

1830 South Nogales Street  
Rowland Heights  
CA 91748

(626) 965-2541  
(FAX) 854-8302

www.rowland-unified.org



**Governing Board**  
Cary C. Chen  
Lynne Ebenkamp  
Heidi L. Gallegos  
Judy Nieh  
Angelina Pride

John A. Roach, Ed.D.  
Interim Superintendent

August 19, 2014

«Parent»

«Address»

«City», «State» «Zip»

Your student, «First\_Name» «Last\_Name», is currently enrolled in the Senior Seminar class for their Career Certification Program in «Pathway».

Students in this rigorous class learn organizational, research, project and presentation skills that will prepare them for the workplace as well as college.

Students will be involved in several significant activities throughout the year where they will have opportunities to interact with business and professional people. For these activities, a “Dress Standard for Seminar Activities” is attached and students are required to adhere to these standards when participating in these Seminar activities.

Below are the major activities that your student will be evaluated on. Your support in helping your student complete these activities is greatly appreciated.

The activities are:

- **Twentieth Annual Connections to the Future – November 6**  
This event will be held at Rowland High School and provides the student an opportunity to network with business and community people. **Parents are invited.** An invitation will be mailed to you next month. Please respond by October 31 if you and/or other relatives will be coming.
- **Non-Paid Internship**  
The internship is a minimum of 36 hours, which is to be completed outside of class time, and includes one eight-hour day. The student is placed at a business site in their area of concentration in their certification pathway.
- **Research Project**  
This provides the student the opportunity to demonstrate their application of skills, developed over four years, and to research a specific interest resulting in the development of a final product as it relates to their area of concentration.
- **Project Presentation – March 6, 13 or 20**  
This formal team presentation is related to the **Research Project** and presented before a panel of business and industry professionals. The dates are March 6 and 13 (RHS) or March 20 (NHS). The presentations are held in the district boardroom. **Parents are invited to observe.**
- **Exit Interview – May 19, 20 or 21**  
This final formal activity affords the seminar student the opportunity to present to a panel of business and industry professionals in a one-on-one setting where they present their portfolio and discuss their experiences in the Senior Seminar class. The exit interviews are scheduled for May 19 (NHS) and May 20 or May 21 at (RHS)

**Board Vision:**

The Rowland Unified School District promotes, expects and accepts nothing short of excellence. We have a collective commitment to be the best school district in California.

**Mission:**

The mission of the Rowland Unified School District, the progressive international community united in learning, is to empower students so that each actualizes his or her unique potential and responsibly contributes to a global society, through a system distinguished by rigorous academics, innovative use of technology, creative exploration and nurturing learning experiences.

- **Promotional Activities**

As needed, this is an opportunity for seminar students to share their experiences and information about the program to other students and adults.

To earn a Program Certification and additional recognition, students must:

- Complete the a Career pathway sequence of five elective courses
- Earn a “B” average in the core courses
- Earn a “B” or better grade in each advanced courses and in Senior Seminar
- Earn proficient evaluations from professionals for the **Non-Paid Internship, Project Presentation and Exit Interview**

Students who complete the Program Certification requirements proficiently will be given special recognition at graduation. Students who do not meet the proficiency requirements at the “B” level have the opportunity to earn a teacher certificate of completion for satisfactory completion. Instructors present teacher certificates in the classroom.

Students who are in the Senior Seminar class have completed four elective course as identified above and are close to completing their Career Certification Program. Our teachers and staff work closely you’re your student to keep them on track. Your encouragement in supporting these efforts is important to your students success. You can support these efforts by:

- Working with your child to acquire clothing to dress appropriately for seminar activities.
- Providing or identifying reliable, consistent transportation to their assigned internship site which is a minimum of 36 hours over a 7-week period.
- Encouraging your child to finish what they start by making a commitment to successfully complete the senior seminar class to earn a program certification.
- Encouraging your child to complete projects and meet required deadlines.
- Supporting their efforts to prepare and complete project requirements beyond school hours. Please note that additional time after school and on weekends will be needed to complete assigned work.

Past students who have completed the program indicate that the senior seminar class was one of the most rigorous and most valuable classes they have taken in preparing them to go to college, to pursue advanced technical training or to enter their career field. Research shows that students who complete career pathway programs are often more likely to complete college or technical training, to earn higher postsecondary grades and have greater career satisfaction.

We appreciate your help. If you any questions, please feel free to contact Vickie Burch, School-to-Career Program Specialist, at (626) 965-5975, extension 1572, or email her at [vburch@rowland.k12.ca.us](mailto:vburch@rowland.k12.ca.us).

For additional information, please visit our website at <http://careerpathways.rowland.k12.ca.us>.

Sincerely,

Rocky Bettar  
Director of Adult Education and Career Preparation

Enclosure: Dress Standard