



Career & Technology Exploration Syllabus

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Course Description:

The Career and Technology Exploration (CTE) model offers a unique and holistic experience. Small groups and one on one instruction are at the heart of helping students reconnect to their own educational experience. The more individualized, hands-on, and supported instruction is vital in helping students find success in school and their overall educational experience.

The CTE program helps students earn high school credits while providing exposure to Career and Technical Education. Students cycle back and forth between more traditional classroom time and placement in each of the HACTC technical programs giving students a hands-on introduction to each of the HACTC opportunities. Upon successful completion of the CTE program, students may select a HACTC program to apply to for their Junior year.

Classroom Expectations and Goals:

- Adhere to the Program Expectations created annually by students.
- Follow the HACTC Mission Statement: RESPECT. ENGAGE. LEARN. WORK. SERVE. GROW.
- Maintain good attendance and give exemplary effort in every educational experience provided.
- Establish a plan for progressing in both professional and personal growth.

Assignment Policy:

- Planning documents and final assignments must be organized and placed into portfolios upon being graded.
- Projects are self-paced but ultimately due upon pre-established "FINAL" days.
- Students are responsible for planning their time and ensuring that they are providing ample time and focus for each separate (math, English, art) subject.
- Students are responsible for locating and seeking clarification from the instructor for (absence generated) missing assignments.

Units of Study:

During their time in CTE, students will earn credits in the areas of English, Math and Visual Arts.

English

- Goal setting
- Reading skills
- Listening skills
- Writing for purpose
- Career preparedness
- Vocabulary development
- Oral and technological presentations
- Short and long term writing assignments
- Language, comprehension and communication
- Interpretation/evaluation skills

Mathematics

- Elements of basic, business and consumer math
- Pre Algebra - The Language of Algebra

Art

- Principles and elements of art
- Multi-media expressions of art

The concept behind the CTE curriculum is to inspire students by helping them to explore and venture into new areas with numerous "hands-on" activities – while still closely addressing the National and Vermont Educational Standards.

Grading Categories and Weights:

Problem Solving/Critical Thinking	30%
Technical Skills	20%
Reflection and Response/Communication	30%
Leadership and Teamwork	20%
	100%

Standards Unique to Career & Tech Exploration:

English:

- Basic grammatical operations - both technical and formal
- Writing and researching for informational reports
- Procedural and Technical Writing
- Writing / presenting specific data in a professional manner through the use of technology
- Cover letter and resume preparation
- Reading - fluency, reflection and comprehension
- Understanding and completion of technical forms and job applications
- Research methods and the complete writing process
- Persuasive writing
- Friendly and business letters
- Compare and contrast writing
- Career and educational research - planning and writing

Mathematics:

- Computation with Decimals
- Computations with Fractions
- Computation of rates and percentages
- Understanding place value - Comparing Numbers
- Standard and Metric Measurements - Computation of measurement/liquid, dry weights
- Computations of ratios and proportions
- Compile, use and understand graphs, charts and statistics
- Development of scale drawings, scale models and floor plans - (technology)
- Identify and use (simplifying - evaluating) variable expressions
- Solving variable equations
- Simplifying Expressions with fractions
- Classifying Angles and Basic Geometry

Common Standards Assessed in Every Program:

Communication: ESS02.01 Select and employ appropriate reading and communication strategies to learn and use technical concepts and vocabulary in practice.

Leadership and Teamwork: ESS07.03 Employ teamwork skills to achieve collective goals and use team members' talents effectively.

Technical Skill: ESS10.01 Employ information management techniques and strategies in the workplace to assist in decision-making.

Problem Solving/Critical Thinking: ESS03.01 Employ critical thinking skills independently and in teams to solve problems and make decisions (e.g., analyze, synthesize and evaluate).