

Henry M. Jackson High School

Career and Technical Department

CTE Vision: *To empower each student to find their passion through relevant applied learning experiences that connect students with family, community and career; to become lifelong learners, responsible citizens and leaders.*

College and Career Readiness Seminar Course Syllabus

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Accounts for the following applications:
Google Docs, Moodle, Naviance, You tube
*students may find tools in addition to these to use in the completion of this course.

Everett Public Schools Strategic Goals and Target

STRATEGIC GOAL: 1.1a Each student graduates from high school ready for college and career with 21st Century Skills.

STRATEGIC GOAL: 1.1b All graduates exit with a post-secondary plan for work, career, and/or college.

College and Career Readiness Seminar

College and Career Readiness Seminar (CCRS) will challenge students to explore, develop, and take steps toward their own postsecondary plans. In this course, students will complete their High School and Beyond Plan and focus on collaborative projects focused on solving real-world problems. Students will use online tools such as Naviance and Moodle to complete the course outcomes.

Unit 1: Developing My High School and Beyond Plan

Unit 2: Defining My Personal Path

Unit 3: Exploring My Personal Finances

High School and Beyond Plan

In CCRS, students will complete their High School and Beyond Plan. The High School and Beyond Plan is a state and district graduation requirement. Upon successful completion of the course with a passing grade, the High School and Beyond Plan will be marked “MET” on the student’s high school transcript.

Graduation Requirement

CCRS is a district-required class for high school graduation. It fulfills the district graduation requirement and allows students to earn CTE credit. Students may take the course in their senior year or in the spring of their junior year.

Course Materials

- Online access for course materials
- Flash drive (optional)
- Headphones (optional)

Course Description and Alignment with 21st Century Skills

To be college and career ready, students need to be able to integrate and apply 21st century skills, as well as core academic and technical knowledge. The 21st Century Skills standards adopted by the State of Washington, developed from the Partnership for 21st Century Skills organization, are focused on creativity, critical thinking, communication and collaboration. These standards are essential to preparing students for complex lives and work environments in our global economy. The units of the Careers and College Readiness Seminar course are aligned with the 21st Century Skills standards.

Grading

Students and parents can access grades online through the LMS system. For information or to log in, go to <http://lmsinfo.everettsd.org>.

This course will be assessed based on the following components.

Unit 1: Developing My High School and Beyond Plan Completion of Unit 1 assignments, including the High School and Beyond Plan Survey
Unit 2: Defining My Personal Path Completion of Unit 2 assignments, including the Roadtrip Interview
Unit 3: Exploring My Personal Finances Completion of Unit 3 assignments, including TED talk and My Financial Plan
Assessment of 21st Century Skills Traits assessed based on the College and Career Readiness Seminar 21 st Century Skills rubric Self-Direction Collaboration Communication Creativity and Innovation Critical Thinking and Problem Solving

This course will be assessed on a 4 point standard grading scale. The following scale is used to determine course grades: To receive a 4 assignments must be completed at or exceeding Standard **AND** submitted to **Moodle ON TIME**. Assignments turned in late cannot receive a 4.

Advanced	4	A	Work must be turned by due date and meets or exceeds all standards
Proficient	3	B	Work must be turned in 1-5 days after posted due date and meets all Standards
Basic	2	C	Work must submitted in 6-10 days after posted due date and Meets Standards in most area and Approaches standards in others
Novice	1	D	Work is submitted 11 or more days after posted due date and/or does not meet standard.

Class Expectations

- Students will come to class with **initiative and self-discipline**, committed to working everyday towards achieving a high quality end product. Teachers will support students in reaching standard in a timely manner and help monitor student progress.
- Students will be responsible for finding and securing an outside **editor**, who will carefully read, recommend revisions, and sign off written work before it is turned in for teacher evaluation. The editor can be a relative or friend.
- Students are responsible of checking their progress through LMS/online grades and for scheduling any necessary extra help.
- JHS attendance policy** will be in effect. Students are expected to have excused absences verified with a parent note submitted to the attendance office upon return to school. **Unexcused absences, tardies, and truancies will hinder a student's ability to be successful in class and may jeopardize successful completion of a graduation requirement.**

Computer Use and Internet Use

College and Career Readiness Seminar is a computerized class. Students need to have signed the attached Computer Lab Contract. This must be signed by the parent/guardian and return back to me.

Everett Public Schools Policy in effect 24/7 No Exceptions

The *Everett Public Schools* may provide access for employees and students to the system/network, including access to external networks, solely for limited educational purposes. *Educational Purposes* shall be defined as classroom activities related to curriculum instruction, career and professional development and high quality self-discovery activities of an educational nature. The purpose of the system/network is to assist in preparing students for success in life and work by providing access to a wide range of information and the ability to communicate with others. The system/network will be used to increase communication (staff, parent and student), enhance productivity, and assist staff in upgrading existing skills and acquiring new skills through a broader exchange of information. The system/network will also be utilized to provide information to the community, including parents, governmental agencies and businesses.

- Students using the Internet are held accountable to Everett Public Schools technology guidelines. The Internet is to be used for school appropriate research only (for more information, refer to Technology Policy 3245 and Procedure 3245P in the district Student Responsibilities and Rights handbook). Files saved on the server should not include games, applications, or music files unless specifically needed for a class. Students will have accounts locked and be referred to an administrator for abuse of the school network or server.
- Students may use email applications such as Gmail or Hotmail provided it meets with the instructor's approval and is school appropriate.
- Any student using the internet without authorization will be subject to discipline up to short-term suspension and/or loss of computer/network access privileges.
- Any student copying or downloading non-school authorized games, videos, music files, or applications to an Everett Public Schools computer or account will be subject to discipline up to short-term suspension and/or loss of computer/network access privileges.

Failure to comply with the above guidelines will result as follows:

1st time – Verbal warning

2nd time -- Detention with me cleaning labs, call home

3rd time -- Referral to principal possible loss of computer privileges

4th time -- Loss of computer privileges during class time, second referral