



Sumter Central High School

Our Mission: The mission of the Sumter County School System is to foster a challenging learning environment that creates opportunities for students to graduate college and career ready.

Course Title: Career Explorations

Course Description: Career Explorations is designed to provide opportunities for students to explore career opportunities and become aware of the importance of basic technology, work ethics, communication skills, the value of work, leadership skills, and basic employability skills. Students will begin investigating career paths to match their interests and abilities, which builds the foundation for future course selection and postsecondary options.

Textbook : (No Textbook) ACCESS Franchise Course, Sumter Schoology

Teacher: Mrs. LaTonia Johnson

Projects and Assignments:

Choice Boards – Presentations – Posters – Career Exploration related to technology, work ethics, communication skills, employability skills, leadership, and career opportunities.

Rules and Expectations

1. No cursing or class-clowning.
2. No talking while another person is talking.
3. Remain seated unless otherwise given permission to leave your desk.
4. Bring pen, paper and other required materials to class everyday.
5. Homework assignments must be placed in the tray within the first 5 minutes of class for credit.
6. Come to class on time. If you are late, bring a pass.
7. Begin the warm-up (bellringer) immediately upon entering the room.
8. Raise your hand and wait to be acknowledged before speaking.
9. You must have a pass to leave the classroom.
10. No electronic devices of any kind in class or going off in class. (Those items will be taken up immediately.)

Acceptable Work

1. All assignments must be **completed in pen** (as assignments completed in pencil will not be accepted).
2. All assignments must be **labeled properly** (papers not labeled properly will receive a 25 point deduction):

Name

Date

Period (1st, 2nd, 3rd, etc.)

Labeled: Homework, Class Work, Test or Quiz

Grading Scale and Policy:

Classwork:	50%
Unit Exams:	40%
Comprehensive Quarterly Exam	10%

Letter Grade	Numerical Range
A	90 – 100
B	80 -89
C	70 – 79
D	60 -69
F	Below 60

*Attendance and participation in class are important and are counted as part of the points to be earned in a class.

Tutorial Days and Times:

No tutoring at this time, however, if you are having difficulties, please see me to schedule additional time after school.

Progress Reporting:

Progress reports will be distributed as follows:

- September 9, 2024
- November 12, 2024
- February 7, 2025
- April 22, 2025

Materials:

1. One 3 inch 3 ring binder (leave at home)
2. 5 dividers which will be labeled in the following order:
 - Tab 1: Vocabulary
 - Tab 2: Project Rubrics
 - Tab 3: Journal article
 - Tab 4: Skill sheets
 - Tab 5: Documents
3. One 5 subject spiral notebook for class and book notes (no other subject will go in this spiral notebook)
4. Webster’s dictionary (you will need this in school and out of school)
5. Blue or black pen only (I will not accept any work done in pencil)
6. Highlighters
7. Post-its

Parent Conferences:

Parent Teacher Conference Week are designated for the following dates:

- October 7-11, 2024
- January 27-31, 2025

To schedule a conference with teachers outside of the aforementioned dates, please call the school office at (205) 652-1501 or email, insert your name here and your email.

Attendance Policy:

TARDIES:

Students are required to attend school and each class on time each day. When a student is tardy at the beginning of the school day, the parent must check the student in at the school office. Attendance at the middle and high school levels will be taken each period of the day. Tardies are counted per period and daily. Parents will be notified once a child accumulates three tardies. Students with more than three tardies are subject to discipline in accordance with the Code of Conduct.

MAKE-UP WORK:

When a student returns following an absence, the student must provide a written statement from their parent, physician, or court explaining the reason for the absence and the date of the absence. The excuse must be signed by the parent, physician or judge. A student who has been absent shall make arrangements with the student's teacher(s) to engage in activities that will enable the student to learn those facts/skills/concepts that were missed during the absence. The student has the responsibility to make-up work within five days after returning to school. The period for makeup work may be lengthened in cases involving extended absences that are validated and excused. Suspended students will be allowed to complete makeup work.

Contact Information:

Name: Latonia Johnson

Email: LMJOHNSON@SUMTER.K12.AL.US

Phone Number: (205) 652-1501

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Student Name (Print) _____ **Course** _____

I read, reviewed with my parents, and understand the guidelines and expectations for this course.

Parent's signature **Date**

Student's signature **Date**