

Los Alamos High School  
Los Alamos, New Mexico  
Carol Schoenberg, teacher  
Lynne Saccaro, principal  
"Topper Joe's Coffee Cart," granted \$1,100

## **1. Project Description**

"Topper Joe's Coffee Cart" will be an on-site vocational program used with special education students exhibiting moderate to severe functional/developmental deficits. The project will serve as a means of preparing these special education students to become more independent, productive community members and to teach these students the basic business skills of budgeting, accounting, and marketing. Not only would students learn basic business skills, but they would practice daily living skills and personal-social skills. Topics incorporated with the daily production of "Topper Joe's" will include maintaining proper hygiene and dress, learning laundry processes, identifying money and making change, operating equipment safely, using banking services, purchasing food; communicating with customers appropriately, making decisions, acquiring self-confidence, following directions, observing regulations, demonstrating stamina and endurance, exhibiting appropriate work habits and behavior. Through the collaborative effort of teachers, job coaches, instructional assistants and students, this real life situation will provide continuous teachable opportunities through hands-on experience.

## **2. Project Objective**

- To prepare students with pre-employment training experiences and encourage appropriate employability skills.
- To facilitate the development of skills and behaviors necessary for students to participate as functional members of the community.
- To provide opportunities for students that will assist in their transition from high school to adulthood.
- To increase the awareness of the capabilities of these students, not only among campus students, but among the special education participants as well.

## **3. Project Evaluation**

The success of this project will be evaluated by the improvement of student skills and the smoothness by which they operate the business. Assessments will take place on a daily basis through interactions with students and staff. Back in class, students will practice role-playing various situations they encounter. Class discussions will serve to increase awareness of appropriate interpersonal communication and provide options to make better decisions. Grades will be based on participation, individual and peer evaluations.

## **4. Community Awareness**

A newsletter will be sent home to parents explaining the purpose of our coffee cart and recognizing PNM's contribution. During fall Open House, the program will be reviewed with parents and PNM given recognition. E-mail notices to high school staff will be sent and posters advertising the business and PNM's support will be displayed throughout the high school.

## 5. Budget

### Equipment

Coffee carts, snack display pump pots	\$775.00
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### Consumables

Coffee, tea, juices, snack items	\$350.00
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### Supplies

<u>Cups, napkins, aprons</u>	<u>\$ 75.00</u>
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TOTAL \$1200.00