



Intro to the Trades–Academic & Discipline Plan

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Course Description (in-person):

Students are introduced to the technical trades through 6 week rotations through the auto/small engines, metals, and woodworking shops during this semester course. Students will engage in hands-on projects in each trade with a focus on appropriate shop behavior, safety, problem solving, employability, and applied math skills. This is an introductory course for the career pathways in the trades professions.

Lab Fee: \$10 to cover the cost of materials

Checks can be made out to Juneau Douglas High School

Text:

National Center for Construction Education and Research (NCCER) Core Curriculum: Introductory Craft Skills, Career Safe OSHA 10, other resources as necessary

Materials to Bring to Class:

Pencil, paper, and project

Learning Management System: The Juneau School District has shifted to the use of Canvas as a system-wide learning management system. This learning management system is designed to support students and families with a simpler and more connected learning experience. It will be one-stop shopping for all of our course assignments, announcements and other relevant information.

Course Syllabus:

A course syllabus will be provided as a separate document and can be viewed on our class website.

Goals:

Students will develop their skills in abstract thinking, problem solving, and teamwork, while applying math to hands-on projects. Students will also explore related careers in the trades.

Standards:

In addition to reinforcing state and district academic standards (Mathematics, English/Language Art, Technology, Science, & Skills for a Healthy Life), this course provides a setting for students to develop employability standards to assist students in their transition from school to work. These employability standards include:

1. Develop and maintain a work ethic necessary for success in the workplace that includes honesty, integrity, dependability, punctuality, self-discipline, initiative, reliability, accuracy, productivity, respect, and perseverance;
2. Understand how to apply skills and academic knowledge in a variety of work settings;
3. Understand the need for safe practices in the workplace;
4. Identify and appreciate personal interests, aptitudes, abilities, and priorities;
5. Identify resources available to support education and training related to career possibilities.

This course will be taught to district standards and district curriculum. The Juneau School District curricular information may be reviewed using the Juneau School District web site under the *Departments – Teaching and Learning* menu item: <http://www.juneauschools.org>. The NEW Alaska State Standards can be found on the Alaska Department of Education and Early Development website: <http://www.eed.state.ak.us/standards/>.

Grading:

Grading will follow the policy adopted by the Juneau School District Board of Education (Board Policy # 5420R). As per board policy, semester grades are calculated based on the cumulative average of the two quarters.

A = 90% - 100%

B = 80% - 89%

C = 70% - 79%

D = 60% - 69%

F = 0% - 59%

“INC” = Incomplete

Method of Evaluation: Students will be graded on a point system. Students will be evaluated on weekly explorations of various professions in the trades, as well as projects in woods, metals, and basic mechanics.

**Grades will be averaged across the three sections to produce a semester grade.*

All work should be able to be completed during class time.

PowerSchool is the system used to display grades and work progress. In most cases grades will be entered daily, recognizing the importance of a live-time feedback system for parents and students. Please ensure that you AND your student have access information to use this system in partnership with me.

Late/Make-up Work Policy and Procedures:

Late homework will not be accepted, ***UNLESS a student has asked for additional time to complete the assignment PRIOR to the due date.***

Resources/Extra Help:

I am available before and after school, during lunch, or on an appointment basis during periods when I am not required to teach other classes or attend meetings.

I will make every effort to respond to email or phone messages within one school day. I will do my best to make students aware of my daily schedule and to provide extra assistance when needed. Students and parents are

encouraged to make appointments ahead of time. Students may also receive extra help through the **JDHS Learning Center** located in the school library, and with a virtual schedule option via email.

Behavioral Expectations:

Successful Students:

Show up for class on time and prepared

Work safely

Exhibit respect for self, others, and equipment

Stay on task

Demonstrate initiative

Follow directions

Use language appropriate for a professional setting

Throw away and recycle all trash

Refrain from using any personal electronics which are NOT ALLOWED IN SHOP

Students will adhere to the General Lab Safety Pledge which they read and sign.

Please note: Students are expected to adhere to JDHS policies, as outlined in the Student Handbook, at all times. Classroom policies may include more specific requirements, but they cannot be relaxed beyond the minimums as set forth in the Student Handbook

Consequences of Misbehavior:

1. Verbal warning (or go to #2 below for unsafe actions)
2. Removal from the lab environment
3. Referral to Principal

Please note: Any action that endangers others, seriously interferes with the learning process, or is significantly disrespectful to staff or students may result in immediate removal from the classroom and/or direct referral to an administrator, thus by-passing above consequences.

Academic Dishonesty— (From the JDHS Student Handbook):

Cheating does not allow for any type of true analysis and is not tolerated. Cheating is defined as, but not limited to:

1. Procuring, possessing, using, or distributing test, quizzes, answer keys, teacher manuals or teacher textbooks and the like;
2. Any attempt to tamper with or alter a teacher's record or grades;
3. Representing the work of others as one's own work; including materials from the Internet, or other's shop projects;
4. Making use of notes, homework assignments, information slips ("crib sheets") except for those notes a teacher specifically authorizes for student use during a particular test or quiz, and;
5. Obtaining or offering unauthorized information;
6. Plagiarism

The *academic penalty* for all parties involved in cheating is a zero or failing grade for any copied or plagiarized assignment, exam, or quiz. Students will not be allowed to make-up the work. Also, the *disciplinary penalty* for cheating may include an office referral for disciplinary action. Possession and/or unauthorized distribution of materials or altering a teacher's records call for severe disciplinary consequences. **Repeat offenses could result in loss of credit for an entire course.**

Electronic Devices:

All personal electronic devices are to be turned off and out of sight during class. This class can be very dangerous and your full attention is required to keep you and your classmates safe.

1. Personal electronic devices will be allowed in the class during passing time, but once the bell rings they will not be allowed; including the end of class (with the exception outlined in #2).
2. The student will let the teacher know at the beginning of class if they are expecting an important call or text. Once said call or text is received by the student, the student will then notify the teacher and step out into the hall, take the call/text and return to class.
3. The first offence will receive a verbal warning.
4. Upon the second offence the student will lose participation points and have the device confiscated by the teacher and turned into an administrator for retrieval.
5. Should a student refuse to hand over the electronic device they will be removed from the class and lose participation points. Any work missed will have to be made up by the student on their own time.
6. Habitual offenders will be referred to an administrator and/or counselor for an intervention.

The school district uses Bark for Schools, a third-party service that monitors Juneau School District Google Suite accounts for online safety compliance. This system is used to detect cyber-bullying, threats of violence, predatory advances, sexual content and suicidal ideation. There is an option for parents to create a parent/family account so that you are notified of concerning content in concert with the school administrator.

PLEASE NOTE THAT EACH ACADEMIC/DISCIPLINE PLAN REQUIRES A SIGNATURE TO BE RETURNED TO EACH TEACHER. SIGNATURES ARE BEING COLLECTED WITH A GOOGLE FORM. A PAPER SIGNATURE FORM CAN BE PROVIDED UPON REQUEST.

Intro to the Trades Parent Signature form [HERE](#)

Intro to the Trades Student Signature form [HERE](#)

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