



# Course Syllabus and Classroom Procedures

## Beaufort-Jasper Academy for Career Excellence

### Electricity

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#### Course Description:

The Electricity Program is designed to prepare students for entry-level employment as an electrician, electrician helper or in a related occupation. Electricity students receive instruction in communication skills, leadership skills, human relations, and employability skills, safety, effective work practice, installation and repair of residential and industrial electrical systems. Laboratory activities provide instruction in all phases of residential, commercial and industrial wiring in accordance with the National Electric Code

**Industry Recognized Certifications: NCCER CORE, OSHA, NCCER All Core, NCCER Electrical**

Electrical I	(1 Credit)	}	<b>(2<sup>nd</sup> Semester Grade 11)</b>
Electrical II	(2 Credits)		
Electrical III	(1 Credit)	}	<b>(1<sup>st</sup> Semester Grade 12)</b>
Electrical IV	(2 Credits)		

#### Class Expectations:

Be respectful, responsible, honest, and have the desire to learn. Student accountability is an important part of the Electricity Program. Be responsible for your actions. Students will work on collaborative and individual projects. Each student will engage in class assignments and shop assignments from starting bell to ending bell.

#### **Accountable** **Collaborative** **Engaged**

##### **Proper Dress Required Daily**

- **Program** Ace uniform, while in the shop area students are required to wear safety glasses at all times. All students will adhere to Beaufort Jasper Academy for Career Excellence rules and policies

##### • **Shop Safety**

- **Wear safety glasses at all times while in the shop area**
- No horseplay will be tolerated
- Students are to participate in class and shop activities
- Students are responsible for cleaning their work area daily
- Profanity, disrespecting one's peers or instructor will not be tolerated
- Students will not leave classroom/shop without instructor's permission

##### **Cell Phones**

- Cell Phones Not allowed

#### **GRADING POLICIES:**

The semester grade is determined by the total points earned in each of the following areas and the number of points corresponds with a letter grade (outlined in the student handbook). The areas of evaluation and their weight toward the grade are as follows:

The grading scale used at ACE is as follows:

**A 100-90      B 89-80      C 79-70      D 69-60      F 59 or Below**  
 F=Below 59    WP=Withdrawn Passing    WF=Withdrawn Failing    I=Incomplete

The category grading weights at ACE are set school wide at 60/40 summative/formative.

<b>Summative</b>	60%	The goal for summative assessment is to evaluate student learning at the end of an instructional unit.	Examples include but are not limited to tests, final written pieces projects, presentations, performance tasks, and performances.
<b>Formative</b>	40%	The goal of formative assessment is to monitor student learning to provide ongoing feedback that can be used to improve as needed.	Examples include but are not limited to journals, notebooks, warm-ups, quizzes, and exit slips, daily work, board work, closure activities, quizzes, skills practice, and individual student conferences


**EMPLOYABILITY RUBRIC**

Twice each semester, the ACE Employability rubric will be entered into teacher gradebooks as a summative grade. Teachers will review the rubric and expectations with students at the start of each semester.

# ACE EMPLOYABILITY RUBRIC

STUDENT NAME: \_\_\_\_\_

DATES OF ASSESSMENT: \_\_\_\_\_

	10 Points	8 Points	6 Points	4 Points	No Points
<b>Interpersonal Effectiveness</b>	Student always works effectively with others and contributes to the group	Student works effectively with others and contributes to the group	At times, student works effectively with others and contributes to the group	Student rarely works effectively with others and contributes to the group	Student never works effectively with others and contributes to the group
<b>Expectations</b>	Student is always in class on time and always ready to learn	Student is in class on time and often to learn	At times, student is in class on time and sometimes ready to learn	Student is rarely in class on time and is unprepared to learn	Student is never in class on time and not ready to learn
<b>Professionalism</b>	Student is always dressed professionally, follows directions and stays off cell phone	Student is mostly dressed professionally, follows directions and stays off cell phone	At times, student is dressed professionally, follows directions and mainly stays off cell phone	Student is rarely dressed professionally, following directions and/or is on cell phone	Student is never dressed professionally, never follows directions and is always on cell phone
<b>Motivation/Work Ethic</b>	Student has: No Missing Assignments and Actively Participated	Student has: 1 Missing Assignments or Did not Actively Participate one time	Student has: 2 Missing Assignments or Did not Actively Participate twice	Student has: 3 Missing Assignments or Did not Actively Participate 3 times	Student was unengaged all week and did not participate with the class
<b>Communication</b>	Student always speaks clearly and effectively. Student is an active listener	Student speaks clearly and effectively. Student is often an active listener	At times, student speaks clearly and effectively. Student needs to improve as an active listener	Student rarely speaks clearly and effectively. Student is not an active listener	Student never speaks clearly and effectively. Student does not listen

TOTAL POINTS: \_\_\_\_\_ / 50

## Report Cards:

Students will receive four report cards during the year. Performance reports will be given out once every grading period. Academic grades will be assigned based on points earned during the grading period. In addition, students will receive an effort comment for each class.

**ACE utilizes a progressive discipline system as outlined in our student handbook.**

## Late Work:

Life happens. Late assignments will be accepted without grade reduction for up to 7 school days after the assignment is due. However, the failure to hand in assignments in a timely manner will be reflected on your Employability Rubric grade under Motivation/Work Ethic. The Employability Rubric is a Summative Grade given twice each semester.

*If you know the work will be late and you communicate this to your teacher, exceptions may be made. After 7 school days, if the work is turned in, students will need to provide a valid reason for the late work, in writing, to the teacher. The best way to resolve issues with late work is to promptly and respectfully communicate with your instructor. Send an email and negotiate an extended deadline or other accommodations.*

We believe each ACE student can succeed; therefore, classwork not completed due to refusal to work is not accepted at this school. In each instance that this occurs, parent contact will be made, and students will be assigned working lunch until the assignment is completed. If there is a reason you cannot complete the daily assignment, please communicate this to your teacher or another adult at ACE.

## Missed Work:

It is **the student's** responsibility to obtain the homework assignments, notes & any other pertinent information that is missed during an absence.

Missed work due to an absence: Additional time (up to five school days) and full credit will be allowed for each day of a verifiable and excused absence plus. Exceptions will be made in unique, deserving situations as determined by the teacher and/or administrator.

**ADDITIONAL PROGRAM INFO YOU WANT TO SHARE**

**Modified Curriculum Map**

MONTH	WEEK	STANDARDS
JANUARY	1	Introductions, Expectations and Safety Begin OSHA
	2	MODULE A: BASIC SAFETY
	3	MODULE B: BASIC MATH`
	4	MODULE C: INTRODUCTION TO HAND TOOLS
	4	MODULE H: BASIC EMPLOYABILITY SKILLS
FEBRUARY	1	MODULE D: INTRODUCTION TO POWER TOOLS
	2	MODULE E: INTRODUCTION TO BLUE PRINTS
	3	MODULE G: BASIC COMMUNICATION SKILLS

MONTH	WEEK	STANDARDS
MARCH	1	UNIT A- ELECTRICAL SAFETY
	2	UNIT B- HAND BENDING -
	3	UNIT C- FASTENERS AND ANCHORS
	4	UNIT D- ELECTRICAL THEORY ONE
APRIL	1	UNIT E- ELECTRICAL THEORY TWO
	2	UNIT F- ELECTRICAL TEST EQUIPMENT
	3	INTRODUCTION TO NATIONAL ELECTRICAL CODE

MAY	1	
	2	UNIT I- CONDUCTOR
	3	INTRODUCTION TO ELECTRICAL BLUE PRINTS
	4	WIRING: COMMERCIAL AND INDUSTRIAL

MONTH	WEEK	STANDARDS
August	1	REVIEW LAST SEMESTER SAFETY
	2	WIRING:RESIDENTIAL
SEPTEMBER	1	ELECTRICAL TEST EQUIPMENT 2
	2	UNIT A: ALTERNATING CURRENT
	3	UNIT B: MOTORS: THEORY AND APPLICATION
	4	WIRING:RESIDENTIAL 2

MONTH	WEEK	STANDARDS
OCTOBER	1	UNIT G: CABLE TRAY
	2	UNIT E: BOXES AND FITTINGS
	3	UNIT F: CONDUCTOR INSTALLATIONS
	4	UNIT H: CONDUCTOR TERMINATIONS AND SPLICES
NOVEMBER	1	UNIT I: INSTALLATION OF ELECTRIC SERVICES
	2	UNIT K: CONTACTORS AND RELAYS
	3	ELECTRIC LIGHTING
	4	WIRING DEVICES

DECEMBER	1	Final Detail
	2	NCCER Core, NCCER all Core
	3	NCCER Electrical

# **Electricity Classroom Management Plan**

## **Classroom Rules:**

1. Safety procedures to be always followed
  2. Professional attire is required: work boots/tennis shoes, school uniform
  3. No Crocs, slides, flip flop or slides
  4. Wear safety glasses always while in the shop area
  5. No horseplay will be tolerated
  6. Turn off all power tools when not in use and return to storage area
  7. Students are to participate in class and shop activities daily
  8. Students are responsible for cleaning their work area daily
  9. Profanity, disrespecting one's peers or instructor will not be tolerated
  10. Respect Tools and School Property
  11. Students will not leave classroom/shop without instructor's permission
- No Cell Phone or ear buds use during Instructional time

## **Preparation for Class Success**

Good Attitude and Ready to Learn  
Safety Glasses  
ACE Uniform  
Work Boots/Tennis Shoes  
Pencils and Markers

## **Behavior Reinforcement**

- Verbal praise
- Students work used as a model for other students
- All assignments completed at 70% or higher earns students' free choice the last 30 minutes of the day on Friday

## **Behavior Correction**

- First offense - Verbal Warning/Redirection
- Second offense - Verbal Warning/Redirection - Private conference with student
- Third offense - Refusal to Comply - Entered as Minor offense in Educators Handbook and parent contact - Lunch detention

- Fourth offense - Continued Refusal to Comply - Office Referral and Parent Contact

### **Cell Phone Policy No cell Phone allowed at any time**

- First offense – Verbal Warning
- Second offense – Confiscate
- Third offense – Cell Phone turned into an administrator for the remainder of the day parents will be notified
- Fourth offense – Administrator assigned consequence parents well be notified.

Beaufort-Jasper Academy for Career Excellence  
Electricity Program  
2025/2026 School Year

I agree to all Classroom Procedures, Safety Rules and Expectations explained in the electricity management plan

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

I understand that I will be held accountable to be prepared for Class each day, with a good attitude, ACE Uniform, Safety Glasses, Pencil/Marker

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