

INSTRUCTIONS & EXAMPLES

How to Complete the "College and Career Advising and Mentoring Metrics" table:

1. All data entry should happen in the METRICS tab of this spreadsheet.
2. At the top of the METRICS tab, please enter your school district/LEA number (Example: 431) and District Name (Example: Weiser School District).
3. For metrics where both the # and % of students who meet a target (Go On, etc.) is required, enter the #s of students as directed. The percentages and Improvement / Change rate will automatically calculate.
4. NOTE: The Go On Rates data is available on our website (<https://boardofed.idaho.gov/k-12-education/school-district-charter-school-planning-training/>) under College and Career Advising and Mentoring Plan / Other Resources.
5. For metrics that only require the # of students who hit a target OR the % of students who hit the target, please enter the appropriate data. If the Improvement / Change rate is appropriate for that measure, it will automatically calculate.
6. Set the 2018-19 Benchmarks (performance targets) for each metric.

College and Career Advising and Mentoring Metrics (required)

Performance Metric	SY 2016-17 (Yr 1)		SY 2017-18 (Yr 2)		Improvement / Change (Yr 2 - Yr 1)	2018-19 Benchmarks (LEA Chosen 2018-19 Performance Targets)
# of high school students graduating with an associate's degree or a career technical certificate	1		1		-1.00	1
% of students with learning plan created and reviewed in 8th grade		100.00%		100.00%	0 percentage points	100%
% of learning plans reviewed annual by grade level		100.00%		100.00%	0 percentage points	100%
		100.00%		100.00%	0 percentage points	100%
		100.00%		100.00%	0 percentage points	100%
		100.00%		100.00%	0 percentage points	100%

Performance Metric	SY 2016-17 (Yr 1)		SY 2017-18 (Yr 2)		Improvement / Change (Yr 2 - Yr 1)	2018-19 Benchmarks (LEA Chosen 2018-19 Performance Targets)
	# Enrolled	# 2016 cohort	# Enrolled	# 2017 cohort		
# students who Go On to some form of postsecondary education within 1 year of HS graduation	12	21	7	15	Not Required	Not Required
% students who Go On to some form of postsecondary education within 1 year of HS graduation	57.14%		46.67%		-10.48 percentage points	60%
# students who Go On to some form of postsecondary education within 2 years of HS graduation	10	11	12	21	Not Required	Not Required
% students who Go On to some form of postsecondary education within 2 years of HS graduation	90.91%		57.14%		-33.77 percentage points	60%

How to Complete the "College and Career Advising: LEA Chosen Performance Metrics" table:

1. Identify the data you want to track and report about your students and/or your district's college and career advising program. Please note that the LEA chosen metric(s) *must* be different than the required college and career advising metrics (shaded in yellow in the CIP metrics table). Some examples are provided in the table below.
2. Provide at least one year of previous performance data (SY 2017-18 Results). The only exception is if you are using a metric based on a new assessment (your district is in the first year of implementation). If that is the case, indicate that in the notes below the table (available in the METRICS tab).
3. Set the 2018-19 Benchmarks (performance targets) for any metrics you have created for the 2018-19 school year.

College and Career Advising: LEA Chosen Performance Metrics (at least 1 required)

Performance Metric	SY 2017-18 Results	2018-19 Benchmarks (LEA Chosen 2018-19 Performance Targets)
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% of high school seniors who applied to at least one post-secondary institution	96%	100%
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