

Early Middle College Planning Tool

Capacity

ISD/LEA/College/Staff
 PD & Training
 Financial
 Equity and Access
 Recruitment
 Power of Site/Transportation
 College Going Culture
 Sustainability
 EMC Leadership Team

Prepared

MOU with all Partners
 Building/Infrastructure
 Wrap-around Services
 EDP Execution
 Programs of Study
 Resolve Logistical Issues
 Data Support
 College Readiness Curriculum
 Outreach and Marketing



Resources

MDE-Michigan Department of Education
 MEMCA –Michigan Early Middle College Association
 MCAN-Michigan College Access Network
 CHSA-The College in High School Alliance

Need/Purpose

Is there already an EMC in the area?
 What data supports the need?
 Is dual enrollment serving the purpose?
 Is employment a higher priority after high school than advanced training?
 How many first generation, economically disadvantaged, underserved, underachieving, and underrepresented students are in the district?

Fit/Vision

Aligns with the needs of the community, school district, students/parents
 School Board policy and philosophical support
 Available postsecondary partner(s)
 Program(s) of study match with postsecondary partners
 Shared organizational structure
 Location/Delivery

Early Middle College Implementation Self Rating

	High = 5	Medium = 3	Low = 1
Need/Purpose			
Fit/Vision			
Resources			
Prepared			
Capacity			
Total Score (Total Possible 25)			

Have we included key partners?

Do we need coaching from MDE and/or MEMCA?

Are the right people on the planning team?

Do we have support from the school board and administration to move forward?

Do we know the plan to pay for college textbooks?

Have we communicated fully with our pupil accounting personnel?

Are we ready or do we have work to do?

Do we have an EMC Leadership Team?

Plan the next steps (see planning timeline sheets).

Early Middle College Planning Timeline – NEED/PURPOSE

Year 1 ———

Year 2 ———

Year 3

SMART Goal (specific, measurable, attainable, realistic, timely)	Due Date	Person Accountable

Early Middle College Planning Timeline – FIT/VISION

Year 1 ——— **Year 2** ——— **Year 3**

SMART Goal (specific, measurable, attainable, realistic, timely)	Due Date	Person Accountable

Early Middle College Planning Timeline - RESOURCES

Year 1



Year 2



Year 3

SMART Goal (specific, measurable, attainable, realistic, timely)	Due Date	Person Accountable

Early Middle College Planning Timeline - PREPARED

Year 1 ——— **Year 2** ——— **Year 3**

SMART Goal <small>(specific, measurable, attainable, realistic, timely)</small>	Due Date	Person Accountable

Early Middle College Planning Timeline - CAPACITY

Year 1



Year 2



Year 3

SMART Goal (specific, measurable, attainable, realistic, timely)	Due Date	Person Accountable