

**CMP Supplemental Packet**

Prepared by Mike Terry

## **1. Sample Pacing Calendar (16 Weeks)**

Week	Focus Area / Activity
Week 1	Course Introduction / Expectations / Icebreakers
Week 2	Respectful Communication – Active listening, sentence stems
Week 3	Role-play: Disagreements & Listening Skills
Week 4	Manners Challenge + Group Discussion
Week 5	EQ and Emotional Regulation – Triggers, grounding
Week 6	Peer Interviews: How We Cope
Week 7	Team Challenge: Managing Stress
Week 8	Guest Speaker: First Responder on Composure
Week 9	Modern Etiquette – Digital, public, school
Week 10	Scenario Simulations: Online Conversations
Week 11	Role-Play & Manners in Motion Challenge
Week 12	Conflict Resolution – Boundaries, apologies
Week 13	Simulation: Group Conflicts and Peer Mediation
Week 14	Self-Evaluation / Goal Setting
Week 15	Capstone Project Work Week

Week 16	Capstone Presentations & Course Reflections
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## **2. Student Reflection Journal Template**

Each week, students will answer the following prompts in their journal:

- What was one skill or idea you practiced this week?
- How did it go when you applied it outside the classroom?
- What would you do differently next time?
- How did someone else demonstrate good manners or emotional control?
- What's one goal you want to set for next week?

## **3. Sample Parent Welcome Letter**

Dear Parent/Guardian,

Your student is enrolled in a unique course this semester: Modern Manners & Mental Fortitude. This class focuses on helping students grow into respectful, emotionally intelligent, and prepared young adults. Through practical activities like simulations, team challenges, journaling, and guest speakers, students will learn skills that support their success in school and in life.

We encourage you to talk with your student each week about what they're learning and practicing. If you have questions or would like to participate as a guest speaker, please feel free to reach out. Thank you for your support as we help students grow their leadership and life skills.

Sincerely,

Mike Terry

#### 4. Capstone Project Rubric: 'How I Handle It' Presentation

Criteria	Exceeds Expectations (10)	Meets Expectations (8)	Needs Improvement (5)
Clarity of Scenario	Clear, relatable, and thoughtfully chosen	Relevant and understandable	Unclear or vague
Application of Strategies	Demonstrates mastery of course tools	Applies most tools correctly	Few or incorrect applications
Self-Reflection	Insightful and honest reflection	Basic self-reflection shown	Minimal or shallow insight
Delivery	Confident, clear, and engaging	Clear but with minor issues	Unclear or difficult to follow
Visual/Support Materials	Effective and well-prepared visuals	Basic visuals included	Missing or ineffective visuals

Dear Members of the Tooele County School Board,

Attached you will find my curriculum proposal for a one-semester elective course titled Modern Manners & Mental Fortitude: Life Prep for High Schoolers. This course is designed for grades 9–12 and focuses on leadership, communication, emotional intelligence, and practical etiquette—skills that support students both in school and in life.

I've included the following documents for your review:

- Mike Terry – CMP Board Letter.pdf – Formal introduction and background
- CMP – Tooele County School District – Mike Terry.pdf – Full course plan
- CMP – Supplemental Packet.pdf – Sample pacing, journal prompts, rubric, and parent letter
- Course Addition Request Packet

I'm not applying for a position at this time but hope to begin a conversation about piloting or offering this course in the near future. I'm happy to meet at your convenience and appreciate your time and service to our students.

Warm regards,

Mike Terry

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