Week 6 Virtual Instruction

Friday, October 9 marked the end of the first grading period. Our grades are cumulative over the course of a semester. The first progress report will come via USPS mail later this week. Students are encouraged to ask teachers questions first when there are questions about grades. Our hope is as we gain more consistency with the virtual instruction students and staff are hitting a stride that results in great student engagement and knowledge development.

In addition to the progress reports, we will also be sending home a paper version of the electronic Student Information Form to students we are currently missing the completed electronic form.

Parent Teacher Conferences Reminder

As a reminder, Parent Teacher Conferences will occur via Zoom or phone on October 26th 2:30pm - 6:30pm and October 29th from 8:00am – 8:00pm. Program instructors will reach out to students and parents to schedule conferences. Participation is highly encouraged. In these conferences, teachers will discuss student progress and also discuss future pathways for students including potential post-secondary choices including career or college next steps.

Instructional Plan after October 22

At the Raytown School District Board of Education meeting tonight, the board will discuss the instructional plan for students after October 22. Once a decision is made, additional communication will be sent to help students, parents, counselors, and administrators plan for the next steps.

Upcoming Non Instructional Days

In the next few weeks, we have a few days that students will not be expected to engage in instruction as we prepare and host parent-teacher conferences. We are also not in session on Election Day.

October 23: Teacher Workday
October 29-30: Parent-Teacher Conferences
November 3: Election Day
In the first week’s edition of The Update, we provided information regarding the scheduled zoom session times for each program. We hope this provided some clarity and assistance in scheduling your day. Generally, the scheduled zoom times provided last week will stay consistent throughout virtual learning.

We know it’s difficult to track all the virtual instruction information and updates you continuously receive. Moving forward, we will collect and provide information from teachers regarding topics, assignments, and projects for the upcoming week to assist you with tracking your child’s virtual education at Herndon Career Center and Southland CAPS. The information for the Week of October 12-16 is listed below.

**Advertising & Graphic Design**
- **Topics**: Social Media - Adobe Illustrator & Instagram
- **Assignments**: Instagram's Slide Composition client project VOTE slide composition client project
- **Additional Info**: Working with client for social media improvement for business traffic. Working on a social impact with non-political influences for social medias.

**Automotive Collision I**
- **Topics**: ICAR modules: EXT03 Bolt-on exterior panels part 1
- **Assignments**: Complete the Objective Worksheet
- **Additional Info**: Objective Worksheet is in book picked up from Herndon Career Center or downloaded.

**Automotive Collision II**
- **Topics**: Color matching and custom painting
- **Assignments**: Read chapter 27: Color matching and custom painting
- **Additional Info**: You may substitute ICAR module or project based learning for this assignment.

**Automotive Technology**
- **Topics**: Automotive Maintenance
- **Additional Info**: The final test for 'Automotive Basics' is on Monday. Students must sign into Google Classroom on time as this is a timed test.

**Construction Technology**
- **Topics**: 1st Year Students: Choosing a Career that is Right for You. 2nd Year Students: Site Layout.
- **Assignments**: 1st Year Students: Notes, Review Questions, and Additional 5 questions on Planning Due Friday. Online Career Video and Questions Due Wed. 2nd Year Students - Site Layout Due Friday and Career Video Due Wed.
- **Additional Info**: All students will need to fill out a "Ticket for Success" at the end of our Tuesday and Thursday Zoom meetings.

**Cosmetology**
- **Topics**: Nail Disorders and Diseases
- **Assignments**: Ch 10 MindTap, Theory Workbook, Rollersets, Perms and Flat Irons
- **Additional Info**: Practice makes perfect!

**Culinary Arts**
- **Topics**: Mise en Place, Cooking Methods
- **Assignments**: Chef Research Project due Wednesday 10/14
- **Additional Info**: We will assign the next text book for pick up/return Wednesday and Thursday.

**Diesel Mechanics**
- **Topics**: Welding
- **Assignments**: Carbon Arc Welding, Soldering Video
- **Additional Info**: N/A

**Emergency Medical Technician**
- **Topics**: Medical, Legal and Ethical Issues
- **Assignments**: Watch chapter video on topic, do assignment, attend zoom class and discussions.
- **Additional Info**: N/A

**Foundations of Nursing**
- **Topics**: Perineal Care/bed bath/shower bath
- **Assignments**: Lesson Reviews/skill video/test
- **Additional Info**: Still need important state paperwork

**HVAC / Industrial Maintenance**
- **Topics**: Lesson Reviews/skill video/test
- **Assignments**: Online textbook registration, safety videos assignment, Zoom meetings Tues. & Thurs. for discussions & demonstrations
- **Additional Info**: N/A

**Law Enforcement**
- **Topics & Assignments**: Legal Quiz, Online Text Book Issued & Log-In, Start Chapter 1 from the Online Text Book, Security Officer Discussion, KC Metro Area Youth Explorers Discussion, Weekly Optional Workout (virtual 5k).
- **Additional Info**: The virtual 5k is NOT mandatory, it is optional. Grades will be verified and submitted by noon on Monday.

**Welding / Metal Fabrication I & II**
- **Topics**: Beginning Blueprint reading for Welders
- **Assignments**: There will be written lessons throughout the week
- **Additional Info**: Zoom meeting attendance is critical. We are heading down the path to success. Blueprint reading for Welders is the roadmap that shows us how to perform required work. Without this skill you cannot have a career in welding.
English IV
Topics: Defining Principles for Robots
Assignments: Principles Parts 1, 2, and 3 (Actively Learn)
Additional Info: This week we’re discussing how core principles inform decision-making using the lens of the idea of programming a robot.

CAPS Animal Health Sciences: 1st Year
Topics: Passion Project and Case Studies
Assignments: Brainstorming passion project, various individual case studies
Additional Info: The passion project will be a yearlong project due in April. Progress towards the passion project will be the 1st semester final. The final product is due in April and is their final for 2nd semester.

CAPS Animal Health Sciences: 2nd Year
Topics: Internships
Assignments: Internship Logs, Monday Share, Passion Project
Additional Info: N/A

CAPS Business Innovation and Creation
Topics: Effective Communication, Active Listening & Professional Presence
DEALINES: DQ Initial Post due Thursday. Additional Posts due Sunday. Assignments & Readings due Sunday
Additional Info: Please continue to complete your Readings, Discussion Questions and Assignments each week.

CAPS Education Exploration: 1st Year
Topics: Passion Project Pitch, Classroom Management Plan, Educators Rising
Assignments: Project pitch, Classroom Management Plan
Additional Info: Students will need to stop by Herndon this week to pick up their Read for the Record Day Books.

CAPS Education Exploration: 2nd Year
Topics: Internships, Passion Project Topic Reflections, Educators Rising
Assignments: Internship Logs, Passion Project Topic Reflection
Additional Info: Students will need to stop by Herndon this week to pick up their Read for the Record Day Books.

CAPS Technology Solutions
Topics: Wk # 6: Internship Expectations/Conduct
Assignments: Internship Log Readings on Internship Expectations
Additional Info: Students must attend ZOOM Meetings on Tuesdays at 1:00pm each week with Instructor. Students must work with Mentor/Supervisor of Internship and Instructor in regards to time changes/missed classes/work times, etc.

CAPS Turf Management & Horticulture
Topics: Landscaping
Assignments: Pitch a Product with SiteOne Landscaping
Additional Info: N/A
Departmental Information

CAREER RESOURCE EDUCATOR

Lisa Templeton
IEP, 504, & ELD

More than any point in their lives, as our children enter into high school it’s our job to begin their training to become an asset to society. Part of this process is developing independence. Can your child talk to their teachers about their needs and concerns? They should know you are there as a support network, but encouraging your child to take the first step and learn how to talk with others and work out problems will be crucial to having these skills as an adult. A great place to start this process is in the classroom and educational meetings such as IEP’s, 504’s and ELL meetings. I’m seeing some great examples in these meetings, and if your student hasn’t began self-advocating, I encourage you to give them a nudge. If they are already seniors, this process needs to be expedited.

Lisa Templeton, CRE, 816-268-7150, lisa.templeton@raytownschools.org

COUNSELING DEPARTMENT

Nate Zier

In a continuation of our employment discussion, I’d like to look at the interview process. Interviewing for your first job can be nerve-wrecking, and interviewing for a potential career after high school might feel intimidating. So how do you prepare for an interview? What questions are going to be asked? The most important part of preparing for a job interview is to study the job description of the position you've applied for. By doing so you can navigate the interview and discuss how your skills and abilities make you a uniquely qualified candidate for that position. You should also research the company you have applied for. You should be able to answer key questions about what the company does, and ideally be able to tie your job description into that company’s mission. This shows an interviewer that you have general interest in working for the company. In addition, make sure you know your resume well.

Preparing for an interview can help settle your nerves, and make you feel more confident in the interview. According to research 93% of communication is non-verbal. 55% of communication is contained in body language, and 38% of communication is in our tone of voice. So here are some things you can do to make sure you’re communicating the right message as you arrive. First and foremost, make sure you’re dressed appropriately for the job interview. What is appropriate may vary based on the type of job you're applying for, so you may have to do some research for what's right in your field. In my professional life, it's hard to go wrong with a pair of dress slacks, dress shoes, a button down shirt, and tie. Many industries may be slightly more casual. Once in the interview make sure you maintain good posture and eye contact with the interviewer. This shows confidence in yourself and the qualities which brought you to the interview. The last tip I would give in this regard is to be authentic, but don't speak negatively of yourself. If you're looking for more specific interview questions, here's a list of the 125 most common interview questions.

If you have any questions feel free to reach out. I know myself or Allecia Lowery would always be happy to conduct a mock-interview with students and give constructive feedback.
REAL WORLD LEARNING COORDINATOR
Allecia Lowery

During the course of the pandemic, we have seen a significant change in the job market including shifting in available positions and demand for essentials skills services. With that has come a varied array of challenges and opportunities. As you embark on your job search, developing your resume, and integrating transferable skills, you'll be able to begin to market yourself with the following tips! Job search tips

For help with your job search, please follow this link to schedule a time to meet with me via zoom- https://calendly.com/rwlallecia-lowery

You may also email me for on-going support- allecia.lowery@raytownschools.org

WAYS TO STAY CONNECTED
As we move throughout the year, we like to document and showcase the learning students are doing. We encourage you to follow our social media pages to see pictures, videos, or information as it is posted.

Herndon Career Center

Southland CAPS

Herndon Career Center Website
Herndon Facebook Page
Herndon Twitter Page @RQSHerndon

Southland CAPS Website
Southland CAPS Facebook Page
Southland CAPS Twitter Page @SouthlandCAPS
Herndon Career Center
Programs & Teaching Staff

Advertising & Graphic Design
Brock Martin

Automotive Collision
Billy Byrd

Automotive Technology
Tim Chase

Construction Technology
Jim Oliver

Cosmetology
Stephanie Migletz

Culinary Arts
Chef Mike Chrostowski

Diesel Mechanics
Nathan Shipley

Emergency Medical Technician
Eric Dooley

Foundations of Nursing
Terry Plesser
Susan Pratt

HVAC/Industrial Maintenance
Tony Hudspeth

Law Enforcement/Police Science
Rodger Bowers
Angeleic Huth

Welding/Metal Fabrication
Brian Wise
Izak Bergschneider

English IV & Missouri Options
Jeff Dierking

Southland CAPS
Programs & Teaching Staff

CAPS Animal Health Science I
Sara Sivils

CAPS Animal Health Science II
Ben Henke

CAPS Business Innovation & Creation
Corey Vaughn

CAPS Education Exploration
Kristin Drummond

CAPS Technology Solutions
Corey Vaughn

CAPS Turf Management & Horticulture
Ben Henke