



**SOUTH SHORE REGIONAL SCHOOL BOARD  
CURRICULUM UPDATES AND CONTACT INFORMATION**

**Last updated: April 30<sup>th</sup>, 2013**

# PERSONAL DEVELOPMENT & CAREER EDUCATION

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## Contacts

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Department of Education

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## Curriculum Guides

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If teachers have not yet downloaded the curriculum documents, they can be found (not all) in various stages (final, draft, conceptual, ..) on the protected website:

<http://www.educators.ednet.ns.ca> along with other core resources for particular subjects as well as Learning Outcomes Frameworks for P-6, 7-9 and 10-12 (lists all the GCO's and SCO's for each subject/course from P-12)

- Go to <http://www.educators.ednet.ns.ca/>
- Use your staff EDnet ID and password that you use at school
- Click on Personal Development & Career Education

The DoE are looking to house all the curriculum guides/documents in a central place in the near future-stay tuned as not all curriculum guides are on the fore-mentioned educator's site (i.e. Health P-9). This is called the Edu-Portal. Check this central place out at <http://edapps.ednet.ns.ca/eduportal> . You will need your Employee Number as found on your payroll information.

There may be old and new draft outcomes both on PowerSchool for subjects like Health P-9, Social Studies 5, etc. It is up to staff and principals to decide where they are in the implementation stage (usually a 3-year implementation for new curriculums). We encourage teachers to use the newer outcomes whenever possible, especially if there are support resources available (i.e. Health P-9).

## INFORMATION ITEMS of Interest

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🚦 Schools offering the **O<sub>2</sub> Program** must have a dedicated class for the O2 cohort (minimum of 10 in Grade 10 and a minimum of 25 in Grades 10-12). O2 students take 6 electives as part of their required 19 credits to graduate. These are Career Development 10, Career Development 11 (1/2 credit), Workplace Health and Safety 11 (1/2 credit), and 4 Co-Op credits (Community-Based Learning 10 may count as one of the four co-op credits). The 25-hour In-School component for Co-op is covered by O2 students in their CBL 10, CD 10, CD 11, or WPHS 11 course. Options and Opportunities Website / Provincial

<http://www.ednet.ns.ca/O2/>

❖ At the Nov 23<sup>rd</sup>, 2012 Regional In-service, Jim Dexter did a session for Lead teachers of O2 and Co-op on **tagging O2, non-O2 Co-op students/credits and Summer Co-op students (including BFY)** on PowerSchool so this information when requested by the DoE for funding purposes can be easily assessed via our

SIS system versus teachers/schools having to dig for the data. These Lead teachers have been given higher security access and support if needed from Mark and Jim for time to complete the tasks assigned. This data needs to be updated on a regular basis if students are added or withdraw from the O2 or Co-op programs.

- ❖ Our Lead O2 and Co-op teachers met with our local **NSCC partners** on Jan 16, 2013 from 1-3 pm to further discuss our partnership and how the NSCC can best support our O2 students, realizing that the College Prep position no longer exists. A great 2-way discussion took place with the following opportunities available for our O2 students and really for all our students: an after March Break NSCC tour/mini-summit (2 hrs) for our Grade 10 O2 students and other students who may be interested; dates set to continue the CBL/Test drive Week for our Grade 10 O2 students-May 6-10 and May 13-17; invitation to invite NSCC Academic Chairs (Brent Kaulback-Trades and Technology & Robert White (Business, Health and Human Services) and others (Dawn Huskins-Townsend, Richard Grandy, Jeremy Porter, Cathy Forster and Tracy Rhodenizer) to our schools to discuss the programming and student supports that NSCC offers (i.e. Test Drive Program).
- ❖ All high schools have received a **career kiosk**. The kiosk consist of a computer, large screen monitor, wireless keyboard and mouse, all mounted on a mobile cart. The kiosks will be a focus for career development in the school. They can be used in guidance and career centers for independent student research or career counseling. The career kiosks are designed for use by individuals or small groups in a variety of settings. The career kiosks are portable and can be used in classrooms to support students in career development courses and co-operative education, as well as in any course where a learning activity involves careers, occupations, or the workplace. The heart of the career kiosks is CareerFutures, a new website developed specifically for Nova Scotia high schools. The site will provide access to a range of resources, activities, and websites for teachers, guidance counselors, and students to use to gather career information and develop

a career plan, and to support other course work related to careers. CareerFutures will provide a single access point for guided access to Career Cruising; selected annotated links to EBSCO resources; a selection of links within [careers.nova.scotia.ca](http://careers.nova.scotia.ca), including Career Options, a large bank of Department of Education video resources; subscription access to [jobspeopledo.com](http://jobspeopledo.com), a website with hundreds of career videos; and monthly video and links features to an occupation and a workplace, as well as an events calendar. The career kiosks and CareerFutures website were fully functional when the new school year began in September 2012.

- ❖ Check out the site [www.futureseekers.ca](http://www.futureseekers.ca) for future jobs, careers, career videos, business features, etc . A career planning site for Nova Scotia students providing linkages to all sites licensed for NS.
- ❖ The **WORKIT** requests for projects/activities that promote the skilled trades have been sent out to Grade 7-12 schools. Deadline for requests were sent to Wanda Zinck at [wzinck@ssrsb.ca](mailto:wzinck@ssrsb.ca) by October 15<sup>th</sup>, 2011 and schools were notified on October 22<sup>nd</sup>, 2012 of their allotted funds. Check out [www.workitns.ca](http://www.workitns.ca) under “Are You an Educator” and then Opportunities and Resources for lots of Workit information. As with all grants, reports will have to be submitted describing the successes and challenges of the project. A final report for all projects including an outline of actual expenditures must be submitted by the end of May 2013. If you have any questions or concerns, please contact Mark/Barb Tidd. Good luck with your project.
- ❖ The **Building Futures for Youth Program** is entering its 6<sup>th</sup> year of providing grade 10 and 11 Co-operative Education students the opportunity to explore careers in the construction trades in partnership with The Construction Association of Nova Scotia (CANS). Program components include a 25-hour in-school component, 80 hours workplace orientation, safety, and hands on tools training at an NSCC campus, and finally a 7-week paid summer placement with a

host employer in the construction industry. Information sessions were provided to students from BHS, PVEC and FHCS on Thursday, October 18<sup>th</sup> and for students from LRHS, NQ's and NGRHS on Friday, October 19<sup>th</sup> -get your students involved! Deadline for applications was December 20<sup>th</sup>, 2012 with the Interview Prep workshop being held on February 12<sup>th</sup>, 2013 at NSCC.

- ❖ Students enrolled in Building Futures for Youth and earning co-op credits are permitted to operate non-licensed Bobcats and Farm Tractors. No other **vehicles** (i.e. Fork Lifts) whether licensed or non-licensed are to be operated by public school students earning co-op credits. There are no exceptions to this directive as we are unable to secure insurance through SIP for extended vehicle operation. SIP has informed us that to their knowledge no other province permits students to operate any vehicles. Ontario and Alberta were asked directly and both provinces confirmed vehicle operation is not permitted. This may create some issues in paid workplaces but the safety of the student is paramount and protecting teachers and community-based learning is critical.
- ❖ Regarding students who participated in job shadowing on Take Our Kids to Work Day recently. Some of these students went to a work place environment without a family member or designated board personnel. For them, this job shadowing necessitates completion of a risk assessment using the **risk assessment form** in Community-based Learning: A Resource for Schools. In future years the Risk Assessment Form and Information Item will be included in all "Take Your Child to Work Day" packages. The government Records Act and the Education Act (Section 63.2.C) requires all forms to be kept for 6 years. The revised form (distributed Dec 2012) will be edited to reflect this.
- ❖ Reminder to your O2 teachers re **NSCC Milestones** – Grade 10 Intent to Enrol Forms due June 30<sup>th</sup>; Grade 11 applications due June 30<sup>th</sup>; Grade 12 final transcripts due June 30<sup>th</sup> and any program selection and changes made by October 1<sup>st</sup>.

❖ The **Designated trades** update (September 2012) has been sent out to our O2, Co-op, STEP and Skilled Trades teachers.

❖ **Discovering Opportunities (DO)** is designed to address the problem of student engagement and low achievement during the junior high years. When DO is established in a school, it is provided for a cohort of 20 (maximum) grade 9 students selected because their levels of academic achievement are sufficiently below their academic potential and that they are unlikely to be successful in high school. A commitment in Kids & Learning First by the province and will start with a pilot phase in AVRSB in 2013-14. 1 FTE will be allocated to involve 3 or 4 teachers in the team (0.5=Coordinator, 0.25=Math/Science, 0.25=ELA/SS) with double-time/catch-up time in ELA & Math-addressing the gaps that are barriers for students. Similar funding as O2 re resources/technology, student conveyance, teacher travel, substitutes, etc will be provided.

❖ **NEW! PERSONAL DEVELOPMENT CREDITS From the DoE**

Young people's lives are full of learning, both in and outside of our schools. High quality learning experiences in many settings contribute to students' personal and intellectual development. Nova Scotia's new **Personal Development Credits**, a Kids and Learning First project, will offer students an opportunity to gain a high school elective credit for pursuing their interests and developing their talents through a variety of approved courses that are different from the courses they take at school.

The 1<sup>st</sup> wave of Personal Development credits will be awarded during the 2012-2013 school year. It is the DoE's intention that the administration of the program at the school level will be easy to manage. To that end, the responsibility for application to have a personal development credit recognized on a student's transcript rests with the student. Schools can accept the Student Notification Form (on the website) and the appropriate documentation any time after a student has entered high school but before June 1 of the year the student graduates. The

approved provider list will change for 2013-14 as the DoE approves applications from other external groups. For all the updated information, go to <http://pdc.ednet.ns.ca>

**FAQ's: What mark or note is assigned for the credit?** The transcript shows **PASS** **From how far back should a school accept documentation for the credit?** The Personal Development Credit Policy is clear on this point: " Students who have earned a personal development credit from an approved provider prior to entering grade 10 may be awarded that credit any time after they enter grade 10. " This information is also clearly stated in the Personal Development Credits Information for Students and Parents/Guardians: "Students in grade ten, eleven or twelve may have a personal development credit recognized on their high school transcript when they are able to provide evidence of successfully completing a recognized course or program to a guidance counselor or administrator at their school." The policy also allows students, who have earned a personal development credit while attending junior high school, to apply to have the credit recognized as a grade 10, 11, or 12 elective credit." This feature of the Personal Development Credit opportunity that motivates junior high students to engage in leadership and learning activities beyond the school day. **So no date requirement: if the student has the documentation, he/she has earned the credit.**

- ❖ **Junior Achievement** / hands-on engaging for grades 6-12. We offer the Program Economics for Success to our Grade 9 schools. Also can be used as a PD ½ credit in Grade 10. Contact Lynn Coveyduck at [lcoveyduck@janovascotia.org](mailto:lcoveyduck@janovascotia.org), if interested. Can be used in conjunction with CBL 10 and CD 10 or as a pilot.
- ❖ It's been another successful competition season for **Skills Canada** – Nova Scotia! The 15th Annual Nova Scotia Skills Competition launched this year on February 1<sup>st</sup>, 2012 at the NSCC Dartmouth Gate campus. By the time it closed on April 5th at the NSCC Waterfront campus, over 300 students and apprentices from across

the province had competed in 53 different skilled trades and technologies, and close to 1,500 students toured the sites. The Olympic-style event, hosted annually by Skills Canada – Nova Scotia is designed to showcase talent across a range of competition areas, including trades such as Plumbing and Hairstyling, or technologies like Website Design and Mechatronics. This year, the competition also featured five unique events designed specifically for persons with disabilities. Next up for 47 of the gold medal winners was the Skills Canada National Competition (SCNC), taking place this year from May 13–16, 2012 in Edmonton, Alberta. The SCNC brings together over 500 competitors from all provinces and territories for an once-in-a-lifetime experience. This year, Team Nova Scotia included 15 secondary students from across the province representing seven high schools. For these competitors, it is all about training, as students work with their teachers or instructors from NSCC to prepare for the intense two-day competition. Skills Canada – Nova Scotia is a non-profit organization that promotes skilled trades and technologies to Nova Scotia youth. Through industry, government, labor, and education partnerships, Skills Canada – Nova Scotia provides opportunities for students and apprentices to explore skilled trades and technologies with presentations, hands-on workshops and the Annual Nova Scotia Skills Competition. For more information or to get involved, go to [www.skillsns.ca](http://www.skillsns.ca)

❖ The **Duke of Edinburgh's** Award

- Open to students starting at age 14
- High School Students who receive the award are eligible to receive up to three Personal Development high school elective graduation credits toward graduation
- Bronze 10 (course code #149117, DUKEBR10)
- Silver 11 (course code #149118, DUKESL11)
- Gold 12 (course #149119, DUKEGD12)



# Select a grade and/or category for more curriculum/course support & resources

## Grade 10

- [Career Development 10](#)
- [Community-Based Learning 10](#)
- [Co-Operative Education 10](#)
- [Learning Strategies 10](#)
- [Life / Work Transitions 10](#)

## Grade 11

- [Career Development 11](#)
- [Co-Operative Education 11](#)
- [Learning Strategies 11](#)
- [Tourism 11](#)
- [Workplace Health and Safety 11](#)

## Grade 12

- [Audio Recording and Production 12](#)
- [Co-Operative Education 12](#)
- [Health and Human Services 12](#)
- [Learning Strategies 12](#)
- [Tourism 12](#)

## Grade 10

### Career Development 10 (Open) CD10 – full credit (BJSHS, FHCS, LRHS, NGRHS, NQRHS, PVEC)

#### Provincial Guide

- Career Development 10 (Draft, June 2012)). This course may be offered to students who are not enrolled in O<sub>2</sub>.
- Moodle for Career Planning-A Resource / Document Depot for CD 10, CD 11 and ICCE (25 hr)-lesson plans, activities and much more-check it out
  1. Go to [www.nsvs.ednet.ns.ca](http://www.nsvs.ednet.ns.ca)
  2. Login using your IMP (Ednet) username and password
  3. Once you get logged in, look to the top menu on your screen where you will see a link to ... Educators (click this link)
  4. Scroll down and click on Professional Learning
  5. Under sub-categories, click on Provincial Teacher Communities of Practice
  6. Under sub-categories, click on Career Planning.
  7. Click on Career Planning Moodle.
  8. You will be prompted for a one time Enrolment Key to enroll for the first time-which is planacareer and after that it will be in "my courses" on the left after you log into [www.nsvs.ednet.ns.ca](http://www.nsvs.ednet.ns.ca) A great resource where you (or your students) can access content and participate in the course.
- The files from the USB flash drive distributed at the new Co-op /O2 teachers' workshop held August 2012 have been loaded onto the **site below**. The videos are also available there along with the new updated resources for CBL, O2 and CO-OP and the updated curriculum guides for CD 10, CD 11 and WPH&S 11, new updated Risk assessment form plus reminders about O2/NSCC Milestone dates.

Address: <https://apps.ednet.ns.ca/share>

Login: cblpub

Password: \_Vids4Us\_

### **Core Resources**

- Community-Based Learning: A Resource for Schools (Sept 2012) . A new revised curriculum document that contains the Risk Assessment form along with all CBL forms.
- Community-Based Learning Policy (Oct 2012) -this revised document will stand for 2 years and then be reviewed again. Very important document for CBL teachers to be familiar with.
- Options and Opportunities: A Resource for Schools (Sept 2013) -revised document contains all the forms required for O2 (Notice of Intent Form and other NSCC Milestones, Graduation requirements, ...) - does contain the old Student Selection form but we are to use the new Selection Form sent out to schools last year for selecting O2 students to the program
- Options and Opportunities (O2) Policy (Oct 2012)-this revised document will stand for 2 years and then be reviewed again. Very important document for O2 teachers to be familiar with.
- All the forms for Co-op (i.e. Learning Agreement, Pre-Placement Assessment, ..) are in the new and revised Co-op document called **Co-operative Education: The Community Is Your Classroom, A Resource for Schools (Sept 2012)**, which replaces both The Community Is Your Classroom: A Co-operative Education Resource and the In-School Component of Co-operative Education document.

- Over the last six years young worker injury has steadily declined in Nova Scotia, and we know high school teachers have played an important role in this improvement. Continuing to provide health and safety curriculum supports, Workers' Compensation Board of NS, are pleased to launch their second workplace safety Moodle "Workplace Health and Safety 10-12". This resource Moodle has eight full content folders with teacher prep information and classroom activities, over 20 videos, dozens of links to best practice workplace health and safety agencies and safety associations, and direct links to free First Aid training and online WHMIS for all students in grades 10–12. While designed to directly support the outcomes of Co-Op, Career Development, and Workplace Health and Safety, this Moodle can also be accessed for any course where students are engaged in lab work, independent community-based learning activities, or where work and career are discussed. Regardless of what you teach, there is something in here for you! The enrolment key for Workplace Health & Safety 10-12 is '10-12safety'. If you teach Healthy Living 9, the safety module can be found under our very first Moodle, HL 9: Workplace Safety with enrolment key 'hl9safety'.
- Check out [www.careercruising.com](http://www.careercruising.com) - confer with your Guidance Counselors
- Community-Based Learning: A Workshop Health and Safety Resource for Educators (a CD which holds over 100 different best practices safety resources).
- Educator's webpage at [www.worksafeforlife.ca](http://www.worksafeforlife.ca)
- The City - an exciting resource for teaching financial management. Check it out at <http://www.themoneybelt.gc.ca>. Mark and Jeff Rhodenizer (BHS) have been trained using this resource.

- “Remembering Westray”-a lesson plan (for CD 10, CD 11, CBL 10, Workplace Health and Safety 11, Co-op 11, Co-op 12) developed by Michael Stewart, Dr. JH Gillis Regional High School, Antigonish and Tracey Leary, Workers’ Compensation Board of Nova Scotia was sent to schools in May 2012. The Westray mine disaster is one of the worst workplace health and safety tragedies in Nova Scotia’s history. In the early morning of May 9, 1992 a violent explosion rocked the tiny community of Plymouth in Pictou County, instantly killing the 26 miners working there that morning. Delivering this lesson in the classroom will provide to students:
  - i. An overview of the Internal Responsibility System that underpins NS workplace health and safety law,
  - ii. An introduction to an important event in Nova Scotia history that continues to impact workplaces and safety legislation, here and across Canada,
  - iii. A safe environment to explore and discuss how families and communities were affected by the tragedy, and
  - iv. An opportunity to access and become familiar with text, video, and online resources specific to the Westray mine disaster, including those of the Nova Scotia Government, the National Film Board, the CBC Digital Archives, and the WHS 11 Moodle on the Nova Scotia Virtual School.
- **Risk Assessment forms** were reviewed and discussed with all O2 and Co-op Lead teachers. Any time a student is placed in a community setting for a short-term community-based learning experience without the direct supervision of authorized board personnel, such as a school administrator, teacher, teacher assistant, or a family member, a risk assessment must be completed prior to the student’s beginning the placement. Safety, safety, safety of our students is paramount. Injuries will occur and as long as the forms and communication with parents, etc is completed for CO-op’s and the Risk Assessment form for **less than 25 hour** activities such as job-shadowing, Take Your Child to Work Day, .. the school is doing their part. Leave no stone

untuned crossing all t's and dotting all i's. SIP will support schools as long as we have done our part-otherwise trouble lurks! CBL policies must be followed because there will be accidents and we need to make sure we have done our part.

- Moodle Access-A Must-See for all Coop Teachers
  - a) Go to [www.nsvs.ednet.ns.ca](http://www.nsvs.ednet.ns.ca)
  - b) Login using your IMP (Ednet) username and password
  - c) Once you get logged in, look to the top menu on your screen where you will see a link to ... Educators (click this link)
  - d) Scroll down and click on Professional Learning
  - e) Under Sub-categories, click on Provincial Teacher Communities of Practice
  - f) Under Courses, click on CoP: Cooperative Education Teachers
  - g) You will be prompted for a one time Enrolment Key to enroll for the first time-which is coop and after that it will be in "my courses" on the left after you log into [www.nsvs.ednet.ns.ca](http://www.nsvs.ednet.ns.ca) A great resource where you (or your students) can find curriculum documents, various assessments (i.e. resume building) ready to go, and lots more! For further info on the Moodle or setting up your own personal one contact Trevor Doyle at [tjdoyle@staff.ednet.ns.ca](mailto:tjdoyle@staff.ednet.ns.ca) and he will even come to your school and help you set it up!

**Community-Based Learning 10 (Open) CBL10 – full credit**  
(BJSHS, FHCS, LRHS, NGRHS, NQRHS, PVEC)

**Provincial Guide**

- Community-Based Learning: A Resource for Schools (Sept 2012) . A new revised curriculum document that contains the Risk Assessment form along with all CBL forms.
- Community-Based Learning Policy (Oct 2012) -this revised document will stand for 2 years and then be reviewed again. Very important document for CBL teachers to be familiar with.
- This course can be offered only to students enrolled in O<sub>2</sub>. This course can be used as one of the 4 co-operative education credits required for the O<sub>2</sub> certificate.
- The files from the USB flash drive distributed at the new Co-op /O<sub>2</sub> teachers' workshop held August 2012 have been loaded onto the **site below**. The videos are also available there along with the new updated resources for CBL, O<sub>2</sub> and CO-OP and the updated curriculum guides for CD 10, CD 11 and WPH&S 11, new updated Risk assessment form plus reminders about O<sub>2</sub>/NSCC Milestone dates.

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schools last year for selecting O2 students to the program.

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- All the forms for Co-op (i.e. Learning Agreement, Pre-Placement Assessment, ..) are in the new and revised Co-op document called **Co-operative Education: The Community Is Your Classroom, A Resource for Schools (Sept 2012)**, which replaces both The Community Is Your Classroom: A Co-operative Education Resource and the In-School Component of Co-operative Education document.

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## Co-Operative Education 10

(not offered in SSRSB)

Course Number	Course Name	Credit Type	Credit Value
COOPAC10	CO-OPERATIVE EDUCATION 10	ACAD	1.0
COOPOP10	CO-OPERATIVE EDUCATION 10	OPEN	1.0
COOPGR10	CO-OPERATIVE EDUCATION 10	GRAD	1.0

## Provincial Guide

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Education document.

- IPP's in Co-op / there are guidelines now set up. The students must be ready (determined by the CPPT-readiness to go out and do co-op) and hours can't be changed (50 hrs for ½ credit, 100 for full-credit).
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Login: cblpub

Password: \_Vids4Us\_

### **Core Resources**

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further info on the Moodle or setting up your own personal one contact Trevor Doyle at [tjdoyle@staff.ednet.ns.ca](mailto:tjdoyle@staff.ednet.ns.ca) and he will even come to your school and help you set it up!

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- Options and Opportunities: A Resource for Schools (Sept 2012) -revised document contains all the forms required for O2 (Notice of Intent Form and other NSCC Milestones, Graduation requirements, ..) - does contain the old Student Selection form but we are to use the new Selection Form sent out to schools last year for selecting O2 students to the program.
- Options and Opportunities (O2) Policy (Oct 2012)-this revised document will stand for 2 years and then be reviewed again. Very important document for O2 teachers to be familiar with.
- Community-Based Learning: A Resource for Schools (Sept 2012) . A new revised curriculum document that contains the Risk Assessment form along

with all CBL forms.

- Community-Based Learning Policy (Oct 2012) -this revised document will stand for 2 years and then be reviewed again. Very important document for CBL teachers to be familiar with.
- For more info on Co-operative Education go to <http://www.ednet.ns.ca/coop>
- Over the last six years young worker injury has steadily declined in Nova Scotia, and we know high school teachers have played an important role in this improvement. Continuing to provide health and safety curriculum supports, Workers' Compensation Board of NS, are pleased to launch their second workplace safety Moodle "Workplace Health and Safety 10-12". This resource Moodle has eight full content folders with teacher prep information and classroom activities, over 20 videos, dozens of links to best practice workplace health and safety agencies and safety associations, and direct links to free First Aid training and online WHMIS for all students in grades 10–12. While designed to directly support the outcomes of Co-Op, Career Development, and Workplace Health and Safety, this Moodle can also be accessed for any course where students are engaged in lab work, independent community-based learning activities, or where work and career are discussed. Regardless of what you teach, there is something in here for you! The enrolment key for Workplace Health & Safety 10-12 is '10-12safety'. If you teach Healthy Living 9, the safety module can be found under our very first Moodle, HL 9:Workplace Safety with enrolment key 'hl9safety'.
- **Risk Assessment forms** were reviewed and discussed with all O2 and Co-op Lead teachers. Any time a student is placed in a community setting for a short-term community-based learning experience without the direct supervision of authorized board personnel, such as a school administrator, teacher, teacher assistant, or a family member, a risk assessment must be

completed prior to the student's beginning the placement. Safety, safety, safety of our students is paramount. Injuries will occur and as long as the forms and communication with parents, etc is completed for C0-op's and the Risk Assessment form for **less than 25 hour** activities such as job-shadowing, Take Your Child to Work Day, .. the school is doing their part. Leave no stone unturned crossing all t's and dotting all i's. SIP will support schools as long as we have done our part-otherwise trouble lurks! CBL policies must be followed because there will be accidents and we need to make sure we have done our part.

### **Learning Strategies 10 (Open) LRNST10**

(not offered in SSRSB)

### **Learning Strategies 10 (Grad) LST10**

(BJSHS, FHCS, LRHS, NGRHS, PVEC)

### **Provincial Guide**

- An Approved Local Course –(HRSB-rewritten June 2005). Will become an official PSP course as of Sept 2013-just as an Open course not Graduation level.
- **Learning Strategies 10, 11 and 12** have been available for more than a decade as Locally Developed Courses to assist students requiring additional support in order to be successful in their transition to and from high school. As Locally Developed Courses these open, elective, credit courses were usually developed by individual schools and school boards and usually addressed organizational, study, and test-taking strategies to help students achieve curriculum outcomes in their other courses. These courses often varied in content and focus and many were in need of revision and updating. A committee first met in April 2012 to develop a preliminary outline of course

themes and curriculum outcomes. Five main themes were identified to provide a framework for the Learning Strategy Course at each grade level: Self-Awareness, Organizational Skills, Transition Skills, Literacy and Numeracy. Focus is on the gradual release of responsibility to support the student's acquisition of Essential Graduation Learnings. The goal is for each student to gain a better understanding of his/her individual learning styles and preferences to demonstrate and apply appropriate learning strategies in all subject and curriculum areas. It is recommended that the number of students not exceed 15 in order to best meet the highly individualized instructional components. Course descriptions were provided to school boards in December to meet course selection, scheduling, and PowerSchool timelines. PSP course codes have been assigned and the draft curriculum guidelines developed. Work on curriculum guidelines will continue with completion anticipated by June 2013.

### **Core Resources**

**Life / Work Transitions 10 (Open) 149057 / LWT10**  
(PVEC)

### **Provincial Guide**

- Life/Work Transitions 10 (Draft March 2000)

### **Core Resources**



## **Grade 11**

### **Career Development 11 (Open) ½ credit CDV11**

(BJSHS, FHCS, LRHS, NGRHS, NQRHS, PVEC)

#### **Provincial Guide**

- Career Development 11 (Draft, June 2012).
- This course may be offered to students who are not enrolled in O<sub>2</sub>.
- Recommend that this course be paired with Workplace Health and Safety 11 (1/2 credit)
- Moodle for Career Planning-A Resource / Document Depot for CD 10, CD 11 and ICCE (25 hr)-lesson plans, activities and much more-check it out
  1. Go to [www.nsvs.ednet.ns.ca](http://www.nsvs.ednet.ns.ca)
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- The files from the USB flash drive distributed at the new Co-op /O2 teachers' workshop held August 2012 have been loaded onto the **site below**. The videos are also available there along with the new updated resources for CBL, O2 and CO-OP and the updated curriculum guides for CD 10, CD 11 and WPH&S 11, new updated Risk assessment form plus reminders about O2/NSCC Milestone dates.

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### **Core Resources**

- Community-Based Learning: A Resource for Schools (Sept 2012) . A new revised curriculum document that contains the Risk Assessment form along with all CBL forms.
- Community-Based Learning Policy (Oct 2012) -this revised document will stand for 2 years and then be reviewed again. Very important document for CBL teachers to be familiar with.
- Options and Opportunities: A Resource for Schools (Sept 2012) -revised document contains all the forms required for O2 (Notice of Intent Form and other NSCC Milestones, Graduation requirements, ..)-does contain the old Student Selection form but we are to use the new Selection Form sent out to schools last year for selecting O2 students to the program
- Options and Opportunities (O2) Policy (Oct 2012)-this revised document will stand for 2 years and then be reviewed again. Very important document for O2 teachers to be familiar with.
- All the forms for Co-op (i.e. Learning Agreement, Pre-Placement Assessment, ..) are in the new and revised Co-op document called **Co-operative**

**Education: The Community Is Your Classroom, A Resource for Schools (Sept 2012)**, which replaces both The Community Is Your Classroom: A Co-operative Education Resource and the In-School Component of Co-operative Education document.

- Over the last six years young worker injury has steadily declined in Nova Scotia, and we know high school teachers have played an important role in this improvement. Continuing to provide health and safety curriculum supports, Workers' Compensation Board of NS, are pleased to launch their second workplace safety Moodle "Workplace Health and Safety 10-12". This resource Moodle has eight full content folders with teacher prep information and classroom activities, over 20 videos, dozens of links to best practices workplace health and safety agencies and safety associations, and direct links to free First Aid training and online WHMIS for all students in grades 10–12. While designed to directly support the outcomes of Co-Op, Career Development, and Workplace Health and Safety, this Moodle can also be accessed for any course where students are engaged in lab work, independent community-based learning activities, or where work and career are discussed. Regardless of what you teach, there is something in here for you! The enrolment key for Workplace Health & Safety 10-12 is '10-12safety'. If you teach Healthy Living 9, the safety module can be found under our very first Moodle, HL 9:Workplace Safety with enrolment key 'hl9safety'.
- Check out [www.careercruising.com](http://www.careercruising.com) -confer with your Guidance Counselors
- Community-Based Learning: A Workshop Health and Safety Resource for Educators (a CD which holds over 100 different best practices safety resources)
- Educator's webpage at [www.worksafeforlife.ca](http://www.worksafeforlife.ca)

- The City - an exciting resource for teaching financial management. Check it out at <http://www.themoneybelt.gc.ca>. Mark and Jeff Rhodenizer (BHS) have been trained using this resource.
  
- “Remembering Westray”-a lesson plan (for CD 10, CD 11, CBL 10, Workplace Health and Safety 11, Co-op 11, Co-op 12) developed by Michael Stewart, Dr. JH Gillis Regional High School, Antigonish and Tracey Leary, Workers’ Compensation Board of Nova Scotia was sent to schools in May 2012. The Westray mine disaster is one of the worst workplace health and safety tragedies in Nova Scotia’s history. In the early morning of May 9, 1992 a violent explosion rocked the tiny community of Plymouth in Pictou County, instantly killing the 26 miners working there that morning. Delivering this lesson in the classroom will provide to students:
  - I. An overview of the Internal Responsibility System that underpins NS workplace health and safety law,
  - II. An introduction to an important event in Nova Scotia history that continues to impact workplaces and safety legislation, here and across Canada,
  - III. A safe environment to explore and discuss how families and communities were affected by the tragedy, and
  - IV. An opportunity to access and become familiar with text, video, and online resources specific to the Westray mine disaster, including those of the Nova Scotia Government, the National Film Board, the CBC Digital Archives, and the WHS 11 Moodle on the Nova Scotia Virtual School.
  
- **Risk Assessment forms** were reviewed and discussed with all O2 and Co-op Lead teachers. Any time a student is placed in a community setting for a short-term community-based learning experience without the direct supervision of authorized board personnel, such as a school administrator, teacher, teacher assistant, or a family member, a risk assessment must be completed prior to the student’s beginning the placement. Safety, safety, safety of our students is paramount. Injuries will occur and as long as the

forms and communication with parents, etc is completed for C0-op's and the Risk Assessment form for **less than 25 hour** activities such as job-shadowing, Take Your Child to Work Day, .. the school is doing their part. Leave no stone unturned crossing all t's and dotting all i's. SIP will support schools as long as we have done our part-otherwise trouble lurks! CBL policies must be followed because there will be accidents and we need to make sure we have done our part.

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## Co-Operative Education 11

(BJSHS, FHCS, LRHS, NQRHS, NGRHS, PVEC-offering at least 1)

Course Number	Course Name	Credit Type	Credit Value
COOPAC11	CO-OPERATIVE EDUCATION 11	ACAD	1.0
COOPGR11	CO-OPERATIVE EDUCATION 11	GRAD	1.0
COOPOP11	CO-OPERATIVE EDUCATION 11	OPEN	1.0
COOP11IP	CO-OPERATIVE EDUCATION 11 IPP	GRAD	1.0
COOP2AC11	CO-OPERATIVE EDUCATION 11-TWO	ACAD	1.0
COOP2GR11	CO-OPERATIVE EDUCATION 11-TWO	GRAD	1.0
COOP2OP11	CO-OPERATIVE EDUCATION 11-TWO	OPEN	1.0
COOP11O2	CO-OPERATIVE EDUCATION 11 (O2)	ACAD	1.0
COPO2GR11	CO-OPERATIVE EDUCATION 11 (O2)	GRAD	1.0
COPO2OP11	CO-OPERATIVE EDUCATION 11 (O2)	OPEN	1.0

### Provincial Guide

- All the forms for Co-op (i.e. Learning Agreement, Pre-Placement Assessment, ..) are in the new and revised Co-op document called **Co-operative Education: The Community Is Your Classroom, A Resource for Schools (Sept 2012)**, which replaces both The Community Is Your Classroom: A Co-operative Education Resource and the In-School Component of Co-operative Education document.
- IPP's in Co-op / there are guidelines now set up. The students must be ready (determined by the CPPT-readiness to go out and do co-op) and hours can't be changed (50 hrs for ½ credit, 100 for full-credit).
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followed because there will be accidents and we need to make sure we have done our part.

### **Learning Strategies 11 (Open) LNST11**

(not offered in SSRSB)

### **Learning Strategies 11 (Grad) LST11**

(BJSHS, FHCS, NGRHS, PVEC)

### **Provincial Guide**

- An Approved Local Course –(HRSB-rewritten June 2005). Will become an official PSP course as of Sept 2013-just as an Open course not Graduation level.
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### **Core Resources**

#### **Tourism 11 (Acad) TOUR11** (BJSHS, PVEC)

##### **Provincial Guide**

- Tourism 11 (2000)

### **Core Resources**

#### **Workplace Health and Safety 11 (Open) ½ credit WRKHS11** (BJSHS, FHCS, LRHS, NGRHS, NQRHS, PVEC)

##### **Provincial Guide**

- Workplace Health and Safety 11 Curriculum Guide (2012).
- This course may be offered to students who are not enrolled in O<sub>2</sub>.
- Recommend that this course be paired with Career Development 11 (1/2 credit)

- The files from the USB flash drive distributed at the new Co-op /O2 teachers' workshop held August 2012 have been loaded onto the **site below**. The videos are also available there along with the new updated resources for CBL, O2 and CO-OP and the updated curriculum guides for CD 10, CD 11 and WPH&S 11, new updated Risk assessment form plus reminders about O2/NSCC Milestone dates.

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### **Core Resources**

- Community-Based Learning: Workplace Health and Safety: a Resource for Teachers (Worker's Compensation)
- Moodle Access-Workplace Health and Safety Moodle
  - a. Go to [www.nsvs.ednet.ns.ca](http://www.nsvs.ednet.ns.ca)
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  - c. Once you get logged in, look to the top menu on your screen where you will see a link to ... Educators (click this link)
  - d. Scroll down and click on Professional Learning
  - e. Under Sub-categories, click on Provincial Teacher Communities of Practice
  - f. Under Courses, click on Workplace Health and Safety 10-12: Resource Moodle
  - g. You will be prompted for a one time Enrolment Key to enroll for the first time-which is 10-12safety and after that it will be in "my courses" on the left after you log into [www.nsvs.ednet.ns.ca](http://www.nsvs.ednet.ns.ca)
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- Work Safe with Rod Stickman (Video)
- Developing Workplace Health and Safety DVD (target date 2010-2011)
- "Remembering Westray"-a lesson plan (for CD 10, CD 11, CBL 10, Workplace Health and Safety 11, Co-op 11, Co-op 12) developed by Michael Stewart, Dr. JH Gillis Regional High School, Antigonish and Tracey Leary, Workers' Compensation Board of Nova Scotia was sent to schools in May 2012. The Westray mine disaster is one of the worst workplace health and safety tragedies in Nova Scotia's history. In the early morning of May 9, 1992 a violent explosion rocked the tiny community of Plymouth in Pictou County, instantly killing the 26 miners working there that morning. Delivering this lesson in the classroom will provide to students:
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## Grade 12

### Audio Recording and Production 12 (Acad) ARP12

(FHCS, PVEC)

#### Provincial Guide

- Audio Recording & Production 12 (Draft August 2009)
- Continue to pilot Audio Recording and Production 12 (2010-2011)

#### Core Resources

### Co-Operative Education 12

((BJSHS, FHCS, LRHS, NQRHS, NGRHS, PVEC-offering at least 1))

Course Number	Course Name	Credit Type	Credit Value
COOPOP12	CO-OPERATIVE EDUCATION 12	OPEN	1.0
COOPGR12	CO-OPERATIVE EDUCATION 12	GRAD	1.0
COOPAC12	CO-OPERATIVE EDUCATION 12	ACAD	1.0
COOP12IP	CO-OPERATIVE EDUCATION 12 IPP	ACAD	1.0
COOP4AC12	CO-OPERATIVE EDUCATION 12-FOUR	ACAD	1.0
COOP4OP12	CO-OPERATIVE EDUCATION 12-FOUR	OPEN	1.0
COOP4GR12	CO-OPERATIVE EDUCATION 12-FOUR	GRAD	1.0
COOP2AC12	CO-OPERATIVE EDUCATION 12-TWO	ACAD	1.0
COOP2GR12	CO-OPERATIVE EDUCATION 12-TWO	GRAD	1.0
COOP2OP12	CO-OPERATIVE EDUCATION 12-TWO	OPEN	1.0
COOP3GR12	CO-OPERATIVE EDUCATION12-THREE	GRAD	1.0
COOP3OP12	CO-OPERATIVE EDUCATION12-THREE	OPEN	1.0
COOP3AC12	CO-OPERATIVE EDUCATION12-THREE	ACAD	1.0
COPO2OP12	CO-OPERATIVE EDUCATION 12	OPEN	1.0
COPO2GR12	CO-OPERATIVE EDUCATION 12	GRAD	1.0

COOP1202	CO-OPERATIVE EDUCATION 12	ACAD	1.0
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### Provincial Guide

- All the forms for Co-op (i.e. Learning Agreement, Pre-Placement Assessment, ..) are in the new and revised Co-op document called **Co-operative Education: The Community Is Your Classroom, A Resource for Schools (Sept 2012)**, which replaces both The Community Is Your Classroom: A Co-operative Education Resource and the In-School Component of Co-operative Education document.
- IPP's in Co-op / there are guidelines now set up. The students must be ready (determined by the CPPT-readiness to go out and do co-op) and hours can't be changed (50 hrs for ½ credit, 100 for full-credit).
- The files from the USB flash drive distributed at the new Co-op /O2 teachers' workshop held August 2012 have been loaded onto the **site below**. The videos are also available there along with the new updated resources for CBL, O2 and CO-OP and the updated curriculum guides for CD 10, CD 11 and WPH&S 11, new updated Risk assessment form plus reminders about O2/NSCC Milestone dates.  
Address: <https://apps.ednet.ns.ca/share>  
Login: cblpub  
Password: \_Vids4Us\_

### Core Resources

- Moodle Access-A Must-See for all Coop Teachers
  - a) Go to [www.nsvs.ednet.ns.ca](http://www.nsvs.ednet.ns.ca)
  - b) Login using your IMP (Ednet) username and password
  - c) Once you get logged in, look to the top menu on your screen where you will see a link to ... Educators (click this link)
  - d) Scroll down and click on Professional Learning



- e) Under Sub-categories, click on Provincial Teacher Communities of Practice
  - f) Under Courses, click on CoP: Cooperative Education Teachers
  - g) You will be prompted for a one time Enrolment Key to enroll for the first time-which is coop and after that it will be in "my courses" on the left after you log into [www.nsvs.ednet.ns.ca](http://www.nsvs.ednet.ns.ca) A great resource where you (or your students) can find curriculum documents, various assessments (i.e. resume building) ready to go, and lots more! For further info on the Moodle or setting up your own personal one contact Trevor Doyle at [tjdoyle@staff.ednet.ns.ca](mailto:tjdoyle@staff.ednet.ns.ca) and he will even come to your school and help you set it up!
- Moodle for Career Planning-A Resource / Document Depot for CD 10, CD 11 and ICCE (25 hr)-lesson plans, activities and much more-check it out
    1. Go to [www.nsvs.ednet.ns.ca](http://www.nsvs.ednet.ns.ca)
    2. Login using your IMP (Ednet) username and password
    3. Once you get logged in, look to the top menu on your screen where you will see a link to ... Educators (click this link)
    4. Scroll down and click on Professional Learning
    5. Under sub-categories, click on Provincial Teacher Communities of Practice
    6. Under sub-categories, click on Career Planning.
    7. Click on Career Planning Moodle.
    8. You will be prompted for a one time Enrolment Key to enroll for the first time-which is planacareer and after that it will be in "my courses" on the left after you log into [www.nsvs.ednet.ns.ca](http://www.nsvs.ednet.ns.ca) A great resource where you (or your students) can access content and participate in the course.
  - Options and Opportunities: A Resource for Schools (Sept 2012) -revised document contains all the forms required for O2 (Notice of Intent Form and other NSCC Milestones, Graduation requirements, ..)-does contain the old

Student Selection form but we are to use the new Selection Form sent out to schools last year for selecting O2 students to the program.

- Options and Opportunities (O2) Policy (Oct 2012)-this revised document will stand for 2 years and then be reviewed again. Very important document for O2 teachers to be familiar with.
- Community-Based Learning: A Resource for Schools (Sept 2012) . A new revised curriculum document that contains the Risk Assessment form along with all CBL forms.
- Community-Based Learning Policy (Oct 2012) -this revised document will stand for 2 years and then be reviewed again. Very important document for CBL teachers to be familiar with.
- For more info on Co-operative Education go to <http://www.ednet.ns.ca/coop>
- Over the last six years young worker injury has steadily declined in Nova Scotia, and we know high school teachers have played an important role in this improvement. Continuing to provide health and safety curriculum supports, Workers' Compensation Board of NS, are pleased to launch their second workplace safety Moodle "Workplace Health and Safety 10-12". This resource Moodle has eight full content folders with teacher prep information and classroom activities, over 20 videos, dozens of links to best practice workplace health and safety agencies and safety associations, and direct links to free First Aid training and online WHMIS for all students in grades 10–12. While designed to directly support the outcomes of Co-Op, Career Development, and Workplace Health and Safety, this Moodle can also be accessed for any course where students are engaged in lab work, independent community-based learning activities, or where work and career are discussed. Regardless of what you teach, there is something in here for you! The

enrolment key for Workplace Health & Safety 10-12 is '10-12safety'. If you teach Healthy Living 9, the safety module can be found under our very first Moodle, HL 9:Workplace Safety with enrolment key 'hl9safety'.

- **Risk Assessment forms** were reviewed and discussed with all O2 and Co-op Lead teachers. Any time a student is placed in a community setting for a short-term community-based learning experience without the direct supervision of authorized board personnel, such as a school administrator, teacher, teacher assistant, or a family member, a risk assessment must be completed prior to the student's beginning the placement. Safety, safety, safety of our students is paramount. Injuries will occur and as long as the forms and communication with parents, etc is completed for CO-op's and the Risk Assessment form for **less than 25 hour** activities such as job-shadowing, Take Your Child to Work Day, .. the school is doing their part. Leave no stone unturned crossing all t's and dotting all i's. SIP will support schools as long as we have done our part-otherwise trouble lurks! CBL policies must be followed because there will be accidents and we need to make sure we have done our part.

**Health and Human Services 12 (Acad) HLHM12AC**  
(PVEC)

**Health and Human Services 12 (Open) HLHMSR12**  
(not offered in SSRSB)

### **Provincial Guide**

- Implemented in 2006-2007. Practicum requirement. New guide in development.

## **Core Resources**

- Families Count -Profiling Canada's Families IV (2000622)

## **Learning Strategies 12 (Open) LRNST12**

(NQRHS)

## **Learning Strategies 12 (Grad) LST12**

(BJSHS, FHCS, LRHS, NGRHS, PVEC)

## **Provincial Guide**

- An Approved Local Course –(HRSB-rewritten June 2006). Will become an official PSP course as of Sept 2013-just as an Open course not Graduation level.
- **Learning Strategies 10, 11 and 12** have been available for more than a decade as Locally Developed Courses to assist students requiring additional support in order to be successful in their transition to and from high school. As Locally Developed Courses these open, elective, credit courses were usually developed by individual schools and school boards and usually addressed organizational, study, and test-taking strategies to help students achieve curriculum outcomes in their other courses. These courses often varied in content and focus and many were in need of revision and updating. A committee first met in April 2012 to develop a preliminary outline of course themes and curriculum outcomes. Five main themes were identified to provide a framework for the Learning Strategy Course at each grade level: Self-Awareness, Organizational Skills, Transition Skills, Literacy and Numeracy. Focus is on the gradual release of responsibility to support the student's acquisition of Essential Graduation Learnings. The goal is for each student to gain a better understanding of his/her individual learning styles and preferences to demonstrate and apply appropriate learning strategies in all

subject and curriculum areas. It is recommended that the number of students not exceed 15 in order to best meet the highly individualized instructional components. Course descriptions were provided to school boards in December to meet course selection, scheduling, and PowerSchool timelines. PSP course codes have been assigned and the draft curriculum guidelines developed. Work on curriculum guidelines will continue with completion anticipated by June 2013.

### **Core Resources**

#### **Tourism 12 (Acad) TOUR12**

(not offered in SSRSB)

#### **Provincial Guide**

- Tourism 12 (Draft July 2007)

### **Core Resources**