

# Silverton High School

## Advisory Group Syllabus

### Course Description:

Advisory Group (AG) is a required class in which students partake in experiences that will help them demonstrate the following Career Related Learning Standards:

1. Personal Management: exhibit appropriate work ethic and behaviors
2. Problem Solving: apply decision-making and problem-solving techniques
3. Communication: demonstrate effective and appropriate communication skills
4. Teamwork: demonstrate effective teamwork
5. Employment Foundations: demonstrate academic, technical or organizational knowledge and skills
6. Career Development: demonstrate career development skills in planning for post-high experiences

### Course Objectives:

Students will be expected to participate in a variety of in-class and out-of-class activities over the course of his or her high school career including problems and projects in order to demonstrate that they can:

- Take self-assessments on Career Information System (CIS-online career guidance)
- Research current job openings and cost of living in the United States
- Research occupations of interest
- Visit local colleges and universities
- Complete and document a job shadow experience
- Complete a generic job application, resume and cover letter
- Participate in a mock interview
- Complete and present an Extended Application (EA) experience that is defined by the State Board of Education as: "Extended Application projects are intended to apply academic and specialized knowledge and skills within the context of a student's personal and career interests and post-high goals. Students will also work closely with a mentor from the school or community to: create a product, plan an event or lesson, create or plan a business, lead a focus group, work in a classroom or business, counsel at a camp, volunteer or intern...(may include, but is not limited to)".
- Complete a service learning project

\*\*\*Some course objectives are subject to change, but will always meet the requirements for meeting Essential Skills, Career Related Learning Experiences, and Career Related Learning Standards as mandated by the Oregon Department of Education under the New Oregon Diploma.\*\*\*

### Typical Week in AG:

<b>MONDAY</b> <b>30 Minutes</b>	<b>TUESDAY</b> <b>30 Minutes</b>	<b>WEDNESDAY</b> <b>30 Minutes</b>	<b>THURSDAY</b> <b>30 Minutes</b>	<b>FRIDAY</b> <b>30 Minutes</b>
Progress Reports/Check In	AG Lesson	RIE	RIE	Team Building/Assemblies/AG Parties/Study Hall

### Grading System:

In order to "pass" AG, the student must successfully complete and meet the minimum requirements of all the Career Related Learning Standards identified for each grade level. Each Standard has activities or assignments attached to it. Each of these standards based activities/assignments will be scored with a guide. Students will be allowed multiple attempts on each activity/assignment to demonstrate proficiency. At the discretion of the AG teacher, students will likely be required to do some form of corrective action before he or she can submit the activity/assignment again. For example, making recommended changes to a resume would be an appropriate action. Remember- attendance is a key factor to success in any class at SHS including AG.

**Course Grades will be determined with the following scale**

<b>Pass</b>	Students must average a 4 or 5 on <u>each</u> course standard to pass AG.
<b>No Pass/F</b>	Student scores do not average a 4 or 5 on <u>each</u> course standard. <i>Failure to meet a minimum of a 4 for just one standard will result in a failing grade and the student will not be on track to graduate until the standard has been met.</i>

**General AG Assignment Scoring Guide**

(Specific AG Assignments may require different scoring guides)

Points	Assessment Code	Descriptions
5	Exceeds	All sections are complete, thorough, and demonstrate creativity and/or detail <b>AND</b> all sections are free of spelling and grammatical errors
4	Meets	All sections are complete, thorough <b>AND</b> the spelling, grammar, and punctuation do not detract from the overall quality of the assignment
3	Developing	Some sections are incomplete, the spelling and grammatical errors detract from the overall quality of the assignment, <b>AND/OR</b> the assignment requires additional work
1	Doesn't Meet	The student makes no legitimate attempt to complete the assignment
z	Missing	The student has not started the assignment as a result of absences and needs to schedule a time to complete the assignment

**Progress Report Day/AG Work Day Scoring Guide**

Points	Assessment Code	Descriptions
5	Exceeds	Responsibly exhibits all the following behaviors <ul style="list-style-type: none"> <li>• Comes prepared with a plan that reflects their academic needs</li> <li>• Works independently (alone or with a small group), respectfully, and is on task</li> <li>• Technology use is appropriate</li> </ul>
4	Meets	Exhibits the following behaviors <ul style="list-style-type: none"> <li>• Comes prepared with something academic to do</li> <li>• May need occasional reminders to be on task</li> <li>• May need reminders to use technology appropriately</li> </ul>
3	Developing	Exhibits any of the following behaviors <ul style="list-style-type: none"> <li>• Not prepared with materials or a plan</li> <li>• Needs frequent reminders to be on task</li> <li>• Misuses technology (playing games, texting, looking at nonacademic websites, use of social networks)</li> </ul>
1	Doesn't Meet	Exhibits any of the following behaviors <ul style="list-style-type: none"> <li>• Disrespectful</li> <li>• Disruptive / consistently not on task</li> <li>• Gross misuse of technology</li> </ul>
z	Missing	The student has not started the assignment as a result of absences and needs to schedule a time to complete the assignment.

**Student Behavior and Expectations:**

Demonstration of employability skills is of the utmost importance in AG. All students will:

1. Be safe
2. Be respectful
3. Be responsible

**Assignment 1:** Due September 20, 2016

**I understand and agree to the Advisory Group syllabus:**

**STUDENT NAME (Print):** \_\_\_\_\_

**PARENT/GUARDIAN SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**PARENT/GUARDIAN EMAIL ADDRESS:** \_\_\_\_\_

**PERMISSION TO EMAIL ABOUT AG?**  **PARENT/GUARDIAN PHONE NUMBER:** \_\_\_\_\_