

Caruthersville High School

Graduation Handbook

2022-2023

Adopted by the Caruthersville Board of Education
July 8, 2022

WELCOME

Caruthersville School District No. 18 welcomes all students and their families to a district that is “Committed to Excellence.” The district has developed the “Graduation Handbook” in an effort to provide students and parents with a valuable resource tool to make the graduation requirements and learning expectations clear.

INTRODUCTION

Young people and their families make few decisions that affect their lives as profoundly as developing a personal plan of study around their high school experience. Developing an inadequate or inappropriate plan can severely restrict a student’s educational and career options. Developing a rigorous and relevant plan of study, however, can open doors of opportunity that can lead to a lifetime of economic and social productivity. This important decision cannot be left to chance. The local board of education has developed policies related to graduation that will ensure that every graduate can become a productive citizen.

A fully implemented guidance program is available to all students and their parents to provide assistance and support in this important activity. Timely access to the full range of information necessary to make effective decisions about the student’s personal plan of study is available and includes:

- the Show-Me Standards
- the state and local graduation requirements
- the full program of studies available in the high school, including course descriptions and objectives,
- information about individual academic strengths and weaknesses,
- broad information about careers, career paths, and career clusters,
- entrance requirements for colleges, universities, technical schools, and other post-secondary training programs.

A Comprehensive Guidance Program that features these elements will enable students to pursue rigorous high school programs of study that expand their opportunities and ensure that they can be productive members of an ever-changing global society.

DEVELOPING A PERSONAL PLAN OF STUDY

Students and their families have access to a well-planned and fully implemented comprehensive guidance program that enables them to make informed choices in developing a high school personal plan of study. Through the guidance program, students receive extensive academic and career awareness and exploration and planning starting as early as elementary school, with an emphasis at the middle-school and high school levels. These activities assist students in making choices that will enhance their post-high school opportunities. Career-awareness and exploration activities beginning in the early grades provide a foundation for these decisions.

During the middle school years, students explore various career paths through coursework and participation in career-related activities, such as job shadowing, clubs and organizations, volunteer work, etc., that help them identify personal interests and skills relevant to their career aspirations. By the end of the eighth grade, all students should have:

- sufficient information to have selected a tentative career path,
- sufficient knowledge of their academic strengths and weaknesses to guide planning for high school,
- a thorough knowledge of state and local graduation requirements and
- Information about the courses and programs available in the high school the students will attend.

In order to ensure that students will make a successful transition to high school and a positive postsecondary experience, it is important for them to develop a rigorous and relevant personal plan of study based on their interests and abilities. The plans of study should reflect not only graduation requirements, but also movement toward a career focus revolving around career paths and/or clusters. It is imperative that school personnel, students and their parents continuously review

these plans and modify them when all agree that changes are desirable. This planning and monitoring process should result in all students completing high school well prepared for their chosen postsecondary experience or entry into the workplace.

All students who plan to attend postsecondary education (community colleges, technical schools, or four-year colleges and universities) should become familiar with the academic requirements for acceptance in those institutions of interest. In addition, students who expect to attend four-year colleges or universities should consider following the course of studies necessary to earn the College Preparatory Studies Certificate and also meet the Department of Higher Education (DHE) High School Core Curriculum Requirement for college admission. The DHE core-curriculum requirements are applicable for admission to all Missouri public four-year colleges and universities for all first-time, degree-seeking college students who graduate from high school.

Students who are interested in career and technical education or in combining the last two years of high school with two years of community college through Tech Prep education should examine those programs of studies that will allow for the smooth transition to postsecondary education, the workplace, or both.

Students attending high schools that are designated as “A+” should become familiar with the requirements for certain tuition waivers to community colleges or other postsecondary institutions. Following a rigorous and relevant personal plan of study based on these requirements and focused around a career path or cluster will enhance the chances for success of students entering postsecondary training or the workplace immediately after graduation.

ADMISSION REQUIREMENTS

The Board of Education for the Caruthersville School District No. 18 has established two policies regulating admission of students. FILE: JEC addresses School Admissions. FILE: JECA addresses Admission of Resident Students. All students are required to be registered by the parent, legal guardian, military guardian, or person acting as a parent unless the student can provide evidence that legal emancipation has been declared by a court of law. Enrollment documents must be completed for each student before the enrollment process can begin. Verification of residency must be established. School officials will request student records, including discipline records, from all schools previously attended by the student within the last 12 months.

Without the superintendent's or designee's permission, no student may enroll in a school in the district during a suspension or expulsion from another in-state or out-of-state school district if it is determined upon attempt to enroll that the student's conduct would have resulted in a suspension or expulsion in this district. The parent/guardian or student may request a conference with the superintendent or designee to consider whether the conduct of the student would have resulted in a suspension or expulsion in this district. The person enrolling the student must affirm that the student has not been convicted or charged with any act listed in the “Admission Restriction” section of policy FILE: JEC and must provide a signed statement indicating whether the student has been suspended or expelled from any public or private school.

Once transfer records have been received, school officials will determine proper placement. Parent/student conferences will be held to discuss grade placement, school regulations and scheduling options. Students transferring in during the middle of a term will receive appropriate transfer-in grades.

Transfers from Accredited Schools

Credits earned in an accredited school will be accepted on students transferring into Caruthersville High School. Summer school classes of at least 120 clock hours per unit will be permitted for students who have failed a class or did not receive credit due to attendance. The grade level achieved or the units of credit completed in the previous school(s) that the student has attended shall be accepted provided these schools are accredited schools. Units of credit shall be determined on the basis of the Carnegie Unit or credit given for the successful completion of a year's study of one subject in a secondary school. Accredited schools shall be those schools classified by the Missouri Department of Elementary

and Secondary Education or the equivalent. If the school is located out of state and a member school of the North Central Association of Colleges and Schools or other similar regional accrediting associations, or listed as an approved school by the Committee on accreditation of schools, non-public, it shall be considered accredited. A student who transfers to the Caruthersville Schools from these accredited schools shall be enrolled in the appropriate grade level, continuing at the current grade placement. If the transfer occurs at the beginning of the school year, the student shall be placed in the grade to which previously promoted. After careful observation and evaluation of the student's progress, chronological age, previous educational experience, achievement tests and consultation with parents and/or guardian, a student may be reassigned to a program that more adequately meets the needs of the student.

Transfers from Unaccredited Schools

Should a student present records and/or credit from an unaccredited school or home instructional program, the building principal shall place the student according to an evaluation based upon the student's chronological age, previous educational records, current psychological and achievement tests, criterion referenced tests, and other educational data pertinent to the assignment of the student. The principal will also consult with the student's parent and/or guardian. A student received as a transfer from any unaccredited school or home instructional program shall not be placed permanently in a grade or program of study until the student can be evaluated by the building principal and other appropriate professional staff members.

GENERAL INFORMATION

1. A standard unit of measurement shall be used in determining credit for each course offered. High school level Algebra I taken in the 7th or 8th grade, Geometry taken in the 8th grade, and Spanish I taken in the 7th or 8th grade will eligible to be counted toward graduation credits. Students and parents choosing to have these courses added to the high school transcript have one week at the beginning of 1st semester of the freshman year to re-evaluate their decision and make a schedule change. If a schedule change is made, the grades obtained during eighth grade will not be counted towards graduation or added to the high school transcript.
2. After the first week of 1st semester, no further schedule changes in core subjects will be permitted for the remainder of the academic school year. No student-initiated schedule changes will be made second semester. Counselor/Administrative initiated schedule changes may be made prior to the fifth day of the beginning of a course at the beginning of a semester. However, these changes will only be considered if it is a change necessary for a student to meet graduation requirements.
3. Only one physical education class may be scheduled each semester. Students who are in jeopardy of not meeting minimum graduation requirements may not have the option of repeating an elective beyond the required elective credit needed for graduation.
4. The National Collegiate Athletic Association has a required core curriculum, GPA, and ACT test score for students who wish to participate in collegiate athletics. Not all Caruthersville High School core courses can be counted to meet NCAA eligibility requirements. Please refer to Departmental Course offerings to determine what courses will meet these requirements. Please see the NCAA website www.ncaaclearinghouse.net for a complete list of approved courses. NCAA is subject to change their requirements on an annual basis.
5. Transfer credit from other schools will be evaluated. The amount of credit the student is allowed to count toward graduation will be determined and a written record will be made of this decision. Courses will be evaluated on the basis of the amount of time allocated to similar classes in the local school system, in accordance with the traditional Carnegie unit of credit.
6. Caruthersville School District #18 requires that all students maintain full-time enrollment status, which consists of seven periods of scheduled classes during the traditional school day with three and a half units of credit per semester. The only exception will be for students enrolled in the AM Vocational Technical Program at Pemiscot County Area Technical School whose full-time status will be a schedule which consists of three credits per semester. There are no provisions for part-time enrollment until a student has completed eight semesters.
7. It is the policy of the Caruthersville District #18 School Board to allow a student to apply up to two units earned in correspondence courses toward the requirements for graduation.

COLLEGE PREP STUDIES CERTIFICATE REQUIREMENTS

The Caruthersville Board of Education awards the College Preparatory Studies Certificate to students who successfully complete a rigorous academic program in high school. The certificate is awarded in addition to the regular high school diploma granted by local school districts. This certificate was designed to recognize those students who not only exceed the state's minimum graduation requirements, but who also demonstrate a commitment to good school attendance. Because the certificate is awarded by the state, local schools may not add additional requirements for students to qualify.

1. Complete a rigorous personal plan of study cooperatively developed by the school, the student and the student's parents. The personal plan of study should be developed around a career path or cluster and must include at least these units of credit.

Subject	College Preparatory Studies Certificate
Communication Arts	4
Mathematics	4
Science	3
Social Studies	3
Fine Arts	1
Practical Arts	1
Personal Finance	.5
Health	.5
Physical Education	1
Electives *	7
Minimum Units Required	25

2. To earn 1 unit of credit a student must meet all course requirements and earn a passing grade that meets for at least 7830 minutes per year.
3. Earn at least a 3.0 grade point average (GPA), on a 4.0 scale, in the **combined** subject areas of English/language arts, mathematics, science and social studies. The school will calculate GPAs for College Prep Certificates at the end of the seventh semester of high school.
4. Score above the prior year's national composite average mean on the American College Test (ACT) or on the Scholastic Aptitude Test (SAT). This criterion is revised annually to reflect the latest national averages from the ACT and SAT.
5. Maintain a 9-12 attendance rate of at least 90%.
6. Courses taken by middle/junior high school students may be counted as satisfying the high school core curriculum requirement if the content is equivalent to high school courses and if subsequent courses in the subject are shown on the high school transcript.

Specified Core Electives –

At least three core electives from foreign language (two units of one foreign language are strongly recommended) and combinations from two or more of the following course areas: English, mathematics, social studies, science, and fine arts.

General Electives

At least four units of general elective course which are sufficient to meet state and local graduation requirements, including physical education, health and personal finance are required. The courses should be selected and planned by the school, the student, and the student's parents to develop the student's aptitude and skills. Advanced career and

technical courses that have been selected to support and strengthen the student's personal plan of study may be used to fulfill this general elective requirement.

HONOR GRADUATES, ADVANCED DIPLOMA, CAP AND GOWN

Honor Graduates

Honor graduate status will be figured on the first seven semesters a student attends high school and on the total number of credits taken in seven semesters. An honor graduate must earn a "B" (3.0) or better average for the first seven semesters.

However, beginning with the 2025 graduating class of Caruthersville High School the following policy will take effect:

Honor graduate status will be figured on the first seven semesters a student attends high school and on the total number of credits taken in seven semesters. An honor graduate must earn a "B+" (3.5) or better average for the first seven semesters of high school enrollment.

In addition to Honor Graduate status, graduates will have the opportunity to receive Advanced Diploma status by completing 26 credits with 10 of the credits coming from weighted classes.

The above policy will be in effect beginning with the 2024 graduating class of Caruthersville High School

Caps & Gowns

Caps and gowns will be ordered through Jostens during their scheduled visits. Jostens has specific payment plans and ample time is given for payment before graduation. In order to preserve the dignity of the graduation ceremony, caps, gowns, and stoles (the basic graduation packet) must not be altered or decorated in any way, shape, or form.

However, if students would like to decorate their caps, it is permissible to do so under the following guidelines:

1. An extra cap just for decoration purposes is purchased by the graduate. The caps are \$10.00 and available in the school office.
2. Administrator approval prior to any decoration.
3. Administrator approval after decoration.
4. No decorations that stick up from the cap or hang down from the cap.
5. No decorations containing inappropriate symbols, slogans, pictures, emblems, etc.
6. The only acceptable time for a decorated cap will be building walk-throughs, academic awards, and graduation practice.

If you have any questions about graduation attire, please see a building administrator.

HONOR/SCHOLAR/PRINCIPAL ROLL

Principal's Roll recognition is awarded to students earning a GPA of 4.0 or higher for the semester. Scholar's Roll recognition is awarded to students earning a GPA of 3.5 to 3.9 for the semester. Honor Roll recognition is awarded to a student earning a GPA of 3.0 to 3.4 for the semester. No student shall be eligible for honor status recognition if he/she receives a failing grade in any class.

NATIONAL HONOR SOCIETY

The National Honor Society chapter of Caruthersville High School is duly chartered since 1947 and an affiliated chapter of this prestigious national organization. Membership is open to those students who meet the required standards in four areas of evaluation: scholarship, leadership, service, and character. Students are selected by a Faculty Council, which bestows this honor upon qualified students on behalf of the faculty of our school each spring. The Faculty Council will use multiple criteria and sources to determine the eligibility of students into National Honor Society. The Faculty Council shall make the final decision on the selection of students for National Honor Society. Additional information regarding National Honor Society is included in the student handbook.

CREDIT BY CORRESPONDENCE

It is the policy of the Caruthersville District #18 School Board to allow a student to apply up to two units earned in correspondence courses toward the requirements for graduation. These units of study may be completed because a student failed a specified course and is repeating that course for graduation or because the student would like to take a course not offered at CHS. Courses offered through the University of Missouri Center for Independent Study (MUCDIS) are generally acceptable but must be specifically approved by the high school principal. Seniors needing a correspondence course to complete graduation requirements must finish the course in a manner so that written confirmation is received from the eligible institution no later than May 1. Correspondence credit will not be counted toward credit for early graduation. To be eligible for recognition, correspondence credit must be from an accredited institution. Credit by correspondence will be scheduled outside of the regular day of seven periods.

VIRTUAL EDUCATION--COURSES DELIVERED THROUGH ELECTRONIC MEDIA

State law enacted in 2006 (Section 161.670, RSMo) required the State Board of Education to establish a virtual public school. This legislation resulted in development of Missouri's K-12 Virtual Instructional Program (MoVIP).

Courses offered by MoVIP use the same course codes and names provided through the state Core Data system. Local school districts are required to accept courses offered through MoVIP as units of credit toward meeting state and local graduation requirements.

Upon successful MoVIP course completion, the Department will report to the Missouri district of residence a percentage reflecting the quality of work/content satisfactorily completed. Courses successfully completed through MoVIP qualify as a unit offered by the school district. Local districts may not limit the number of credits earned through MoVIP.

Section 161.670, RSMo also provides for students enrolling in additional courses under a separate agreement that includes terms for paying tuition and course fees. Successful completion of these courses results in MoVIP credit which also is recognized as meeting state and local requirements.

Local policy requires that students be enrolled in and complete seven classes a day to be considered as a full-time student. Local policy does not provide for part-time enrollment unless a student has completed eight semesters. Students can choose to complete their MoVIP course during the day. Students may also choose to enroll in and complete MoVIP courses outside of the regular seven period day.

Local policy may also recognize units of credit from other sources delivered primarily through electronic media such as satellite video courses, cable video courses, interactive education television consortium, and computer-driven or on-line courses.

The local schedule change policy applies to MoVIP courses: students may not drop or add any MoVIP course after the first full week of each semester if that course is part of a student's regular seven period day.

CREDIT RECOVERY

Credit recovery provides an opportunity for high school students (grades 9-12) who have lost credit to complete the requirements of the class(es) in an alternative setting. The credit recovery teacher acts as a monitor to students as they work to complete the required coursework.

Qualifications for Credit Recovery

Students who have failed a class required for graduation may be able to make up two credits per school year. Consideration for credit recovery seats will be given to upper level classmen.

Students may make up a maximum of two credits per school year in Credit Recovery. Once the student meets the requirements of credit recovery, the credit recovery teacher will complete the appropriate paperwork attaching all test reports and student notes. The paperwork will then be given to the counselor. The "F" **will not** be changed for the original failure on the transcript. The transcript will also reflect the credit recovered with a 'pass'.

Pretests will be administered for each standard for the course being recovered. Students scoring below 80% will be assigned lessons, practice tests, and mastery tests. To complete practice and mastery tests, students must achieve a score of 80%. All assigned lessons must be attempted and 80% of the lessons must be mastered. Students must take notes from the program's study material. The notes will be turned in upon completion of the course. When lessons are completed a 50 question final must be taken. To complete the final, a passing score of at least 65% must be achieved.

HONORS COURSES

Honors classes are designed to prepare students to enter classes that award college credit. The honors curriculum is more rigorous than the curriculum for a regular class. Additional coursework, which may include summer assignments, are an essential component of the honors curriculum. Students failing to complete summer assignments may be removed from honors classes.

Selection for honors classes is based on multiple criteria; such as, standardized achievement test scores, class grades, evaluation of a student's writing skills, consistent superior academic performance, and other criteria deemed appropriate for ensuring proper placement in these classes. A scoring matrix may be used to evaluate students for placement.

Students only need to qualify once for honors classes in a particular core area as long as he/she does not receive a grade lower than a B-. If a student's quarter or semester grade falls below a B-, the student may be re-evaluated to determine if continued enrollment in the honors class is appropriate. Students may be removed from an honors class and placed in a regular class if he/she does not meet the selection criteria from the re-evaluation. Additionally, any student receiving a semester grade of D or lower in any class for the current year will not be eligible for placement in honors classes the next year.

By enrolling in honors classes, students are making a commitment to the rigors of a demanding curriculum. Success in the honors classes is determined by his/her preparation for the honors curriculum, willingness and ability to meet the academic challenges, his/her willingness and ability to accommodate the time demands of the course (other courses, athletics, activities, and work), and the level of support students have from family and friends.

ADVANCED PLACEMENT (AP) / DUAL CREDIT COURSES

Students have the opportunity to earn both high school and college credit for Advanced Placement (AP) and Dual-Credit courses. Coursework may be taught on the CHS Campus by teachers approved by a post-secondary institution or the College Board for AP classes, Interactive Television Video (ITV), or web-based instruction.

Advanced Placement

With qualifying AP Exam scores, students may earn credit, advanced placement, or both, at the majority of colleges and universities in the United States and Canada. Individual colleges and universities, not the College Board or the AP Program, grant course credit and placement. AP credit is awarded after the student graduates from high school and is not reflected on the student's high school transcript. The AP policy information for individual institutions may be obtained through the AP Credit Policy Informational search at www.collegeboard.org/apcreditpolicy. The College Board provides a fee reduction for each exam taken by eligible students with financial need. Most states provide federal and/or state funds to supplement the College Board fee reduction.

Selection for AP classes is based on multiple criteria; such as, standardized achievement test scores, class grades, evaluation of a student's writing skills, consistent superior academic performance, and other criteria deemed appropriate for ensuring proper placement in these classes. A scoring matrix may be used to evaluate students for placement. By enrolling in an Advanced Placement class, students are making a commitment to take a course equivalent to a first-year college course. Student success is based upon their preparation for such a course, their willingness and ability to meet its academic challenges, their willingness and ability to accommodate the time demands of the course (other courses, athletics, activities, and work), and the level of support they have from family and friends.

Dual-Credit

Dual-Credit is awarded during the semester which the student is enrolled jointly at the high school and college level. In order for students to enroll in a dual-credit course, all enrollment criteria must be met: a minimum GPA of 3.0 and a qualifying score on the ACT/or COMPASS test for the content area. All Dual-Credit courses will be calculated into the student's overall GPA and will be treated in the same manner as any other high school course. Dual-Credit students must follow the local schedule change policy. If a student drops a Dual-Credit course after the first week of a semester, and the course is part of the student's seven period day, a failing grade will result for that course. The student will also be considered a part-time student resulting in loss of possible academic distinction and recognition. Students will follow the academic calendar of the post- secondary institution through which they are taking the class. The cost of dual-credit course[s] is determined by the post-secondary institution and is the responsibility of the student and/or guardian for payment.

CREDIT FOR ALTERNATIVE ARRANGEMENTS

Some students cannot schedule within the regular school day all the courses they wish to take and, therefore, take some courses under special arrangements. Other students are unable to succeed in conventional high school instruction and pursue secondary programs in alternative settings. Local boards of education may, by policy, recognize high school credit for such classes if: 1) the instructor holds a valid teaching certificate for that content area; 2) the course content and performance standards have been reviewed and determined by the staff of the local high school to be equivalent to corresponding high school courses; and 3) the instructional time is reasonably equated to the state standard for the Carnegie Unit for purposes of granting units of credit.

Mo Options and FLEX

The Mo Options and FLEX programs are options for Caruthersville High School students in jeopardy of not finishing all requirements for graduating in time to graduate with his/her graduation. Mo Options and FLEX are not for all students at-risk of dropping out. Students and parents must seek proper guidance concerning the suitability of these programs. Students will not be scheduled into any alternative programs without a thorough evaluation of the student's credits, attendance issues and grade issues. All placement options must be completed by the guidance counselor. Final approval for any alternative placement rests with the administration.

JAG

Jobs for America's Graduates (JAG) is a state-based national non-profit organization dedicated to preventing dropouts among young people who are most at-risk. JAG is committed to helping resolve dropout and transition problems by

expanding state organizations and local programs that help young people overcome barriers to graduation from high school and become college and career ready.

A+ SCHOOLS PROGRAM

- A. Goals of the Missouri A+ Schools Program are for all students to:
- B. Graduate from high school;
- C. Complete a selection of high school studies that is challenging, for which there are identified learning expectations;
- D. Proceed from high school graduation to a college, post-secondary vocational or technical school, or high wage job with work place skill development opportunities.

Caruthersville High School A+ Criteria:

- 1. Enter into a written agreement with high school prior to graduation.
- 2. Attend a designated A+ high school for three [3] consecutive years prior to graduation.
- 3. Graduate with an overall grade point average of 2.5 or higher, on a 4.0 point scale.
- 4. Have at least a 95% attendance record overall for grades 9 – 12.
- 5. Perform at least 50 hours of unpaid tutoring, or mentoring, of which up to 25% may include job shadowing.
- 6. Maintain a record of “good citizenship” and avoid the unlawful use of drugs and/or alcohol.
- 7. Make a good faith effort to secure all available Federal Financial Aid that does not require repayment using the Free Application for Federal Student Aid (FAFSA).
- 8. Register under the Military Selective Service, if applicable.
- 9. Beginning with the high school senior class of 2015, students must have achieved a score of proficient or advanced on the Algebra I end of course exam, or a higher level Department of Elementary and Secondary Education [DESE] approved end of course exam in the field of mathematics.¹ If students meet all of the eligibility requirements except the end of course exam requirement, students may establish eligibility by achieving a qualifying score on the COMPASS exam published by ACT, Inc., or the mathematics component of the ACT test. Students may achieve the qualifying score as a high school or postsecondary student. If the score is achieved at the postsecondary level, students may be eligible for an award in the same term that the test is taken. The Missouri Department of High Education [MDHE] will announce the qualifying COMPASS and ACT scores annually. If a high school graduate does not meet the requirements for mathematics, eligibility may be regained by regaining by completing the first semester at a participating institution with a minimum of 12 hours and a 2.5 grade point average.

Funding is dependent upon the Missouri State Legislative budget process. Student financial incentives will be available for a period of 48 months from date of high school graduation as documented on the student’s high school transcript.

Information relating to the Caruthersville School District #18 performance, with regard to the Missouri A+ Program, is posted on the Caruthersville School District #18 Website, www.cps18.org. Missouri A+ School Program documentation is also on file, and available, through the Caruthersville High School A+ Coordinator’s office. For additional information about the Missouri A+ Program, contact CHS [573] 333-6110; or the Missouri Department of Higher Education Website, <http://www.dhe.mo.gov/ppc/grants/aplusscholarship.php>

GRADING SCALE

All students receive grades at the end of each semester. Semester report cards are sent by mail and provide term and semester information. Students must complete two terms in order to receive a semester grade. Once grades are assigned by the faculty, grades and credits are recorded on the student’s electronic transcript. If a student receives an F due to performance or attendance, no changes will be made to that grade. If a student recovers the F, the new grade will be **added** to the transcript, but the F will not be replaced with the new grade. Students and parents are encouraged to see the Caruthersville High School Student Handbook for more specific information.

Quality	Letter Grade	Grade Point Aver	Percentage
Excellent	A	4.0	96-100
	A-	3.5	90-95
Good	B+	3.25	87-89
	B	3.0	83-86
	B-	2.5	80-82
Average	C+	2.25	77-79
	C	2.0	73-76
	C-	1.5	70-72
Pass	D+	1.25	67-69
	D	1.0	63-66
	D-	.5	60-62
Failure	F	0	0-59

WEIGHTED GRADE SCALE

	<u>Traditional</u>	<u>Honors Classes</u>	<u>AP/Dual Credit Class</u>
A	4.00	4.33	4.67
A-	3.67	4.00	4.33
B+	3.33	3.67	4.00
B	3.00	3.33	3.67
B-	2.67	3.00	3.33
C+	2.33	2.67	3.00
C	2.00	2.33	2.67
C-	1.67	2.00	2.33
D+	1.33	1.67	2.00
D	1.00	1.33	1.67
D-	0.67	1.00	1.33
F	0.00	0.00	0.00

The following honors classes are on the weighted grading scale: Honors English I, Honors English II, Honors Geometry, Honors Algebra II, Pre-Calculus, Trigonometry, Honors Physical Science, Honors Biology, Anatomy and Physiology, Chemistry II, Physics, and Spanish III.

The Following Advanced Placement and Dual Credit classes are on the weighted grading scale. AP English Literature and Composition, AP American Government and Politics, AP Studio Art: 2D, AP Statistics, AP Calculus, AP Biology, Dual Credit College Algebra and Trigonometry, Dual Credit Computer Literacy, Dual Credit Speech, Dual Credit College Writing and Advanced College Writing.

GRADE CLASSIFICATION

Caruthersville High School students will be placed in cohorts by graduation year; however, grade classification will be based on credits. Classifications are as follow:

Freshman	0-4 units of credit earned
Sophomore	5-10 units of credit earned
Junior	11-16 units of credit earned
Senior	17-24 units of credit earned

To be eligible for extra-curricular activities, such as Junior-Senior Prom, students must have the corresponding credits to be classified as a junior or senior.

EARLY OUT POLICY

Students wishing to leave before completion of eight semesters may qualify for graduation under the following conditions:

1. Students must complete the minimum units required by the State Department of Education and any additional units required by the local Board of Education. This means 24 units of credit.
2. Students desiring to leave in less than four years must have an appropriate planned educational experience in college, vocational school, or on-the-job-training for the remainder of the four years.
3. Extreme hardship cases will be considered on an individual basis by the Board of Education. Normal pregnancy or marriage shall not constitute hardship.
4. Students meeting the conditions in 1, 2, and 3 to the satisfaction of school officials may be permitted to leave school before completing four years of attendance if school officials feel it is in the best interest of the student, school, and community. A transcript shall be provided to each student taking advantage of this program showing the credits earned and the conditions under which a diploma will be granted in the future.

Allowable exceptions to the eight semesters (four years) attendance requirements will be considered for the following reasons.

1. Early admission to college
 - a. The student shall have completed the minimum requirements of graduation as set forth by the Board of Education (24 units of credit).
 - b. The student leaving high school after the fourth semester to participate in Northwest Missouri State University's Missouri Academy and expecting to receive a high school diploma shall provide a college transcript indicating satisfactory completion of a Bachelor of Science degree.
 - c. The student leaving high school after the sixth semester and expecting to receive a high school diploma **must have completed 24 credits and the minimum requirements for graduation set forth by the Board of Education.**
 - d. The student leaving high school after the seventh semester and expecting to receive a high school diploma shall provide a college transcript indicating satisfactory completion of 12 semester hours.
2. Early admission to advance vocational-training not available on the high school level
 - a. The student shall have completed the minimum requirements of graduation as set forth by the Caruthersville Board of Education.
 - b. The student leaving high school after the sixth semester and expecting to receive a high school diploma shall provide a transcript indicating satisfactory completion of training.
 - c. The student leaving high school after the seventh semester and expecting to receive a high school diploma shall provide a college transcript indicating satisfactory completion of at least one semester of training.
3. On the job training
 - a. A special need for the student to leave high school early must exist.
 - b. The student shall have completed the minimum requirements for graduation as set forth by the Board of Education.
 - c. The student must show the job training is necessary to prepare for his/her life's work and he/she must work a minimum of 30 hours per week.
 - d. The employer will furnish the school with a signed statement and time sheet regarding the student's progress at the end of each quarter.
 - e. In the event the employer terminates the employment due to unsatisfactory service, the student will not be awarded a diploma.

Students successfully completing the approved educational experience as outlined in 1,2,3 and 4 above shall be eligible to receive his/her high school diploma with his/her graduating class. Under no circumstances will the diploma be presented at the time of early withdrawal from school.

Requests to leave high school early must be made in writing to the high school principal at least one semester before the request is to take effect. This must be signed by the student and the student's parents or guardian. A conference must be held with the student, parent/guardian, and principal. The final approval will rest with the Board of Education

Students who have completed all the course requirements of graduation and who have not fulfilled all school responsibilities will not be allowed to participate in graduation exercises. Any **correspondence** work to be used toward graduation requirements must be completed in the previous **15 calendar days prior to graduation**.

PART-TIME ATTENDANCE POLICY

Caruthersville High School is organized to provide a full four-year educational program for all students and is structured in a way as to provide many varied opportunities to meet the needs of the entire student body. Part-time attendance will only be considered for a student who has satisfactorily completed eight semesters. In addition, students intending on enrolling as a part-time student must follow all of the following criteria:

1. Enrollment of a student for part-time attendance should be part of a planned individual program, which leads to completion of requirements for a high school diploma and relates to a reasonable educational or occupational goal of the student.
2. Enrollment of a student for part-time attendance is to be completed during pre-enrollment during the spring semester of the preceding year in order for the school to schedule classes and plan teacher assignments for the following school term. Students may choose between a 1st semester part-time enrollment, a 2nd semester part-time enrollment or both, depending on the number of credits necessary. An application for part-time attendance status must be completed by the student and be approved by the student's parents, counselor, principal, and Board of Education prior to the beginning of the academic school year.
3. Part-time attendance will be limited to no more and no less than three periods per semester. The periods must be scheduled in one continuous block of time. Hence, part-time attendance will only be offered during first – third hours, second – fourth hours, or fifth – seventh hours. Any student requiring more than three credits to graduate will not be eligible for part-time enrollment.
4. A student seeking part-time attendance status must have completed 21 units of credit and be 16 years of age. The number of units required for graduation for all students is 24.
5. Students are allowed to be on-campus only during the hours they are on part-time attendance. Disciplinary measures will be taken immediately if this rule is not followed. A student found on campus anytime they are not scheduled to be on campus may forfeit their right to part-time status.
6. Enrollment for part-time attendance should initiate a review of the student's extracurricular involvement in that it might cancel eligibility for participation. All MSHSAA guidelines will be followed for part-time students as they are for full-time students.
7. Students will be able to participate in graduation ceremonies during the academic year during which they maintain part-time status. However, those students electing to take part-time attendance forfeit eligibility for scholastic recognition. They will not be included in the top ten percent of the class for recognition at the annual banquet, the end-of-school assembly, or graduation. They will not be eligible to be the Valedictorian or the Salutatorian.
8. Regardless of part-time or full-time status, any student will be eligible to receive the College Prep Certificate providing they meet all of the eligibility requirements.

GRADUATION FROM CARUTHERSVILLE HIGH SCHOOL

The State Board of Education establishes minimum graduation requirements that are designed to ensure that graduates have taken courses in several different subject areas and that should result in students having mastered essential knowledge, skills, and competencies.

Local boards of education must adopt and disseminate written policies concerning graduation. The policies must clearly set forth all requirements and all allowable variations. Local graduation policies must include at least the state minimum

requirements and may exceed the state minimums by requiring more total units of credit, requiring more units within a particular subject, or establishing additional requirements.

The state minimum high school graduation requirements comprise 24 units (years) of credit that must be earned prior to graduation. The requirements are stated in terms of the number of units of credit that must be earned in each of several subject areas. To earn one unit of credit, a student must meet all the course requirements and earn a passing grade in a course that meets for at least 7,830 minutes a year. Half- and quarter-units of credit may be earned for courses meeting proportionately fewer minutes.

Caruthersville School District has adopted the following minimum requirements students must meet in order to earn a Caruthersville High School Diploma.

COMMUNICATIONARTS	4 Units
English I, II, III, and IV (<i>College Writing/Advanced College Writing, AP English</i>)	
MATHEMATICS	3 Units
Algebra Ia/Ib, Algebra I, Geometry, Algebra II, Applied Math	
SOCIAL STUDIES	3 Units
American History, World History, Government (<i>The United States Constitution, Missouri Constitution, and Civics tests are given in National and State Government. Successful completion of these tests is required for graduation.</i>)	
SCIENCE	3 Units
Physical Science, Biology, Chemistry or Environmental Science	
FINE ARTS	1 Unit
Art and music courses	
PRACTICAL ARTS	2 Units
Computer Applications I, and one additional elective	
PHYSICAL EDUCATION	1 Unit
HEALTH	1/2 Unit
BANKING AND FINANCIAL SERVICES	1/2 Unit
ELECTIVES	6 Units
Total	24 Units

(1 unit equals 1 year)

(Appendix #: FILE: IKF Board of Education Policy)

Valedictorian and Salutatorian

These honors are based on grade point average of all classes in high school. The grade point average will be computed to three decimal places. To be eligible, the Valedictorian and Salutatorian must have been a fulltime student at Caruthersville High School the last four consecutive semesters. Students in the FLEX program are not eligible. Valedictorian and Salutatorian **must** also receive a college prep studies certificate.

Participation in the Graduation Ceremony

Seniors must meet **all** requirements for graduation by the final senior attendance day in order to participate in the graduation ceremony. These requirements include successful completion of all academic credits, attendance recovery, payment of all fines/fees, graduation rehearsals, and completion of required testing. Students not meeting all requirements by the final senior attendance day may receive his/her diploma at a later time once all requirements have been met. Seniors not meeting the academic requirements for graduation will not be allowed to start credit recovery or any other credit completion programs until after the graduation ceremony has taken place.

CARUTHERSVILLE HIGH SCHOOL COURSE DESCRIPTIONS

ART DEPARTMENT

(Courses in the art department count toward the one (1) unit of fine art required for graduation)

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective	
H6101/024100	Art I	9, 10, 11, 12	Year	1		Elective
No Prerequisites						

This full-year course is designed sequentially to give students well-rounded exposure to art appreciation, the basic elements and principles of art, and the philosophy and rounded value of art in our world. The first semester will be devoted to art appreciation and art history including art of the caveman and move through Greek and Roman art and architecture, the Renaissance, Baroque, Impressionism and Modern Art. The second semester will be used for mastering the elements and principles of art. The student will work with black and white art using pencil and charcoal to create shading of objects and forms. The schedule for sequencing these activities will be kept open and flexible to provide for stimulating events that may arise during the school year and for addressing the individual needs and diversity of students. With practice, the students will learn to use their imagination and skills to communicate ideas in visual forms as well as learn to describe, analyze, interpret, and judge art from past to present.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective	
H6111/024100	Advanced Art	10, 11, 12	Year	1		Elective
Prerequisites – Art I						

This full-year course is designed sequentially to expand and re-emphasize methods/techniques learned in Art I. Each student will increase and strengthen his/her skill level and knowledge in various media plus being introduced to new ideas and concepts. Students will work in guided practice and encouraged to work independently. Exploration through drawing, sculpture, painting, printmaking, lettering, and art history to solve artistic problems will be addressed. The instructor will study the student's needs, interests, abilities, functional levels, background and any other aspects that may affect learning and development. This course requires teacher-student consulting and planning together for art experiences.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective	
H6175/024155	AP Studio Art: Drawing	11, 12	Year	1		Elective
Prerequisites: Art I, Advanced Art and permission of instructor. Other requirements for advanced placement (AP) classes as listed on page 10.						

AP Studio Art: 2D is a course that is designed to fulfill the requirements of the College Board program of study. AP Studio Art is a challenging and rigorous course that has at its core the exploration and generation of a substantial body of very high quality student artworks, ideas, and conceptual approaches, tempered by a substantial exploration of diverse media and personal visual expression. The coursework is expected to be at the college level in terms of its quality in subject, content, and form. Students will be required to submit a portfolio program in early May in order to receive college credit. The essence of each portfolio program is a portfolio involving three sections. These are *The Quality Portfolio*, *The Concentration Portfolio*,

and *The Breadth Portfolio*. The Quality Portfolio requires five of the very best artworks from the other two portfolios. The Concentration Portfolio contains twelve works that are related to each other in a variety of ways. The Concentration Portfolio involves a written plan of study in an area of visual exploration that is pursued through several artworks. The Breadth Portfolio contains twelve strong artworks that explore numerous subjects using a variety of media and approaches. The Elements of Art and The Principles of Design should be evident in the development of conceptual approaches to composition and creative problem solving.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
H6120/024155	Drawing	10, 11, 12	Sem	.5	Elective
Prerequisites: Art I					

The purpose of this course is to help students obtain the basic skill of drawing the human form, including anatomy, observation of the human form and fundamental exercises in gesture, contour, outline, and tonal modeling. Students will develop a strong sense of design through decision-making and problem-solving projects that may include media such as graphite, oil pastel, colored pencil, chalk pastel, and charcoal.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
H6121/024511	Painting	10, 11, 12	Sem	.5	Elective
No Prerequisites					

The class is devoted to developing painting skills and techniques using acrylic paints. Students will explore the style of many artists throughout history, while developing their own paintings. The subjects considered and studied are landscapes, still-life, the figure, and abstract.

BUSINESS DEPARTMENT [INCLUDES MARKETING]

(Courses in the business department count toward the two (2) units of practical arts required for graduation)

BUSINESS DEPARTMENT

(Courses in the business department count toward the two (2) units of practical arts required for graduation)

Finance Cluster

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
H7040/034310	Accounting I	10, 11, 12	Year	.5	Elective

Prerequisites – Overall grade average of “B” or above. Computer Applications of B or above. Requirements for dual credit are listed on Page 8. Course meets .5 for Practical Arts requirement. *This class will be offered alternating years.

Accounting is required for all business degrees and many professional degrees in post-secondary education; it is considered a high demand career field. In this course, students will gain a basic understanding of manual and automated accounting principles, concepts, and procedures. Accounting principles covered will include the accounting equation, the accounting cycle, entering transactions, posting to ledgers, preparing end-of-period statement and reports, and payroll systems. Automated accounting activities provide an opportunity for hands-on computer instruction; students will learn to utilize applications, such as Microsoft Excel, and Automated Accounting software to perform accounting procedures. Internet activities will provide an opportunity for students to develop connections between accounting principles and the real world, as well as research many career opportunities in Accounting. Dual Credit is offered with this class.

For Dual Credit eligibility-

For ACCT I a student need to place into MATH 153.

Self - Guided Placement – 2

Accuplacer – Advance Algebra Functions – 237

ACT – 18

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
H7050/034312	Accounting II	10, 11, 12	Year	.5	Elective

Prerequisites – Overall grade average of “B” or above. Computer Applications of B or above. Grade of C or better in Accounting 1. Requirements for dual credit are listed on Page 8. Course meets .5 for Practical Arts requirement. *This class will be offered alternating years.

This is the second Accounting course offered at CHS. Students will build on their knowledge and skill base acquired in Accounting 1, gaining an in-depth knowledge of accounting procedures and techniques utilized in solving business problems and making financial decisions. Students will develop skills in analyzing, problem-solving and interpreting information common to partnerships and corporate forms of organization. Automated accounting applications, including Microsoft Excel and Automated Accounting software will be integrated in each appropriate topic. All students, regardless of the profession they choose, can benefit from accounting instruction. Dual Credit is offered with this class.

Dual Credit eligibility- a “C” or higher in Dual Credit Accounting 1.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
H3191/034303	Personal Finance	10, 11, 12	Semester	.5	Required

No Prerequisites: Required course for graduation. Course meets .5 for Practical Arts requirement.

Understanding and managing personal finances are key to one’s future financial success. This one-semester course is based on the Missouri Personal Finance Competencies and presents essential knowledge and skills to make informed decisions about real world financial issues. Students will learn how choices influence occupational options and future earning potential. Students will also learn to apply decision making skills to evaluate career choices and set personal goals. The course content is designed to help the learner make wise spending, saving, and credit decisions and to make effective use of income to achieve personal financial success.

* Students attempting to “test out” and receive personal finance credit toward graduation: The online assessment is REQUIRED. Students must attain a score of 90% or higher to receive personal finance credit. You will still need to complete 2.0 credits to graduate in practical arts.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
H????/034310	AP Macroeconomics	10, 11, 12	Year	.5	Elective
Prerequisites – Overall grade average of “B” or above. Computer Applications of B or above. Requirements for advanced placement are listed on Page 8. Course meets .5 for Practical Arts requirement. *This class will be offered alternating years.					

AP Macroeconomics is a college-level course that introduces students to the principles that apply to an economic system as a whole. The course places particular emphasis on the study of national income and price-level determination. It also develops students’ familiarity with economic performance measures, the financial sector, stabilization policies, economic growth, and international economics. Students learn to use graphs, charts, and data to analyze, describe, and explain economic concepts.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
H????/034310	AP Microeconomics	10, 11, 12	Year	.5	Elective
Prerequisites – Overall grade average of “B” or above. Computer Applications of B or above. Requirements for advanced placement are listed on Page 8. Course meets .5 for Practical Arts requirement. *This class will be offered alternating years.					

AP Microeconomics is a college-level course that introduces students to the principles of economics that apply to the functions of individual economic decision-makers. The course also develops students’ familiarity with the operation of product and factor markets, distributions of income, market failure, and the role of government in promoting greater efficiency and equity in the economy. Students learn to use graphs, charts, and data to analyze, describe, and explain economic concepts.

Marketing Cluster

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
H7153/040001	Fundamentals of Marketing	10, 11, 12	Sem.	.5	Elective

Prerequisites: Computer Applications. Course meets 1 for Practical Arts requirement.

An introduction to the theory and practice of marketing in today’s global marketplace. Marketing covers a wide area of functions essential to promoting successful businesses, including; sales strategy, advertising, marketing research, pricing, and product development. Students will be required to complete several class projects. Students will be tested on vocabulary and marketing concepts learned throughout the course.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
H7156/040002	Advanced Marketing	10, 11, 12	Sem.	.5	Elective

Prerequisites: Fundamentals of Marketing. Course meets 1 for Practical Arts requirement.

A continuation of the marketing fundamentals course. We explore sales and promotional strategies in more depth during this semester. Students will be required to complete several class projects, as well as write and roll-play a successful sales pitch. Students will be tested on vocabulary and marketing concepts learned throughout the course.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
H7177/040011	Entrepreneurship	10, 11, 12	Year	1	Elective

Prerequisites: Computer Applications. Course meets 1 for Practical Arts requirement.

Everyone has the ability to be an entrepreneur. Students will discover what skills are necessary to be a successful entrepreneur. Students will be required to come up with their own idea/product and will work with it through the semester as we learn what is necessary to take an idea from conception to reality! Students will work with an online curriculum as well as practical project-based assignments.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective	
H7195/040080	Supervised Marketing Experience	12	Sem/Yr	.5/1		Elective

Prerequisites – Computer Applications I and Personal Finance. Also, must be dual-enrolled in one [1] of the following during enrollment: Advanced Computer Applications, Accounting I and/or II, Desktop Publishing, Business Communications, Marketing, and/or Entrepreneurship. Please see other requirements below.

Requirements:

At least 16 years old and a junior or senior in high school

Have completed at least one business education course (such as Computer Applications and/or Personal Finance)

Be currently enrolled in related classroom instruction (such as Advanced Computer Applications, Accounting I and/or II, Desktop Publishing, Business Communications, Marketing, and/or Entrepreneurship)

Have achieved minimum of 2.0 grade average (out of 4.0)

Have consent from parent/guardian

Have satisfactory school attendance and disciplinary records

Be scheduled for a minimum of 10 hours of work per week for ½ credit per semester and a minimum of 20 hours for 1 hour credit per semester

Must follow policies as stated in DESE Off Campus Credit Granting Policies

found in Appendix G of the graduation handbook found at:

http://www.dese.mo.gov/divimprove/sia/Graduation_Handbook_2010.pdf and

Policies for Cooperative Vocational Education Letter found at:

http://www.dese.mo.gov/divcareered/Marketing/Cooperative_Education/Mark_Coop_Policies.pdf

Information Technology Cluster

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective	
H7022/034352	Computer Applications I	9, 10, 11, 12	Semester	.5	Required	

Prerequisites none. Course meets .5 for Practical Arts requirement and .5 Computer Applications graduation requirement.

In this course, students will use Microsoft Office to gain an understanding of computer components, an introduction to word processing, spreadsheet, database, and presentation applications. Typing 35 words per minute with a 98% accuracy is one objective of the class.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective	
H7022/034352	Advanced Computer Applications I	9, 10, 11, 12	Semester	.5		Elective

Prerequisites Computer Applications with a B or above. Requirements for dual credit are listed on Page 8. Course meets .5 for Practical Arts requirement.

In this course, students will use Microsoft Office to gain an understanding of computer components, an introduction to word processing, spreadsheet, database, and presentation applications. Typing 35 words per minute with a 98% accuracy is one objective of the class.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective	
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H7101/034353	Desktop Publishing-Yearbook/TigerTV	10-11	Year	1		Elective
H7169/034356	Multimedia-Yearbook/TigerTV	12	Year	1		Elective

Prerequisites – Computer Applications and approval from Business Department.

This is an application only class. Please see instructor for application. The focus of graphic arts and publishing is to teach students how to plan, design, and produce re-press production materials for quality printing, digital video, etc. Students will study photography, design principles, technology, video, and printing techniques. While in this class, students will plan and produce a marketing campaign, sell ads, incorporate computer design, arts, and layout skills to produce the school yearbook as well as various logos, brochures, and other print material. As multimedia, they will carry out all assignments for TigerTV. This class requires additional time outside the classroom. Students should be prepared to sell ads, spend evenings on assignments. You will be assigned multiple events that will require time outside the classroom. Cotton Blossom activities are required for attendance and planning.

Business Management and Administration Cluster

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective	
H7101/034353	Introduction to Business	9, 10, 11, 12	Semester	.5		Elective

Prerequisites none

This course provides opportunities to learn and experience a variety of topics in the field of business. Students are exposed to various economies, their roles in our economy, entrepreneurship, marketing, managing financial and technological resources, and the use of social media. Course activities involve students in writing, investigating, problem-solving, demonstrating, and reporting. Students will also utilize an online learning environment. This can be taken as Dual Credit. Please see business department for more information.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective	
H7152/034320	Business Communication	9, 10, 11, 12	Semester	1.0		Elective

Prerequisites - Computer Applications

Business Communication affects all aspects of our lives. This course will teach students to communicate in a clear, courteous, concise, complete, and correct manner on both the personal and professional levels. Competency will be developed in oral, written, interpersonal, technological, and employment communication. Listening skills will be incorporated throughout the semester. The overriding goal is to provide students with a solid communication base, so they can communicate effectively.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective	
H7180/034380	Supervised Business Exp	12	Sem/Yr	.5/1		Elective

Prerequisites – Computer Applications I and Personal Finance. Also, must be dual-enrolled in one [1] of the following during enrollment: Multimedia, Desktop Publishing, Accounting I or Accounting II, Computer Science, and Advanced Computer Applications. Please see other requirements below.

½ Credit: minimum 10-19 hours per week the entire semester;

1 credit: minimum 20 hours per week the entire semester.

Credit limited to [2] credits maximum per yr. Students interested in gaining practical on-the-job experience will work in an office environment and receive school credit. Students take their required courses and an SBE-related class to develop skills and learn to perform duties required in an office occupation. Those

students taking only Accounting I or Accounting II must work in a financial office setting. Students are paid minimum wage while acquiring skills necessary for today’s workforce. Interested students may obtain an application and student agreement from the business department.

Be age 16 and a junior or senior in high school/career center (according to local policy)

Have completed at least one business education course (such as Computer Applications and/or Personal Finance)

Be currently enrolled in related classroom instruction (such as Advanced Computer Applications, Accounting I and/or II, Desktop Publishing, Multimedia, Business Communications, Business Law, and/or Computer Science)

Have achieved minimum of 2.0 grade average (out of 4.0)

Have consent from parent/guardian

Have satisfactory school attendance and disciplinary records

Be scheduled for a minimum of 10 hours of work per week for ½ credit per semester and a minimum of 20 hours for 1 hour credit per semester

Must follow policies as stated in DESE Off Campus Credit Granting Policies found in Appendix G of the graduation handbook found at:

http://www.dese.mo.gov/divimprove/sia/Graduation_Handbook_2010.pdf and

Policies for Cooperative Vocational Education Letter found at:

http://www.dese.mo.gov/divcareered/Marketing/Cooperative_Education/Mark_Coop_Policies.pdf

Other

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective	
H1000/994210	JAG	11,12	Year	1		Elective
Prerequisites – Must meet national program requirements						

Jobs for America’s Graduates (JAG) is a state-based national non-profit organization dedicated to preventing dropouts among young people who are most at-risk. JAG is committed to helping resolve dropout and transition problems by expanding state organizations and local programs that help young people overcome barriers to graduation from high school and become college and career ready.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective	
H7455/999915	Cadet Teaching	12	Year	1		Elective
Prerequisites – Application and approval of supervising teacher and sponsor and a 3.0 GPA or higher						

The Cadet Teaching program is for students who are considering teaching as a profession. Cadet teaching gives students an insight of the requirements of a teacher education program. Students will be assigned one class period as a cadet teacher under direct supervision of a supervising teacher. Cadet teaching activities are project based as outlined in the

cadet teaching syllabus/handbook. Quarterly unit plans include: 1] development of lesson plan in compliance with state and district standards; 2] presentation of teaching assignment; 3] individual student conferences; 4] summarization of classroom objectives via reflective journals; 5] student tutoring; and 6] teacher-directed activities. Additional project assignments include: creation of bulletin boards, academic-based instructional games, attendance at Caruthersville Board of Education meeting[s], teacher observations, and research-based teaching experience with an electronic and/or crafted scrapbook of school year's activities. Cadet teachers may be requested to give presentations to staff members or Caruthersville Board of Education.

WORLD LANGUAGE DEPARTMENT

(Courses in the foreign language department count as electives toward graduation.)

Note: a minimum of two years of a foreign language is recommended, if not required by many colleges and universities.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
H1503/066300	Spanish I	9, 10, 11, 12	Year	1	Elective
Prerequisite: A cumulative GPA of at least 2.0 in English courses.					

Spanish I is the introduction to a systematic study of the language with stress placed on developing the skills of reading, listening, speaking, and writing. Students are also given an introduction to the Hispanic culture and geography.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
H1504/066300	Spanish II	9, 10, 11, 12	Year	1	Elective
Prerequisites: Spanish I with a cumulative GPA of at least 2.0 in Spanish and English courses.					

This course is a continuation of Spanish I. It is a sequential course, which further develops the study of Spanish grammar in the skills of reading, writing, speaking, and understanding the Spanish language. A more advanced grammar structure is stressed. Additional emphasis is placed on oral and written skills. Hispanic culture and geography are also covered. Students who receive a grade of B- or better in Middle School Spanish II will be **eligible** to enroll immediately in Spanish II at the high school; however, priority will be given to upper classmen who need the credits.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
H1505/066300	Spanish III	10, 11, 12	Year	1	Elective
Prerequisites: Spanish II with a cumulative GPA of at least 2.0 in Spanish and English courses.					

This course is designed not only to further the students' knowledge of advanced grammar in Spanish, but to also enhance understanding of Spanish culture and traditions. Classroom instruction emphasizes the mastery of Spanish grammar and will be handled almost entirely in the native language, placing much more emphasis on the spoken language. Some Spanish literature will be introduced.

FAMILY AND CONSUMER SCIENCES DEPARTMENT

(Courses in the Family and Consumer Science Department count toward the two [2] units of practical arts required for graduation.)

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
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H8100/096803	Career Development/ Entrepreneurship	10, 11, 12	Sem	.5		Elective
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No Prerequisites

This course introduces individuals to career opportunities and/or career pathways in family consumer sciences and human services-related occupations/careers. It explores the development, marketing, and management functions associated with owning and operating a family consumer sciences and human services-related business. Instruction emphasizes career development and preparation components; balancing family life and entrepreneurial ventures; hands-on activities in entrepreneurial concepts; and use of technology.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
H8130/096814	Family and Consumer Resource Management	10, 11, 12	Sem	.5	Elective

No Prerequisites

This course prepares individuals to understand the values, need, wants, goals, and resources that enable youths and adults to make rational decisions that contribute to family stability and quality of life. It includes instruction in budgeting and spending plans, use of credit, savings, investments, taxes, consumer buying, and consumer rights and responsibilities.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
H8120/096821	Child Development I	10, 11, 12	Sem	.5	Elective

No Prerequisites

This course focuses on the intellectual, social, emotional, and biological development of children. It includes instruction in parent-child relations, parenting practices, special needs of children, parental and environmental influences on child development, external support services, and related public policy issues.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
H8125/096826	Child Development II	10, 11, 12	Sem	.5	Elective

No Prerequisites

This course provides advanced study in child development and guidance, including the physical, social, and intellectual development of children. Actual experience in supervising children provides the opportunity to improve parenting skills, explore careers related to child development, and identify general employment skills. The integration of Family, Career and Community Leaders of America (FCCLA) provides student with opportunities for leadership development, personal growth, and school/community involvement.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
H8130/096814	Nutrition and Wellness	10, 11, 12	Sem	.5	Elective

No Prerequisites

This course focuses on the fundamentals of nutrition and health from pre-conception to old age. Special attention is paid to the clinical and nutritional interventions that apply to each part of the life cycle. In addition to the review of essential nutrition concepts, physiological principles and nutritional recommendations, case studies representing each stage in the life course are reviewed with careful consideration of socioeconomic and cultural diversity, and effective client counseling.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
H8112/096829	Food, General	10, 11, 12	Sem	.5	Elective

No Prerequisites

This course is designed to reinforce and enhance the student's knowledge of scientific principles and processes through the study of foods and nutrition. An in-depth understanding of science as it applies to foods will assist students with

interest in career and technical education, to understand the food industry as well as food preparation in their daily lives. Whenever possible, students should be involved in hands-on laboratory activities which verify the scientific concepts presented.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective	
H8110/0096910	International Foods	10, 11, 12	Sem	.5		Elective

No Prerequisites

This course, while focusing on proper food preparation and procedures, introduces the student to international and ethnic specific cuisines. It includes instructions on the psychological, cultural, and social influences on food choices in world cuisine. Availability of foods due to food production, food supply, legislation and regulations are discussed.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective	
H8173/096820	Apparel and Textiles	10, 11, 12	Year	1		Elective

No Prerequisites

Apparel and Textiles I will address knowledge and skills related to design, production, acquisition, and distribution in fashion and textile arenas. Topics will include:

- exploration of textile and fashion industries
- elements of science and design in textiles and apparel
- textiles principles and applications
- social, psychological, cultural, and environmental aspects of clothing and textiles selection
- clothing and textile products for people with special needs
- critical thinking applied to consumer options for fashion, textiles, and related equipment, and tools
- impacts of technology
- construction and alteration skills
- contemporary issues, including global applications
- work-based, entrepreneurial, experimental, laboratory, and/or service learning experiences are to be included
- Portfolio activities are required

ENGLISH LANGUAGE ARTS DEPARTMENT
(Four [4] units of credit are required for graduation.)

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective	
H1103/054803	English I	9	Year	1	Required	

No Prerequisites

This course provides the foundation in language, writing (especially narrative), literature, and independent reading that students need in order to be successful at the secondary level. The course emphasizes the reading and evaluation of basic forms of literature, as well as vocabulary development, grammar, and research skills.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective	
H1119/054803	Honors English I	9	Year	1	Required	

Prerequisites: Requirements for honors classes are listed on page 7.

This class is designed to improve language arts skills in writing, reading and communication for students with advanced abilities. Honors English I is intended to be more challenging than English I with more work and higher standards.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
H1107/054803	English II	10	Year	1	Required

Prerequisites: English I or currently enrolled in credit recovery for English I

This course focuses on the continued development of secondary language arts skills, including writing on a variety of topics with emphasis on expository and narrative writing. It also includes reading and analysis of major writings in world literature, vocabulary development, and correct usage, as well as a research paper.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
H1116/054800	Honors English II	10	Year	1	Required

Prerequisites: English I or Honors English I. Requirements for honors classes are listed on page 7.

Honors English II is an accelerated class that requires students to think deeply and richly about both fiction and non-fiction. The course offers a blend of classic and contemporary works from authors of diverse backgrounds. The course places a heavy emphasis on a variety of writing skills in preparation for the AP English exam. It also introduces students to concepts that will be addressed more thoroughly in the Honors English II class. Students should expect a rigorous, challenging, active experience in this course.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
H1110/054803	English III	11	Year	1	Required

Prerequisites: English II or currently enrolled in credit recovery for English II

This course focuses on the analysis and interpretation of major works in American literature, both fiction and non-fiction. Writing includes literary analysis, expository and persuasive writing, as well as an expository research paper. Vocabulary and usage instruction are also continued.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
H1111/054803	English IV	12	Year	1	Required

Prerequisites: English III or currently enrolled in credit recovery for English III

This course focuses on the analysis and interpretation of major works in British literature, both fiction and non-fiction. Writing includes literary analysis and all modes of writing: expository, descriptive, narrative, and persuasive. Research papers are persuasive. The course will also provide instruction in usage and vocabulary.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
H1155/054995	AP English Literature	12	Year	1	Required

Prerequisites: English II, or Honors English II with a cumulative GPA of at least 3.0 in all English courses. Additional requirements for advanced placement (AP) classes are listed on page 8.

This course provides students with a first year college level experience; its overview and objectives are abstracted from the College Board's AP English Course Description. The course has been organized historically and thematically and will introduce several paradigms of literacy criticism. The purpose is for students to develop an understanding of the ways writers use language to provide meaning and pleasure.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
H1120/054803	DC College Writing	11, 12	Sem.	.5	Elective

Prerequisites: English III, Requirements for dual credit courses are listed on page 8. Course meets .5 credit for English requirement.

This course introduces students to college level writing and establishes standards for developing essays in specific rhetorical modes (narration, description, definition, comparison, division/classification, process, and persuasion). Expository writing is used as a basis for student and discussion with extensive practice reading critically and improving essays through revision. Upon completion of course, credit on transcript.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective	
H1130/054803	DC Advanced College Writing	11, 12	Sem.	.5		Elective
Prerequisites: English III and Dual-Credit College Writing, Requirements for dual credit courses are listed on page 8. Course meets .5 credit for English requirement						

This course advances students' writing skills through analysis and shaping of ideas. It focuses on extended critical inquiry, in-depth library/electronic research, and extensive practice with argumentative academic writing. Students will learn to apply the concepts of critical thinking in reading, analyzing, and discussing academic and persuasive essays. Specific skills include abstract/summary writing, critical/analytical reading, synthesizing information, correct and effective integration, introduction, and documentation of borrowed material (paraphrasing, summarizing, and quoting), evaluating source material, and use of technology to facilitate writing, editing, and research. Upon completion of course, credit on transcript.

SPEECH AND DRAMA DEPARTMENT

(Courses in the Speech and Drama Department count as electives towards graduation.)

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective	
H1161/056599	Speech and Debate	10, 11, 12	Year	1		Elective
No Prerequisites						

Speech and Debate is a class for students that want to really learn the things they need to be set apart from their peers academically. It is a co-curricular class that requires a lot of time out of class as well as using every moment in class, wisely. The students will learn to write different kinds of speeches, including a "how to" speech and a persuasive speech. They will also learn to interpret poetry or prose and children's story telling and decipher the best pieces of a work to create the story from within a story, humorous and dramatic. They will learn 2 to 3 different types of debate and will experience it all.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective	
H1160/056501	D/C Public Speaking	11, 12	Sem.	.5		Elective
Prerequisites: Requirements for dual credit courses are listed on page 9						

Public Speaking is a study and practice of factors involved in researching, composing, delivering, and evaluating ideas in formal and informal speech situations, including both individual and group presentation.

MATHEMATICS DEPARTMENT

(Three (3) units of math credits are required for graduation.)

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective	
H2121/115810	Algebra I	9	Year	1	Required	
No Prerequisites						

This is an introduction to the study of Algebra. It builds upon principles already experienced in mathematics and formulates them into the study of the theory of the real number system and practical problem solving. It begins to question why and while answering builds not only organization, but thought processes as well. Students will solve word problems, linear equations and inequalities, graph both equations and inequalities, simplify algebraic expressions and work with polynomials and factoring.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
H2105/115899	Algebra Ia	9	Year	1	Required
No Prerequisites					

Algebra 1A is a course which includes the concepts covered in the first semester of Algebra 1. These concepts consist of using variables to write expressions, solving equations and inequalities, writing and solving functions, and graphing equations and inequalities.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
H2105/115899	Algebra Ib	9	Year	1	Required
Prerequisites: Algebra Ia					

Algebra 1B is a course which includes the same concepts taught in the second semester of Algebra 1. Topics to be covered include polynomials, exponents, factoring polynomials, solving systems of linear equations, solving and graphing quadratic equations, data analysis and probability.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
H2111/115810	Algebra II	9, 10,11,12	Year	1	Required
Prerequisites: Algebra I					

Algebra II will review the basics of Algebra I. Topics to be covered include: equations and inequalities, linear relations and functions, systems of equations and inequalities, matrices, irrational and complex numbers, quadratic equations, relations and functions, conics, and sequences and series.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
H2111/115810	Honors Algebra II	9, 10,11,12	Year	1	Required
Prerequisites: Algebra I - Additional requirements for honors classes are listed on page 7.					

Honors Algebra II is a year-long course that builds on the student's experience with algebra 1 and geometry and further develops his mathematical vocabulary and problem solving skills in the context of realistic applications. Topics include systems of equations, factoring techniques, quadratics, conic sections, logarithms, complex numbers, and functions.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
H2141/115830	Geometry	10, 11, 12	Year	1	Required
Prerequisites: Algebra I					

This course introduces the student to the basics of plain geometry. Both deductive and inductive reasoning are employed and patterns of thorough logical thought are developed. The course will help to visualize relationships and appreciate the practical uses of geometry.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
H2142/115830	Honors Geometry	10,11,12	Year	1	Required
Prerequisites: Algebra I – Additional requirements for honors classes are listed on page 7.					

Honors Geometry is a course that focuses on reasoning and proof, properties of triangles, quadrilaterals, parallel and perpendicular lines, circles, polygons, coordinate and indirect proofs, transformations, congruence, similarity, right triangles and trigonometry, and three-dimensional work. The use of a scientific calculator is required.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
H2205/115868	Consumer Math	11,12	Year	1	Elective
Prerequisites: Algebra I and Geometry or Algebra Ia and Algebra Ib					

Consumer Math is a full-year course designed to help students develop competencies in mathematics for business and personal use. Students will begin with a basic math review and use these skills in real-life problem solving. Then, they will proceed to learn how to compute gross and net income, maintain a checking and savings account, fill out tax forms,

determine interest payments on credit, and other basic recordkeeping functions. The course focuses on awareness of consumer-related issues and strives to help students become "more informed" consumers now and in the future. Units on purchasing a car, purchasing a home, and insurance will also be covered. **One math credit is awarded for this course, and it is open to all students.**

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
H2118/115820	Transitional Math	12	Year	1	Elective

Prerequisites: Algebra I and Geometry

A course designed to develop the student's knowledge of fundamental operations with whole numbers, fractions, decimals, integers, percents, ratios and proportions. This course also develops the skills needed in an elementary algebra course. Finally this course teaches students how to factor polynomials, perform operations with rational expressions, and work in the coordinate system. Students will learn to solve systems of equations with two variables, perform operations on radicals and solve quadratic equations using a variety of techniques.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
H2150/115860	Trigonometry	11,12	Sem.	.5	Elective

Prerequisites: Algebra I, Algebra II and Geometry

The topics to be covered in this course included trigonometric functions and their inverses, application of the trigonometric functions in the solutions of triangles, graphs of the trigonometric functions, trigonometric identities, complex numbers, exponential and logarithmic functions, sequences and series. The course will emphasize technology (graphing calculators) and applications.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
H2160/115870	Pre-Calculus	11,12	Sem.	.5	Elective

Prerequisites: Algebra I, Algebra II, and Geometry

Pre-calculus is an advanced mathematics course designed to prepare students for calculus. Topics to be covered included functions and graphs and their applications, inequalities, exponents and logarithms, sequences and series, matrices, data analysis, and an introduction to calculus. The use of technology will be included.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
H2180/115899	DC College Algebra	12	Sem.	.5	Elective

Prerequisites: Algebra I, Algebra II, and Geometry - Requirements for dual credit courses are listed on page 8. Course meets .5 credit for math requirement.

Upon completion of course, students will earn high school and college credit on transcript. College Algebra is a calculator-oriented course concerned with the properties of the various number systems, matrices, equations, inequalities, functions, relations and probability. The course includes the study of functions and graphs, polynomial and rational functions, exponential and logarithmic functions, systems of equations and inequalities, binomial theorem.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
H2190/115899	DC College Trigonometry	12	Sem.	.5	Elective

Prerequisites: Algebra I, Algebra II, and Geometry - Requirements for dual credit courses are listed on page 8. Course meets .5 credit for math requirement.

Upon completion of course, students will earn high school and college credit on transcript. The course is concerned with circular function, trigonometric functions, identities, conditional equations, and solution of triangles.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
H2167/115895	AP Calculus AB	12	Year	1	Elective

Prerequisites: Pre-Calculus and Trigonometry or College Algebra and College Trigonometry with a cumulative GPA of at least 3.0 in mathematics courses. Additional requirements for advanced placement (AP) classes are listed on page 8.

This is a college-level course in introductory Calculus. This course will cover the standards for the Advanced Placement Calculus AB standards. Students may take the Advanced Placement Calculus AB Exam to obtain college credit for the course. Instruction will be provided in the following areas: Limits and Continuity, Derivatives, Derivative Applications, Definite Integrals, Differential Equations, and Applications of Definite Integrals.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
H2169/115875	AP Statistics	11,12	Year	1	Elective

Prerequisites: Pre-Calculus and Trigonometry or College Algebra and College Trigonometry with a cumulative GPA of at least 3.0 in mathematics courses. Additional requirements for advanced placement (AP) classes are listed on page 8.

The AP Statistics course is a year-long statistics class equivalent to a one-semester, introductory, non-calculus based college course in statistics. It is a fast-paced course that requires students to understand and apply both the theoretical and practical aspects of statistics. Students will be expected to design and conduct several statistical studies and to perform statistical analysis using a number of different methods.

MUSIC DEPARTMENT

(Courses in the music department will count toward one (1) unit of fine arts credit required for graduation.)

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
H6511/125510	Band	9,10,11,12	Year	1	Elective

Prerequisites: Admission by audition only

A performance course designed to study and demonstrate instrumental music to the context of both the concert and marching band. Repertoire will include a cross section of musical styles. The course will require out-of-school rehearsals and performances. All students enrolled in the 1st semester will attend a mandatory band camp that will be held the previous full week before the start of classes. Students will be required to participate in numerous parades, perform during half time at all home football games and basketball games, participate in field show competition and present a holiday concert for family, friends, and guest in December. During the 2nd semester, students are involved in concert band. Performances during this time period include an evening spring concert, community performances that might arise, and an away performance during the school day to district contest.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
H6531/125525	Guitar	9,10,11,12	Year	1	Elective

No Prerequisites

This is an introductory course to the techniques of playing beginning guitar. Students will be taught proper cord construction, guitar theory, and playing techniques.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
H6515/126960	Select Choir	9,10,11,12	Year	1	Elective

Prerequisites: Admission by audition only

The course will stress tone production, choral balance, vocal independence and performance. Select Choir will require out-of-school rehearsals and performances. All students enrolled in the 1st semester will be involved in numerous community performances such as the Chamber of Commerce Chili Cook-Off, Southeast District Annual Choir Festival, Caruthersville home football games, the Caruthersville Annual Yuletide Feast (otherwise known as the Madrigal), and a holiday concert for family, friends, and guests in December. During the 2nd semester, students are involved in concert choir. Performances during this time period include an evening spring concert, community performances, and an away performance during the school day to district contest in Poplar Bluff.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective	
H6540/126920	Music Appreciation	9,10,11,12	Sem.	.5		Elective
No Prerequisites						

This course will provide a study of basic music terminology and skills, along with a historical overview of western music from the middle Ages to modern music. This class will not be a performing group.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective	
H6513/125540	Jazz Band	9,10,11,12	Year	1		Elective
No Prerequisites: Admission by audition only						

PHYSICAL EDUCATION DEPARTMENT

(All students are required to complete one (1) unit of physical education for graduation.

One-half (½) unit of Health is also required.)

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective	
H5101/086000	Boys' Physical Education	9,10,11,12	Sem/Yr	.5/1	Required	
No Prerequisites						

The physical education curriculum includes health information and activity classes. In the activity classes, the fundamentals for each sport or activity will be emphasized. The student will be informed of the rules and regulations relating to the specific class. Other objectives of the physical education classes will be to develop good attitude toward cooperating with others and to develop good citizenship.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective	
H5111/086025	Boys' Body Conditioning & Fitness	9,10,11,12	Sem/Yr	.5/1		Elective
No Prerequisites						

This elective will offer 18 weeks of weight training/aerobics. Weight training/aerobics will stress physical development of a person through the use of weights and improve the components of physical fitness, including strength, flexibility, muscular endurance, and cardiovascular endurance.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective	
H5121/086000	Girls' Physical Education	9,10,11,12	Sem/Yr	.5/1	Required	
No Prerequisites						

The physical education curriculum includes health information and activity classes. In the activity classes, the fundamentals for each sport or activity will be emphasized. The student will be informed of the rules and regulations relating to the specific class. Other objectives of the physical education classes will be to develop good attitude toward cooperating with others and to develop good citizenship.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective	
H5131/086025	Girls' Body Conditioning & Fitness	9,10,11,12	Sem/Yr	1		Elective
No Prerequisites						

This elective will offer 18 weeks of weight training/aerobics. Weight training/aerobics will stress physical development of a person through the use of weights and improve the components of physical fitness, including strength, flexibility, muscular endurance, and cardiovascular endurance.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
H5140/085300	Health	9,10,11,12	Year	.5	Required
No Prerequisites					

This course in modern health will enable the student to understand the structure of his or her body and gain practical information relating to infectious diseases and modern methods of their treatment and prevention. Students will gain basic knowledge of organic and functional diseases and modern methods of dealing with them. Students will be able to learn and preserve and improve their own health and get involved in public health programs in which they as individuals have both concern and an active part.

SCIENCE DEPARTMENT

(Three (3) units of science credit are required for graduation.)

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
H4051/135010	Physical Science	9,10,11,12	Year	1	Required
No Prerequisites (Required of all freshmen and all 10 th , 11 th , 12 th grade transfer students who do not have two units of credit in the science area.)					

This course is designed to provide students with competency in the following areas: structure and properties of matter, conservation of energy, elements and their reactions, the interactions of matter and energy, forces and motion, the relationship between science and technology and scientific inquiry and procedures.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
H4061/135010	Honors Physical Science	9,10,11,12	Year	1	Required
Prerequisites: Requirements for honors classes are listed on page 7.					

This course is designed to provide students with competency in the following areas: structure and properties of matter, conservation of energy, elements and their reactions, the interactions of matter and energy, forces and motion, the relationship between science and technology and scientific inquiry and procedures.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
H4121/134200	Biology	10,11,12	Year	1	Required
Prerequisites: Physical Science					

This course allows students to examine the nature of living organisms through a variety of projects and activities. Topics include the nature of life, energy and the cell, continuation of life, evolutionary relationships, and life functions. The approach to scientific inquiry and the impact of scientific discoveries and technology on society will be examined. Lecture, lab activities, media, projects, and homework assignments will accomplish the objectives of the course.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
H4125/134200	Honors Biology	10,11,12	Year	1	Required
Prerequisites: Requirements for honors classes as listed on page 7.					

This course allows students to examine the nature of living organisms through a variety of projects and activities. Topics include the nature of life, energy and the cell, continuation of life, evolutionary relationships, and life functions. The approach to scientific inquiry and the impact of scientific discoveries and technology on society will be examined. Lecture, lab activities, media, projects, and homework assignments will accomplish the objectives of the course.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
H4111/134600	Chemistry I	10, 11, 12	Year	1	Elective
Prerequisites: Physical Science and Algebra I with a cumulative GPA of at least 3.0 in science and mathematics courses.					

This course is a survey of elementary concepts of inorganic and organic chemistry. It also includes a laboratory orientation and teaches basic laboratory techniques including safety.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective	
H4118/134600	Chemistry II	11, 12	Year	1		Elective
Prerequisites: Chemistry I with a cumulative GPA of at least 3.0 in science and mathematics courses.						

The course will begin with a review of the concepts in Chemistry. Students will then study acids and bases, oxidation-reduction reactions, and electrochemistry. The basics of organic chemistry will be reviewed followed by an introduction to biochemistry. The course includes a laboratory component.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective	
H4163/133800	Earth Science	11,12	Year	1		Elective
Prerequisites: Physical Science, Biology						

Earth science is a class that collectively seeks to understand the Earth and its neighbors in space. The main purpose of Earth Science is to introduce students to the Earth and the intricate workings of our Earth's systems. Weather, oceanography, volcanoes, earthquakes, rocks and minerals, environmental issues, and astronomy are all covered as part of this class. Major lab write-ups and research reports are frequently required.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective	
H4155/134200	Anatomy & Physiology	10, 11,12	Year	1		Elective
Prerequisites: Physical Science and Biology with a cumulative GPA of at least 3.0 in science courses.						

This course asks the students to investigate the human body as a dynamic community of interdependent parts. This is combined with the knowledge of each working component as well as its individual purpose in the body. Themes include interrelationship of body organ systems, the process of maintaining homeostasis, and the complementarities of structure and function. Objectives for this course are satisfied by lecture, lab activities, media, group, and individual projects, and homework assignments.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective	
H4101/135900	Physics	11,12	Year	1		Elective
Prerequisites: Physical Science, Biology, and Algebra II with a cumulative GPA of at least 3.0 in science and mathematics courses.						

Students will learn how physics interacts with other scientific disciplines. Students will investigate physics concepts first in the lab using logical procedures characterizing many forms of "the scientific method". They will use scientific tools to extend their observations and record measurements in the SI system of units. Students will learn concepts involved with Newtonian, wave, and quantum mechanics, thermodynamics, optics, and relativity. Students will build connections between the impact of science, technology and society throughout the course.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective	
	AP Biology	11, 12	Year	1		Elective
Prerequisites: Physical Science and Biology with a cumulative GPA of at least 3.0 in science courses. Additional requirements for advanced placement (AP) classes are listed on page 8.						

Advanced Placement (AP) Biology is a rigorous and demanding course, equivalent to a two-semester college introductory Biology course. While the class covers large Biology concepts, the course is inquiry-based and aimed at building students' reasoning skills and science practices, such as analyzing data and constructing scientific models. Material will be presented in a variety of ways including web-based lecture, hands-on activities, simulations, case studies, and laboratory experiments. All students will have the choice to take the College Board AP exam at the end of the course, with a score of 3 - 5 typically earning credit at the university level.

SOCIAL STUDIES DEPARTMENT

(Three (3) units of Social Studies credits are required for graduation, including American History, World History and Government.)

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
H3101/156661	American History	9,10,11,12	Year	1	Required
No Prerequisites (Required of all freshmen and all 10th, 11th, 12th grade transfer students who have not had American History.)					

American History is a graduation requirement. This course will provide an in-depth examination of American History from the Civil War to the present. A review of the nation's beginnings will be included.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
H3131/156663	World History	10,11,12	Year	1	Required
No Prerequisites					

World History is a graduation requirement. World History includes a general survey of ancient, medieval, and modern history with emphasis placed on the contributions each period has made to the development of modern civilizations as well as the five themes of geography.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
H3121/156650	Government	11,12	Year.	1	Required
No Prerequisites					

Government is a graduation requirement, and requires the passing both the United States Constitution test and the Missouri Constitution test. This course includes a study of local, state and federal government functions. It also includes a survey of Missouri history and United States economic processes.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
H3170/156100	Psychology	11,12	Sem.	.5	Elective
No Prerequisites					

Psychology involves the study of man's behavior as an individual and as a member of society. The factors to be studied include psychology as a science, mental health, learning and the factors that influence learning, and the biological and environmental influences on individual behavior.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
H3180/156670	Sociology	11,12	Sem.	.5	Elective
No Prerequisites					

Sociology involves the study of human inter-relationships within the family, community and social groups. It will include the function of institutions (family, religion, government), which shape and influence behavior and change. There will be brief studies of human origins, race, deviant behavior and various cultures and subcultures.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
H3300/156650	AP Government & Politics	11,12	Year	1	Elective
Prerequisites: American History and World History with a cumulative GPA of at least 3.0 in Social Studies and English courses. Additional requirements for advanced placement (AP) classes are listed on page 8.					

This course will give students an analytical perspective on government and politics in the United States. It includes both the study of general concepts used to interpret U.S. government and politics and the analysis of specific examples. It also requires familiarity with the various institutions, groups, beliefs, and ideas that constitute U.S. government and politics. Students will become acquainted with the variety of theoretical perspectives and explanations for various behaviors and

outcomes. Upon completion of the course, students may elect to take the AP Government & Politics Exam for a fee. If the exam is passed, the student will earn one high school credit and three college hours.

**CAREER TECHNICAL EDUCATION COURSES
PEMISCOT COUNTY CAREER TECHNICAL CENTER (PCCTC)**

Morning CTE sessions generally are restricted to first year CTE students. The afternoon CTE sessions are generally restricted to second year CTE students. Any student interested in attending PCCTC for a vocational program must apply in the counselor's office in March prior to the year they plan to attend. Seats are limited and restricted to those students that meet eligibility requirements (credits, attendance, and discipline).

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective	
C7511/01400	Agriculture Structures and Construction Trades I and II	(11,12)	Year	3		Elective
No Prerequisite: However, student <u>must not</u> be behind in any coursework to be eligible				01-04	01.0201	

This course will allow the student to explore the huge support industry that has been created to service the needs of corporate and family farms. Training includes Agricultural Mechanics I & II, Agriculture Structures I and Agriculture Construction I during the morning (1st year) session. The 2nd year program includes Agriculture Structures II, Agriculture Construction II, Agriculture Machinery and Small Engines, and Landscaping and Turf Management (with option of Internship).

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective	
C7521/170301	Automotive Technology I and II	(11,12)	Year	3		Elective
No Prerequisite: However, student <u>must not</u> be behind in any coursework to be eligible				08-04	47.0604	

Students have the opportunity to learn about tools and their use, automotive equipment including computerized diagnostic systems, and use of service and parts manuals. The Automotive Technology program is broken down into eight separate modules. Module 1: Introduction to Automotive Technology of Brakes. Module 2: Suspension and Steering Systems. Module 3: Manual Drive Train/Transaxle Diagnosis. Module 4: Automatic Transmission/Transaxles. Module 5: Engine Repair. Module 6: Electrical Systems. Module 7: Engine Performance. Module 8: Heating and Air-conditioning.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective	
C7561/096804C7571/096804	Culinary Arts I Culinary Arts II	(11,12)	Year	3		Elective
No Prerequisite: However, student <u>must not</u> be behind in any coursework to be eligible				07-04	12.0500	

This program will provide the opportunity for secondary and post-secondary students to develop employable entry-level skills in sanitation, preparation/service, customer safety/satisfaction, equipment operation, management and professional development. The program is broken down into eight separate modules. The first module deals with food production orientation and includes lessons on kitchen safety and sanitation, use and care of hand tools and equipment, and cause and prevention of food-borne illness. The second module deals with food preparation and storage and includes lessons on food quality, receiving and storage; seasoning; salads and dressings; sandwiches, hors'd'oeuvres, and garnishes. The third module introduces meats and vegetable, including: stocks, soups and sauces; meat identification and cookery; poultry and fish; vegetables, fruits, pasta and rice. The fourth module deals with breads, desserts and the menu, including: quick breads vs. yeast breads; desserts; breakfast cookery; and beverages. The fifth module introduces types of services, table settings, and dining room personnel and procedures. The sixth module examines customer relationships, including guest/employee relationships, sales techniques, safety and sanitation. The seventh module deals with management concerns, including tools and functions of management, cost controls, and keeping records. The eighth module also deals with management concerns, including purchasing and receiving, storing and issuing, personnel management and human relations.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
C7581/171500	Industrial Electronics I, II	(11,12)	Year	3	Elective
No Prerequisite: However, student <u>must not</u> be behind in any coursework to be eligible.				08-04	47.0300

The Industrial Electronics class will prepare the student for an entry-level position in the Electrical or Electronic field. Students will learn principles of direct current, alternating current, semiconductor theory, circuit construction, digital logic, and microprocessors. The eight modules include electrical fundamentals, semiconductors, testing and troubleshooting, circuit construction, optical electronics, electromechanical devices, digital logic applications, and microprocessor systems. Exposure to the CISCO networking program will be offered along with possible certification.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
C7601/070906	Health Occupations I	(11,12)	Year	3	Elective
No Prerequisite: However, student <u>must not</u> be behind in any coursework to be eligible.				05-04	51.2601

This is a 9 and 1/2 month vocational technical education program extending from August through the following May. Completers of the Health Service Assistant program are eligible to take the final exam offered by the Missouri Division of Aging. Each student passing the exam shall obtain a certificate from a state approved association or agency validating successful completion of the training program. There are four modules students complete. At the end of the classroom activities and clinical hours, the student is eligible to take the state C.N.A. (Certified Nurse Assistant) exam.

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
C7611/070906	Health Occupations II	(12)	Year	3	Elective
Prerequisite: Health Occupations I				05-04	51.2601

Students who choose to attend the technical center for two years in Health Occupations may complete an independent study in any of the following areas for specialized training: Dietary Aide, Physical Therapy Aide, Pharmacy Aide, Child Care (special requirements), Laboratory Aide, Animal Care Assistant, Home Health Aide, Radiology Aide, Respiratory Aide, Dental Aide (special requirements), Housekeeping Aide (special needs students only).

SIS/Core Data #	Course	Grade(s)	Term	Credit	Required/Elective
C7541/172306 C7551/172306	Welding Technology I Welding Technology II	(11,12)	Year	3	Elective
No Prerequisite: However, student <u>must not</u> be behind in any coursework to be eligible.				08-04	48.0508

The welding program will prepare the student for an entry-level position in all phases of the welding and fabrication professions. There are eight separate modules covering the following areas: basic welding skills, print reading, oxy-fuel cutting, shielded metal arc welding I, shielded metal arc welding II, gas metal arc welding, gas Tungsten arc welding, and metallurgy and heat treating.