Lexington Public Schools
Lexington High School

August 12, 2026

Dear Parent or Guardian,

Attached is a copy of Mrs. Sauer's Senior Transitions/Career Planning course syllabus for the 2026-2027 school year.

Please read and discuss the attached with your student. Then sign and then turn in a digital copy on google classroom indicating receipt, via your son or daughter by Friday. If you have any questions, please do not hesitate to contact me, 308-324-4691.

Sincerely,

Kayli Sauer
High School SPED Teacher
kayli.sauer@lexschools.org

My signature below indicates that I have received, read, and understand this course syllabus for Senior Transitions/Career Planning, Mrs. Sauer's class.

_____ _____
Parent/Guardian Signature Date

_____ _____
Student Signature Date **Lexington High School, LPS**
Senior Transitions/Career Planning

Course Syllabus and Basic Requirements 2026-2027
School Year

Instructor: Kayli Sauer
E-mail: kayli.sauer@lexschools.org
Telephone: 308-324-4691, extension 2309

COURSE DESCRIPTION/GOALS:

This course is designed to support students as they navigate the important decisions and responsibilities of their senior year while preparing for life after high school. Working closely with the school counselors, students receive guidance and individualized support as they plan for their future, whether that includes college, technical training, employment, military service, or another postsecondary path.

During the first semester, students focus on completing the essential tasks needed for a successful transition after graduation. This includes creating a personal mission statement, exploring career and postsecondary options, developing resumes and cover letters, completing college, scholarship, or job applications, preparing for interviews, and staying on track with important senior deadlines such as financial aid, admissions, and graduation requirements.

During the second semester, students continue working toward their individualized postsecondary goals while shifting their focus to the social-emotional and career readiness skills needed for success after graduation. Lessons emphasize communication, self-advocacy, problem-solving, teamwork, professionalism, financial responsibility, decision-making, and other independent living and workplace skills that will help students thrive in college, careers, and adulthood.

By the end of the course, students will have developed a personalized transition plan, completed the necessary steps toward their postsecondary goals, and strengthened the confidence and life skills needed to successfully transition beyond high school.

RATIONALE:

Research indicates that people will change jobs 10-12 times in a lifetime. Therefore, students need skills to pursue career options in order to meet the demands of an ever-changing workforce. Understanding the impact of work on individual and family life helps to balance the decisions people make.

EVALUATION:

Grades will be based on your timely and accurate engagement/completion of assignments/transitional assessments, daily homework, projects, performance on tests/quizzes. Students may chart their progress on specific concepts as directed.

GRADING SYSTEM:

Quarterly Category Grading

Bell Ringer/Journal/Vocabulary/Exit Activities	30%
Class Assignments	30%
Tests/Quizzes/Projects	40%

Semester Grade will be based on the following criteria:

Quarter 1 = 45% / Quarter 2 = 45% / **1st Semester Exam = 10%
Quarter 3 = 45% / Quarter 4 = 45% / **2nd Semester Exam = 10%

****Please note: the final semester exam (both semesters) will count for 10% of the final semester grade each semester – as per LHS policy.**

CLASSWORK/HOMEWORK:

Classwork and homework must be turned in on time in order to receive full credit! If a student is absent, make-up work policies will be in effect.

Homework will be given approximately three times weekly. We will also be completing several projects throughout the school year. It is very important that each student is responsible and completes work assigned in a timely fashion. If a student needs help on a particular assignment, it is the student's responsibility to seek assistance.

Every effort will be made to foster student success. If a student does not complete an assignment or project on time, he/she will be given an opportunity to complete the assignment after school (the day the assignment was due) or before school the following day. If the student does not meet with me to complete the missing work in this timeline, an academic detention may be given at the teacher's discretion. Late work may receive up to half credit.

Extra credit assignments will be available upon student request and teacher discretion.

All plagiarized work will receive a "0". Students will be required to redo any plagiarized assignment (or one similar) and may earn up to half credit.

Highly unusual or irregular circumstances regarding class work and/or homework will be discussed with individual students, as the need arises.

ATTENDANCE:

Regular and punctual attendance has been verified as the greatest single factor in school success. Therefore, it is imperative that the student and parent(s) make a commitment to the student's regular attendance. **All Lexington Public Schools and Lexington High School attendance policies will be strictly enforced** (see LHS Student Handbook for specific, detailed

information). High school students must not acquire more than 10 absences from any course in any given semester in order to earn academic credit for that course for that semester.

Students are expected to attend class every day. If unable to do so on a specific day, the parent/guardian must call the school office and report/excuse the absence. **Upon the student's return to school, he/she is responsible to collect and complete his/her make-up work in a timely fashion.** Generally, students will have two days to make up work for every day absent. In addition, students need to speak with the teacher regarding making up missed participation points.

TARDIES:

Students are expected to be in the classroom on time. If a student is not in the classroom when the final bell rings, he/she is tardy. Students will make up learning time missed by serving an after school or before school detention, as assigned.

STUDENT IPADS:

Students are expected to have their IPAD, charger, and other accessories with them in class every day. NO EXCUSES. All LPS high school technology policies and procedures will be followed. It is the student's responsibility to know and follow said policies and procedures.

FOOD/DRINK:

Students are not allowed to bring food or drink (other than water bottles) into the classroom unless otherwise directed by the teacher. **There will be NO sharing of water bottles due to health regulations.**

The teacher may, on occasion, give food/drink rewards to students. These edibles will be consumed in the classroom received.

HALL PASSES:

Students are expected to take care of personal needs between classes, during passing period. Emergency hall passes may be issued at the discretion of the teacher. Students will make up learning time lost due to being out of the classroom.

DRESS CODE AND LANGUAGE:

The Lexington High dress code will be enforced. Students must dress appropriately for the learning environment. In addition, students are expected to use appropriate language at all times.