

Syllabus: Practices & Policies

2021-2022	Franklin High School
	Section 1: Course Overview
Course Title	College and Career Exploration
Instructor Info	Name: Jessy Wray Contact Info: jwray@pps.net
Grade Level(s)	9th
Room # for class	Room: M-236
Credit	Type of credit: CTE (CCE) # of credits per semester: 0.5
Prerequisites (if applicable)	None
General Course	College & Career Exploration is a year-long course that acts as a bridge between middle school, high school,
Description	and the world after graduation. This course will equip students with the skills and experiences required for
	them to make a successful start at Franklin High School.
Section 2: Welcome Statement & Course Connections	
Personal Welcome	Welcome to 9th grade!
Course Highlights (topics, themes, areas	In CCE, students will apply academic skills, use a variety of digital communication tools, and reflect on their
of study)	strengths and interests. In addition, the course provides an opportunity for 9th grade students to be a part of a
	community that emphasizes positive peer relationships and feeling connected with their school. Students in
	9th Grade Seminar will develop important social and emotional skills, including recognizing other perspectives,



Course Connections to <u>PPS</u> <u>ReImagined Vision</u>	exploring identities, and engaging in issues around social justice, race, and equity. This course will also investigate the world after graduation. Students will explore college and career opportunities based on personal interests and goals, and will be exposed to elements of personal finance. By the end of the course, students will have a deeper understanding of their abilities, be better equipped to navigate high school and see a clear pathway toward their bright future. CCE will support students with becoming inclusive and collaborative problem solvers, inquisitive critical thinkers with deep core knowledge, resilient and adaptable lifelong learners, transformative racial equity leaders, influential and informed global stewards, and develop a positive, confident, and connected sense of self.
Section 3: Student Learning	
Prioritized Standards	The following standards will be explored in the course: PERSONAL MANAGEMENT Exhibit appropriate work ethic and behaviors in school, community, and workplace. PROBLEM SOLVING Apply decision-making and problem-solving techniques in school, community, and workplace. COMMUNICATION Demonstrate effective communication skills to give and receive information in school, community, and workplace. TEAMWORK Demonstrate effective teamwork in school, community, and workplace. CAREER DEVELOPMENT Demonstrate career development skills in planning for post high school experiences.
PPS Graduate Portrait Connections	I will help students grow their knowledge and skills in the following aspects of PPS's Graduate Portrait: CCE will support students with becoming inclusive and collaborative problem solvers, inquisitive critical thinkers with deep core knowledge, resilient and adaptable lifelong learners, transformative racial equity leaders, influential and informed global stewards, and develop a positive, confident, and connected sense of self.



Differentiation/	I will provide the following supports specifically for students in the following programs:
accessibility	Special Education:
strategies and	Differentiated assignments
supports:	Scaffolded tasks
	Student choice
	Extended time (if needed)
	Chunked assignments
	Multiple learning modalities
	Access prior knowledge
	504 Plans:
	Preferential seating
	Differentiated assignments
	Scaffolded tasks
	Student choice
	Extended time (if needed)
	Chunked assignments
	Multiple learning modalities
	Access prior knowledge
	English Language Learners:
	Sheltered instruction (SIOP) strategies
	Differentiated assignments
	Scaffolded tasks
	Student choice
	Extended time (if needed)
	Chunked assignments
	Multiple learning modalities
	Access prior knowledge
	Talented & Gifted:
	Extension activities
	Student choice
	Acceleration
	Students teach/help others



Personalized Learning Graduation Requirements (as applicable in this course):	☐ Career Related Learning Experience (CRLE) #1 -The experience(s) will be: Career Research Project
	Section 4: Cultivating Culturally Sustaining Communities
Tier 1 SEL Strategies Shared Agreements	I will facilitate the creation of our Shared Agreements that respects and celebrates each student's race, ability, language, and gender in the following way(s):
	 Student surveys Restorative justice circles Grades/assignment completion data
Student's Perspective & Needs	 I will cultivate culturally sustaining relationships with students by: Get to know students Examine personal biases Elevate students' languages and cultures



	Adapt policies, practices, and pedagogy
	Family and community involvement
	Respect their cultures
	Be mindful of intent vs impact
	Families can communicate what they know of their student's needs with me in the following ways:
	Email
	Phone
	Back to School Night
	Conferences
Empowering	I will celebrate student successes in the following ways:
Students	Praise/positive feedback
	Displaying student work online or in the classroom
	Positive phone calls to families/guardians
	Class 'parties' and celebrations
	I will solicit student feedback on my pedagogy, policies and practices by:
	Regular check-ins
	Student surveys
	Student Cafes
	Restorative justice circles
	Written input
	Formative assessments
	Student voice
	Exit tickets
	When class agreements aren't maintained (i.e. behavior) by a student I will approach it in the following ways:
	 Non-shaming and avoidance of power struggles"Let Go of the Rope."
	Authentic connection/compassion. Connection redirects more effectively.
	Remind them of expectations and or rules
	Talk to student outside classroom or after class. All the student wheat the sum and
	Ask student what they need Ask student will pull a student outside and talk to them one on one about how they are being disruptive.
	 I typically will pull a student outside and talk to them one on one about how they are being disruptive, disrespectful, etc.
	 Attempt to help the student understand their effect and role as an individual to the whole.
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Showcasing Student Assets	 I will provided opportunities for students to choose to share and showcase their work by: Praise/positive feedback Displaying student work online or in the classroom Positive phone calls to families/guardians Class 'parties' and celebrations
	Section 5: Classroom Specific Procedures
Safety issues and requirements (if applicable):	
Coming & Going from class	I understand the importance of students taking care of their needs. Please use the following guidelines when coming and going from class:
Submitting Work	I will collect work from students in the following way:
	If a student misses a deadline, I will partner with the student in the following ways so they have the ability to demonstrate their abilities: • Extended time • Canvas • Invitation to tutorial
Returning Your Work	My plan to return student work is the following: Timeline: Depends on assignment What to look for on your returned work: Written feedback Completion score Revision Opportunities: As many as needed - attending tutorial strongly encourage



	Students should be proactive about seeking help with revision
Formatting Work	Directions on how to format submitted work (ex. formal papers, lab reports, etc) can be found here:
(if applicable)	• None
Attendance	If a student is absent, I can help them get caught up by:
	Email
	Canvas
	Tutorial
	Section 6: Course Resources & Materials
Materials Provided	I will provided the following materials to students:
	• Texts
	Paper
	• Pens
	Markers & art supplies
	Spiral notebook
Materials Needed	Please have the following materials for this course:
	Student chromebook
	Pen/pencil
	Notebook for CCE and English
	Franklin can help with any materials you may need as well. Please reach out to me privately and I will help you
	get what you need.
Course Resources	Here is a link to resources that are helpful to students during this course:
	High school supplies list
Empowering	The following are resources available for families to assist and support students through the course:
Families	PPS Chromebook & Wifi Support Page
	• Synergy
	• Canvas
	Tutorial

Section 7: Assessment of Progress and Achievement



Formative	As students move through the learning journey during specific units/topics, I will assess & communicate their
Assessments	progress in the following ways:
	Grades
	Formative assessments
	Verbal feedback/praise
	Email communication
	Written feedback
	Scores and comments on Canvas assignments
Summative	As we complete specific units/topics I will provide the following types of opportunities for students to provide
Assessments	evidence of their <i>learned</i> abilities:
	Project based learning
	Text based discussions
	Research projects
	Presentations
	Writing in multiple styles
	Art, music, performance
	Collaborative projects
Student Role in	Students and I will partner to determine how they can demonstrate their abilities in the following ways:
Assessment	 Self-assessments
	Tutorial check-ins
	Student cafes
	Student surveys
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	Section 8: Grades
	Progress Report Cards & Final Report Cards
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Accessing Grades	Students & Families can go to the following location for <u>up-to-date</u> information about their grades throughout
	the semester:
	ParentVUE
	I will update student grades at the following frequency:
	Depends on assignment
Progress Reports	I will communicate the following marks on a progress report:

	 Mark: A = Extremely Proficient B = Proficient C = Developing Proficiency D = Emerging Proficiency
Final Report Card Grades	The following system is used to determine a student's grade at the end of the semester: A (100 - 90%) B (89 - 80%) C (79 - 70%) D (69 - 50%)
	 I use this system for the following reasons/each of these grade marks mean the following: A = Extremely Proficient B = Proficient C = Developing Proficiency D = Emerging Proficiency
	Other Needed info (if applicable)

