

**King City R-I
High School**



**Handbook
2025-2026**

Approved

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The A+ Schools Program Overview and Goals

The purpose of this manual is to provide a clear understanding of the various aspects of the A+ Schools Program. There are many guidelines established by the law that King City High School (KCHS) must implement and follow. These policies and the benefits of participating are explained here. KCHS submitted the notification to the Missouri Department of Elementary and Secondary Education (DESE) that it intended to pursue A+ Designation.

The Missouri State Board of Education approved the A+ Designation for the King City R-I School District April, 2013. A+ funding is dependent upon KCHS gaining the initial designation and re-designation each following year and the availability of state appropriations from the Missouri General Assembly.

It is the responsibility of the A+ Schools Coordinator to administer the program in a fair and consistent manner. It is the responsibility of the students and parents to read this manual carefully to understand all the guidelines and regulations before signing the Student Participation Agreement.

Participating high schools are encouraged to:

- ☐ Reduce the dropout rate
- ☐ Raise academic expectations by eliminating general-track courses
- ☐ Provide career pathways for all students
- ☐ Work closely with business and higher-education leaders to better prepare students for their lives after graduation.

Goals of the King City A+ Program

As outlined by the Missouri Department of Elementary and Secondary Education, the three goals of the A+ Schools Program are as follows:

- 1. All students will graduate from high school.**
- 2. All students will complete challenging high school coursework with measurable learner expectations.**
- 3. All students will proceed from high school to a college or post-secondary vocational/technical school, or high wage job with workplace skill development and advancement opportunities.**

These goals illustrate the basic purpose of the A+ Schools Program, which is to provide every student with the skills, background, and support required for them to successfully become responsible, productive citizens after graduation.

Student Enrollment

Students are encouraged to enroll in the A+ Program during their **sophomore** year. If they choose to wait, they will still be required to fulfill all criteria dating back to the beginning of their freshman year. However, enrollment in the A+ Schools Program must be completed no later than the third week of the fall semester of a student's senior year.

The first step toward participation in the program is completing an A+ Agreement with all appropriate signatures and filing it with the A+ Coordinator. **It then becomes the responsibility of the student to continue to meet the requirements of the program as outlined in this handbook in order to be certified as an A+ student upon graduation.** The A+ Coordinator will notify students and their parents/guardians immediately if it is determined that a student is not eligible for A+ status.

Student Eligibility

To be eligible for the financial incentives of the A+ Schools Program, a student must be certified as an A+ student by King City High School. To do so, the student must meet the following criteria while in high school:

- Sign a written A+ Participation Agreement.
- Attend King City High School or an A+ designated high school for at least two years prior to graduation and must attend at least 80% of the required school days. Transfer students may continue to participate in the program only if they are transferring to or from another A+ designated high school. (2020 graduates must attend 2 of 4 years preceding graduation)
- Maintain at least a 2.5 or higher grade point average on a 4.0 scale or 6.5 on an 11.0 scale (no weighting or rounding).
- Maintain a 95% attendance record cumulatively during the four years of high school.
- Perform at least 50 documented hours of approved, unpaid supervised academic, student tutoring/mentoring of which 12.5 hours may be job shadowing
- Maintain a record of good citizenship and avoid the unlawful use of drugs and/or alcohol throughout 4 years of high school.
- Sign the King City R-I School District Random Student Drug Testing Consent Form and participate in the program.
- Make a good faith effort to first secure all available federal post-secondary student financial aid funds that do not require repayment, such as the Pell Grant, by submitting a FAFSA form after February 1st of the student's senior year.
- Register for the selective service, if required to do so by law.
- Must score proficient or advanced on the Algebra I or higher level DESE approved end of course exam in the field of mathematics. You may also establish eligibility by achieving a qualifying score on the mathematics component of the ACT test. The MDHE will announce the qualifying ACT scores annually. (For 2020 graduates Math ACT 17 and minimum GPA 6.5 or ACT 16 and minimum GPA 6.8 or ACT 15 and minimum GPA 7)

Participation Agreement

Students must complete and return to the A+ Coordinator a *Participation Agreement* form before the third week of their senior year to be eligible for the program. (See Appendix for Copy of form.)

Attendance at A+ School

Students must attend an A+ school during their two of the four years in high school and maintain 80% attendance.. The student financial incentive is dependent upon King City High School maintaining A+ School status and state appropriations from the General Assembly. Transfer students to King City R-I Schools are eligible if their previous schools were A+ designated. (*Changed to 2 of 4 years for 2020 graduates*).

Grade Point Average

Students must graduate from high school with a grade point average of 2.5 or higher on a 4.0 scale or 6.5 on an 11.0 scale. The grade point average (GPA) will represent the applicant's cumulative GPA which includes ninth through twelfth grades. A student with a final GPA below 2.5 on a 4.0 scale or 6.5 on an 11.0 will not be eligible.

In the event that an applicant is not able to meet the grade point requirement and becomes ineligible for the A+ financial incentive, the student and/or parent have the right to appeal. In cases of appeal, the student must notify the A+ Coordinator in writing of her/his intent to appeal within 5 school days of receipt of notification. The A+ Coordinator shall then convene a meeting of an Eligibility Committee for consideration of the appeal within 10 school days. This committee will consist of: High School Principal, A+ Coordinator/School Counselor, and two high school teachers. The committee will hear the appeal and return its decision to the student within 5 days of the meeting. (See Appendix for copy of appeal form.)

Daily Attendance

The applicant must have a 95.0 percent or better average attendance record for the four-year period—ninth through twelfth grades. This allows the student approximately 8 days of absence each year. Students are expected to attend school regularly and be on time for classes. In this way the student will acquire the habits of punctuality, self-discipline and responsibility

1. A cumulative attendance record will be kept from the beginning of the applicant's ninth grade year until graduation.
2. The high school office will keep the official record of attendance. Students attending Hillyard Technical School will have their attendance reported and their records maintained in the high school office.
3. Each semester parents/guardians and students will be provided information that includes the applicant's attendance record.

The A+ Program does not necessarily excuse the same absences as the King City R-I policies. A+ policies differ from the regular school attendance rules. A+ waivers are for serious, long-term absences, not the average cold or flu. Students who will be missing school for a long period of time due to hospitalization, illness, etc. must call the school and request homebound instruction, which helps the student maintain academic growth and avoid absences. Records supporting long term absences need to be kept in case there is an appeal.

After receiving this attendance information the parent, guardian, or student should complete the appeals process if they feel the situation is chronic and/or beyond the student's control. A+ participants who receive notification of unacceptable attendance through semester reports will have 5 school days from the date of the notification to file a written appeal with the A+ Coordinator. If an appeal is NOT filed within 5 school days of notification, a waiver for the days missed will not be considered.

Attendance waivers would not usually be granted for doctor/dentist visits, court dates, and funerals.

Waivers will not be given for:

- Ordinary colds, flu or similar short-term illness
- Truancy
- Skipping classes
- Personal/family vacations
- Transportation problems (except when riding the school bus)
- Suspension from school
- Employment or work purposes

It is not possible to list every situation. If you have attendance questions, please contact the A+ Coordinator. All attendance waiver requests will be considered and decided on a case by case basis by the A+ Appeals Committee.

A+ Appeals Committee

The A+ Staff Advisory Committee will review and decide all attendance, citizenship and GPA appeals. The committee will be comprised of the following:

- High School Counselor/A+ Coordinator
- High School Principal
- 2 High school Teachers

A+ Attendance Waiver forms are available in the high school office or from the A+ Coordinator (See Appendix for copy of appeal form.) After the A+ Appeals Committee reaches a decision, the A+ Coordinator will notify parents in writing. Any and all additional appeals will be conducted according to the policies set by the Board of Education.

Tutoring Requirement

The A+ Schools Program requires that students complete 50 hours of academic tutoring/mentoring. Job shadowing may be used to replace 12.5 hours of tutoring. Before beginning this requirement for A+ certification, a student must have a signed A+ Agreement on file in the A+ Coordinator's office.

The following guidelines are to be used for all tutoring experiences.

- The A+ Coordinator must approve tutoring. Possible approved activities will take place during the school day tutoring with the elementary students and junior high students under the supervision of their teachers and during the RTI program. Other tutoring may take place outside of school hours under the supervision of King City R-I Staff
- An A+ Tutoring Log must be kept by the student and turned in. The school sponsor who supervises the tutoring time must sign this log, and the A+ Coordinator will verify hours. This log is to be turned on or before the last school day of the quarter to the A+ Coordinator.
- Students are expected to behave responsibly while tutoring. This includes notifying the tutoring supervisor before absences. It is important to the success of the programs involved that A+ students remain dedicated to their responsibility. Students failing to behave responsibly may be removed from the tutoring experience. A pattern of problems can lead to dismissal from the A+ program.
- No financial compensation may be accepted for tutoring activities and job shadowing.

Perform and document 50 hours of unpaid tutoring/mentoring with younger students during high school

The following guidelines should be followed when completing the tutoring requirement:

1. All tutoring/mentoring activities will be performed with students enrolled in the King City R-I School District and on school grounds or at educational activities sponsored by the school and approved by the A+ Coordinator.
2. Students may not tutor their siblings.
3. Tutoring/mentoring activities will provide encouragement to students to become enthusiastic learners, to strive for good grades and to graduate from high school.
4. Tutoring/mentoring activities will be school-based and academic in nature.
5. The tutoring/mentoring activities may occur before, during or after the school day, including summer school.
6. All tutoring must be supervised and verified by school staff.

Students participating in the A+ tutoring program will be required to:

1. Have tutoring approved by the A+ Coordinator
2. Participate in a brief training program for tutors
3. Maintain tutoring log sheets and document tutoring time as it is completed (see Appendix for copy of log sheet). Be sure to describe the tutoring activities and have the supervisor sign the log sheet. Log sheets must be submitted to the A+ Coordinator on or before the last school day of each quarter. **It is the student's responsibility to maintain and turn in all log sheets to the A+ Coordinator in a timely manner.**

Job Shadowing

Students may have up to 12.5 hours of job shadowing based on the following requirements.

1. Get pre-approval for the specific job shadow.
2. Fill out the tutoring/mentoring/job shadow time log. Be sure to have a signature verifying your hours.
3. Fill out the job shadowing questionnaire with the person being interviewed.
4. Write a reflection paper about the job shadowing experience.

See appendix for the necessary forms

Good Citizenship

Participation in the A+ Schools Program is an honor and a privilege for King City High School students. Students who participate in the program are expected to conform to a higher standard of conduct than is applicable to non-participants. Students pursuing the A+ Incentive must maintain a record of good citizenship and avoid the unlawful use, possession, and distribution of drugs and alcohol. They must participate in the King City R-I Random Student Drug Testing Program.

Unless the student engages in a behavior that results in immediate removal from the A+ Program, Citizenship eligibility will be reported three times per year: beginning of the school year, end of first semester and end of second semester.

Certification of good citizenship is based off of the official discipline record maintained in the administrative offices of King City High School. Consequences for infractions of the discipline code are assigned by the high school principal, and that administrator is responsible for certifying the accuracy of the student's discipline record.

The King City School District will use a point system to determine Good Citizenship status. All students begin with zero points when entering high school. Throughout high school they may accumulate points based on inappropriate or unacceptable behavior. The accumulation of **24 points** or more at any time during enrollment results in revocation of A+ status. This is a retroactive process and applies to any A+ students moving into the district.

Disciplinary and resulting points are as follows.

Administration assigned Detention	1 pt. each day
ISS	3 pts. per day
OSS	4 pts. per day

Unlawful Use of Drugs and Alcohol

An A+ participant will not possess, sell, or use any controlled substance or drug paraphernalia as defined by law and stated in the King City High School Student Handbook. For purposes of the rule, the term "drug" includes any illegal drug, alcoholic beverage, illegally possessed prescription drug, controlled substance, drug paraphernalia, or item that is represented to be a drug. (This would include vaping.) The use of prescription medicine is allowed only to the extent authorized by school district policy. Students and parents are responsible for understanding and following these guidelines.

The following offenses will result in immediate removal from the A+ Program:

- Possession, use, sale, or transfer of alcohol or drugs
- Possession of drug paraphernalia

Criminal Activity

Criminal activities, as defined by the Safe Schools Act, will also result in **the immediate removal** from the A+ Program and include:

- | | |
|-----------------------------------|------------------------------------|
| • First and second degree murder | First degree arson |
| • Kidnapping | Voluntary/involuntary manslaughter |
| • First and second degree assault | Felonious assault |

- First and second degree burglary
- Robbery
- Distribution of drugs
- Distribution of drugs to minors
- Assault on a student
- False fire alarm/bomb threats and misuse of emergency equipment
- Possession of a weapon (Under provisions of Chapter 571 Mo Rev. Statutes)
- Felonious restraint
- Property damage
- Intimidation of school staff
- Physical threat to staff
- Expulsion from school

Good citizenship outside the school setting is of equal importance. Records from the Office of Juvenile Services or law enforcement are available to King City School as established under the Safe Schools Act. This information will be used in determining citizenship and will have the following effect upon the student's participation in the program.

Any student receiving a misdemeanor charge will be placed on probation. A second offense will result in immediate removal from the A+ program. Any student will be removed from the program if the District receives notice under the Safe Schools Act that:

- A criminal Petition has been filed against the student pursuant to Section 167.115 of the Missouri Revised
 - The student has been the subject of a criminal charge, petition, indictment or information, adjudication, or conviction of a crime (that, if committed by an adult, would be a crime) that is listed in Section 167.171.3 of the Missouri Revised Statutes.
- A student may only be reinstated to the program if the student produces proof that the relevant criminal action has been expunged or dismissed without any consequence to the student. A student will not be reinstated if he/she receives probation, suspended imposition of sentence, a plea bargain, court supervision and/or monitoring in lieu of further prosecution, or a dismissal based upon another type of agreement with juvenile, prosecution, probation, or judicial authorities or officials.

Each student's citizenship record is subject to review by the A+ Student Review Committee. Participation in the program is a privilege and not a right. However, to minimize the risk of erroneous removal of a student from the program, the District will provide the following appeals opportunity to a program participant who has engaged in conduct that is prohibited under the standards indicated above.

In the event that an applicant is not able to meet the citizenship requirement and becomes ineligible for the A+ Program, the student and/or parent have the right to appeal. In cases of appeal, the student must notify the A+ Coordinator in writing of his/her intent to appeal. The A+ Coordinator shall then convene a meeting of the Eligibility Committee for consideration of the appeal within 10 days. This committee will consist of: High School Principal, A+ Coordinator, School Counselor, and two high school teachers. The committee will hear the appeal and return its decision to the student within 5 days of the meeting. (See Appendix for copy of appeal form.)

Student Financial Assistance-FAFSA

During the applicant's senior year, he/she will be required to complete an application for securing federal post-secondary financial assistance. A+ Reimbursement for tuition and general fees will be given only after secured federal funds that do not require repayment have been applied.

Parents must complete and file the Free Application for Federal Student Aid (FAFSA). The FAFSA summary report must be sent to the Missouri community college or vocational/technical school the student is planning to attend.

The FAFSA form is available at www.studentaid.ed.gov and opens in October. Parents are encouraged to apply as soon as by February 1st of that school year.

Print a copy of the SAR report that you receive or the confirmation of filing the FAFSA that you receive to give to the A+ coordinator for your records.

Selective Services

Eighteen year old males are bound to register with the federal Selective Services, and the A+ Coordinator is required by state law to verify registry prior to certifying graduates. Registration may be completed at www.sss.gov. If you are eighteen during the school year print a copy of the verification of registering for the selective service to put in your file.

Monitoring A+ Status

At the end of each semester, students who are participating in the A+ Schools Program will receive a report stating their progress and status in each of the required areas. Any questions or concerns about the information reported should be directed to the A+ Coordinator. **It is the responsibility of the student to continue to meet the requirements of the program as outlined in this handbook in order to be certified as an A+ student upon graduation.**

Notification of A+ Certification

The A+ Coordinator will review all records of the A+ participants. A list of eligible students will be submitted to the principal's office for official certification prior to graduation. Students and parents will be notified and the student's transcript will reflect A+ status.

Requirements for Maintaining Eligibility

The student financial incentive will be available for a period of four years after high school graduation. To maintain eligibility a student must:

1. Attend, on a full-time basis, a Missouri public community college or vocational-technical school.
2. Maintain a GPA of 2.5 or higher on a 4.0 scale.
3. Verify FAFSA submission by providing proof to school officials through a Student Aid Report prior to May 1st.

Career Paths

Each student will be required to declare a general career path. Career paths are a broad categorization of courses and educational activities targeting a student's academic and career goals. Career paths are designed to give students direction and help with course selection that is relevant to their preferred field of study or chosen occupation after high school. A career path may be changed at any time.

There are six career paths that students may choose:

- o **Arts and Communications**
- o **Business, Management and Technology**
- o **Health Services**
- o **Human Services**
- o **Industrial and Engineering Technology**
- o **Natural Resources / Agriculture**

Within these career paths, students may choose to explore sixteen career clusters that will help them determine a postsecondary course of study or career. These clusters are:

- o **Agriculture, Food and Natural Resources**
- o **Architecture and Construction**
- o **Arts, Audio-Visual Technology and Communications**
- o **Business, Management and Administration**
- o **Education and Training**
- o **Finance**
- o **Government and Public Administration**
- o **Health Science**
- o **Hospitality and Tourism**
- o **Human Services**
- o **Information Technology**
- o **Law, Public Safety, Corrections and Security**
- o **Manufacturing**
- o **Marketing, Sales and Service**
- o **Science, Technology, Engineering and Mathematics**
- o **Transportation, Distribution and Logistics**

More information is available from the Guidance Counselor or the Missouri Connections website at www.missouri.connections.org.

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**King City High School
A+ Agreement**

Last Name _____ First Name _____ Middle Initial _____

DOB _____ Anticipated Graduation Year _____

Address _____ City, State, Zip _____ Phone _____

Students graduating from a high school that has been designated a Missouri A+ School may receive A+ Incentives if all requirements are met.

A+ Incentive

Department of Elementary and Secondary Education will endeavor to reimburse **the cost of tuition and general fees** as supported annually by legislative appropriation.

Eligibility requirements

The student agrees to:

- * Sign the A+ School Agreement
- * Attend a designated A+ School for two years immediately prior to graduation.
- * Graduate from high school with a cumulative GPA of at least 6.5 on 11 pt. scale or 2.5 on a 4 pt. scale
- * Keep a 95% attendance record for the four-year high school period
- * Perform 50 hours of unpaid tutoring, mentoring or job shadowing (Max 12.5 hrs. for job shadowing)
- * Maintain a record of good citizenship and avoid the unlawful use of drugs and alcohol
- * Sign the King City R-I School District Random Drug Testing Consent form and participate in the Program
- * Make a good faith effort to secure all available federal post-secondary student financial assistance funds that do not require repayment-FAFSA
- * Enroll in Selective Services when applicable
- * Score proficient or advanced on the official Algebra I or higher level mathematics end-of-course exam OR meet a qualifying score on the Mathematics component of the ACT test. (For 2020 graduates Math ACT 17 and minimum GPA 6.5 or ACT 16 and minimum GPA 6.8 or ACT 15 and minimum GPA 7)

Post-graduate responsibilities

The student agrees to:

- * Attend on a full-time basis a Missouri public community college or vocational/technical school
- * Maintain a grade point average of 2.5 or higher on a 4.0 scale
- * A+ Scholarships may be available at some four year colleges. It is your responsibility to check with the individual colleges.

The student incentive is available to certified students for a period of four years after graduation requirements are fulfilled. Upon using the funds, the student may receive them for two years or until the completion of a degree/certificate program not to exceed the four years of eligibility if the required GPA is maintained and the State continues funding.

Student Signature

Parent/Guardian Signature

Date

A+ Coordinator

Date

King City High School

Appeal Form

This request is to appeal: (check all that apply)

_____ Attendance

_____ Good Citizenship Status

_____ GPA

Please provide the following **student** information:

Last Name: _____ First: _____ Middle: _____

Address: _____ City, State, Zip: _____

Social Security Number: _____ - _____ - _____ Date of Birth: ____/____/____ Age: _____

Year of Graduation: _____ Phone Number: (____)____-_____

Students in the A+ Schools Program who feel they have been declared ineligible unfairly may appeal to the A+ Schools Appeals Committee. In cases of appeal, the student and parent/guardian must complete this form and return it to the A+ Coordinator.

Please attach a separate sheet of paper with a written explanation as to why you feel you should still be eligible for the A+ Schools Program. You should address the following points in your explanation:

Attendance:

- Date(s) of Absence
- Reason for Absence/Documentation Required
 - Hospitalization or Chronic/Physician's Letter
 - Catastrophic illness, injury, serious illness/Physician's Letter
 - Personal/family calamity (i.e. flood, fire, etc.)/Letter from parent and school counselor
 - Other –Give reason and supporting information
- Attendance Waivers will NOT be granted for the following: truancy, suspension, routine doctor visits, personal/family vacation, dentist/orthodontist visits, transportation (except for late bus).

Citizenship:

- Describe the offense(s) for which you were suspended and the reason that it doesn't follow the guidelines of the A+ program

The A+ Coordinator will convene an Appeals Committee meeting to consider the appeal within ten (10) school days. The committee will hear the appeal and return its decision to the student and parent/guardian in writing within five (5) school days of the meeting. Failure to return an appeal by the deadline will result in your loss of eligibility in the A+ Program.

_____/____/____
Student Signature Date Parent/Guardian Signature Date

Tutoring During Non A+ Hour

1. The student must be in good standing both academically and behaviorally in the class they will be missing.
2. The student must fill out the Request for class leave time form and have the teacher and A+ coordinator sign off on it.
3. The student may not miss more than one class time per week from the same class for tutoring during the school day.
4. The student must get all work that will be missed and submit it to the teacher in a timely manner.
5. The student may be denied leave on a given day if a test or group project would not be plausible to make up at a later date.

Request for Class Leave Time

Name: _____

Date of Tutoring: _____

Time and Place of Tutoring: _____

Class you will be missing: _____

Teacher Signature: _____

A+Coordinator Signature: _____

Name: _____

Year of Graduation: _____

**KING CITY HIGH SCHOOL A+ LOG SHEET
JOB SHADOWING/TUTORING/MENTORING**

*(Submit completed log sheets to the A+ Coordinator at the end of each quarter.)
Include actual time. Total time is reported to the minute.*

Date	General Description of Job Shadow/Tutoring/Mentoring Activity	Start Time	Stop Time	Total Time	Supervising Staff's Signature

TOTAL TIME: _____

A+ Coordinator

Approved Time

KING CITY A+ JOB SHADOWING PRE –APPROVAL

STUDENT NAME _____

TODAY'S DATE _____

Name of person to job shadow: _____

Name of company: _____

Type of business: _____

Company Address: _____

Proposed date and time of job shadowing experience: _____

Remember to ask for time to do an interview as part of your job shadowing experience.

This may be somewhat generic if done over vacation.

Don't turn this in at the last minute. Allow time to get approval.

You must have prior permission or the job shadow may not count toward your A+ hours.

Student Signature _____

A+ Coordinator Signature _____

Date Approved _____

Student Name: _____

Today's Date: _____

Job Shadow Interview

Name of person being interviewed: _____

Job Title: _____ Company Name: _____

Company Location: _____

Interview your job shadow host using the questions below. Write your host's responses in the space provided. You may include your own questions. Stay away from personal issues, including salary.

1. How would you describe a typical day at your job?

2. What do you like most about your work?

3. If you could change something about your work, what would it be?

4. In what way are the following work habits important for this job?

- Following directions:

- Being accurate:

- Participating as a team member:

- Working independently:

5. What products or services does your business provide?

6. How has technology affected this job?
7. How do you think this job will change in the next five years? The next ten years?
8. What education, skills and training do you need for this job?
9. What are some careers that are related to yours?
10. What advice would you give to a high school student interested in this profession?
11. What are your job responsibilities?
12. What kinds of behavior could get an employee fired at this place of business?
13. Add a question that might be pertinent to this job shadow experience.

Attach to Job Shadow Reflection

Job Shadow Reflection Paper

Include in your heading:

Full Name

Today's Date

Write a 1- to 1-1/2 page reflection paper about your job shadow experience. The paper should be typed, double-spaced, with a 12-pt font or legibly written in ink. Use any notes you took and the host interview sheet to write your reflection paper. You will include:

- Where and when you shadowed and with whom you spent your time. Be sure to include his or her first and last name, spelled correctly, and his or her job title.
- Describe your experience and your observations. Explain what you did and learned while there and include at least one new thing you learned about this career field.
- Describe how the experience helped you determine whether this might be a good career option for you.
- Describe the classes and/or experiences you should complete or participate in while still in high school to prepare for this career.
- Describe what type of training or education after high school is recommended and/or required for success in this career field and how this might affect your plans. What skills do **you** need to work on for this career?
- Conclude with whether you think this is a realistic and possible career field for you and explain why or why not.

Staple the completed job shadow interview to the back of your reflection paper.

This must be submitted to A+ coordinator in order to get A+ hours for job shadowing.