

Good morning and welcome to Dauphin County Technical School. My name is Mrs. Ribbans, and I am your 9th Grade Vocational Facilitator. You have made an excellent decision to attend a career and technical school where you will not only acquire the academic skills that you will need to graduate, but will ultimately become prepare for an occupation. As a graduate of this school, otherwise referred to as alumni, I can certainly confirm that the education you acquire here will be of great value to you in the future.

As the 9th Grade Vocational Facilitator, I will be listed as your teacher of the first quarter 9th grade exploratory. My office is located on the first floor in the Student Services office. It is in the same hallway as the main office. There is a neon colored sign on my door that says "Mrs. Ribbans is Here". Please stop in if you have questions or are confused about what you are to be doing. If I am not in, others in my office will help you, particularly Mrs. Felty, our knowledgeable Administrative Assistant.

This morning you will receive two exploratory schedules; a nine-day out of academy rotation schedule, and a twenty-four day assigned academy rotation schedule. These schedules pertain only to 7th, 8th, and 9th periods. For the first six periods, follow your academic schedule that you found on Power School. It will be wise to make copies of these schedules and tape them to a planner, or take a picture of them with your phone. If you simply cannot find your exploratory schedules, stop in at the student services office and someone will help you.

The out of academy rotation begins on the second day of school and ends on the tenth day. During this rotation, students experience all the career areas available at DCTS. The intent of this rotation is to allow you the opportunity to find your way around our building, and to select those areas at the time of final placement if you so choose. You will be visiting those areas for one class period only. Please be attentive to the instructors and show good behavior because I do receive reports from the instructors during this rotation.

On the eleventh day of school, you will begin a rotation through the career areas in your assigned academy. That rotation will continue through day thirty-four of the first quarter. As you rotate through your assigned areas. I will be receiving scores from the career instructors regarding your performance during your visits. The scores are communicated to me via a rubric. The rubric takes into account your behavior, attendance, hands on test, written test, and your professional attire. Those of you in the Transportation, Advanced Manufacturing, and Construction academies need to remember to wear steel toed or composite shoes while rotating through your assigned career areas. You don't have to wear the shoes all day but you will need to change into them 7th period.

On the first day of your assigned academy rotation, our career instructors will provide safety glasses in the Construction, Advanced Manufacturing, and Transportation academies. You will also receive safety glasses in Graphic Arts if you have been assigned to the Visual Arts Academy.

Throughout the first quarter you and your parents will be able to access your grades through our online grading system Power School. Near the end of your assigned academy rotation, a letter will come home from our Principal with a gold rod colored final application. Please speak with your parents, complete the final application, and get it in on time. Your parents have to sign the application. If you do not get it in on time, your application will be considered only after those submitted in a timely manner.

After receiving your applications, your score will be ranked with others who have indicated a desire for placement. You may be called to interview with the career instructor if your score is similar to others who have chosen that career area, or if you pick a career area outside of your assigned academy. Please understand that you will be competing for placement in your career area or academy of choice. It is important that you do the best that you can during the exploratory process, and during the interviews.

Near the end of the first quarter, I will place you in your career area or academy. At that time, your new career instructor will inform you as to the required professional dress for that career area. After the end of that first quarter, you will need to see your Guidance Counselor if you desire a change in career area assignment.

Right now, the process seems a little overwhelming, and it IS challenging. All the applicable dates are on our schedules so refer to them often. Also, pay attention to morning announcements, and ask questions if you are confused. We are excited that you are joining our DCTS community. You will find that both students and faculty are friendly and willing to help. Welcome and good luck!