

Career Academy Contract for Students and Parents

School _____ Academy Name _____

Student Name _____ Student # _____

Address (Street, City, Zip) _____

Home Phone _____ Date of Birth _____ Graduation Year _____

Student Cell Phone _____ Student Email _____

Parent 1 Name _____ Email _____

Parent 2 Name _____ Email _____

Parent 1 Place of Employment/Job Title _____

Parent 2 Place of Employment/Job Title _____

(Parent employment information is requested as parents in occupations that relate to any of our academies are occasionally asked to assist with speaking to classes, providing tours of their business, serving on advisory boards, etc. If potentially willing to be considered, please share your information and we will forward it to the appropriate academy.)

St. Johns County School District has an “open access” policy for all Career Academies, which simply means there are not any *entry* requirements, i.e. specific grade point average, completion of specific courses, etc. Once a student has been accepted into a Career Academy, our goal is to make them aware of the careers within this industry and the post-secondary education requirements to obtain those careers, to teach job specific skills related to this industry, to prepare them to take industry certification/s related to this industry, and to enable them to have a job shadowing or internship experience related to this industry. We use project-based learning whenever possible to enable the students to direct some of their own learning, use critical thinking skills, develop teamwork skills, and to not only learn job-related skills, but know how to apply them. Career Technical Education Teachers collaborate with academic teachers to show students how academic subjects apply to the academy focus, so it is important for students to apply themselves in academic classes as well as academy classes.

In order to properly prepare students for these future experiences there must be collective support of students, parents, high school personnel, and business partners. Below are the performance expectations for Career Academy students to assure their success in high school coursework, internships, post-secondary education and the work place.

Academic Performance

1. Maintain a minimum overall GPA of 2.0.
2. Maintain a minimum GPA of 2.5 in Career Technical Education classes, which is required to take industry certification exams.
3. Failure to maintain the above expectations will result in a one semester probationary period where the student will be supported to improve their deficiency. If improvement does not occur, the student could be removed from the Career Academy at the end of the semester. If the student is attending on an out-of-zone waiver, the student will return to their zoned school at the beginning of the next semester.

Work Ethic

1. Meet due dates on assigned class work, homework and projects.
2. Strive to develop quality assignments/projects that our business partners will support; following the criteria and rubric supplied by academy teachers to insure quality outcomes.
3. Be willing to perform any task that is needed or requested by academy teachers to support an academy goal.
4. Maintain a high level of integrity in regard to submitting your own work whether by paper or electronically and following proper internet and computer usage.

(OVER)

Attendance/Tardies

1. Attending class every day supports success in class. More than five (5) unexcused absences per semester becomes an area needing improvement unless unusual circumstances have occurred.
2. Arrive on time to class every day. Tardies disrupt class instruction and students miss valuable teacher directions and details on assignments. More than four (4) unexcused tardies in a semester becomes an area needing improvement.

Professionalism/Discipline (Repeated disciplinary infractions will result in a probationary review by the Discipline Committee and possible removal from the Academy.)

1. Show respect toward self, peers, school staff and business partners.
2. Dress appropriately for Career Academy activities such as field trips, internships or special events.
3. Do not steal or damage Career Academy equipment, materials or other items.
4. Avoid any drug or alcohol use or criminal activity.
5. Be positive ambassadors when interacting with business partners, guest speakers, and on field trips/job shadowing/internships. Student ambassadors represent themselves, their career academy, their high school and St. Johns School district.

Photo and Field Trip Permission

1. Permission is given to use photos, videos and/or written stories about this student that are related to Career Academy purposes, whether it be in St. Johns School District communications or community, education or business communications such as newsletters/newspapers, magazines, television, radio programs, etc. Permission is also given to Career Academy business partners to showcase their work with the St. Johns School District Career Academies and students through their print and video publications.
2. Permission is given for this student to ride St. Johns School District buses to attend Career Academy field trips, camp programs, internships, or other academy-related events held during school time. Separate permission will be requested for events occurring outside of school time.

Industry Certification Exams

Permission is given for students/teachers to share necessary personal information to register the students when ready to take industry certification exams. i.e. Student name, address, birthdate, email. Students' ages 13 or younger will be bulk registered and this information will not be shared to comply with privacy laws.

Out-of-Zone Requirement

In the event that a student ceases to be enrolled in the required courses within a Program of Choice at an out-of-zone school, the student will be required to return to his/her home zone school at the start of the new semester once credit has been awarded. (As a reminder, families are responsible for arranging transportation for out-of-zone students.)

In Conclusion

We understand that this student will receive recognition from their Academy program if the student has passed all courses and successfully completed all other requirements as specified in this document. We understand that in being accepted into this program, the student is committing himself/herself to doing their best to achieve the standards established for this academy. Finally, we understand that this contract will cover this school year and will need to be completed annually.

School year covered by this contract: 2017 to 2018

Student's Signature _____ Date _____

Parent's Signature _____ Date _____

Career Specialist _____ Date _____