



## Garry Middle School

725 E Joseph Ave, Spokane, WA 99208 • (509) 354-5200

Teacher: Mr. Clausen

Course: CAP

Date: 2021-2022 School Year

Contact Information: Room: 206C

(w) (509)-354-5213

[kirkc@spokaneschools.org](mailto:kirkc@spokaneschools.org)

### Course Description:

CAP is a credited course designed for students with learning needs. Students will focus on academic course work, study skills, executive functioning skills, transition planning, and specific individual goals stated in their Individualized Education Plan. Each week students will participate in a lesson that will introduce or reinforce a skill or set of skills needed to be successful in middle school, high school, as well as in their post-secondary education and/or career aspirations.

### Learning Objectives:

- > Students will learn executive functioning skills daily
- > Students will learn how to improve their study habits, so that they will be successful in their academic courses.
- > Students will work on reading, note and test taking strategies/skills that will help in their content area classes throughout the year.
- > Students will work on their individual IEP goals in order to improve their individual skill sets.

### Required Materials:

- > **Pencils/Pens** - It is required that every student have a writing utensil at the start of each class.
- > An **All Class Binder** – This will be kept with the students and used in **each of** their classes.
- > A **Planner** - It is required for this course to help students organize and keep track of their daily assignments and be kept in the **All Class Binder**.
- > A **1 inch 3-ring Binder** - This may will kept in the classroom for daily use.



## Class Policies:

### Grading Procedure

- **Organization** – Students will be graded each day on a set of skills that will help keep them organized. They will be required to use their **planners** to write down all assignments each day.
- **Participation** – Each day students will be required to participate in the lesson or activity planned. Each lesson will focus on introducing or reviewing skills needed to be successful middle school students as well as help them in their future endeavors. Students will also focus on their individual goals stated in their Individualized Education Plan.

### Class Rules/Expectations

- ◆ Be respectful to all members of the classroom environment (Including: teachers, teaching assistant, and peers).
- ◆ Arrive to class on time. If you are going to be late, please get a pass. Three unexcused lateness's and you will receive a teacher detention.
- ◆ When leaving the room for any reason, please sign out accurately with your name, date, and time and then sign back in when you return to class.
- ◆ Only one person leaves the room at a time.
- ◆ Food and/or drink are not permitted in the classroom at any time unless teacher approval is given.
- ◆ No electronic devices (cell phones, tablets, etc.) during instructional time.

### Class Tardy Policy

- **Consequence #1** – Receive a warning.
- **Consequence #2** – MTSS Tardy Referral
- **Consequence #3** – MTSS Tardy Referral
- **Any Further Infractions Will Result in a Referral to Grade Level Administrator**

## Weekly Layout of CAP/Learning Center lessons:

**Monday** – Planner Completion/ Reading, writing, math skills/ Academic course content

**Tuesday** – Reading, writing, math skills/ Academic course content

**Wednesday** – Learning Center Executive Functioning curriculum lesson/Academic course content

**Thursday** – Reading, writing, math skills/ Academic course content

**Friday** – Planner Check/ Curriculum/IEP goals & progress monitoring/Academic course content

## Respect Statement:

All members of the school community are expected to be respectful of each other. Negative comments about anyone's race, nationality, religion, physical appearance or ability, intellectual capability, gender identity, sexual orientation, work ethic or character are unacceptable and will not be tolerated.

I am excited for this year ahead and looking forward to working with you this year!

Thank you,  
Mr. Kirk Clausen, Teacher

I have read and understand the attached 2 pages of rules, procedures, and expectations for the CAP/Learning Center Class at Garry Middle School.

Student Signature \_\_\_\_\_

Date \_\_\_\_\_

Parent Signature \_\_\_\_\_

Date \_\_\_\_\_

**Parent Contact Information**

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

(Circle best way to get a hold of you)

Thank you,

*Mr. Kirk Clausen, Teacher*

School Phone: (509) 354-5213

E-mail: [kirkc@spokaneschools.org](mailto:kirkc@spokaneschools.org)



## **Transition planning skills by grade level:**

### 9<sup>th</sup> Graders:

- Academic responsibilities at the high school level
- Career interest inventory
- Exploring technical school programs
- Self-advocacy skill development
- Understanding the importance of electives at the high school level
- Independent living skills

### 10<sup>th</sup> Graders:

- Researching different careers and planning for the future
- ACT plan testing
- Exploring technical school programs
- Self-advocacy skill development
- Understanding the importance of electives at the high school level
- Independent living skills

### 11<sup>th</sup> Graders:

- ACT and SAT prep
- Post-secondary education options
- Career opportunities after high school
- Self-advocacy skill development
- Research post-secondary education programs for students with disabilities
- ACT and SAT test taking strategies
- Responsibilities: teacher recommendation letters, applying to a college or university, scholarships, and financial planning
- College essay writing

### 12<sup>th</sup> Graders:

- Cover letter and resume development
- Interviewing skills
- College essay writing
- Self-advocacy skill development
- What to expect in college
- Financial Planning