Washington County School District
121 West Tabernacle Street
Saint George, Utah 84770
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District Policy 4030

Student Education Occupational Plans (SEP/SEOP)

Graduation, Curriculum, Instruction Washington County School District - Approved 10-8-96; Revised 11-12-02

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1. Purpose:

The benefits of the SEP/SEOP include:

1.1 Assisting students to acquire knowledge to make reliable, useful and timely data on student progress available to parents, educators and students.

1.2 Helping students acquire knowledge and skills to enable them to take responsibility for their decisions and make appropriate choices.

2. Policy:

It is the policy of the Washington County School District to develop a personalized Student Education Plan (SEP) or Student Education Occupational Plan (SEOP) for each student which shall: (Revised 2.1-2.6 11-12-02)

2.1 Recognize the student's accomplishments,strengths and progress towards meeting student achievement standards as defined under U-PASS.

2.2 Focus on planning, monitoring, and managing education and career development.

2.3 Make use of relevant information and data on student progress.

2.4 Focus on involving students, parents, and school personnel in preparing and implementing SEP's and SEOP's.

2.5 A parent may request conferences with school personnel in addition to SEP or SEOP conferences established by the WCSD School Board.

2.6 Time spent during the school day to implement SEP's and SEOP's is considered part of the school term referred to in subsection 53A-17a-103(5).

3. Procedure:

3.1 Elementary schools conference:

3.1.1 Hold two annual individual SEP conferences for each student in grades K-5 involving student, parent or guardian, and school personnel.

3.1.2 Provide training to teachers on their role in assisting in the development and implementation of SEP's.

3.1.3 Each elementary school SEP shall contain:

3.1.3.1 Relevant data about the student's progress, accomplishments, strengths, and areas needing attention.

3.1.3.2 Evidence of at least two annual conferences involving the student, parent or guardians and school personnel.

3.1.3.3 Student education and career awareness/development goals which will be monitored by the student, parent or guardian, and teacher.

3.2 Secondary schools conference:

3.2.1 Hold annually one individual and one small group SEOP conference involving the student, parent or guardian, and school personnel.

3.2.2 Provide training to teachers on their role in assisting in the development and implementation of SEOP's.

3.2.3 Each secondary school SEOP shall contain:

3.2.3.1 Relevant data about the student's progress, accomplishments, strengths, and completion of requirements and/or competencies.

3.2.3.2 Board approved testing related to improving student self-knowledge and educational/occupational planning.

3.2.3.3 Evidence of career cluster selection by grade 10 including course plan appropriate to selected cluster.

3.2.3.4 Evidence of post-secondary educational and occupational planning.

3.2.3.5 Evidence of parental involvement opportunities, and one individual and one small group to develop the student's SEOP.

3.2.3.6 Where applicable, indication of plans for early graduation.