

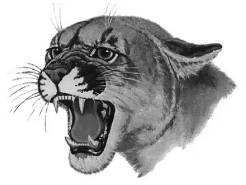


OLD COLONY

REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL DISTRICT

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EXPLORATORY PROGRAM OVERVIEW

Exploratory allows students to get to know what the different programs are like and their potential career pathways of them.

- Each student will explore each of our 13 vocational-technical programs.
- Each Exploratory has a “Related” (classroom) and a “Shop” (hands-on) component.

EXPLORATORY GRADING

- Students earn a daily grade for both Related and Shop in each of the exploratory programs. (see *rubrics at end of document*)
 - Both grades are entered into the Shop gradebook.
 - Related = 15 Points
 - Shop = 85 Points
- Exploratory Shop and Related Rubric Google Sheet workbooks have been shared with each student. This workbook will contain the student's earned grades throughout each program. Parents will need to access this workbook through their student's account.
- In addition to their daily vocational grades, a student's attendance and disciplinary infractions will be factored into their ranking score.
- After all 13 exploratories, students will identify their shop preferences, in order. Students cannot pick a shop they have not explored.
- **Students with the highest exploratory average are placed first according to their shop selections.**
- All exploratories are equally important.
- To place at the top of the selection list, students must do well in ALL of their exploratories, maintain good behavior, and attend school.
- **Not being prepared for Exploratory** (see *Expectations and Clothing Expectations*) will result in **lower grades**.
- Please contact your instructor as soon as possible if you have any questions or concerns about your earned grades. Do NOT wait until the end of the Exploratory Program (in December). Ask immediately.

EXPLORATORY EXPECTATIONS FOR ALL PROGRAMS:

- Bring a pen AND pencil to each Exploratory session.
- Bring your safety glasses to the Exploratory sessions that require them (see Safety Glasses below)
- Bring your computer network and Google Apps logins with you
- Bring an open mind
- Follow all school and shop rules and expectations, as well as clothing expectations

VOCATIONAL-TECHNICAL EDUCATION (VTE) PROGRAM PLACEMENT

- The students with the highest exploratory average are placed first according to their VTE selections.
- If a shop fills, based on point average, before a student gets his/her first choice, the Guidance Counselor then moves to the student's second then third choice and so on, depending upon whether there is an opening in the VTE Program.

VOCATIONAL-TECHNICAL EDUCATION (VTE) PROGRAM ENROLLMENT CAPS

• Architecture + Engineering Technology	14
• Automotive Technology	12
• Business Technology	10
• Carpentry	12
• Computer Science	10
• Cosmetology	14
• Culinary Arts	15
• Electronics Engineering Technology	10
• Electrical	12
• Graphic Communication & Design	14
• Health Careers	14
• Machine & Tool Technology	12
• Metal Fabrication & Joining Technologies (Welding)	12

EXPLORATORY SCHEDULE

EXPLORATORY PROGRAM ROTATION		
Program	Program Dates	Duration
Section[01] is Exploratory 1	September 9-12	4 days
Section[02] is Exploratory 2	September 13-17	3 days
Section[03] is Exploratory 3	September 18-20	3 days
Section[04] is Exploratory 4	October 7-9	3 days
Section[05] is Exploratory 5	October 10-15	3 days
Section[06] is Exploratory 6	October 16-18	3 days
Section[07] is Exploratory 7	November 4-6	3 days
Section[08] is Exploratory 8	November 7-12	3 days
Section[09] is Exploratory 9	November 13-15	3 days
Section[10] is Exploratory 10	December 9-11	3 days
Section[11] is Exploratory 11	December 12-13	2 days
Section[12] is Exploratory 12	December 16-17	2 days
Section[13] is Exploratory 13	December 18-20	3 days

Exploratory Program and Permanent Vocational-Technical Education

Program Placement

Vocational-Technical Clothing Expectations

Safety Glasses: All students will be issued 1 pair of safety glasses at no charge.

- It is the student's responsibility to have their safety glasses every day in shops where they are required.
- Students who do not have their safety glasses will be required to purchase another pair at \$5.00/pair.

Clothing: Given the nature of work performed in the vocational-technical shop areas, safety, and training for employment readiness for the workforce the following clothing is required:

Failure to adhere to the clothing guidelines and expectations may result in a grade deduction and/or disciplinary action.

Program	9th-grade Exploratory	Permanent Placement - 12th-grade
Architecture + Engineering Technology	Required: <ul style="list-style-type: none"> • School dress code requirements • Closed-toed shoes Not permitted: <ul style="list-style-type: none"> • Shorts 	Required: <ul style="list-style-type: none"> • School dress code requirements • Closed-toed shoes Not permitted: <ul style="list-style-type: none"> • Shorts
Automotive Technology	Required: <ul style="list-style-type: none"> • Jeans/work pants (full-length pants, no rips/tears) that fit over shoes • Long-sleeve/short-sleeve shirt that tucks into pants • Work boots recommended OR sturdy, leather non-flammable shoes that cover the entire foot. • Safety glasses Not permitted: <ul style="list-style-type: none"> • Baggy/loose-fitting clothing, loose strings, or chains from any part of clothing. • Jewelry 	Required: <ul style="list-style-type: none"> • Black work pants (full-length pants, no rips/tears) that fit over shoes • Black long-sleeve/short-sleeve shirt that tucks into pants • Non-slip work boots that cover the entire foot • Safety glasses Not permitted: <ul style="list-style-type: none"> • Baggy/loose-fitting clothing, loose strings, or chains from any part of clothing. • Jewelry
Business Technology	Required: <ul style="list-style-type: none"> • School dress code requirements Not permitted: <ul style="list-style-type: none"> • Shorts 	Required: <ul style="list-style-type: none"> • School dress code requirements • Professional Dress once per cycle Not permitted: <ul style="list-style-type: none"> • Shorts
Computer	Required:	Required:

Science	<ul style="list-style-type: none"> School dress code requirements <p>Not permitted:</p> <ul style="list-style-type: none"> Shorts 	<ul style="list-style-type: none"> School dress code requirements Professional Dress: 11th- and 12th-grade, once per cycle <p>Not permitted:</p> <ul style="list-style-type: none"> Shorts
Cosmetology	<p>Required:</p> <ul style="list-style-type: none"> Jeans/work pants (full-length pants, no rips/tears) that fit over shoes Long-sleeve/short-sleeve shirt that tucks into pants Closed-toed shoes <p>Not permitted:</p> <ul style="list-style-type: none"> Hooded Sweatshirts 	<p>Required:</p> <ul style="list-style-type: none"> Uniform: black scrub top and bottom Plain (no graphics) short or long sleeve shirt may be worn under the scrub top Black closed-toe work shoes <p>Not permitted:</p> <ul style="list-style-type: none"> Hooded Sweatshirts
Culinary Arts	<p>Required:</p> <ul style="list-style-type: none"> Jeans/work pants (full-length pants, no rips/tears) that fit over shoes Long-sleeve or Short-sleeve shirt that tucks into pants Slip-resistant shoes recommended OR sneakers/work closed-toed shoes are permitted Hair must be pulled back and out of the face. White Chef Hat (will be provided by the program) - MUST be brought in daily while in this program Hospitality Industry standard face make-up only (minimal make-up) Facial Piercings will be allowed (Clear plugs only) <p>Not permitted:</p> <ul style="list-style-type: none"> Hooded Sweatshirts Jewelry 	<p>Required:</p> <p><i>Kitchen/Bakery:</i></p> <ul style="list-style-type: none"> Clean black embroidered chef hat Properly hemmed black chef pants Clean, black, official school chef jacket with legal or preferred name embroidered Plain (no graphics) black short or long sleeve shirt may be worn under the jacket All black slip-resistant work shoes. Hair must be pulled back and out of the face. Stud earrings ONLY Hospitality Industry standard face make-up only (minimal make-up) <p><i>Dining Room:</i></p> <ul style="list-style-type: none"> Black Embroidered Culinary Arts Polo Plain (no graphics) black short or long sleeve shirt may be worn under the Polo Black dress pants or work pants Black slip-resistant work shoes. Name tag with legal or preferred name. <i>(To be provided by the school.)</i> Hair must be pulled back and out of the face. Stud earrings ONLY Hospitality Industry standard face make-up only (minimal make-up) Facial Piercings will be allowed (Clear plugs only)

		<p>Not permitted:</p> <ul style="list-style-type: none"> • Hooded Sweatshirts • Jewelry (other than stud earrings), including wristwatch/smart watch • Acrylic, Gel Nails • Nail Polish
Electrical	<p>Required:</p> <ul style="list-style-type: none"> • Jeans/work pants (full-length pants, no rips/tears) that fit over shoes • Long-sleeve/short-sleeve shirt that tucks into pants • Work boots recommended OR sturdy, leather non-flammable shoes that cover the entire foot. • Hair longer than shoulder length must be pulled back and out of the face. • Safety glasses <p>Not permitted:</p> <ul style="list-style-type: none"> • Baggy/loose-fitting clothing, loose strings, or chains from any part of clothing. • Jewelry 	<p>Required:</p> <ul style="list-style-type: none"> • Jeans/work pants (full-length pants, no rips/tears) that fit over shoes • Long-sleeve/short-sleeve shirt that tucks into pants • Work boots OR sturdy, leather non-flammable shoes that cover the entire foot. • Hair longer than shoulder length must be pulled back and out of the face. • Safety glasses <p>Not permitted:</p> <ul style="list-style-type: none"> • Baggy/loose-fitting clothing, loose strings, or chains from any part of clothing. • Jewelry
Electronics Engineering Technology	<p>Required:</p> <ul style="list-style-type: none"> • Jeans/work pants (full-length pants, no rips/tears) that fit over shoes • Long-sleeve/short-sleeve shirt that tucks into pants • Work boots recommended OR sturdy, leather non-flammable shoes that cover the entire foot. • Hair longer than shoulder length must be pulled back and out of the face. • Safety glasses <p>Not permitted:</p> <ul style="list-style-type: none"> • Baggy/loose-fitting clothing, loose strings, or chains from any part of clothing. • Jewelry 	<p>Required:</p> <ul style="list-style-type: none"> • Jeans/work pants (full-length pants, no rips/tears) that fit over shoes • Long-sleeve/short-sleeve shirt that tucks into pants • Work boots OR sturdy, leather non-flammable shoes that cover the entire foot. • Hair longer than shoulder length must be pulled back and out of the face. • Safety glasses <p>Not permitted:</p> <ul style="list-style-type: none"> • Baggy/loose-fitting clothing, loose strings, or chains from any part of clothing. • Jewelry
Graphic Communications & Design	<p>Required:</p> <ul style="list-style-type: none"> • School dress code requirements <p>Not permitted:</p> <ul style="list-style-type: none"> • Shorts 	<p>Required:</p> <ul style="list-style-type: none"> • School dress code requirements <p>Not permitted:</p> <ul style="list-style-type: none"> • Shorts
Health Careers	<p>Required:</p> <ul style="list-style-type: none"> • Jeans/work pants (full-length pants, no 	<p>Required:</p> <ul style="list-style-type: none"> • Wrinkle-free scrub top and bottom in

	<ul style="list-style-type: none"> rips/tears) that fit over shoes Long-sleeve/short-sleeve shirt that tucks into pants Closed-toed shoes 	<ul style="list-style-type: none"> class-assigned color (properly hemmed to not hit floor) Plain (no graphics) white or black short or long sleeve shirt may be worn under the scrub top White or black nursing shoes, clean Health Careers fleece jacket A watch with a second hand Stud earrings ONLY. No more than two earrings may be worn in one ear. Additional ear/facial piercings must be clear studs Nails must be kept short and clean. Hair color should be conventional. Hair should be groomed neatly, tied back in a ponytail or bun, not touching the uniform, and away from the face. Males: conservative hairstyle, appropriate length, not touching collar, and groomed. Health Industry standard face make-up only (minimal make-up) <p>Not permitted:</p> <ul style="list-style-type: none"> Sneakers Facial/tongue piercing No visible tattoos; must be kept covered. No acrylic/nail extensions or gel/dip polish
House & Mill Carpentry	<p>Required:</p> <ul style="list-style-type: none"> Jeans/work pants (full-length pants, no rips/tears) that fit over shoes Long-sleeve/short-sleeve shirt that tucks into pants Work boots recommended OR sturdy, leather non-flammable shoes that cover the entire foot. Hair longer than shoulder length must be pulled back and out of the face. Safety glasses <p>Not permitted:</p> <ul style="list-style-type: none"> Baggy/loose-fitting clothing, loose strings, or chains from any part of clothing. 	<p>Required:</p> <ul style="list-style-type: none"> Jeans/work pants (full-length pants, no rips/tears) that fit over shoes Long-sleeve/short-sleeve shirt that tucks into pants Work boots OR sturdy, leather non-flammable shoes that cover the entire foot. Hair longer than shoulder length must be pulled back and out of the face. Safety glasses <p>Not permitted:</p> <ul style="list-style-type: none"> Sneakers Baggy/loose-fitting clothing, loose strings, or chains from any part of clothing.
Machine & Tool Technology	<p>Required:</p> <ul style="list-style-type: none"> Jeans/work pants (full-length pants, no 	<p>Required:</p> <ul style="list-style-type: none"> Jeans/work pants (full-length pants, no

	<ul style="list-style-type: none"> rips/tears) that fit over shoes • Short-sleeve shirt that tucks into pants • Work boots recommended OR sturdy, leather non-flammable shoes that cover the entire foot. • Hair longer than shoulder length must be pulled back IN A BUN and out of the face. - No ponytails • Safety glasses <p>Not permitted:</p> <ul style="list-style-type: none"> • Baggy/loose-fitting clothing, loose strings, or chains from any part of clothing. • Hooded sweatshirts • Jewelry 	<ul style="list-style-type: none"> rips/tears) that fit over shoes • Short-sleeve shirt that tucks into pants • Work boots OR sturdy, leather non-flammable shoes that cover the entire foot. • Hair longer than shoulder length must be pulled back IN A BUN and out of the face (No ponytails). • Safety glasses <p>Not permitted:</p> <ul style="list-style-type: none"> • Sneakers • Baggy/loose-fitting clothing, loose strings, or chains from any part of clothing. • Hooded sweatshirts • Jewelry
Metal Fabrication & Joining Technology	<p>Required:</p> <p>100% cotton clothing</p> <ul style="list-style-type: none"> • Jeans or Work pants (full-length pants, no rips/tears) that fit over boots or shoes • Belt • Long-sleeve or Short-sleeve shirt that tucks into pants • All leather work boots above the ankle recommended (steel toe optional) OR sturdy, leather non-flammable shoes that cover the entire foot • Laces must be kept in good condition and securely tied at all times. • Hair longer than hairline must be secured in a low bun and out of the face (all wisps of hair that do not reach into an elastic must be secured with bobby pins or barrettes) • Safety glasses <p><i>When welding, cutting, or grinding:</i></p> <ul style="list-style-type: none"> • Welding helmet, cutting glasses, and grinding shield • Long sleeve shirts, fitted sweatshirts, hooded sweatshirts with no drawstrings, leathers, sleeves, welding jacket, or jean jacket and all leather gloves or welding gloves must be worn • Hat (Baseball cap), welding cap, or beanie is required at all times • Gloves when handling metal, MFJT shop will provide gloves for student use 	<p>Required:</p> <p>100% cotton clothing</p> <ul style="list-style-type: none"> • Jeans or Work pants (full-length pants, no rips/tears) that fit over shoes • Belt • Long-sleeve or Short-sleeve shirt that tucks into pants. Metal Fabrication shop shirts will be available for purchase. • All leather work boots above the ankle (steel toe optional) OR sturdy, leather non-flammable shoes that cover the entire foot • Laces must be kept in good condition and securely tied at all times • Hair longer than hairline must be secured in a low bun and out of the face (all wisps of hair that do not reach into an elastic must be secured with bobby pins or barrettes) • Safety glasses <p><i>When welding, cutting, or grinding:</i></p> <ul style="list-style-type: none"> • Welding helmet, cutting glasses, and grinding shield • Long sleeve shirts, fitted sweatshirts, hooded sweatshirts with no drawstrings, leathers, sleeves, welding jacket, or jean jacket and all leather gloves or welding gloves must be worn • Hat (Baseball cap), welding cap, or beanie is required at all times • Gloves when handling metal. MFJT shop will provide gloves for student

	<p>Not permitted:</p> <ul style="list-style-type: none"> • Sleeveless or V-Neck shirts • Sneakers or open-toed shoes • Torn or frayed clothing • Baggy/Loose-fitting clothing, loose strings, or chains from any part of clothing • Jewelry <p>It is recommended that students shower each day to remove any metal dust and dirt on their bodies.</p>	<p>use, however, it is recommended that these are purchased and will be available for purchase through the MFJT shop.</p> <p>Not permitted:</p> <ul style="list-style-type: none"> • Sleeveless or V-Neck shirts • Sneakers or open-toed shoes • Torn or frayed clothing • Baggy/Loose-fitting clothing, loose strings, or chains from any part of clothing • Jewelry <p>It is recommended that students shower each day to remove any metal dust and dirt on their bodies.</p>
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EXPLORATORY RELATED ASSESSMENT RUBRIC

RELATED Assessment Categories	Advanced	Proficient	Approaching Proficiency	Needs Improvement
Applied Academic Foundation <i>Ability to grasp presented concepts</i>	Student demonstrates an understanding of all key concepts presented in class.	Student demonstrates an understanding of most key concepts presented in class.	Student demonstrates an understanding of some key concepts presented in class.	Student inconsistently demonstrates an understanding of key concepts presented in class.
	Student actively listens and consistently independently participates in assigned task/project	Student independently participates in assigned task/project a majority of the time	Student, with prompting and reminders participates in assigned task/project	Despite cues, prompts, or reminders: student does not participate in assigned task/project
	Student independently exceeds expected benchmarks.	Student meets expected benchmarks.	Student inconsistently meets expected benchmarks	Student rarely meets expected benchmarks without teacher intervention.
Engagement <i>Level of enthusiasm and dedication displayed</i>	Student consistently independently and actively participates in all class discussions.	Student independently and actively often participates in class discussions.	Student sometimes independently participates in class discussions but may need prompting.	Student does not participate in class discussions unless prompted.
	Student takes their time and asks questions to consistently produce high-quality work	Student takes their time and asks questions to produce quality work	Student inconsistently takes their time and asks questions to produce expected work products	Student rushes through work without concern for meeting product expectations
	Student asks and answers relevant on-topic questions	Student often asks or answers relevant on-topic questions	Student sometimes asks or answers relevant on-topic questions	Student rarely asks or answers relevant on-topic questions
Professionalism - Demonstration of one's character	Student consistently demonstrates a constructive approach to learning.	Student demonstrates a constructive approach to learning a majority of the time.	Student inconsistently demonstrates a constructive approach to learning.	Student's approach to learning is not constructive.
	Student models school rules and classroom expectations.	Student follows school rules and classroom expectations.	Student inconsistently follows school rules and classroom expectations.	Despite cues, prompts, or reminders: student inconsistently meets school/classroom expectations.
	Student is consistently prepared and ready to learn.	Student is prepared and ready to learn a majority of the time.	Student is inconsistently prepared and ready to learn.	Student is frequently unprepared to learn.
	Student displays intrinsic/internal motivation to work hard.	Student displays intrinsic/internal motivation to work hard a majority of the time.	Student inconsistently displays motivation to work hard.	Student gives up easily on projects/assignments prior to completion.
	Student consistently interacts age-appropriately with others.	Student interacts age-appropriately with others a majority of the time.	Student inconsistently interacts age-appropriately with others.	Student's interactions with others are frequently not age-appropriate.

PROGRAM-SPECIFIC EXPLORATORY SHOP ASSESSMENT RUBRIC

SHOP Assessment Category	Advanced	Proficient	Approaching Proficiency	Needs Improvement
Employability <i>Attributes to be successful in the vocational program</i>	Student consistently arrives to class on time.	Student frequently arrives to class on time.	Student infrequently arrives on time.	Student is frequently late.
	Student is consistently prepared/ready to work without prompting, cues, or reminders.	Student is prepared/ready to work without prompting, cues, or reminders a majority of the time.	Student requires cues, prompts, or reminders to work.	Student is unprepared to work.
	Student consistently meets shop attire requirements.	Student meets shop attire requirements a majority of the time.	Student inconsistently meets shop attire requirements.	Student does not meet shop attire requirements.
	Student is consistently and independently prepared with the proper tools for trade and/or instruction.	Student is independently prepared with the proper tools for trade and/or instruction a majority of the time.	Student is sometimes prepared with the proper tools for trade and/or instruction without teacher cues, prompts, or reminders.	Student is infrequently prepared with the proper tools for trade and/or instruction without teacher cues, prompts, or reminders.
Safety <i>Demonstration of workplace environment safety and safe utilization of equipment</i>	Student consistently models what it means to adhere by school and shop guidelines for safety in the shop environment and with equipment operations.	Student consistently adheres to school and shop guidelines for safety in the shop environment and with equipment operations.	Student inconsistently adheres to school and shop guidelines for safety in the shop environment and with equipment operations.	Student requires teacher cues, prompts, or reminders to adhere to school and shop guidelines for safety in the shop environment or with equipment operations.
	Work area is always kept clean and organized.	Work area is often kept clean and organized.	Work area is inconsistently kept clean and is somewhat disorganized even with reminders.	Even with reminders, work area is rarely clean and is disorganized.
Professionalism - <i>Demonstration of one's character</i>	Student consistently demonstrates a constructive approach to learning.	Student demonstrates a constructive approach to learning a majority of the time.	Student inconsistently demonstrates a constructive approach to learning.	Student's approach to learning is not constructive.
	Student models school rules and shop expectations.	Student follows school rules and shop expectations.	Student inconsistently follows school rules and shop expectations.	Despite cues, prompts, or reminders, student inconsistently meets school/shop expectations.
	Student displays intrinsic/internal motivation to work hard.	Student displays intrinsic/internal motivation to work hard a majority of the time.	Student inconsistently displays motivation to work hard.	Student gives up easily on projects/assignments prior to completion.
	Student consistently interacts age-appropriately with others.	Student interacts age-appropriately with others a majority of the time.	Student inconsistently interacts age-appropriately with others a majority of the time.	Student's interactions with others are frequently not age-appropriate.
Workmanship <i>The degree of skill with which a product is made or a job is done</i>	Student exceeds average industry standards	Student meets average industry standards	Student meets average industry standards with few teacher cues, reminders, or prompts.	Student does not meet average industry standards
	Student is able to follow both written and verbal directions independently.	Student is often able to follow both written and verbal directions independently.	Student is sometimes able to follow both written and verbal directions with few teacher cues, reminders, or prompts.	Student is rarely able to follow both written and verbal directions even with teacher cues, reminders, or prompts.

Productivity <i>Measure of performance to complete tasks</i>	Student is consistently and independently on task and completes task/project on time.	Student is independently on task and completes task/project on time.	Student frequently requires teacher cues, reminders, or prompts to stay on task, and/or to complete task/project on time.	Student consistently requires teacher cues, reminders, or prompts to stay on task, and/or to complete task/project on time.
Engagement <i>Level of enthusiasm and dedication displayed</i>	Student consistently displays interest in assigned task/project.	Student displays interest in assigned task/project a majority of the time.	Student sometimes displays interest in assigned task/project.	Student rarely displays interest in assigned task/project.
	Student consistently takes pride in completed work, and meets expected benchmarks	Student often takes pride in completed work, and often meets expected benchmarks.	Student sometimes takes pride in completed work, and sometimes meets expected benchmarks.	Student rarely takes pride in completed work, and rarely meets expected benchmarks.