



# COLLEGE AND CAREER READINESS PLANNING POLICY (FORMERLY SEP/SEOP)

## Purpose

Bonneville Academy is committed to supporting students through individualized College and Career Readiness (CCR) planning. CCR plans help students set academic and career goals and monitor progress from year to year. Planning is collaborative and includes students, parents/guardians, and educators. This policy aligns with Utah Code §53A-1a-106 and USBE Rules R277-462 and R277-700.

## 1. Elementary (Grades K–6)

- Students participate in two CCR conferences per year (typically fall and spring).
- Conferences include the student, parent/guardian, and teacher.
- Goals of the CCR plan include:
  - Celebrating student strengths and accomplishments
  - Reviewing academic progress and relevant data
  - Setting collaborative, personalized goals
  - Defining roles and responsibilities of student, parent, and teacher
- Conferences are held in a private setting.
- Additional conferences may be scheduled as needed.
- Time spent in CCR planning counts as instructional time (up to 16.5 hours per year).

## 2. Middle School (Grades 7–8)

- Students will participate in at least one individual and one group CCR conference each year.
- Conferences involve the student, parent/guardian, and an educator or counselor.
- CCR meetings will:
  - Recognize student accomplishments
  - Review academic data and progress toward graduation
  - Identify a career or vocational interest by the end of 8th grade
  - Explore relevant courses, work-based learning, and post-secondary options
  - Utilize interest and aptitude assessments as available

## 3. Implementation and Accountability

- Bonneville Academy will:
  - Train educators on their roles in CCR implementation
  - Maintain documentation for each CCR meeting
  - Provide evidence that planning requirements are met at both elementary and secondary levels
- The school director or designee is responsible for ensuring compliance with state requirements.





#### 4. Family Engagement

Parents/guardians will receive advance notice of scheduled CCR meetings and be encouraged to participate. Flexible scheduling options will be made available. Families may request additional CCR conferences at any time.

#### References

- Utah Code §53A-1a-106
- USBE Rules R277-462 and R277-700
- Utah Code §53A-17a-103(5) (instructional time allowance)

