



## **Newport High School**

### **Post-Secondary Programming**

*(students participating in Alternate Assessments)*

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- In the classroom:
  - What are we doing?
    - Project Discovery: gives learners the opportunity to explore, experience, learn and develop real life job skills with actual tasks and job tools while reinforcing core academic skills.
    - Cleaning Maintenance:
      - Students learn the importance of proper cleaning to promote health. Students participate in hands-on activities with real tools of the trade, and are given the opportunity to gain appreciation of the roles and responsibilities of workers in this career area.
        - Wall washing
        - Cleaning desktops, whiteboards, windows
        - Dusting, mopping, sweeping
        - Restroom cleaning
    - Filing:
      - Students gain an awareness of the many ways to categorize and file information. Different types of filing systems are explored with hands-on manipulatives which provide a good foundation to explore a skill needed in most business settings.
        - Indexing
        - Filing by subject
        - Chronologically and alphabetically
        - Numerically and geographically
    - Table Service:
      - Students are given the opportunity to explore the roles and responsibilities of waiters, waitresses, and busboys/girls in a restaurant type setting. The hands-on activities introduce students to the actual tasks performed in table service jobs.
        - Taking orders and serving meals
        - Setting the table
        - Computing and presenting the check
        - Busing the table
    - Retailing:
      - Students get a glimpse of what goes on behind the scenes at a retail business. Activities in this module provide a good introduction for students who would like a part-time job working in a retail store.
        - Handling cash in a retail store
        - Pricing merchandise
        - Customer service
        - Stocking shelves and preparing displays

- Why?
  - Competency based, day-by-day detailed lessons skillfully prepare learners for the workplace. Participants learn job-related skills, life skills, academic skills and workplace safety. Learners exit the program with a certificate of skills completion for a successful transition to employment if they choose to seek work after graduation.
- What we're hoping to accomplish?
  - We are hoping to increase the likelihood of long term employment after graduation. Practicing these skills in the classroom will give the students the necessary practice they need before going out into the real world. By providing the appropriate supports needed, students will be able to generalize learned skills across job settings and obtain employment in fields that relate to these skills after high school graduation.
- Outside the classroom:
  - What are we doing?
    - Campbell County Library:
      - Students go to the local library weekly in order to practice job skills they learn within the classroom. The library is directly across the street from the high school, so all 5 students and 3 teachers walk to the library. Four of the students work very cooperatively in this setting and are willing to do all the work required for this job.
        - Dusting
        - Wiping of tables
        - Recognizing street/public signs while walking
  - Why?
    - This on site opportunity allows students to generalize skills learned in the classroom and practice them in a real world job setting. Not only do the students get to complete assigned work tasks, they also get to engage in interpersonal communication with employers/employees. Students are also given the opportunity to learn, recognize and follow community expectations (street signs, cross walks, rules of the library, etc.) to increase safety when traveling to and from a job.
  - What we're hoping to accomplish
    - We're hoping to provide our students with opportunities to explore, practice, and develop job skills in their chosen areas of interest, so that they are able to seek out and find employment after high school. Our goal is to provide students with the job skills and functional skills needed after high school for increased independence. This includes being able to safely navigate to and from work through recognizing bus stops, crosswalks, street lights and walk/do not walk lights.
  - What are we doing?
    - Bellewood Bowling Alley:
      - Students go to the bowling alley weekly to engage in physical, social, and job skill activities. Students are given the opportunity to

bowl as well as clean the bowling balls and tables. All 5 students participate in the bowling as well as the cleaning of the bowling balls and wiping down of the tables. Some of the students interact with the employees at the bowling alley by asking them for their bowling shoes, ask for assistance when bowling or working, and/or when other issues arrive that require adult/supervisor assistance.

- Why?
  - The bowling alley could potentially be an employment opportunity for the students who enjoy being there, as well as provides a social activity they can engage in with family or friends. Students get the opportunity to clean the bowling balls and wipe down the tables, some of the same job responsibilities that the employees do on a day to day basis. This opportunity also gives the students the chance to communicate with adults outside of the home and school settings as well as provides the opportunity to generalize skills across settings.
- What we're hoping to accomplish
  - We're hoping to provide our students with opportunities to explore, practice, and develop job skills in their chosen areas of interest, so that they are able to seek out and find employment after high school. Providing students with a variety of settings in which to practice their skills, allows them to choose and decide which type of job they may be more interested in or better fitted to pursue after graduation. Through job exploration and skill experience students will be better prepared to meet job expectations and have a better understanding of demands required for full or part time employment.