

**Oak Canyon Jr. High School
Technology Life Career
Disclosure Document**

Course Description:

Technology, Life, and Careers, (TLC) is a full year class divided into three teaching units. TLC explores a wide variety of careers in **Business, Marketing, Information Technology, Family and Consumer Science, Industrial Technology, Health Science, Agriculture, Personal Finance, and Career Guidance.** The students will rotate between three teachers as they explore these various areas. The school counselors, work base learning coordinator, and administrators are also a part of the TLC team.

Materials:

The lab fee paid at registration will cover the cost of learning activities and take-home projects. Each student is expected to have their own paper and pencil. **The students/parents will be responsible for the cost of any damages to equipment caused by student abuse.**

Homework Policy:

Most of the assignments and activities can be completed in class, providing the student stays on task. Some homework assignments require parental participation.

Attendance:

Because this is a hands-on class where most of the learning takes place in the lab, it is imperative that students be in class and participate daily.

Grading/Tests/Assignments/Expectations:

The grade in this class is based on a percentage of points earned on activities, tests, quizzes, projects, work habits, and lab points. Assignments are graded and returned within five school days. Students with excused absents may make up work missed to receive full credit. **However, it will be the student's responsibility to make arrangements with the instructor for the make-up work.** The time length of makeup work is **five school days** upon returning to school. The state mandated career guidance lessons, if missed, must be completed at home. These lessons are available on the Internet or can be checked out from the school library.

Internet address:

<http://www.usoe.k12.ut.us/ate/tlc/cda/RecordBook/recordbook.htm>

Grade Scale:

A	93-100	A-	90-92
B+	87-89	B	83-86
B-	80-82	C+	77-79
C	73-76	C-	70-72
D+	67-69	D	63-66
D-	60-62	F	59-0

A computer printed progress report will be taken home by the student at midterm. Grades will be posted at least every two weeks. Students in the "D" and "F" range will get a progress report two weeks before the end of the quarter to be signed by the parent.

Citizenship and Discipline:

Since employers expect responsible, self disciplined employees, TLC teachers will expect the same from TLC students. The citizenship grade is based on work habits and class behavior. Behavior marks are given for being tardy, being unprepared, disturbing others, having gum, candy, or drink (all drinks will be confiscated), being disrespectful, not doing class work, not following instructions, and violating safety rules.

0-behavior marks = Outstanding,

1-3 = Satisfactory, 4-6 = Needs improvement,

Over 7 = Unsatisfactory. Ten percent of the academic grade will come from work habits and Citizenship. The instructor will attempt to contact parents of students with excessive behavior marks.

Hall Pass:

Because class participation is imperative, TLC students will be issued a total of two hall passes per quarter.

We look forward to working with your student this school year. If you have any questions, please call us at the school at 785-8760, or e-mail us.

Mr. Fotu: fotu485@alpine.k12.ut.us

Mrs. Griffin: grif485@alpine.k12.ut.us

Mr. Hunter: hunt485@alpine.k12.ut.us

Ms. Reber: reber485@alpine.k12.ut.us