATEMA) to ensure credits are transcribed</li> <li>• <b>Ensure students have equitable access to early college credit opportunities,</b> and academic supports to ensure student success</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Identify and incorporate college-level courses into the program of study,</b> that facilitate access to many post-secondary options in the career field, in collaboration with site, district, and college faculty</li> <li>• <b>Work with program of study to ensure that pre-requisite content is built into course sequencing</b></li> </ul>
<b>Professional Development:</b> Responsibilities for work on PD so that all staff have the opportunity to learn new roles		
<ul style="list-style-type: none"> <li>• <b>Orchestrate training for high school faculty teaching college level courses</b> (e.g. CATEMA)</li> <li>• <b>Negotiate stipends and changes to union contracts where appropriate</b> to define new roles and responsibilities</li> <li>• <b>Facilitate joint faculty, counselor, and administrative dialogue</b> to develop systemic collaboration and address barriers to successful student transitions</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Facilitate teacher PD to integrate college-level work</b> in career pathway programs of study, and to manage dual enrollment and grading processes</li> <li>• <b>Train Registrar in data management</b> to ensure that students receive college credits</li> <li>• <b>Facilitate counselor PD on post-secondary pathway options,</b> requirements, application and placement processes</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Work with teacher team to ensure that teachers are trained and supported to interface between two systems,</b> so that credit is awarded</li> <li>• <b>Work with student support systems so that all students have access to the supports, skills and content required for success</b> in those college-level courses</li> </ul>