2025-2026
CHOICE READY ADVISORY
111E
Syllabus and Class Contract

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Post-Secondary Ready	Workforce Ready	Military Ready

I. West Fargo Public Schools Vision and Mission:

West Fargo Public Schools prepares all learners with the knowledge and skills to be contributing citizens in a rapidly changing world. We are dedicated to continuous improvement, engaging every student to become problem solvers and lifelong learners. Excellence is achieved through practices based in research, and by aligning all resources to support learning.

EDUCATING ALL LEARNERS FOR TOMORROW'S WORLD.

II. Daily Student Materials:

- Pencil and pen
- Paper
- iPad
- Student agenda issued by West Fargo High School

III. Schoology Information:

Students will occasionally need to access weekly lessons, assignments, links, etc. from the Choice Ready Advisory Schoology course. It is important you know how to navigate Schoology and check regularly for updates, deadlines, etc. both for advisory and other courses.

IV. Course Overview:

The Choice Ready advisory course is designed to prepare learners for life beyond high school by aligning with the North Dakota Choice Ready expectations, RU Ready ND curriculum, as well as AVID choice ready curriculum. This advisory program focuses on personalized future planning, ensuring that learners are equipped with the knowledge, skills, and experiences necessary to succeed in post-secondary education, the workforce, and/ or the military. This course also helps learners prepare for career and choice-ready activities throughout their high school career.

V. Course Objectives:

- To guide learners in setting and achieving personal and academic goals to help achieve post-high school plans.
- To provide learners with the tools to make informed decisions about their future careers and educational pathways.
- To ensure learners meet the North Dakota Choice Ready standards, focusing on academic readiness, career readiness, and military readiness.
- To ensure learners understand the current parameters of the ND Scholarship
- To offer structured support and resources through the RU Ready ND curriculum, aiding in the development of essential career ready practices and life skills

VI. Behavior Expectations:

- Be **compassionate**. Treat yourself, your classmates, the teachers, and the school with respect and consideration.
- Show **responsibility.** Come to class on time, homework completed (when necessary), and ready with all materials.
- Practice **collaboration**. We are a classroom community. Many activities will require us to talk to one another or volunteer to share ideas with the entire class. Be kind and helpful to each other.
- Demonstrate **resilience**. Your passing grade in Choice Ready Advisory not only contributes to your elective requirements for graduation but meets a North Dakota Scholarship requirement of competency in 21st century skills. Stay focused, recover from absences, and strive to get and do better with the skills you learn through this course.

VII. Important Procedures:

- **Plagiarism:** Plagiarism is unethical. Show the respect you would want for your hard work and do not claim something that is not yours, including utilizing Artificial Intelligence! Cutting and pasting sentences off the Internet into a word document or copying sentences directly from the Internet will not be permitted. Paraphrase what you have found by putting it in your own words. You may use direct quotes if you cite your source. Graded assignments that are plagiarized will receive a 0.
- **Cell Phone Use:** Per WFHS policy, cell phones must be out-of-sight and out-of-use from **bell to bell**.
    - 1st Offense: If a teacher asks for your cell phone and you hand it over respectfully, you'll get it at the end of the period.

    - 2nd Offense: The teacher will bring your phone to the Main Office where you can pick it up at the end of the day.
    - 3rd Offense: The teacher will bring your phone to the office. You will need to turn your phone into the Main Office for five days.
    - 4th Offense: The teacher will bring your phone to the office. It will remain in the Main Office until picked up by a parent/guardian.
    - If you refuse to hand over your phone, you will be sent to the Main Office.
- **Late Work:** All late work must be handed in before the end of the quarter or you will receive a 0 on the assignment(s).
- **Missed Work/Makeup Work:** Check with your teacher during advisory the following week to determine what you missed. All missing work must be handed in before the end of the quarter or you will receive a 0 on the assignment(s).
- **Tardiness:** A tardy is any situation in which you arrive to class late <u>or unprepared</u>. 5 unexcused tardies will result in a UV, which receive detention.
- **Inappropriate Language:** The words we use are powerful. We must choose them wisely and make sure they are not used to put one another down or degrade the classroom environment. School is professional space and your language in our classroom should reflect this.
- **Start of Class:** Enter class quickly and quietly. Pick up any materials by the door and then go directly to your assigned seat.
- **Food and Drink:** All drinks must have a spill-proof lid. Do not make a mess! Do not let your drink distract you from class or this privilege will be revoked. The only food allowed is teacher-provided.
- **End of Class:** The bell doesn't dismiss class, I do. You will be given permission to pack up your belongings and materials. Desk space and any mess made in class must be cleaned. If you borrowed a pencil, RETURN IT. No one is to crowd or open the door until given permission.
- **Class Participation:** Track the speaker with both your shoulders and your eyes. Keep your head up. This is a sign of respect. When having a class discussion, build on the ideas of others, ask further questions, challenge and disagree with your peers, provide evidence for your response, etc. Participation is important!
- **Leaving the Room.** If you need to leave the room for ANY reason, ask first AND THEN submit an eHall Pass to be approved. Only one person will be allowed out of the room at a time. Bathroom and water fountain use is limited to independent and group work time. As we are only together for 20 minutes, approval to leave the room will be very rare.
- **Materials for Class:** You must come to class with your agenda, iPad, pencil and paper. If you fail to bring a writing utensil to class, you must borrow one.

VIII. Discipline Policy:

Level One: Friendly Reminder
Level Two: Verbal Warning
Level Three: Hallway Conference
Level Four: Office Referral
Other: Students may be recommended for a Behavior Intervention Plan, lose device or group-work privileges or be required to move seats, write an apology letter, etc.

Rewards include:

1. Shout-outs
2. Classroom celebrations
3. Call home/note home to parent/guardian
4. Ability to participate in classroom/school-wide activities
5. *Class-chosen seating arrangement*
6. *Choosing the music we listen to during class time*

IX. Expectations for Your Teachers:

As your teachers, you should expect us to:

- Do all that we can to ensure your success in our class
- Treat you respectfully and fairly at all times
- Learn from you and about you
- Not let you "slack off" and hold you to HIGH expectations because we believe in you

X. Grading Scale:

This course is graded as pass/fail. This means, at the end of the year, you will receive either a SATISFACTORY (SA) grade (passing) or an UNSATISFACTORY (UN) grade (failing). All advisory courses, including Choice Ready, are worth .25 credit. By the end of the senior year, you could accumulate an entire additional credit due to advisory.

There are 10 assignments per semester. To earn a satisfactory grade, you must adequately complete 8 assignments. Sloppy, unfinished, or careless work is <u>not</u> adequate completion. Additionally, late and missing work is only accepted until the end of each quarter.

At the end of the year, you will have completed a total of 20 assignments. 16 need to be completed in order to receive a satisfactory grade for Career Readiness. If you do not receive a satisfactory grade, you do not receive credit for the course and will not have demonstrated proficiency in 21st century skills for North Dakota Scholarship eligibility.

Your grade will be determined by the following:

- Completion of all RU Ready personal activities and assessments
- Goal setting
- Updating your 4-Year Plan and Choice-Ready Dashboard
- Critical reading
- Other in-class, objective/skill-driven assignments

XI. Extra Help/ Further Choice Ready Exploration:

- If you find you need extra support for Career Readiness Advisory please contact me and we will figure out a time to work together.
- Homework Room will be offered after school on Mondays and Thursdays from 3:40 to 4:30 in room 106E.
- There will be TWO WIN sessions offered each week to provide additional Career Readiness Advisory.
- Contact Career Advisor, **Allison Caldwell**, to continue exploring your Choice Ready options. Her office is located in the library. You may drop by, email her, or sign-up for a meeting time using the link on your Advisory Schoology course.
    - acaldwell@west-fargo.k12.nd.us

This is your class: your opportunity to learn, ask questions, and challenge yourself. We encourage you to make the best of it and set yourself up for high school success!

Sincerely,

Ms. Flanery & Ms. VanBruggen

If you agree to work hard to develop career readiness skills, please sign to accept the terms of this contract.

_____ _____

Student Signature Date