

AutoCollision 1

Dear Parents/Guardians & Students,

Welcome to the 2026-2027 school year at Page High School (Home of the Sand Devils!) and to Future Technicians and Innovators! I am so excited to be teaching these Auto Collision classes this year and looking forward to the opportunity to get to know your child. I am proud to announce that Auto collision is a Dual Enrollment course. I truly believe that Auto Collision will give your child a very important knowledge to being more independent in today's society and that it is important for students to be creative and not to be afraid to fail, also giving them the insight to all the job opportunities in the field today.

During this school year, your child will use their hands to master objectives set forth by the State and District's Career and Technical Education Department. This course is designed to give every student the opportunity to understand the prospects of a future in the Auto Collision world as well as having the opportunity to compete in state competition. Also to build towards the courses available at the Post-Secondary level that are designed for the student to be successful both in and out of the classroom as they move forward to their future careers.

Content we will be covering this School Year will include:

- Review the many industries' concepts and practices.
- Review career possibilities in the Auto Collision industry.
- Professional and Safety
- Leadership skills in groups and in the classroom.
- Complete projects of ascending skill levels.

Please review, sign and return the attached Statement of Awareness form regarding classroom expectations and guidelines no later than Thursday, August 13, 2026.

Please let me know if you have any questions concerning this exciting year.

Best regards,

Sylvester Begay



COURSE SYLLABUS

AUTOMOTIVE COLLISION 1

PAGE HIGH SCHOOL

2026/2027 SCHOOL YEAR

Mr. BEGAY, S.

AUTO COLLISION INSTRUCTOR

Dual Enrollment: ABO-103 Intro to Auto Body



CLASSROOM PHILOSOPHY

Students will learn in a positive environment of cooperation and safety with an attitude of building for their future in the Auto Collision Industry. All students will experience real world experiences, utilized whenever possible to enhance their learning experience. It will be done through rigorous and relevant experiences throughout the course, using classroom worksheets and hands on assignments.

STANDARDS OF INSTRUCTION

The State of Arizona identifies **107** standards which are to be taught throughout the completion of an auto collision program. Students will be exposed to all standards within these eight areas which are:

- **STANDARD 1.0 PERFORM NON-STRUCTURAL ANALYSIS AND DAMAGE REPAIR**
- **STANDARD 2.0 PERFORM OUTER BODY PANEL REPAIRS, REPLACEMENTS, AND ADJUSTMENTS**
- **STANDARD 3.0 PERFORM METAL FINISHING AND BODY FILLING**
- **STANDARD 8.0 PERFORM SPRAY GUN AND RELATED EQUIPMENT OPERATION**
- **STANDARD 9.0 PERFORM DAMAGE ANALYSIS**
- **STANDARD 10.0 PERFORM ESTIMATION**

COURSE CONTENT:

- **Introduction to Auto Body Repair Industry**
 - Career pathways and industry certifications (ASE, I-CAR)
 - Shop layout and workflow
- **Safety and Regulations**
 - Occupational and shop safety (OSHA standards)
 - Hazardous material handling and disposal
- **Tools and Equipment**
 - Hand tools, power tools, and diagnostic equipment
 - Welding basics for auto body repair
- **Damage Analysis and Estimating**
 - Identifying structural vs. cosmetic damage
 - Insurance considerations and repair estimates
- **Surface Preparation and Repair Techniques**
 - Sanding, filling, and priming procedures
 - Paint matching and blending

- **Painting and Refinishing**
 - Types of automotive paint
 - Spray techniques and curing processes
- **Basic Dent Repair and Panel Replacement**
 - Pulling techniques and metal straightening
 - Panel alignment and installation
- **Final Inspection and Quality Control**
 - Detailing and finishing processes
 - Customer communication and service

COURSE OUTCOMES:

Upon completion of the course, students will be able to:

1. Identify the fundamental components of auto body structures and materials.
2. Demonstrate knowledge of safety protocols and best practices in an auto body shop environment.
3. Utilize basic tools and equipment used in auto body repair.
4. Perform minor dent removal, surface preparation, and refinishing techniques.
5. Understand automotive paint types and application processes.
6. Analyze common auto body damage and determine appropriate repair strategies.
7. Demonstrate proper use of personal protective equipment (PPE) and adherence to environmental regulations.

COURSE REQUIREMENTS:

- Access to I-Car and ability to perform basic computer skills
- Personal Protective Equipment (PPE)

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MATERIALS

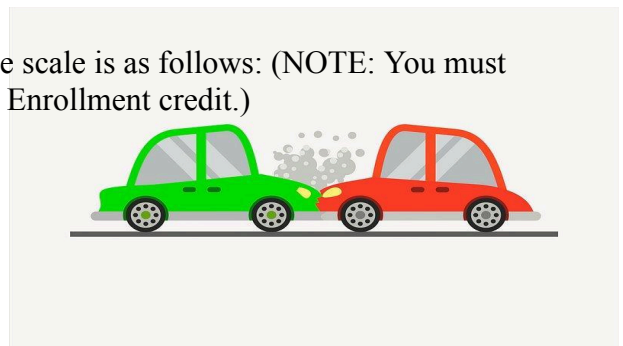
Students will be provided with a pair of safety glasses. A locker can be provided at the students request, lockers will be used to store their personal protection equipment (PPE) along with uniforms or shop attire. Students are required to always wear their safety glasses and earplugs while working in the shop. Long pants and closed shoes will need to be supplied by the student, and will be enforced while working in the shop. (No more slips, crocs or flip flops will no longer be allowed). Light work gloves may be beneficial for all hands on projects.

The first year auto collision curriculum will be about 60% on-line or textbook study, with a balance of hands-on shop tasks and class work.

GRADING SYSTEM

As established by the PUSD #8 school board, the grade scale is as follows: (NOTE: You must pass with a “C” or better in order to receive your Dual Enrollment credit.)

90-100%	A
80-89%	B
70-79%	C
60-69%	D
59% or <	F



Student's grades will be calculated based on the following:

Professionalism	15%
Quizzes/Classwork	15%
Tests	50%
Shop Tasks/Lab Work	20%

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SAFETY CURRICULUM POLICY

100% score is required on both Final Exams in Auto Collision Safety and Auto Collision Pollution Prevention. These exams must be completed before the end of first quarter or the student will not be able to go into the shop. The web sites can be accessed from any computer with internet capabilities, so the work does not have to be done only in the classroom.

I will not be responsible for any expensive items worn while in the paint booth or repairing panels. All students will have the chance to change into their shop attire. {Avoiding any primer and clear coat over spray.}

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LATE WORK POLICY

Late work will not be accepted after the semester has come to a close. Each week the assignment has not been turned in; there will be a 5 point subtracted from the students final grade. However there can be arrangements made for illness; which is your responsibility to check with me the day you return to class. Sports and school activities should be cleared with me before you are to be absent. **Communication is key!**

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EXPECTATIONS OF STUDENTS

Discipline

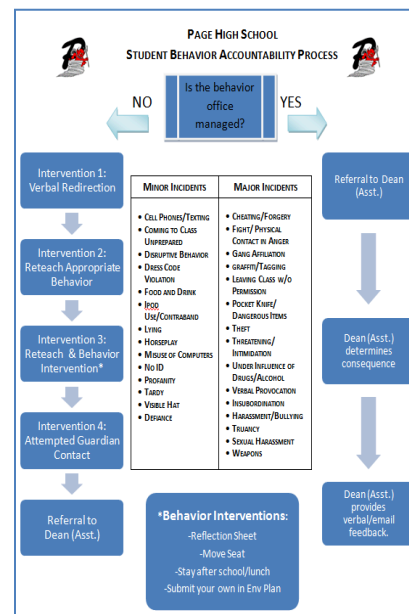
Students are expected to follow all school rules in this classroom. These rules can be found in your Student Handbook. In addition to these rules the following classroom expectations will help you be successful in this class and help me maintain a high learning environment:

- Attend class daily and on time
- Bring all needed materials to class
- Actively participate in all class activities
- Work safely and respect the rights and property of others
- Participate in daily shop clean up

Students who violate classroom or school rules will be held accountable through the posted accountability system. Major infractions will be referred to the Admin of Students immediately, while minor infractions will be enforced accordingly:

- 1) Verbally reminded about the rule
- 2) The appropriate behavior will be re-taught
- 3) Appropriate behavior will be taught, and an intervention will be assessed
- 4) Attempted guardian contact
- 5) Referral to Admin

INT: _____



Student will face these consequences for violating the cellphone expectations:

1st Offense: Staff will review school wide expectations of no phones during instructional time and the student will be directed to place their phone in the box.

2nd Offense: Phone is confiscated and held until the end of the day by administration.

3rd Offense: Phone is confiscated and held until the end of the day, the student is assigned Lunch Detention, and parents/guardians will be notified.

4th Offense: Phone is confiscated, student is assigned After School Detention (ASD), and parent/guardian must pick up the phone.

5th Offense: The student will be required to turn their phone into the office when they arrive on campus in the morning. The duration of time will be determined by administration.

If a student is found using their cellphone in the hallway during instructional time, the device will be confiscated and held until the end of the day.

CELL PHONES/DEVICES POLICY

All devices are not going to be allowed during Instructional times or anytime in the shop. No calls, No texting, No Social Medias.

TO INCLUDE THE FOLLOWING:

- **Phones (IPhone, Samaung, Motorola, Etc...)**
- **Headset (Beats, Samaung, Apple, Etc...)**
- **AirPods (Beats, Samaung, Apple, Etc...)**
- **All Smart watches (Beats, Samaung, Apple, Etc...)**

ZERO TOLERANCE!!

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ATTENDANCE POLICY

All students are expected to be seated by the bell. All absences and tardies that are not excused as outlined in the student handbook, will result in the student losing shop points for the day. If a student wishes to make up the points, they may come to the classroom after school or during lunchtime to make up time. In the first and last ten minutes of class no students will be allowed to leave the classroom. Chronic absenteeism is a major issue and detriment to student learning. Students that are absent (UNVERIFIED, TRUANT, VERIFIED) for 12 days or more in the semester will not earn credit for the semester. Students will be afforded the opportunity to make up missed time through office hours.

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Absence Intervention Chart

Absence Count = UNV + TRU + VER (Does not include EXC, ACT, ONC)

1 - 3 Absences (in a class)	• SchoolMessenger will notify parent/guardian by phone/email for period and/or all-day absence. • Teacher will engage in a one-on-one check-in conversation with student about absences. • Student will obtain missing work from the content teacher per teacher's missing work/make-up policy and expectation.
4 - 5 Absences (in a class)	• 4-day Attendance Notification Letter (includes attendance print-out of record to date) will be sent home to parents/guardians, delivered to student. • Student will receive the opportunity to recover missed learning through after school intervention time in the accordance of the course plan for success.
6-7 Absences (in a class)	• 6-day Final Attendance Notification Letter (includes print-out of record to date) will be sent home to parents/guardians and delivered to student.
8 absences (in a class)	• 8-day attendance notification letter requiring an administrative conference will be sent to parents/guardians. • The student may be placed on an attendance contract and/or referred to a district attendance hearing to address the root cause of absenteeism. Documentation for absences need to be submitted by parent/guardian. • Student will be assigned to after-school tutoring to recover missed learning through after school intervention time in the accordance of the course plan for success.

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Tardy Intervention Chart	
1 - 2 Tardies (in a class)	- Teacher records the tardy (include the tardy #), - Teacher communicates expectation to the student (re-teach) and utilizes classroom management procedures to reinforce expectation. - Teacher may call home. - Student assigned to lunch detention.
3-4 Tardies (in a class)	- Referral (tardy ODR) completed by teacher. - Student participates in a truancy round-up. - Student assigned to lunch detention.
5+ Tardies (in a class)	- Referral (tardy ODR) completed by the teacher. - Students assigned to lunch detention and/or After-School Detention (ASD) to make-up missing academics.
Excessive Tardies (15+ minutes)	Student receives lunch detention. Any unexcused tardy over 30 minutes may be determined a truancy.
Habitual tardiness	- Students who are deemed habitually tardy despite interventions will then receive multiple days of lunch detention and/or after school detention. - Parent conference with administration.
<i>The tardy count starts at zero at the beginning of each semester.</i>	

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- Those are the school policies for tardiness, as for Auto Collision. All students will be held to the standards of an employee in a shop. **Being early is on time, being on time you're already late.** Walking into the classroom door as the bell rings will be marked as late.
- Tardies are also counted against your performance grade for the week. 1 tardy = 1 point off your professionalism portion which is 15 points per week. This is a workplace trait that is included into the program. Be early!

Make every effort to be early and prepared, so the class can get started on the day's objective.
On time in this class is defined as being in the classroom and seated when the bell rings
Cooperating with a substitute teacher to avoid disrupting the learning process when I am not here.



Please Sign And Return (20 points)

Parents/Guardians:

Please be available to support student learning. Allow your student opportunities to discuss their plans for the future and discuss the skills/strategies they are learning. Please contact me if there are special circumstances that may interfere with your student's ability to be successful in this class.

The teacher will:

Be available to meet with parents or guardians to discuss student learning. I will be available at 7:30am and after school until 4:30pm. I can be reached through the main line of the high school: 928-608-4135, ext. 5146 or by email at: sbegay@pageud.org

I have read and understand the expectations presented in this Course Syllabus. (Auto Collision 1)
This sheet will be kept on file for records of the class.

THANK YOU!

I have read and understand all procedures, expectations, and guidelines along with classroom rules..

Student Signature

Date

Student Name (please print)

Parent/Guardian Signature

Date

If I need to contact a parent/guardian for any reason, whom shall I call and when is the best time?

All students
have the
opportunity
to get CCC
Credit



Parent/Guardian to contact (please print)

Best phone number(s) to contact @ _____ AM/PM

Parent/Guardian Email