



Focus Learning Academies of Columbus
Focus North High School
Public Notice of Career-Technical Course Offerings
Highly Qualified Teacher Status
Equal Educational Opportunities Compliance
2023-2024 Academic Year

The Focus Learning Academies and Focus North High School of Columbus offer the following career-technical courses. The criteria for entrance are listed beside the course name.

Career-Based Intervention (CBI) – The CBI program is designed to offer opportunities for Grade 7 through 12 students who are disadvantaged either academically, economically, or both, as well as those who are disabled and face barriers to career and academic success. The program aims to assist students in enhancing their academic competence, graduating from high school, developing employability skills, creating an Individual Academic and Career Plan (IACP), and engaging in a career pathway to prepare for postsecondary education and future careers.

Career Based Intervention II- Life Skills emphasizes defining personal values, goal-setting and planning, and solving problems. Instructional material focuses on dealing with media and peer pressure, communication, and relationships, working with others, avoiding and/or resolving conflict, decision-making, wellness and personal safety, aspects of good citizenship, environmental awareness, and how students can contribute to their community.

Career Based Intervention III-An introductory unit presents instruction on the nature of service learning. Students are taught how to identify community needs, select projects that are meaningful to themselves, apply practical skills, reflect on their learning experiences, and behave responsibly in a service setting. Students then move on to design and conduct their own service-learning experiences according to their projects' requirements.

Keyboarding- In this course, the student will learn the touch method of keyboarding using a personal computer keyboard as well as document processing for personal letters and memos. Emphasis will be on speed and accuracy as well as spelling, grammar, and punctuation.

Fundamentals of Business and Administrative Services- This is the first course specific to the Business and Administrative Services career field. It introduces students to the specializations offered in Business and Administrative Services. Students will obtain fundamental knowledge and skills in general management, human resources management, operations management, business informatics, and office management.

Office Management- Students will apply techniques used to manage people and information in a business environment. Students will learn to build relationships with clients, employees, peers, and stakeholders and to assist new employees. They will manage business records, gather and disseminate information, and preserve critical artifacts.

Strategic Entrepreneurship- Students will use innovation skills to generate ideas for new products and services, evaluate the feasibility of ideas, and develop a strategy for commercialization. They will use technology to select target markets, profile target customers, define the venture's mission, and create business plans.

Operation Management- Students will learn to plan, organize, and monitor day-to-day business activities. They will use technology to plan production activities, forecast inventory needs, and negotiate vendor contracts. Students will also calculate break-even, set cost-volume-profit goals, and develop policies and procedures to promote workplace safety and security.

Digital Marketing and Management- Students will apply tools, strategies, and processes to communicate digitally with targeted customers. They will create, implement, and critique online advertising, email marketing, websites, social media, mobile marketing, search engine optimization, video or images, and podcasts/webcasts. Students will apply project management techniques to guide and control digital communications efforts.

PATHWAY CERTIFICATIONS * *11th & 12th Grade Only*

Rise Up: Retail Industry Fundamentals (6pts) | Customer Service (6pts) | Business of Retail (6pts) | OSHA 30 (3pts) | *Driver License* (1pt)

Cosmetology Students interested in personal care services will apply the skills and knowledge they learn to enhance clients' personal and professional images through physical and personal appearance services. Services will include but are not limited to hair design and styling skin and nail care.

- **Pre-Cosmetology** (Boutique Service Registration) is a 3-month program that will result if completed 12 points towards graduation pathway. Braiding-3pts |Shampooing-3pts |Threading-3pts |Make-Up Artistry- 3pts
- **Manicurist-** a one-year course requiring a student to complete at least 200 hours to earn 12 points toward graduation pathway.

Career-Technical Education for Students with Disabilities

The Individuals with Disabilities Education Improvement Act (IDEA) Amendments of 2004, Public Law 108-446 (Section 602), outlines transition services. IDEA emphasizes the importance of coordinating the student's school program (which includes career-technical education) to support the achievement of their Individual Education Program (IEP) goals. The IEP goals should align with the student's postsecondary vision. According to the Ohio Department of Education, this coordinated set of activities involves a system working together to help the student achieve their goals, both during and after high school.

Statement on Equal Educational Opportunities

All students enrolled at Focus Learning Academy/Focus North High School are entitled to equal educational opportunities. Students have the right to be free from discrimination based on race, color, national origin, citizenship status, religion, gender, sexual orientation, economic status, marital status, pregnancy, age, or disability in all aspects of school activities, including admissions, membership in school-sponsored organizations, clubs or activities, access to facilities, and academic evaluations. Any limitations on participation in a school-sponsored activity must be based on criteria reasonably related to that specific activity. If you have any questions or concerns regarding the EEO Statement, please contact the Title IX/504 Coordinator, Kathy Williams, at (614) 269-0150 x2103.

Highly Qualified Teachers

Ohio state law mandates that all children in the state have the right to be taught by teachers who are considered Highly Qualified by the Ohio Department of Education. All core content teachers at Focus Learning Academies and Focus North High School are certified and reviewed as highly qualified. If you would like additional information on the HQT status of your child's/your teacher, please contact Kathy Williams at (614) 269-0150.