



ASPIRE- Middle School  
Career and College Readiness  
**Inventory Tool**

**BACKGROUND:** The ASPIRE Middle School Career and College Readiness (CCR) Inventory Tool is designed to help ASPIRE sites plan CCR events and activities. This tool is not a formal part of the ASPIRE evaluation plan and is optional. Items with a yellow star (★) are items that relate to the ASPIRE end of year report. If you have questions about the tool, please contact your ASPIRE Access Specialist.

**HOW TO USE THIS TOOL:** This tool is a list of popular career and college readiness activities; it is separated into six different sections. Review each section and use the checkboxes to indicate which activities you are considering implementing. Keep this list at your site in a visible location and review it often.

**Financial Aid Support**

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- Provide information about paying for college-★
- Provide information about the Oregon College Savings Program (Oregon 529 Plan)-★
- Request OSAC publications
- Request OSAC support with presentations for families/caregivers events: paying for college and/or high school/college planning success, etc.

**Family and Caregiver Engagement**

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- Invite families/caregivers to attend career and college readiness events-★
- Host informational family/caregiver nights (all grade levels) that includes options for after high school-★
- Provide information about training and options other than college (military/trades/career/apprenticeships)
- Provide ASPIRE Middle School Checklist
- Family/caregivers are invited to be ASPIRE mentors (at MS or local HS ASPIRE programs)

**Career and College Readiness Activities**

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- Publicize and encourage students to attend college and/or career fairs-★
- Invite volunteers to present on postsecondary career options: college, career, military, trade-★
- Offer High School readiness events, classroom activities, etc. -★
- Provide 8<sup>th</sup> graders opportunities to visit High Schools-★
- Use ASPIRE/OSAC mini-lessons and activities-★
- Organize visits to a college campus-★
- Establish a mentor program
- Invite HS students to be near peer mentors
- ASPIRE classroom visits
- Encourage students to participate in community service activities
- Provide opportunity to connect with local business and organizations for career exploration

### CCR Communication

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- Communicates regularly with students about high school/postsecondary options-★
- Offers a website where students, families, and caregivers can access ASPIRE and CCR information and resources
- Requests OSAC/ASPIRE presentations
- Requests OSAC/ASPIRE and publications
- School apps: ParentSquare, Remind, etc.
- Communicates with students, families/caregivers:
  - Print       Email       Social media
  - Posters       Bulletin boards       ASPIRE décor
  - In person       Brochures       Newsletters
  - Classroom presentation
- Communicates with teachers and staff:
  - Print       Email       Social media
  - Posters       Bulletin boards       ASPIRE décor
  - In person       Brochures       Newsletters
  - Classroom presentation

### Equity and Student Support

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- ASPIRE Coordinators receive training on supporting underserved students including but not limited to (Native/indigenous, BIPOC, first generation, low-income, houseless, refugee, and students that don't qualify for FAFSA/ORSAA)- ★
- Training provided for staff/mentors to assist underrepresented students
- CCR presentations are translated
- Collaborate with parent groups to promote equity in college access

### Staff and Site Partner Engagement

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- Teachers, admin, and staff talk about their college and/or job experiences in the classroom - ★
- Coordinator provides CCR event/activity info to teachers and staff to share in classrooms-★
- Teachers incorporate CCR events/activities into core lessons (i.e. AVID, English classes etc.) -★
- Teachers collaborate with ASPIRE/college centers to provide information in classes-★
- Site staff is aware and supportive of the ASPIRE program and CCR work
- ASPIRE/ CCR is included in the school's strategic plan
- Counselors and teachers refer students to ASPIRE
- Site staff are invited to be ASPIRE mentors