

Camp Verde High School Agriculture Department

1326 Montezuma Castle Highway, Camp Verde Arizona 86322

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Student and Parents,

Hello! My name is Cody Carter and I am honored to have you in the Introduction to Career Technical Education class offered at the high school through Camp Verde Middle School. The class is part of almost every 7th and 8th grader's requirements.

CTE is an elective that meets once each week at Camp Verde High School, every day the class meets there is a graded assignment. Each semester is composed of approximately 18 weeks which translate that missing one class is equal to missing one week of a regular class. As you can see it is important to attend each week. All tests can be made up and retaken until passed upon the internet at <http://cvhs-ffa.org/CTE/CTE.html>. **Labs can be made up by replacing the missed day with the attendance and participation in a FFA, PALS, or SKILLS-USA meeting or event (FFA has a monthly meeting and offers two after school boot camps each semester. Note: This is not mandatory but is strongly suggested, look at it as insurance in case you are sick or out for some other reason, it also counts as extra credit.**

The class is graded by daily participation in practicums and tests. The seventh grade students will receive instruction in the CTE areas of Plant Science, Woods, Culinary Arts, and Wildlife. The eighth grade students will be receiving instruction in the CTE areas of Welding, Auto, Fire Science, and Parliamentary Procedure along with investigating all the CTE offerings at Camp Verde High School and selection of courses. To see exactly what is planned for the week please visit <http://introcte.blogspot.com/> for assignments.

Grading:

The class work is worth 80 % of the class grade and the semester final is worth 20% of the class grade overall. **The Semester Final must be taken and will not be excused for any reason.**

A 70 percent overall meets the state defined standard for a Career Technical Education Course; therefore, the Agriculture Department has adopted the following grading scale. Either you meet the standard or fail.

Exceeds and excels in the standard	A = 93 – 100 %
Above average for standard	B = 84 – 92 %
Average for standard	C = 75 – 83 %
Below Average for standard	D = 70 – 74 %
Failing	F = Below 70 %

<u>Category</u>	<u>Weight</u>
Class Work	80 %
<u>Semester Final</u>	<u>20 %</u>
Overall Grade	100 %

Discipline Policy:

Rules:

1. Each student is expected to know and respect the rules set forth by Camp Verde Middle School and Camp Verde Unified School District. There will be special emphasis placed upon the rules regarding the use of tobacco, drugs, alcohol, possession of illegal weapons, and attendance.
2. Each student will be expected to come prepared to class. Being prepared includes bringing the appropriate writing utensil, notebook, paper, wearing appropriate clothing, and with a positive attitude towards learning.
3. Every student enrolled in a class offered at Camp Verde Middle School will be expected to participate in all classroom assignments and conduct themselves as young adults where as they are responsible for their own actions and choices made. When choosing to act in an inappropriate manner they will accept the consequences given for their inappropriate action by the teachers and administrators.
4. Every student will respect the rights of others and their property, be respectful and courteous to visitors of the classroom and school, dispose of waste generated by themselves in the proper place, and replace all tools and equipment after the cleanup bell rings and before they leave the class. Failure to do so will result in student being assigned a "Behavioral Essay."

Consequences:

1. Verbal Warning.
2. Teacher and Student Conference.
3. Assignment of "Behavioral Essay" and Parent contacted.
4. After School Detention and Parent Contact.
5. Referral for Suspension and Parent Teacher Conference Scheduled.

Note: These are only consequences for minor infractions only, severe infractions are referred for immediate consequences as defined by the discipline policy and administered by the Dean of Students and/or Principal.

As a student in the Introduction to Career Technical Education course it is your responsibility to:

1. Be punctual in the attendance of class.
2. Follow class, lab, and school rules and guidelines.
3. Be respectful of others and the class.
4. Wear proper and appropriate clothing.
5. Bring necessary supplies and materials.
6. Participate in daily assignments.
7. Care for and properly handle tools and equipment.
8. Keep a up to date notebook and record of extra-credit assignments.
9. Be responsible for damage caused to equipment.
10. **THERE WILL BE NO MAKEUP LABS. THEY CAN BE REPLACED ONLY BY PARTICIPATION IN THE FFA, PALS, SKILLS-USA, OR BOOT-CAMP ACTIVITIES.** These activities also can count toward extra-credit; it is your responsibility to make sure Mr. Carter has a record of your participation in these activities.

After reading the above, please read with your parents and sign the following page and return as soon as possible or go online, <http://cvhs-ffa.org> with your parents and have them take the CTE parents survey (immediate) or complete the next page and return it the next time the class meets (the following week). Remember this is your graded assignment for our first class meeting. Survey Password is "CTE"

Parents Survey

Students Name: _____
(first) (middle) (last)

Current Mailing Address: _____ City: _____ Zip: _____

Current Residential Address: _____ City: _____ Zip: _____

Father's Full Name: _____

Mother's Full Name: _____

Contact E- Mail: _____ Parent's E-mail: _____

Home Phone: _____ Work Phone: _____ Cell Phone: _____

Preferred Emergency Contact by: Home Phone Work Phone Cell Phone

Preferred Informational Contact by: Email Home Phone Work Phone Cell Phone

I the parent/guardian have received the first day course description and information. I have also read and understand Mr. Carter's expectations of my son or daughter in his introduction to Career Technical Education course. I further understand that my son or daughter is a young adult and is responsible for their actions, they will be using equipment and working in a laboratory setting that can be dangerous if used improperly. They are required to participate and be dressed appropriate to work in the laboratory. I further understand that there will be a locker for items to be stored in for safe keeping. I realize that my son/daughter must participate in the classes and labs for them to receive credit and that there is no make up for missed labs, they can be replaced by participation in intra-curricular activities. I the parent/guardian have read the discipline policy for Mr. Carter's class.

Parent/Guardian Signatures: _____

Please Return the top portion of this survey and keep the bottom for your records.

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