

Academics

INSTRUCTOR:

List instructor's phone number and email address

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COURSE DESCRIPTION

Summarize what will be taught over the course of the trimester

Students will receive instruction individually and/or in the group setting to increase academic levels in reading, math, and writing.

Reading: This course will concentrate on reading comprehension. To that end, students will be taught specific sight words with immediate functional use; specific strategies for reading fluency and critical thinking through various curriculum programs/techniques such as partner reading will be taught.

Math: The emphasis will be on math for every day use. According to individual need, students will increase their skills in areas that may include (but isn't limited to) money handling (from banking to giving change), time and time management, map reading (mileage computation), and budgeting. Included will be specific math vocabulary the students may find on their district required exams such as the MCAs to increase their comprehension of those specific questions/directions.

Writing: Writing in various forms in multiple levels will be emphasized. These forms will include technical writing, descriptive, informal, and creative writing. Spelling instruction will be specific to those words needed/ used by the individual students. Students will have the opportunity to increase their writing skills through daily activities which will include keeping a log of their writings and allowing students to work on long-term writing assignments within their working folder.

COURSE OUTCOMES AND OBJECTIVES

List outcomes and objectives of course

Reading:

To master words that facilitate performing activities in a person's daily routine, including work-related words and recreation and leisure activities.

Objectives

Students will be able to:

- Use printed words to make choices;
- Comprehend those words needed to manage activities at home, in the community, at work, and at school;
- Make safe responses when encountering warning words;
- Gain new opportunities through increase reading skills

Math:

To master the basic math skills needed to perform skills of daily living.

Objectives

Students will increase their skills in:

- Money management which will include managing a budget and bank statements;
- Measurement, including English as well as metric;
- Time management;
- Computation

Writing:

To master writing skills needed in their daily living, including work related skills, and

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recreation and leisure activities.

Objectives

Students will increase their skills in:

- Writing technical pieces (how-to manuals, directions, etc.)
- Writing letters (formal and informal)
- Creative writing including poetry and prose
- Presenting facts/ideas in the written form (i.e., power point) to an audience

GRADING SYSTEM

List what student will be graded on; weight of activities; explanation of pass/fail

Weight scale 1-10 with 1 being the lowest; End of Trimester Portfolio

Participation/Attendance: Weight 70%; Assignments: Weight 30%

COURSE OUTLINE

Weekly listing of topics/activities of course

Reading Fluency; Literacy Circles, Group/Partner Reading; Reading Comprehension Strategies;
Current Events; Building Vocabulary
Functional Math Skills; Money Handling Skills; Percents (giving tips); Time Management;
Measurement
Functional Writing Skills; Work Related Writing Skills;

Community Participation: Students will demonstrate knowledge of various literary forms/figures/novels/history common to the mainstream culture in the community as well as being introduced to other cultures.

Recreation and Leisure: Students will demonstrate knowledge of tipping when at restaurants. Students will be able to use writing skills learned for their personal enjoyment.

Jobs and Job Training: Students will demonstrate knowledge of money handling skills for jobs such as cashier. Students will increase their knowledge of technical writing skills.

Home Living: Students will demonstrate knowledge of handling money for home budgets, grocery

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shopping, and balancing checking/savings accounts.

Post Secondary: Students will increase their knowledge of the requirements for writing/math/reading for various post secondary options.

GRADUATION PLAN REQUIREMENTS

GRADUATION PLAN REQUIREMENTS: The above is intended to help students with the following:

- Obtain Paid Work Experience
- Maintain Paid Work Experience
- Volunteer/Non-paid employment
- Meet & apply for DRS
- Speaker/Tour (Circle) Work force Ctr. MRC MCIL Govt. Center CTIC Fair Supported Employment
PACER Transitional Housing Century College St. Paul Tech
Other Agencies : _____
- Complete Self-Advocacy Skills Assessment
(Disability, strengths/weaknesses, IEP goals/objectives, resources available, etc.)
- Complete an Interest & Skills Inventory

Portfolio Components:

- Resume
- Interview Experience
- Completed sample W-2/W-4 form
- Possesses Social Security Card
- Work Site Evaluations
- Interest Inventories (SERVE, DRS)
- Cover letter
- Resources/Important phone numbers
- 2-3 Letters of Recommendation
- Possesses MN ID/Driver's License
- Certificates of completion-awards, etc.
- Other: _____