



CAPS

Every Child, Every Chance, Every Day



Counselors Advantage Program for Success

College and Career Readiness Platform

about us

what is CAPS?

CAPS is a college and career readiness platform that helps connect students, starting as early as Pre-K, to reach optimal academic achievement towards their college/post-secondary and career goals with total funding in hand. CAPS is a comprehensive college and career readiness program that empowers students and families to connect lifelong learning to their future contributions to society. It provides schools and community service agencies with the knowledge they need to help students prepare for life after high school. CAPS also supports students throughout their post-secondary career by continuing to mentor students on important financial aid deadlines, student loan consolidations and overall support of the student's post-secondary experience. The CAPS program is also available to students in Spanish.



why choose CAPS?

The CAPS program is a Pre-K through 16th - grade college and career readiness platform for students entering any form of post-secondary education. The program will also track and support students during their post-secondary experience.

Course Offerings:

- **Four-year college readiness**
- **Community college readiness**
- **Career and technical readiness**
- **Military readiness**
- **Employment readiness**
- **Entrepreneur readiness**
- **PreK -5th grade**
- **6th - 8th grade student**
- **9th - 12th grade student**
- **PreK-12 parent**
- **New teacher induction**
- **Special education readiness**
- **PreK-12th grade parent**

benefits

for students & school counselors

Students: This program is a personal resource to the college and career process. Through a series of weekly video modules, worksheets and assessments CAPS provides all the essential steps to find, enroll, and receive financial aid and support for the post-secondary process. There are post-secondary options after high school, and it is our goal to assure that planning is as stress free as possible. This program provides all the information necessary for students to prepare for college and careers while having a fulfilling high school experience.

School Counselors: The School Counselor portal of CAPS is designed to optimize time by providing students with an online college and career readiness program of study. Students are mentored by CAPS Advisors or

School Counselors on important post-secondary planning topics such as college admissions planning, financial aid, creating a post-secondary list, PSAT, SAT, ACT Aspire, and ACT testing, job preparation, financial literacy, character development, as well as the college application process to name a few. By having a working understanding of those topics, students are more focused and informed when meeting with School Counselors on their post-secondary decisions. CAPS has monitoring tools to track the progress of the students, send them individual or group alerts, and generate reports to see at-a-glance how students are advancing in the program. This program meets the requirements for the Academic and Career Student and Guidance Plans (Act 339).Plans (Act 339).



benefits

mentors & school administrators

Mentors:

As a parent, teacher, coach, or supportive figure from the community to an elementary, middle or high school student, you will have an integral role in their success. The CAPS portal contains mentor specific resources for your side of the college and career readiness process. Complete with features to support all students' accomplishments, you can help guide them to achieve their goals.

School Administrators:

This program allows you to oversee counselor, parent, and student progress through CAP's reporting tools for school administrators, which are also equipped with shareable data to monitor the program's effectiveness for each student.



Program of Study by Topics:

- Self-Discovering and Student Assessment
- Academic Planning
- College Planning
- Career Exploration
- College Admissions Testing and Preparation (PSAT, SAT, Aspire and ACT Testing)
- Building Study Skills (Middle School, High School and Post-Secondary)
- Financial Literacy
- Elementary, Middle School, High School and Post-Secondary Readiness
- Workforce Readiness
- Military Awareness
- Study Skills (Middle School, High School and Post-Secondary)
- Post-Secondary Transition and Retention

dimensions of CAPS

college and career readiness



Preparing students across the country for post-secondary and career success is a multi-dimensional process for all stakeholders, which includes students, parents, mentors and school counselors. Students begin the process of being college and career ready by learning about themselves and exploring careers at a very early age in order to be successful. The student constructs strategies and develops the expertise and comprehension to accomplish their goals. Institutions at the elementary, middle and high school levels also need the tools to support students and parents each step of the way. CAPS brings the dimensions of college and career readiness into one comprehensive platform.

Program Users:

- **Parents, Guardians, Mentors**
- **Students**
- **School Officials (School Counselors, Administrators, Teachers, Support Staff and Superintendents)**
- **Charter Schools**
- **Cyber Schools**
- **Military**
- **Career and Technical Schools**
- **Community Colleges**
- **Four-year Public and Private Colleges and Universities**
- **Foundations**
- **Local and National Businesses**
- **Financial Institutions**

offerings

what does the CAPS program offer?

The CAPS post-secondary, college and career readiness platform offers a variety of solutions that enable students and families to collaborate more effectively with all stakeholders and provides school administrators with optimal student potential and learning results. CAPS also offer its customers the opportunity to build a customized Learning Management System (LMS) for its in-house population in which the school district or organization is in charge of creating a program that will serve its clients.

For more information or to register for the program please contact Cass C. Wright, MS at (814) 651-2456 or cwrightscaps@gmail.com.



sample syllabus by grade level

PreK: (Parents & Child’s Program)

- What will my child learn in Pre- K?
- What Your Child Should Know by the End of Pre-K
- How to Prepare your Child for Pre-K
- Pre-K Skills Checklist
- Transition to Kindergarten

Kindergarten: Parents & Child’s Program)

- Introduction to Kindergarten
- How to Prepare Your Child for Kindergarten
- Kindergarten Skills Checklist (Part 1)
- Kindergarten Skills Checklist (Part 2)
- Transition to 1st - Grade

1st - Grade: (Parents & Child’s Program)

- Introduction to First Grade
- What to Expect in First Grade
- Before School Starts
- First Grade Sight Words
- Transition to Second - Grade

2nd - Grade: (Parents & Child’s Program)

- Introduction to Second Grade
- What Kids Learn in Second Grade
- How to Prepare Your Child for Second Grade
- What can you expect inside your second grader’s classroom?
- Transition to 3rd - Grade

3rd - Grade: (Parents & Child’s Program)

- Parents Overview of Third Grade
- A Parents Role in Their Child’s Third Grade Education
- Inside Your Third Grader’s Classroom
- Third Grade Milestones
- Transition to 4th - Grade

4th Grade: (Parents & Child’s Program)

- Fourth Grade Overview
- Skills Required at the Start of Fourth Grade
- Developing a Positive Relationship With Your Child’s Teacher
- Fourth Grade Goal Setting
- Transition to 5th - Grade

5th - Grade: (Parents & Child’s Program)

- Fifth Grade Overview
- What will my fifth grader learn?
- What can you expect in fifth grade?
- Fifth Grade Social Changes - What to Expect
- Transition to 6th - Grade

6th - Grade: (Student Program)

- Introduction to middle school
- What will you learn in middle school?
- The middle school concepts
- Middle school discipline and college admissions
- Transition to 7th - Grade

7th - Grade: (Student Program)

- Success tips from a middle school principal
- Introduction: 7th-grade curriculum
- The importance of good attendance
- Homework: why it matters

8th - Grade: (Student Program)

- Welcome to the final year of middle school
- High school classes that colleges look for
- How to prepare for 8th-grade tests
- 8th - grade test-taking strategies
- Transition to 9th - Grade

9th - Grade: (Student Program)

- Introduction to 9th-grade success: parts I and II
- How to research colleges?
- How to work with your school counselor for college planning
- Building a strong four-year plan
- Transition to 10th - Grade

10th - Grade: (Student Program)

- What is a high school transcript and why is it important?
- Creating Your Three-Year Plan
- Creating your Support Team
- How Colleges View Your High School Transcript
- Transition to 11th - Grade

11th - Grade (Student Program)

- Creating Your Two-Year Plan for College Planning
- How important is 11th grade?
- Getting it Together in the Classroom
- Diploma Double Check
- Transition to 12th - Grade

12th - Grade (Student Program)

- Welcome to your final year of high school
- College planning senior year: is it too late?
- What are the requirements to get into your colleges?
- Challenge yourself: show colleges your ready
- Keys to success in the classroom senior year

Career and Technical Education Program

- Understanding Career and Technical School’s Admissions Criteria
- Do career and technical schools require SAT or ACT test scores?
- Advantages and Disadvantages of Attending a Career and Technical School
- Career and Technical School FAQ’s
- Cost and Tuition of Career and Technical Schools

Military Awareness Program

- Top 10 Things You Should Know Before Joining the Military
- Advantages and Disadvantages of Joining the Military
- Military Planning for High School Students
- What is the ASVAB?
- ASVAB Study Tips

Workforce Readiness Program

- What are soft skills?
- Job Search Tips for High School Students
- Creating a Professional Email Address
- How to Sell Yourself During a Job Interview
- Master the Interview

Community/Junior College Readiness Program

- Understanding Community Colleges Admissions Criteria
- What is a community college?
- Why attend a community college?
- The Community College Application Process
- List of Community College Majors

Entrepreneur Readiness Curriculum

- What is an entrepreneur?
- How to Become an Entrepreneur
- Sample Business Plan
- Creating your mission statement
- Pitfalls to Avoid When Becoming an Entrepreneur

New Teacher Induction Program

- Offering Students Choices From Day One
- Having Personal Space
- Sharing your Personal Life with Students
- Reviewing District’s Policies and Procedures
- Noticing and Addressing Student Behaviors

College Transition Curriculum

- Attending New Student Orientation
- What to expect when you arrive on campus?
- College classes 101
- College and university housing transition
- Academic Counts
- College test taking and preparation

CTE Readiness Curriculum

- What is CTE?
- CTE program Offerings
- CTE academic program offerings
- CTE program for students with Exceptionalities
- CTE - FAQs

Special Education Readiness Curriculum

- An introduction to special education
- IEPs (Individualized Education Programs)
- What’s included in your IEP
- What is Inclusion?
- Special education students and post-secondary planning
- Special education students and post-secondary transition

bio

Cass C. Wright M.S.



Cass C. Wright M.S., CEO of Virtual Readiness Counselors works tirelessly on behalf of all high school students and their families. Cass believes that all students should have the opportunity to attend some form of post-secondary education. Cass further believes that all parents and mentors should be given the correct information to make sound decisions.

This belief began during the more than a decade that Cass spent as an assistant middle and high school principal/behavior specialist with the Erie School District. As the number of counselors dwindled over the years, and students weren't getting the help they needed,

Cass developed Pathways to Post-Secondary Education. It was a program of study designed to give students the information they needed to attend some form of post-secondary education with complete funding in hand.

Not only did Cass give students a Program of Study, but he was also there to assist with their transition to post-secondary education upon graduation.

Prior to being recruited by the Erie School District as an Assistant Principal, Cass served 5 years as the Program Coordinator/Counselor for the Greater Erie Community Action Committee (GECAC) where he exposed thousands of low income and first generation college bound students and their families to the world of higher education.

The following information was gathered by Cass C. Wright CEO of CAPS (Counselors Advantage Program for Success). The information in this report comes from high school students who engaged in the CAPS program for the academic years of 2011-2016.

A few of Cass's duties and responsibilities included: providing guidance, counseling and motivation for program participants in the assigned schools within the City of Erie School District, in addition to planning routine and special events for students such as recruitment sessions, orientation, college fairs, and financial aid workshops.

Cass's Schooling, Organizations, and Awards include:

- B.S. in Education, Gannon University
- Master's in Education, Edinboro University
- Program Coordinator of the GECAC Educational Talent Search Program
- During his time as coordinator, he assisted 1,300 Erie School District students with the post-secondary process and the students that used the program were awarded over 15 million dollars in Federal State and institutional aid.
- Cass has helped over 1,500 students earn more than \$40 million dollars in Federal, State and institutional aid in order to attend some form of post-secondary education.

820 high school students participated in more than 30 individual and group workshops from grades 9th – 12th and utilized information from CAPS through the guidance of Mr. Wright. The workshops took place in Rural, Urban, and Suburban School District’s. At the end of the year, each student completed an online Survey Monkey to complete the data portion of the program.

The CAPS program outcomes can be duplicated in any school district or agency. Why not yours?

Post-Secondary Institutions Selected

Below are the final selected schools the students decided on attending in the fall of their senior year of high school.

	African American	Asian	Hispanic	Other	White	Total
Number of Students	295	29	160	86	250	820
Pa, State Schools	105	15	80	27	60	287
Private Schools	40	5	13	17	73	148
Out of State 4 year schools	23	2	15	13	31	84
Community Colleges	40	5	29	13	21	108
Technical or Vocational Programs	51	2	13	10	30	106
Military Careers	12	0	0	1	21	34
Straight to Work	24	0	10	5	14	53

Applications and Accepted students

Students applied to multiple public and private colleges, universities, community colleges, technical or vocational programs and the military.

	Asian	African American	Hispanic	Other	White	Total
Number of Students	29	295	160	86	250	820
Number of schools applied to	123	295	178	135	340	1071
Number Accepted	98	275	159	102	298	932

Low Income/First Generation

	Asian	African American	Hispanic	Other	White	Total
Number of Students	29	295	160	86	250	820
Number of schools applied to	20	210	111	68	156	565
Number Accepted	19	198	122	71	161	571

SAT & ACT Participation

Students started participating in college admissions testing as early as 9th grade. Beginning during the student's junior year of high school the students either took the SAT or ACT or both test. The data below are students taking the SAT or ACT multiple times to get the test scores needed to secure a place in the students dream school. A number of our students went in the direction of college and universities being test optional.

	Asian	African American	Hispanic	Other	White	Total
Number of Students	29	295	160	86	250	820
SAT	69	160	112	68	195	604
ACT	106	335	232	119	160	952

Student Financial Aid Received

Financial aid data was collected from the following documentation, the student's confirmation page once the student completed his/her FAFSA application. Financial Aid award letters of the last selected post-secondary institution that the student will attend in the fall of his/her senior year of high school. Letter's from any outside resource that the student accepted scholarships from.

FAFSA Grant	\$4,479,760
PHEAA State Grant	\$3,665,500
College Work Study	\$2,624,700
SEOG (Supplement Educational Opportunity Grant)	\$1,285,870
Student Loans	\$4,117,445
Perkins Loans	\$1,269,721
Parents Plus Loans	\$2,010,500
Application Fee Waiver	\$136,670
Tuition Deposit Waiver	\$187,635
Housing Deposit Waiver	\$158,160
4 Year Academic Scholarship	\$6,149,000
Local Community Scholarships	\$956,600
Total amount of financial aid and scholarships	\$ 27,041,561