

The Villages Charter Middle School

Career Research & Decision Making - 8th Grade

Course Syllabus

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Room # 4-224

COURSE DESCRIPTION

The purpose of this course is to enable students to explore career clusters and make informed career choices. Activities will enable students to increase self-awareness and develop the skills needed to successfully plan for postsecondary education and the workplace. Students will create an education plan for high school, indicating courses they would like to take in order to fulfill all graduation requirements.

TEXTBOOK/CURRICULUM

Glencoe "Exploring Careers"

Attached to my Google Classroom are electronic copies of the textbook by chapter. Students may use these attachments as an at-home resource for studying or make-up work. Textbooks are also available for use in the classroom.

Glencoe "Exploring Careers" Units of Study:

Unit 1: Career Exploration	Chapters 1-5
Unit 2: Finding and Applying for a Job	Chapters 6-7
Unit 3: Employment Skills	Chapters 8-9
Unit 4: Business and Personal Finance	Chapters 13-14

Xello: Xello is an engaging college and career readiness software that unlocks every student's potential by opening their eyes to future possibilities and equipping them with the planning capabilities to navigate their future.

GRADING CATEGORIES IN SKYWARD

Students' grades will be determined by using the following categories and percentages:

Practice	Class Assignments/Participation	30%
Performance (Mastery)	Projects/Tests	70%

Grading Scale: A (90-100) B (80-89) C (70-79) D (60-69) F (0-59)

CLASSROOM EXPECTATIONS/RULES

1. Be on time and where you are supposed to be. (Prompt)
2. Be prepared and on task. (Prepared)
3. Ask for what you need. (Positive)
4. Strive for excellence and always do your best. (Productive)
5. Respect the rights, responsibility, and property of others. (Polite)

You are responsible for reading and following the student handbook as well as classroom procedures and classroom rules. When you make a choice that violates classroom and/or school rules, disciplinary consequences will be implemented. Please refer to the following documents found on the tvcs.org website under "middle school", "Forms/Documents/Newsletters":

- VCMS Student Handbook
- 23-24 Classroom Behavior Management Plan

PROCEDURES

Daily Required Materials:

Chromebook, **WIRED** headphones, writing utensils

Google Classroom:

Students will enroll in my Google Classroom the first day of school using the following class code:
u6gn5x7

All assignments are listed in the Google Classroom. If you would like to help your child manage assignments in the Google Classroom, please ask your child to share his/her password, as I cannot add you into the Google Classroom. All assignments are also posted on my Teacher Connection webpage class calendar.

Bell Ringer/Dismissal:

Every day will start the same. Students will come in quietly, have a seat, and place Chromebooks and writing utensil(s) on their desk. Please place backpacks **under** the chair. We will have daily lessons, activities, in-class assignments, quizzes and tests. Please take care of bathroom needs between classes. For dismissal, students will remain seated in their assigned seats until the bell rings.

Make-up Work:

Work is assigned through Google Classroom and can be accessed from home when students are absent or return. If students do not understand the assignment or directions, it is their responsibility to ask the teacher. To receive credit for missed work due to an absence, a student must turn in assignments upon returning to school within the number of days missed plus one day except as noted under the Consequences section of the Disciplinary Policy (please see Student Handbook) However, any assignment that has a previously determined due date, that due date must be observed unless arrangements have been made with the assigning teacher.

Late Work:

Assignments turned in 1 day late will be accepted for a maximum of 60% and those turned in 2 or more days late will receive a zero. When homework/projects are assigned a week in advance or with set due dates of one week or more, there will be no exceptions for late work.

IMPORTANT DATES

End of Course Exam:	1st Semester Class	December 21, 2023
	2nd Semester Class	April 15-25(exact date TBD)

ADDITIONAL ASSISTANCE AND COMMUNICATION

I am available to any student or parent requesting additional assistance or needing additional information. If you choose to email me, please remember to put "Student" in the subject line so your email will reach me through the VCS web filter. If you prefer to contact me by phone, please call the school office and leave a message requesting me to return your phone call. If I need to contact you, I will first try to contact you through email unless you have indicated a preference for phone contact on the return form.

PARENTS AND STUDENTS - ELECTRONIC SIGNATURE PAGE

Please view the Electronic Signature Page posted in the student's Google Classroom using the student assigned Chromebook.

***** PLEASE SIGN AND RETURN THE ELECTRONIC SIGNATURE PAGE BY Friday, AUG. 18, 2023*****