

# Academic Handbook



2010-2011

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## **MISSION STATEMENT**

The Howland High School faculty recognizes that each student is a unique human being, possessing dignity and worth, skills and talents. The faculty is committed to assisting and furthering the intellectual, physical, and social development of each of its students by providing them with the knowledge and skills required for working, living, and learning in a knowledge based society.

## **LETTER**

February 2010

Dear Students and Parents/Guardians:

This academic handbook is designed to provide you with a listing and a short description about the courses offered at Howland High School. The information provided in this academic handbook will help you to make informed course selections that will help to prepare you for your future career goals. Please study the course descriptions and be prepared to discuss your options with your guidance counselors when you schedule for your 2010-2011 classes.

Our school offers a variety of educational offerings and programs for all students. The vocational needs of our students are served by the Ashtabula County Vocational School. Several of those programs are housed at Howland High School. Graduation requirements, testing dates, honors diploma requirements, and many other important facts are provided in this handbook. This handbook can help you to plan course selections to help you take advantage of your strengths and talents.

We encourage you to take full advantage of the wide range of curricular offerings at Howland High School. We challenge all of you to reach your maximum potential by enrolling in as many appropriate classes as possible. By doing so, you can be assured that you will be well prepared to meet the challenges that await each high school graduate.

The faculty and administration of Howland High School are prepared to help you meet these challenges. We will provide you with the structural foundation to allow you to develop your fullest potential.

We wish you the best as you journey through the years at Howland High School.

Sincerely,

Howland High School  
Faculty and Administration

**EARNING AN OHIO DIPLOMA**

There are testing requirements and curriculum requirements connected to earning an Ohio diploma; all students must earn the minimum state curriculum requirements listed on page 9 and take/pass the Ohio Graduation Tests. The Ohio Graduation Test (OGT) measures a student’s proficiency at a 10<sup>th</sup> grade level in five content areas: reading, writing, mathematics, citizenship, and science. The purpose of the tests is to ensure that every student who receives a high school diploma in Ohio has not only completed the minimum curricular requirements, but had demonstrated proficiency in the five content areas as well. You can access additional information on the web at : <http://www.education.ohio.gov>

**OGT 2010-2011 Testing Dates**

October 25 – November 7, 2010 (Results due January 2011) test	Grades 11-12	All five tests – Any subject  not passed
March 14 – 27, 2011  test  (Results for Grade 12 due May 2011) (Results for Grades 10-11 due May 2011)	Grade 10 Grades 11-12	All five tests Any subject  not passed

**Alternative Way to Meet the Testing Requirements**

A student may meet the testing requirements for passing all five Ohio Graduation Tests if he/she meets **ALL** of the following criteria:

- Passes four of the five tests and has missed passing the fifth test by no more than ten points;
- Has a 97% attendance rate, excluding any excused absences, through all four years of high school and must not have had an expulsion in high school,
- Has at least a grade point average of 2.5 out of 4.0 in the courses of the subject area not yet passed;
- Has participated in any intervention programs offered by the school and must have had a 97% attendance rate in any program offered outside of the normal school day, and
- Has letters recommending graduation from the high school principal and from each high school teacher in the subject not yet passed.

NOTE: As specified in the Ohio Revised Code (Section 3313.615), this alternate way to meet the testing requirement only applies to students graduating after September 15, 2006.

### MINIMUM CORE COURSES FOR COLLEGE PREPARATION

- English: 4 units
- Math: 3 units
- Science: 3 units
- Social Studies: 3 units
- Foreign Language: 2 units
- The Arts: 1 unit

### HOWLAND HIGH SCHOOL COURSE DROP/ADD POLICY

Students are required to complete a minimum of 21 credits for graduation. Students are required to enroll in a minimum of **5 credits** of instruction per year.

1. Students have until the end of the school term (first week in June) each academic year to change their schedule for the following year.
2. A student may drop a credit/course, within the first five days of the start of the course, if they will continue to be enrolled in **5 classes** per day. Students returning to the high school from the Ashtabula County Joint Vocational School program may be required to add courses in order to comply with the **5 classes per day** requirement. There will not be any grade penalty if a student drops a class that does not have a graded summer work requirement. If a student drops a course with a summer work assignment that is not adequately completed, they will be assessed a ten percent (10%) point reduction in the first quarter of the new course.
3. Students, with approval from their counselor, may change their classes/courses if they are repeating a course they failed with the same teacher from last year, **if possible**.
4. Schedule changes may occur for the following reasons:
  - ◆ for academic reasons, upon the recommendation of the teacher and/or counselor,
  - ◆ for signing up for summer school and not attending summer school,
  - ◆ for a computer scheduling error,
  - ◆ for adding classes for academic reasons, i.e. low reading and math scores, and
  - ◆ for meeting the needs of all identified special education and identified “at risk” students.

If a student drops and adds another class, any grades earned in the dropped class may be applied in the grade calculation in the new course.

5. Students who drop a class after the first five days of the start of the class will receive a **withdrawn failing grade (WF)** for that course. **Course fees will not be refunded.**
6. Students may **add** a class during the same period of his/her study hall, if it doesn't adversely affect class enrollment. Students may **add** a class through the first five days of the start of the course.
  - Applies only to those students that have a study hall on their original schedule and not to those that acquired a study hall as a result of dropping an academic subject.

## GRADING SYSTEM

- All student grades appearing on report cards and transcripts are recorded as letter grades.
- Percentage conversion scale is as follows:

<b>Letter</b>	<b>Description</b>	<b>Percentage</b>
A	Excellent	94-100
B	Good	84-93
C	Average	74-83
D	Below Average	64-73
F	Failing	63 or below

- Special marking:

“WF” denotes withdrawn failing  
“W” denotes withheld grade (incomplete)  
“P” denotes passing

## ACADEMIC RECOGNITION FOR STUDENTS

Howland High School students have eight ways that they may be recognized for their academic achievements during their four-year high school career. They are as follows:

### (1) VALEDICTORIAN AND SALUTATORIAN CRITERIA

Students wishing to compete for the title of valedictorian and salutatorian must have taken all Honors/AP classes available for their grade level during each year they are in high school. In addition these students must have completed four years of one foreign language. The titles of valedictorian and salutatorian are to be awarded to the students earning the first and second highest GPA/rank respectively in the senior class. The determination of valedictorian and salutatorian is based upon the cumulative average following the completion of the student’s seventh semester. A student must also have enrolled at Howland High School for the previous three consecutive semesters prior to the completion of the seventh semester.

### Available Honors and AP Courses

**English:** Honors English 9  
Honors English 10  
AP English 11  
AP English 12

**Math:** Honors Geometry  
Honors Algebra II  
Honors Pre-Calculus  
AP Calculus

**Science:** Honors Biology I  
Honors Biology II  
Honors Chemistry  
Honors Physics

**Social Studies:** Honors World Studies  
Honors U. S. History

Classes taken at Kent State University and Youngstown State University under the SB140 requirements will **not** be **counted/added to GPA for valedictorian or salutatorian status**. They will count as regular classes receiving regular credit. Also courses taken in **summer school or with a tutor will not be counted /added to GPA for valedictorian or salutatorian status**.

### **(2) 4.0 POINT AVERAGE**

Students not participating in the Scholars Program but maintaining a perfect 4.0 average through his/her high school career will be recognized at graduation.

## **(3) THE HOWLAND SCHOLARS PROGRAM OF STUDIES**

In order to qualify for the Howland High School Scholars Program at graduation, students are required to take 10 of the 14 honors/AP classes. In addition, the Scholars Program requires that students take three years of one foreign language and a fine arts class. This program further requires that a minimum of two honors/AP courses be taken each year the student is enrolled at Howland High School.

### **Available Honors and AP Courses by Department**

English:	Honors English 9 Honors English 10 AP English 11 AP English 12	Math:	Honors Geometry Honors Algebra II Honors Pre-Calculus AP Calculus
Science:	Honors Biology I Honors Biology II Honors Chemistry Honors Physics	Social Studies:	Honors World Studies Honors U. S. History

A special insignia on the diploma will be added for honors program students. Reading the names of all students who participated in this program will be part of the graduation ceremony.

### **(4) TRI-ALPHA**

Students recognized having earned a 3.75 or higher average. They will wear a gold cord at graduation.

### **(5) ACADEMIC LETTER AWARDS**

Students can earn academic letter awards by earning high grades throughout their high school career. To be eligible for an Academic Letter Award a student must maintain a 3.40 academic average (or higher) the previous school year. The award is not based on the student's total cumulative average. Only the previous academic year's average counts. Grades earned in a summer school setting are not calculated into the previous year's average. First time recipients receive a script H (similar to an athletic letter winner) and a certificate. Second-time recipients receive pins shaped in form of the lamp of knowledge and

a certificate. Third-time winners receive a silver pin and a certificate. All academic awards are presented to students at an annual academic awards ceremony that is held in the fall of each year.

### **(6) NATIONAL HONOR SOCIETY**

**Scholarship** - A student must have at least a 3.40 GPA to be considered for admission into The National Honor Society.

**Leadership** - A student must show evidence of leadership in the school. For example: he/she may participate in a varsity sport, cheerleading, speech team, hold an office, or become an active member in a school club.

**Service** - A student must show evidence of service in the school or community setting, for example: works in scouting activities, church-related activities, helps with youth programs, becomes a teachers' aide, or serves as a volunteer at graduation.

**Character** - A student must demonstrate evidence of character, for example: arrives at school and class promptly, has a good attendance record, demonstrates good citizenship, shows respect to both classmates and staff, and exhibits a good attitude.

**Note:** A suspension from school or a situation involving the police will jeopardize a student's chance for acceptance into the National Honor Society.

National Honor Society members are recognized at graduation by the wearing of a light blue cord.

### **(7) HONOR ROLL**

- Students who maintain a cumulative average of 3.00 or higher are recognized in the graduation program as honor roll graduates.
- Students who earn a 3.00 or higher each nine weeks grade period will be recognized as honor roll students.

### **(8) DIPLOMA WITH HONORS**

The student who completes the **high school academic** curriculum shall meet at least seven of the following eight criteria:

1. Earn four units of English;
2. Earn at least four units of mathematics which shall include algebra I, algebra II, geometry and another higher level course or a four-year sequence of courses which contains equivalent content;
3. Earn at least four units of science including one unit of physics and one unit of chemistry;
4. Earn four units of social studies;

5. Earn either three units of one foreign language or two units each of two foreign languages;
6. Earn one unit of fine arts;
7. Maintain an overall high school grade point average of at least 3.5 on a four-point scale up to the last grading period of the senior year; or
8. Obtain a composite score of 27 on the American college test's ACT assessment (excluding the optional writing test) or a combined score of 1210 on the College Board's SAT verbal and mathematics sections (excluding the required writing section).

The student who completes an intensive **career-technical education** curriculum shall meet at least seven of the following eight criteria:

1. Earn four units of English;
2. Earn at least four units of mathematics which shall include algebra I, algebra II, geometry and another higher level course or a four-year sequence of courses which contains equivalent content;
3. Earn at least four units of science including one unit of physics and one unit of chemistry;
4. Earn four units of social studies;
5. Earn four units in a career-technical education program that leads to an industry-recognized credential, results in an apprenticeship or is part of an articulated career pathway, which can lead to post secondary credit. If the student's program design does not provide for any of these outcomes, then the student must achieve the proficiency benchmark established for the applicable Ohio career-technical competency assessment of the equivalent;
6. Achieve the proficiency benchmark established for the Ohio Career-Technical Competency Assessment (available at [http://www.webxam.org/info\\_docs.asp](http://www.webxam.org/info_docs.asp) or equivalent assessment aligned with state approved and industry validated technical standards;
7. Maintain an overall high school grade point average of at least 3.5 on a four-point scale up to the last grading period of the senior year; or
8. Obtain a composite score of 27 on the American college testing service's ACT assessment (excluding the optional writing test) or a combined score of 1210 on the college board's SAT verbal and mathematics sections (excluding the score obtained on the required writing section).

### ***Frequently Asked Questions***

#### **How is the grade point average calculated?**

The student must achieve a grade point average (GPA) of 3.5 based on a 4.0 average. If a school district policy includes the use of weighted grades in calculating a student's grade point average, (e.g., awarding five points for an "A" in an honors course), the student's GPA must be recalculated using four points for an "A" and then use that average for the GPA criterion for the Diploma with Honors.

#### **What is meant by "up to the last grading period of the senior year?"**

Students can meet grade point average (GPA) criteria by having a total GPA of at least 3.50 at mid-year of their senior year, in accordance with district policy regarding graduation from high school.

**Do courses taken in the postsecondary education options program count toward the Diploma with Honors?**

Yes. Diploma with Honors rules specifically allow for postsecondary options to count toward Diploma with Honors credit.

**Can a student exempted from the Ohio Graduation Tests (OGT) through an Individualized Education Plan (IEP) earn a Diploma with Honors?**

Yes. An exempted student may earn a Diploma with Honors provided he or she meets all IEP requirements and the specified number of criteria for a Diploma with Honors.

**May a student who graduates under the OGT alternate pathway receive a Diploma with Honors?**

Yes. Ohio Revised Code 3313.615 allows students who pass four of the five OGT and meet other criteria to receive a diploma or a Diploma with Honors.

**May a student earn a regular diploma and a Diploma with Honors?**

No. Students may earn only one diploma. A student eligible to receive a Diploma with Honors may not receive a regular diploma.

**What defines a “Fine Arts” unit?**

The disciplines of the fine arts are dance, drama/theatre, music and visual art and can be located in the “Fine Arts Academic Content Standards”.

**COLLEGE VISITS**

Each senior may be permitted to visit colleges for **three** days during the school year. The student’s parent/guardian must complete a future absence excuse for the main office. The senior is responsible for all assignments given during the days he/she is gone. College visitation days may be taken one day at a time or in any combination of one, two or three days. Although the time is counted as excused, absences will be added to the 9/18-day attendance policy.

# What It Takes to Earn an Ohio Diploma

## Graduating Classes through 2013

There are testing requirements and curriculum requirements connected with the Ohio diploma; students must meet both requirements in order to earn an Ohio diploma. See the two checklists below for more information about these two diploma requirements. The third section provides information about the Alternative Pathway for Eligibility for a Diploma.

### I. Curriculum Requirements

### II. Graduation Tests Requirements

**For Students Who Need to Pass the Ohio Graduation Tests (OGT):**

A) Notify student and parents about:

- Importance of earning a diploma;
- Need to meet both testing and curriculum requirements to earn a diploma;
- Any additional local graduation requirements;
- District's policy about participation in commencement ceremony.

B) How to access information (e.g., test blueprints, previous tests) on the Web about OGT:

- <http://www.ode.state.oh.us> and search keyword: OGT.

<u>CURRICULUM</u>	<u>STATE</u>	<u>ADDITIONAL CREDITS</u>	<u>CREDITS</u>	<u>HONORS</u>
<u>REQUIREMENTS</u>	<u>MINIMUM</u>	<u>LOCAL CREDITS</u>	<u>EARNED TO DATE</u>	<u>REMAINING DIPLOMA CREDITS</u>
English language arts	4 units	_____	_____	_____
Health	½ unit	_____	_____	_____
Mathematics	3 units	_____	_____	_____
Physical education	½ unit	_____	_____	_____
Science	3 units*	_____	_____	_____
Social studies	3 units**	_____	_____	_____
Electives	6 units***	_____	_____	_____

\* Science units must include 1 unit of biological sciences and 1 unit of physical sciences.  
 \*\* Social Studies units must include ½ unit of American history and ½ unit of American government.  
 \*\*\* Electives units must include 1 unit or 2 half units in Business, Technology, Fine Arts or Foreign language.  
 Source: Ohio Department of Education (Rev. August 2008) ●●●● Source: Ohio Department of Education (Rev. August 2008) ●●●●● Graduation

C) OGT test administrations before graduation:

- Spring of 10<sup>th</sup> grade
- Summer between 10<sup>th</sup> and 11<sup>th</sup> grade (optional)
- Fall and spring of 11<sup>th</sup> grade
- Summer between 11<sup>th</sup> and 12<sup>th</sup> grade (optional)
- Fall and spring of 12<sup>th</sup> grade

D) How to access previous graduation tests:

- *OGT Reading, Mathematics, Writing, Science and Social Studies*
- <http://www.ode.state.oh.us> and search keywords: *released test materials*.

### III. Alternative Pathway for Eligibility for a Diploma

Located below are Criteria for Alternative Pathway to Graduation and the GPA Calculation Chart:

1. On the one [OGT]...for which the person failed to attain the designated score, the person missed that score by 10 points or less;

**Note:** *This means a scaled score of at least 390 on the failed OGT.*

2. Has a 97 percent school attendance rate in each of the last four school years, excluding any excused absences;

**Note:** *Excused absences are defined by local school district policy.*

3. Has not been expelled from school...in any of the last four school years;

**Note:** *The statute does not address other student disciplinary outcomes, such as suspension.*

4. Has a grade point average of at least 2.5 out of 4.0, or its equivalent, as designated in rules adopted by the State Board of Education in the subject area of the [failed OGT];

**Note:** *The conversion chart found below **must** be used.*

5. Has completed the [state] high school curriculum requirements...in the subject area [of the failed test];

**Note:** *This applies to a student's eligibility to be considered for an alternative pathway only. To receive a diploma, the student also must satisfy school district graduation requirements.*

6. Has taken advantage of any intervention programs provided by the school district or school in the subject area [of the failed OGT]...and has a 97 percent attendance rate, excluding any excused absences, in any of those programs that are provided at times beyond the normal school day, school week, or school year or has received comparable intervention services from a source other than the school district or school;

**Note:** *Students are only subject to this criterion if they were offered intervention. If so, the attendance requirement refers to their rate of participation.*

Source: Ohio Department of Education (Rev. August 2008)

7. Holds a letter recommending graduation from each of the person's high school teachers in the subject area [of the failed OGT]...and from the person's high school principal.

**Note:** *If the student's teacher from a specific course is no longer available, a person with sufficient knowledge to make an informed recommendation may substitute.*

# What It Takes to Earn an Ohio Diploma

## Graduating Classes of 2014 and Beyond

Students must meet both testing requirements and curriculum requirements in order to earn a diploma. These requirements apply to students entering their freshman year in 2010 and beyond. See the two checklists below for more information about these two diploma requirements. The third section provides information about an alternative way to meet the testing requirements.

### I. Curriculum Requirements

CURRICULUM REQUIREMENTS	STATE MINIMUM CREDITS	ADDITIONAL CREDITS LOCAL CREDITS EARNED TO DATE	CREDITS REMAINING	HONORS DIPLOMA CREDITS
English language arts 4 units	_____	_____	_____	_____
Health ½ unit	_____	_____	_____	_____
Mathematics 4 units <sup>1</sup>	_____	_____	_____	_____
Physical education ½ unit <sup>2</sup>	_____	_____	_____	_____
Science 3 units <sup>3</sup>	_____	_____	_____	_____
Social studies 3 units <sup>4</sup>	_____	_____	_____	_____
Electives 5 units <sup>5</sup>	_____	_____	_____	_____
Other requirements <sup>6</sup>				
Economics and financial literacy <sup>6</sup>	Requirement met in _____ class/grade level.			
Fine arts <sup>6</sup>	Requirement met in _____ class/grade level.			

- <sup>1</sup> Mathematics units must include 1 unit of algebra II or the equivalent of algebra II.
- <sup>2</sup> The Ohio Core allows school districts to adopt a policy that would exempt students who participate in interscholastic athletics, band or cheerleading for two full seasons from the physical education requirement. Students must take another course of at least 60 contact hours in its place.
- <sup>3</sup> Science units must include 1 unit of physical sciences, 1 unit of life sciences and 1 unit advanced study in one or more of the following sciences: chemistry, physics, or other physical science; advanced biology or other life science; astronomy, physical geology, or other earth or space science.
- <sup>4</sup> Social studies units must include ½ unit of American history and ½ unit of American government.
- <sup>5</sup> Electives units must include one or any combination of foreign language, fine arts, business, career-technical education, family and consumer sciences, technology, agricultural education or English language arts, mathematics, science or social studies courses not otherwise required.
- <sup>6</sup> All students must receive instruction in economics and financial literacy during grades 9-12 and must complete at least two semesters of fine arts taken any time in grades 7-12. Students following a career-technical pathway are exempted from the fine arts requirement.

### II. Graduation Tests Requirements

#### For Students Who Need to Pass the Ohio Graduation Tests (OGT):

A) Notify student and parents about:

Importance of earning a diploma;

Need to meet both testing and curriculum requirements to earn a diploma;

Any additional local graduation requirements;

District's policy about participation in commencement ceremony.

Source: Ohio Department of Education (Rev. Jan. 6, 2009)

B) How to access information (e.g., test blueprints, previous tests) on the Web about OGT:

<http://education.ohio.gov> and search keyword: *OGT*.

C) OGT test administrations before graduation:

Spring of 10<sup>th</sup> grade

Summer between 10<sup>th</sup> and 11<sup>th</sup> grade (optional)

Fall and spring of 11<sup>th</sup> grade

Summer between 11<sup>th</sup> and 12<sup>th</sup> grade (optional)

Fall and spring of 12<sup>th</sup> grade

D) To access previous graduation tests, go to <http://education.ohio.gov> and search keywords: *previous OGT tests*.

### III. Alternative Way to Meet the Testing Requirements

A student may meet the testing requirements for passing all five Ohio Graduation Tests if he or she meets **ALL** of the following criteria:

Passes four of the five tests and has missed passing the fifth test by no more than 10 points;

Has a 97 percent attendance rate, excluding any excused absences, through all four years of high school and must not have had an expulsion in high school;

Has at least a grade point average of 2.5 out of 4.0 in the courses of the subject area not yet passed;

Has completed the high school curriculum requirement;

Has participated in any intervention programs offered by the school and must have had a 97 percent attendance rate in any programs offered outside the normal school day; and

Has letters recommending graduation from the high school principal and from each high school teacher in the subject area not yet passed.

NOTE: As specified in the Ohio Revised Code (Section 3313.615), this alternative way to meet the testing requirement applies only to students graduating after Sept. 15, 2006.

Source: Ohio Department of Education (Rev. Jan. 6, 2009)

## **POST-SECONDARY ENROLLMENT OPTIONS**

Senates Bill 140/Post Secondary Enrollment Options is a program open to all high school students in grades 9-12. This program allows students to attend college while still in high school and receive high school and college credits (option B). During spring parent conferences, there is a mandatory counseling session for parents and students wishing to apply for this program. The deadline for applying is March 31 (or earlier if a college assigns a different deadline). Spring is the only time a student can apply to this program. In order to keep within the requirements of enrollment in at least five courses per semester, a student must take a combination of college and high school courses to equal at least **five** courses and no more than seven courses per semester.

YSU post secondary option requirements for juniors or seniors are as follows: **3.3 GPA** on a 4.0 scale and **23 ACT** or **1070 SAT**; for freshmen or sophomore students: **3.5 GPA** on a 4.0 scale and **28 ACT** or **1260 SAT**. In addition, all respective students must **pass the YSU placement test** and must have **passed all parts of the OGT tests**.

KSU-Trumbull requirements are as follows: a **3.0 GPA** and an **ACT score of 23 or SAT scores of 1590** for juniors and seniors. Freshman and sophomore students must have a 3.3 GPA. All grade levels also must have guidance counselor recommendations.

College courses for which five semester hours of credit are earned will be awarded one Carnegie Unit. Fractional Carnegie Units will be awarded proportionately (i.e. 1/2 Carnegie Unit = 2.5 semester hours of credit).

## **EDUCATIONAL OPTIONS**

Educational options are supplemental learning experiences, which may be provided in accordance with board policy to augment the regular school program schedule for students. Such options include tutorial programs, education abroad, and evening school programs. A student seeking to utilize an educational option must follow the guidelines outlined below:

### ***Summer School***

It is encouraged that summer school be used for remedial purposes. However, if a student wishes to take summer school for enrichment purposes (enrichment meaning courses not offered in the high school curriculum), he/she must have the approval of a guidance counselor **before** he/she enrolls in summer school. Students **will** need the approval the principal or his/her designee to enroll in summer school courses (not for enrichment) offered at other high schools. Students may only earn a maximum of 2 full credits toward the required 21 credits for graduation through summer school, tutoring, and/or a combination of both.

### ***Tutoring For Credit***

1. The student must need the proposed remedial course to meet graduation requirements.
2. The proposed course may not replace a similar course taught at Howland High School unless class space or a scheduling problem is a concern.
3. Written approval of the guidance counselor, principal, and parent must be given prior to the student's enrollment in the educational program.

4. An instructional plan which adheres to state minimum standards and an outline including major instructional activities, materials and environments must be submitted to the principal prior to pupil participation (forty hours of direct contact time for credit eighty hours of student work).
5. A certificated teacher shall provide instruction and evaluate pupil performance.
6. A description of criteria and methods for assessing pupil performance also must be submitted to the principal.
7. Students may not be tutored for high school credit during the regular school year unless they are unable to schedule the needed class and are eligible to graduate with their class upon successful completion of all course work during that particular school year.

### ***Evening School***

A student may receive credit for a night school course during the regular school year if:

- He/she was not able to have this course included in his/her regular course schedule and is enrolled in seven (7) full year credit courses at Howland High School.
- Parental request is documented for additional course(s).
- Parental acceptance of financial responsibility for additional course(s) is documented.
- The night school course corresponds to our board-adopted course of study and our instructional hour's guidelines.
- Course instructor(s) must be certified by the State of Ohio to teach the course(s) taken.
- The student receives written permission from the building principal prior to registering for this course.
- Special circumstances may require a meeting with the principal.

### ***Middle School Class Credit***

Should a student from Howland Middle School elect to take a high school course for credit at the middle school (Algebra I, Physical Science), that student's grade in the class will not be included in the student's accumulative grade point average when the student achieves high school status. However, the credit earned for the class will be added to the total number of credits taken toward his/her high school graduation without impacting the G.P.A.

### ***Repetition of Courses***

Students may only repeat courses in which they received a final grade of D/F, or by teacher recommendation. Students repeating a course may only apply it once toward their subject area requirement and their 21-credit graduation total.

Example: Three credits in math are required for graduation. If a student repeats Algebra I Part 1, this class will only count as one class toward their subject area requirement, even though they've taken it twice. However, the repeated course will be counted above and beyond the 21 credits required for graduation.

The final grade earned in both courses used in the above example would be used to calculate a student's grade point average

### ***Credit Flexibility Information***

Please note: This policy is subject to change due to the new provisions of Senate Bill 1.

Credit flexibility shifts the focus from the seat-time requirements of a traditional high school setting to a performance based model. Students can earn units of high school credit based upon and individually approved credit flexibility plan. Students can earn units of high school credits based on a demonstration of subject area competency, instead of or in combination with completing hours of classroom instruction.

Ohio's plan for credit is designed to broaden the scope of curricular options available to students, increase the depth of study possible for a particular subject, and allow tailoring of learning time and/or conditions. These are ways in which aspects of learning can be customized around more of students' interests and needs.

Students may successfully earn credits by:

- Completing coursework;
- Testing out of or demonstrating mastery of course content; or
- Pursuing one or more "educational options".

Students interested in credit flexibility should obtain an application to develop a learning plan from their guidance counselors.

### ***Dual Credit Courses***

The following courses may be offered pending university approval for dual credit (high school and college credit). Students will have the option of taking the course for high school credit only or high school and college credit. Students interested in this programming should check with their guidance counselor for dual credit possibilities during the scheduling process in March-June of the current school year.

Possible dual credit courses:

- AP English 11
- AP English 12
- AP Calculus
- Honors Physics

### ***Equivalent Education Outside of the Howland Local School District***

The Board of Education encourages the enrollment of all school age children residing in this District in public schools or in approved parochial or private schools so that they may enjoy the benefits of a well-planned educational program and the socialization possible in a group environment.

The Board recognizes its responsibility for assuring that every school age child resident in the District is enrolled in an approved school or is offered an equivalent education elsewhere. The Board reserves the right to request the parents or guardians of a child offered and educational program outside the schools to provide sufficient information regarding that program to base a decision as to its equivalency. Said information shall include but need not

be limited to 1) the qualifications of teacher(s), 2) the comprehensiveness and thoroughness of the curriculum, 3) the sufficiency of the facilities and instructional materials, 4) the instructional schedule, 5) the regularity of the child's attendance, and 6) the accomplishments of the child.

### **ENTRY AND RE-ENTRY OF STUDENTS**

A. Students seeking admission into the Howland Local School District who have been previously enrolled in any other public or non-public school may be required to take competency examinations and subject area semester or final examinations. The purpose of these examinations is to determine their proper grade placement and the awarding of high school credits. The decision for placement and the awarding of credits will be determined by the guidance department and building principals.

In making the placement and awarding of credits decision, the guidance department and building principals shall consider:

1. The student's most recent annual assessment report;
2. Other evaluation information that may include interviews with students and the parent/guardian;
3. Examination results taken at Howland High School

B. Students seeking admission into the Howland Local School District who have been previously enrolled in another public or non-public school will enter under the following conditions:

1. The grades issued by the previously attended schools will be converted to the Howland Schools' grading scale whenever possible and will be included in the calculation of the student's GPA (grade point average) and class ranking.
2. Students must be in continuous attendance at Howland High School for a minimum of three (3) semesters to be eligible for any academic distinctions such as National Honor Society, Tri-Alpha or a scholar's diploma.
3. Students must be in continuous attendance at Howland High School for a minimum of one (1) semester to be eligible to participate in graduation ceremonies.

C. Students seeking admission into the Howland Local School district who have previously enrolled in a home schooling or on-line electronic school will enter under the following conditions:

1. No student will be granted more credit for one (1) year of school work than a student could have earned at our high school in one (1) year.
2. Grades awarded for course work credit that is granted, will not be counted in the student's GPA (grade point average). A student's GPA will be based upon grades and credits earned while in attendance at Howland High School.
3. Students must be in continuous attendance at Howland High School for a minimum of three (3) consecutive semesters to be eligible for academic distinctions such as National Honor Society, Tri-Alpha or a scholar's diploma.

4. Students must be in continuous attendance at Howland High School for a minimum of two (2) consecutive semesters to be eligible to participate in graduation ceremonies.

D. Howland students re-entering during the same school year will still be under the 9/18-attendance policy for that school year. Period by period attendance will be continued from the re-entry date and added to the previous attendance numbers at time of withdrawal. Example: (3 absences in period 3 up through the withdrawal date. Student re-enters school and accumulates 5 absences in period 3. Total absences at the end of the school year would be 8 absences in period 3.)

***Education Abroad***

- Credits earned outside the U.S.A. will be substituted for courses required for high school graduation based upon comparability of content and verification through transcript.

**THIRTEENTH YEAR STUDENT WHOSE CLASS HAS GRADUATED**

These students may:

- Attend a partial school day
- May receive credit for tutored courses during a regular school day
- May receive credit for night school courses during the regular school year

**GED**

A student who has withdrawn under the following conditions may obtain a graduate equivalency diploma (GED):

- The student is 19 years of age, or
- The student is 18 years of age and his/her class has graduated from Howland High School

**NCAA Core Regulations**  
**(National Collegiate Athletic Association)**

In order to be classified as a “qualifier” for **Division I Academic Eligibility**, you are required to:

1. Graduate from high school;
2. Successfully complete a core curriculum of at least 16 academic courses as follows:
  - English ..... 4 years
  - Mathematics (Algebra I or higher) ..... 3 years
  - Natural or physical science (including at least one laboratory course, if offered by the high school) ..... 2 years
  - Additional courses in English, mathematics,

- or natural or physical science ..... 1 year
- Social science ..... 2 years
- Additional academic courses [in any of the above areas or foreign language,  
philosophy or non-doctrinal religion  
(e.g. comparative religion) courses] ..... 4 years
- 3. Have a core-course grade-point average (based on a maximum of 4.000) and a combined score on the SAT verbal and math sections or a sum score on the ACT based on the qualifier index scale.

In order to be classified as a “qualifier” for **Division II Academic Eligibility**, you are required to:

1. Graduate from high school;
2. Have a GPA of 2.000 (based on a maximum of 4.000) in a successfully completed core curriculum of at least 14 academic courses as follows:
  - English ..... 3 years
  - Mathematics ..... 2 years
  - Natural or physical science (including at least one laboratory course, if offered by the high school) ..... 2 years
  - Additional courses in English, Mathematics,  
Natural or physical science ..... 2 year
  - Social science ..... 2 years
  - Additional academic courses [in any of the above areas or foreign language,  
computer science, philosophy or non-doctrinal religion  
(e.g. comparative religion) courses] ..... 3 years
3. Have a combined score on the SAT verbal and math sections of 820 if taken on or after April 1, 1995, or a 68 sum score on the ACT.
4. Specified minimum SAT or ACT score, or
5. Successful completion of a required core curriculum consisting of 14 core courses and a 2.000 grade-point average in the core curriculum.

**OHIO HIGH SCHOOL ATHLETIC ASSOCIATION**

**OHSAA Athletic Eligibility**

Eligibility for each grading period is determined by the grade received the **preceding grading period**. **Semester and yearly grades have NO effect on eligibility.**

**Grades 9-12:**

To be eligible, you must be currently enrolled in a member school and have received passing grades in a minimum of **five one credit courses**, or the equivalent, in the immediately **preceding** grading period. **Summer school grades** may **not** be used to substitute for failing grades received in the final grading period of the regular school year or for lack of enough courses taken the preceding grading period. Students taking post-secondary school courses must comply with these standards.

**Grade 8 Entering High School**

To be eligible, you must have received passing grades in 75% of the subjects taken in the last grading period. Summer School Grades may **not** be used to substitute for failing grades received in the final grade period.  
Course offerings page 1

# HOWLAND LOCAL SCHOOLS

## COURSE OFFERINGS

<u>DEPARTMENT</u>	FRESHMAN YEAR	SOPHOMORE YEAR	JUNIOR YEAR	SENIOR YEAR
<b>ART</b>	Basic Art	Basic Art Crafts Drawing and Painting Design & Illustration	Basic Art Crafts Drawing and Painting Design & Illustration	Basic Art Crafts Drawing and Painting Design & Illustration Senior Studio
<b><u>COMPUTERS</u></b>	Computer Applications	Computer Applications Desktop Publishing PhotoShop & Video Production Web Page Design	Computer Applications Desktop Publishing PhotoShop & Video Production Web Page Design Advanced Web Page Design Programming	Computer Applications Desktop Publishing PhotoShop & Video Production Web Page Design Advanced Web Page Design Programming
<b><u>DRAMA</u></b>			Theatrics	Theatrics
<b><u>ENGLISH</u></b>	Honors English 9 College Prep English 9 English 9	Honors English 10 College Prep English 10 English 10	AP English 11  College Prep English 11 English 11 Creative Publications Creative Communications	AP English 12  College Prep English 12 English 12 Creative Publications Creative Communications

# HOWLAND LOCAL SCHOOLS

## COURSE OFFERINGS

<u>DEPARTMENT</u>	FRESHMAN YEAR	SOPHOMORE YEAR	JUNIOR YEAR	SENIOR YEAR
<b>FOREIGN LANGUAGE</b>	German I	German I, II	German I, II, III	German I, II, III, IV
	Latin I Spanish I	Latin I, II Spanish I, II	Latin I, II, III Spanish I, II, III	Latin I, II, III, IV Spanish I, II, III, IV
	Italian I	Italian I, II	Italian I, II, III	Italian I, II, III, IV
<b><u>HEALTH AND PHYSICAL ED</u></b>	Health (1/2) Physical Ed. 9 (1/4)	Health (1/2) Physical Ed. 9 (1/4)		
<b><u>MATHEMATICS</u></b>	Honors Geometry Algebra I	Honors Algebra II  Honors Geometry	Honors Pre- Calculus Trigonometry	AP Calculus  Honors Pre- Calculus Trigonometry
	Algebra I-Part I	Geometry  Algebra I-Part II	Honors Algebra II Algebra II	Honors Algebra II Algebra II Geometry
		Algebra I	Geometry Algebra I-Part II Programming OGT Review Bus./Consumer Math Advanced Algebra II	Algebra I Programming OGT Review
				Bus./Consum Math Programming Advanced Algebra II

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# HOWLAND LOCAL SCHOOLS

## COURSE OFFERINGS

<u>DEPARTMENT</u>	FRESHMAN YEAR	SOPHOMORE YEAR	JUNIOR YEAR	SENIOR YEAR
<b>MUSIC</b>	Concert Choir  Band  Majorettes	Concert Choir  A Cappella Choir  Band Majorettes	Concert Choir  A Cappella Choir  Band Majorettes	Concert Choir  A Cappella Choir  Band Majorettes
<b>SCIENCE</b>	Honors Biology I Physical Science	Honors Biology II  Biology I  Honors Biology I  Physical Science	Honors Chemistry Chemistry  Honors Physics Physics Honors Biology II Biology II  Scientific Investigations Physical Science	Honors Physics Physics  Honors Chemistry Chemistry Biology II  Scientific Investigations Physical Science
<b><u>SOCIAL STUDIES</u></b>	Honors World Studies World Studies	Honors U.S. History U.S. History	U.S. Government Psychology U.S. History	U.S. Government Psychology

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<b><u>WORK</u></b>	Personal Development Resource Management	Personal Development Resource Management Independent Living Life Skills/Career Planning	Personal Development Resource Management Independent Living Nutrition & Wellness	Personal Development Resource Management Independent Living Nutrition & Wellness
<b>AND</b>				
<b>FAMILY</b>				
<b>LIFE</b>				

# HOWLAND LOCAL SCHOOLS

## COURSE OFFERINGS

<u>DEPARTMENT</u>	<b>FRESHMAN YEAR</b>	<b>SOPHOMORE YEAR</b>	<b>JUNIOR YEAR</b>	<b>SENIOR YEAR</b>
<b>CAREER BASED</b>	CBIP – Related	CBIP – Related	CBIP – Related	CBIP – Related
<b>INTERVENTION PROGRAM</b>	CBIP – Work	CBIP – Work	CBIP – Work	CBIP – Work
<b>Ashtabula Programs at Howland High School</b>				
<u><b>MULTI-MEDIA</b></u>			x	x
<u><b>MARKETING</b></u>			x	x
<b>JOBS TRAINING</b>			x	x
<b>MANUFACTURING TECHNOLOGIES</b>	x	x	x	X
<u><b>HEALTH SCIENCES FOUNDATIONS</b></u>	x	x	x	X

# HOWLAND LOCAL SCHOOLS

## COURSE OFFERINGS

<u>DEPARTMENT</u>	FRESHMAN YEAR	SOPHOMORE YEAR	JUNIOR YEAR	SENIOR YEAR
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**Ashtabula Programs at Ashtabula  
County Joint Vocational School**

Auto Collision Repair Automotive Technology Building and Grounds Business Academy Carpentry	Auto Collision Repair Automotive Technology Building and Grounds Business Academy Carpentry Cooperative Business* Cosmetology Culinary Arts Early Childhood Electricity Graphic Arts Health Care Technologies Horticulture and  Landscaping Masonry Power Equipment Tech. Precision Machining Public Safety  Teacher Academy
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Welding  
Computer  
Information  
Syst  
Computer,  
Networking  
and

Welding  
Computer  
Information  
Syst  
Computer,  
Networking  
and

Electronics  
Design and  
Drafting  
Vocational  
Readiness  
Prog

Electronics  
Design and  
Drafting  
Vocational  
Readiness  
Prog

## SPECIAL EDUCATION

A curriculum in the academic subjects and functional skills is available for students with disabilities. These classes are designed to meet the specific needs of students receiving special education intervention as required by the Individuals with Disabilities Educational Act (IDEA). The identified students are assessed via the multi-factored evaluation (MFE) and an Individual Education Program (IEP) is designed to meet those needs. Courses are selected for the students at their annual review of the Individualized Education Program by the IEP team.

## Art

<b>9<sup>th</sup> Grade</b>	<b>10<sup>th</sup> Grade</b>
Basic Art	Basic Art Crafts Drawing & Painting Design & Illus.
<b>11<sup>th</sup> Grade</b>	<b>12<sup>th</sup> Grade</b>
Basic Art Crafts Drawing & Painting Design & Illust.	Basic Art Crafts Drawing & Painting Design & Illust. Senior Studio

### **BASIC ART**

grades 9-12 1 credit  
Basic Art is a hands-on, project oriented studio course that provides the opportunity to develop skills and proficiency in a variety of artistic mediums and techniques. The emphasis is on visual problem solving based on teacher demonstration and daily participation. Targeted areas of mastery include, but are not limited to; drawing and shading skills, one and two point perspective, design and composition, color theory, landscapes, portraiture and pen and ink. Art history will be introduced to compliment student projects. *lab fee*

### **CRAFTS**

grades 10-12 1 credit

Crafts is a studio art course designed to provide the student with the opportunity to express themselves in a three dimensional format. Much of this full year course will be spent exploring ceramics as an art form and students will learn a variety of hand building techniques in clay, as well as, simple glazing fundamentals. Other experiences will include paper making, artistic book making, encaustic painting and batik as time allows.

***Prerequisite - Basic Art with a "C" or above and Teacher Recommendation*** *lab fee*

### **DRAWING AND PAINTING**

grades 10-12 1 credit

Drawing and Painting is a course designed to examine and increase student ability in drawing and painting techniques. Students will gain experience working with several types of drawing and painting media. The course of study will reinforce student understanding of the elements and principles of art and design. The course will also examine color theory, use of appropriate painting tools, techniques, painting surfaces, color mixing, and compositional development. Students will learn to create, critique, evaluate, and appreciate works of art, as well as, explore and discuss their own aesthetic views about art. Art history will be infused throughout the course.

***Prerequisites- Basic Art with a "C" or above and Teacher Recommendation***  
*lab fee*

### **DESIGN AND ILLUSTRATION**

grades 10-12 1 credit

Design and Illustration students is a studio art course that focuses on illustrative techniques and design principles as they relate to the commercial art/advertising field. Students will develop their own personal style as they strive to achieve mastery in various two dimensional mediums such as pencils, paints, charcoal, pen and ink, computer generated media and printmaking.

**Prerequisites - Basic Art with a "C" or above and Teacher Recommendation** lab fee

**SENIOR STUDIO** grade 12 1 credit

Senior Studio is designed for the advanced art student to help align their choice of an art career or avocation with a personal arts philosophy and a body of work developed throughout the course in the form of a portfolio. Emphasis will be placed on independent study. Students will be expected to visit galleries, write formal evaluations and engage in classroom critiques. **Prerequisites - Basic Art, Design and Illustration, Drawing and Painting and Teacher Recommendation**

lab fee

## ***Computer Technology***

<b>9<sup>th</sup> Grade</b>	<b>10<sup>th</sup> Grade</b>
Computer Applications	Computer Applications Desktop Publishing PhotoShop/ Video Prod. Web Page Design
<b>11<sup>th</sup> Grade</b>	<b>12<sup>th</sup> Grade</b>
Computer Applications Desktop Publishing PhotoShop/ Video Prod. Web Page Design Adv. Web Page Design	Computer Applications Desktop Publishing PhotoShop/ Video Prod. Web Page Design Adv. Web Page Design

**FRESHMEN PLEASE NOTE:**

**The only computer class open to freshmen is Computer Applications.**

**UPPER CLASSMEN:**

**Computer Applications may NOT be taken AFTER Desktop Publishing, and PhotoShop/Video Production classes.**

**COMPUTER APPLICATIONS** grades 9-12 1 credit

Computer Applications is a survey course which reviews keyboarding skills and introduces students to the following programs: Windows, Microsoft Office Suite including Word, Excel, Power Point and Access. Netscape is an integral part of the curriculum and will be used to study fundamentals of the Internet. Digital editing using Photo Editor and Desktop Publishing using Microsoft Publisher will be used to create publications. An introduction to Hyper-Studio will provide students with background in order to create simple slide shows.

lab fee

**DESKTOP PUBLISHING** grades 10-12 1 credit

Desktop Publishing (formerly Hypermedia) will use Microsoft Publisher, FrontPage, HyperStudio, Adobe PageMaker and Photo Editor, as well as digital cameras during the yearlong course to produce professional-looking publications. Students will learn how to design a publication regarding its purpose and audience. Design concepts such as appropriateness, balance, focus and flow and consistency will be used when creating documents. Typography and the use of fonts, sizes and styles will be included in the subject material. Photo Editor will be used to draw graphics, resize, move and delete graphics, as well as digital and scanned pictures to be included in publications. Students will design advertisements, brochures, newsletters and packaging for projects they will create during the year. Webquests will be used and created to enhance the existing curriculum.

**PHOTOSHOP AND VIDEO PRODUCTION** grades 10-12 1 credit

Students in this class (formerly Multimedia) will use PhotoShop during the first semester and I Movie II during the second semester. In PhotoShop students will learn how to restore

old photographs, create special effects, and use advanced editing techniques supplemented with scanners, digital cameras, and color printers. In Video Production, students will learn the fundamentals of filming along with editing techniques and special effects.

*lab fee*

**WEB PAGE DESIGN** grades 10-12 1 credit

In this course, students will learn the fundamentals of how to plan, design, and launch a complete Website with creative interfaces, strong graphic images, and functional site organization. The course will focus on the development of design skills, and creativity utilizing web page design tools such as HTML, FrontPage, Java Script, DreamWeaver, MacroMedia Flash, and Shock Wave.

*lab fee*

**ADVANCED WEB PAGE DESIGN** grades 11-12 1 credit

This class will work on the school's web page (project based applications). Students will be responsible for weekly updating from various areas (i.e. – guidance, various academic departments, etc.). Only the classroom teachers or network administrator will upload any information to the actual web page.

***Prerequisite: Teacher Recommendation***

*lab fee*

**Drama**

**THEATRICALS** grades 11-12 1 credit

Besides basic acting, the course will include exercises to improve the voice, oral interpretation, interaction, and movement. Students will survey the history of drama from the Greek period to Broadway. Theatricals carries a fine arts credit.

**English**

**HONORS ENGLISH 9**

<u>9<sup>th</sup> Grade</u>	<u>10<sup>th</sup> Grade</u>
Honors English 9 C. P. English 9 English 9	Honors English 10 C. P. English 10 English 10
<u>11<sup>th</sup> Grade</u>	<u>12<sup>th</sup> Grade</u>
AP English 11 C. P. English 11 English 11 Publications Communications	AP English 12 C. P. English 12 English 12 Publications Communications

grade 9 1 credit

This course stresses strong composition skills as well as the ability to read critically a variety of genres. Six novels are part of the course work. Strong vocabulary work, research projects, and speaking assignments complete the course outline.

***Strongly Recommended - "B" or better in preceding equivalent course or an "A" in preceding lower level course and/or teacher recommendation. Summer reading requirement.***

**COLLEGE PREP ENGLISH 9** grade 9 1 credit

This course is aimed to develop competence in all language arts skills: reading, research, writing, speaking, and listening. Students will cover six literature units: short story, non-

fiction, poetry, drama, epic, and the novel. Grammar is integrated with the literature studied and writing produced.

***Strongly Recommended - passing of 8th grade English Language Arts class with a “C” or better.***

**ENGLISH 9** grade 9 1 credit

English 9 is a course designed to meet the everyday language needs of the student. Through the use of high-interest, low-level reading materials, stress is given to the improvement of reading fluency. Emphasis is placed on sight vocabulary, basic research, listening and speaking skills, and basic writing skill. Three outside novels are read.

**HONORS ENGLISH 10** grade 10 1 credit

Students will study American Literature, both topologically and chronologically. Students will read at least six novels as well as selections from the American Literature text. A portfolio of expository, creative, and research-oriented writings will be created. In addition, students will complete individual and thematic vocabulary units and work in both the media center and computer lab. Speaking requirements will include informational presentations, descriptive presentations, and persuasive speeches. Listening skills will also be stressed.

***Strongly Recommended - “B” or better in preceding Honors English 9 course or an “A” in college prep English 9 course and/or teacher recommendation. Summer reading requirement.***

**COLLEGE PREP ENGLISH 10** grade 10 1 credit

Writing and mechanics are emphasized through analytical essays. Information and research skills are reinforced by activities that integrate the resources of the Media Center and Computer Lab. Listening and visual literacy skills are developed through integrated activities based on an American literature text. Students will read at least three outside novels, and write six 2-3-page papers. Speech activities include project presentations, persuasive presentations and informal/formal description presentations.

***Strongly Recommended - passing College Prep English 9 with a “C” or better.***

**ENGLISH 10** grade 10 1 credit

The focus is on reading, basics in writing, mechanics of spelling and proper word usage. Vocabulary is developed through the formation of sentences and paragraph writing. Oral communication skills will be learned through class discussions and various speaking assignments. Three novels are also read.

***Strongly Recommended - English 9***

**ADVANCED PLACEMENT ENGLISH 11** grade 11 1 credit

AP 11 enables academically motivated students to further their potential. Experiences in reading closely, thinking precisely and writing logically are part of this course. Students will write one research paper. The course prepares students to take the AP English Literature & Composition exam in order to qualify for college credit. The focus of the course is an analysis of the literature of England using primarily a chronological approach.

***Strongly Recommended - completion of Honors English 9 and 10 with a “B” or better, selection and recommendation of English teacher and/or AP 11 instructor, and completion of required summer reading and writing projects.***

**COLLEGE PREP ENGLISH 11** grade 11 1 credit

This course provides the background for the college-bound student to develop his/her reading, writing, and vocabulary skills. The literature studied is the prose and poetry of England from the Anglo-Saxon period through Romanticism to present-day writings as well

as reading three outside novels. The development of writing skills is addressed by requiring the student to submit a minimum of four writing samples, one of which will be a research paper. A minimum of four oral assignments also helps the students to further develop their communication skills.

***Strongly recommended – passing College Prep English 10 with a “C” or better.***

**ENGLISH 11 grade 11 1 credit**

English 11 is designed to develop basic reading, writing, grammar, composition, and vocabulary skills. Reading skills are developed by reading short stories, poems, plays, speeches, essays, autobiographies, biographies, TV scripts, articles, and three novels.

***Strongly Recommended - freshman and sophomore English credits.***

**ADVANCED PLACEMENT ENGLISH 12 grade 12 1 credit**

The focus of this course is an analysis of texts utilizing critical thinking, theoretical constructs, and thematic relationships. Students are responsible for keeping a reader’s response journal, taking exams, writing a research analysis paper each quarter, and making presentations from the course’s literary works.

***Strongly Recommended - completion of Honors English 9, Honors English 10, and AP English 11 with a “B” or better, recommendation of the AP 11 instructor and/or approval of AP 12 instructor, and summer reading requirement.***

**COLLEGE PREP ENGLISH 12 grade 12 1 credit**

Speaking skills are developed through informal/formal descriptive presentations, and persuasive presentations. Writing skills are addressed through completing a research paper, reflective compositions, writing responses to literature, informational essays, persuasive compositions and various informal writings. Reading includes the world literature textbook and a minimum of three novels to analyze world literature from a multi-cultural approach.

***Strongly recommended - three credits of English.***

**ENGLISH 12 grade 12 1 credit**

English 12 is designed to develop basic reading, writing, speaking, and vocabulary skills. It is a continuation of the English 11 course. Students will read short stories, poems, plays, three novels, and a variety of non-fiction. They will review grammar, composition and vocabulary.

***Strongly recommended - freshman, sophomore and junior English credits.***

**CREATIVE PUBLICATIONS I and II grades 11-12 1 credit ea**

Students in this elective course will be required to utilize computer technology in the creation of real world publications. Students will produce the school newspaper, school newsletters, performance programs, magazines and advertisements for business and school functions. Students will study the principles of journalism, professional and technical editing, photography and layout design. Students should be prepared to research and report on issues outside the confines of the classroom. While in the computer lab, students will become proficient with advanced publishing software, photo editing, and layout techniques.

***Prerequisite: Computer Applications and CP English 10 and/or 11. lab fee***

***CREATIVE COMMUNICATIONS I and II***

grades 11-12

1 credit

ea

Creative communications is designed to help students speak effectively in different situations. Students will learn the basics of speech performance and how to create and refine materials for oral presentations. Students will also be exposed to various types of competitive and performance speaking. Participation and effort are the basis for most evaluations. Students may repeat this course for additional credits.

***Prerequisite: Teacher Recommendation***

<u>9<sup>th</sup> Grade</u>	<u>10<sup>th</sup> Grade</u>
German I	German I, II
Latin I	Latin I, II
Spanish I	Spanish I, II
Italian I	Italian I, II
<u>11<sup>th</sup> Grade</u>	<u>12<sup>th</sup> Grade</u>
German I, II, III	German I, II, III, IV
Latin I, II, III	Latin I, II, III, IV
Spanish I, II, III	Spanish I, II, III, IV
Italian I, II, III	Italian I, II, III, IV

## ***Foreign Language***

### **CLASSICAL FOREIGN LANGUAGE**

**LATIN I** \_\_\_\_\_ grades 9-12 \_\_\_\_\_ 1

#### credit

Latin I is an in depth study of vocabulary and grammar. The course emphasis is to acquire knowledge of Latin vocabulary and sentence structure. The grammatical syntax of the Latin sentence is mastered so Latin students can read and write in Latin and be adept in the study of English grammar for writing in English classes. Joseph Campbell's "Journey of the Hero" is introduced for its relevance to literature.

Students also study the culture of ancient Rome with emphasis on mythology. Each Latin I student is required to do a PowerPoint presentation on some aspect of Roman culture.

**LATIN II** \_\_\_\_\_ grades 10-12 \_\_\_\_\_ 1

#### credit

Latin II is an intense continuation of vocabulary and grammar. Analytical and deductive thinking processes are stressed. Students will study Roman authors with the emphasis on Vergil and epic poem, *The Aeneid*. A creative project is required. The emphasis, again, is on the relevance of the hero to present story and culture.

***Prerequisite - Latin I***

**LATIN III** \_\_\_\_\_ grade 11-12 \_\_\_\_\_ 1

#### credit

Latin III provides intense reading and writing in Latin. Vocabulary and grammar skills are reinforced, but emphasis is on translation. Students, after reading Mary Renault's *The King Must Die* create "I Search" PowerPoints on their personal hero journeys based on Joseph Campbell's "Journey of the Hero". The purpose is to raise personal consciousness and critical reflection on their own lives. Ceram's *Gods, Graves and Scholars* is perused for its archaeological relevance. Some of the letters and battles of Julius Caesar are also read.

***Prerequisite - Latin II***

**LATIN IV** \_\_\_\_\_ grade 12 \_\_\_\_\_ 1

#### credit

Latin IV takes the Latin student into the world of the great Roman authors. Ovid, Horace, Cicero, and Catullus are read in Latin and the relevance to modern writers is stressed. "I Claudius" is viewed with reference to the political machinations that took place behind the façade of Roman governance. A PowerPoint presentation investigation of modern political figures is required to connect the power of Rome's Republic to the power of our modern Republic, and political figures of other modern cultures. Constant emphasis is placed on reading and writing Latin and mastering Latin vocabulary.

***Prerequisite - Latin III***

### **MODERN FOREIGN LANGUAGES**

**GERMAN, ITALIAN and SPANISH** are the three modern languages offered at Howland High School. The following descriptions apply to all languages. It is strongly recommended that a student's grade in English or in the preceding level is a "C" or better before beginning the next level. Students choosing a first level course will be asked to request a first and second language choice. Class roster slots will be filled whenever possible with a first choice language. If there are more students requesting a language than slots available, students with A's, B's then C's in language arts will get the roster slot. Students not getting into their first choice will be placed into their second choice language.

**LEVEL I** \_\_\_\_\_ grades 9-12 \_\_\_\_\_ 1 credit

Students will begin to develop the ability to speak, listen, read and write in the foreign language with some emphasis given on the culture (i.e., geography, history, music, art, customs) of the country or countries where the language is spoken.

**LEVEL II** \_\_\_\_\_ grades 10-12 \_\_\_\_\_ 1 credit

Students will be able to speak, listen, read and write in the foreign language at a higher level along with learning more about the culture of the language being studied.

*Prerequisite – Level I*

**LEVEL III** \_\_\_\_\_ grade 11-12 \_\_\_\_\_ 1 credit

Students will continue to expand skills learned in Level II emphasizing speaking, listening, reading, writing and studying foreign culture.

*Prerequisite – Level II*

**LEVEL IV** \_\_\_\_\_ grade 12 \_\_\_\_\_ 1 credit

Besides expanding on the skills learned in Level III, students will be reading authentic literature and speaking and writing the language.

*Prerequisite – Level III*

## **Health and Physical Education**

<u>9<sup>th</sup> Grade</u>	<u>10<sup>th</sup> Grade</u>
Health (1/2)	Health (1/2)
Physical Ed. 9 (1/4)	Physical Ed. 10 (1/4)
S.S./ P.E.9	S S./ P.E. 10

**HEALTH - 1 sem.** grades 9-10 1/2 credit

This course will study factual material and current information on personal, mental, emotional, and community health. Students will also study the prevention and control of diseases,

nutrition, first aid and safety, the structure and functions of body systems, and the use and misuse of alcohol, tobacco, and other drugs. A human sexuality unit is taught by our school nurse.

*Credit earned by students successfully completing the Howland High School Physical Education programs will be counted toward the required 21 credits for graduation. The grade a student earns in Physical Education will NOT be calculated in the student's grade point average.*

**GENERAL P. E.**                      1 sem. each year                      grades 9-10                       $\frac{1}{4}$  credit

The general physical education classes teach physical fitness, exercises, tennis, softball, track, soccer, frisbee, kick ball, sports appreciation, indoor soccer, handball, badminton, pickle ball, volleyball, basketball, cricket, aerobics, stunts, tumbling, and dodge ball.

<b>9<sup>th</sup> Grade</b> Honors Geometry Algebra I-Part I Algebra I	<b>10<sup>th</sup> Grade</b> Honors Algebra II Honors Geometry Geometry Algebra I-Part I Algebra I-Part II
<b>11<sup>th</sup> Grade</b> Honors Pre-Calculus Trigonometry Honors Algebra II Algebra II Business/Consumer Mathematics Geometry Algebra I-Part II Programming OGT Review Advanced Algebra II	<b>12<sup>th</sup> Grade</b> Honors Calculus Honors Pre-Calculus Trigonometry Honors Algebra II Algebra II Business/Consumer Mathematics Geometry Algebra I Programming OGT Review Programming II

## **Mathematics**

### **OGT REVIEW**

grades 11-12 1 credit

This course is designed for students who have not yet passed the math portion of the Ohio Graduation Test (OGT). This course reviews number sense, measurement, Geometry, Algebra, probability, data analysis and test taking pointers. Credit will be earned when a student receives a passing score on the OGT math test and in the course.

**ALGEBRA I – PART 1 (9)** grades  
9-10

1

credit

This is the first part of the comprehensive Algebra I course. Concepts include properties of various number sets, basic operations with

polynomials, factoring polynomials, and simplifying algebraic fractions. Techniques of solving equations in one variable, polynomials, and algebraic fractions are studied and applied to solving word problems. A thorough review of OGT material learned in grades 1-8 is incorporated into this course. Attention is focused on problems at a basic level of difficulty, which allows for a pace appropriate for the stage of mathematical development of the student.

**ALGEBRA I – PART 2 (10)** grades 10-11 1  
credit

This is the second part of the comprehensive Algebra I course. Concepts include an application of algebraic fractions, and introduction to functions, systems of linear equations, inequalities in one and two variables, rational and irrational numbers, quadratic functions, and the basic elements of probability, statistics, geometry and trigonometry. Techniques of solving equations in two variables, and inequalities in one and two variables are studied and applied to solving word problems. Attention is focused on problems at a basic level of difficulty, which allows for a pace appropriate for the stage of mathematical development of the student.

***Prerequisite: Algebra I – Part 1 (9)***

**ALGEBRA I** grades 9-12 1  
credit

This is a comprehensive Algebra I course. Concepts include an application of algebraic fractions, and introduction to functions, systems of linear equations, inequalities in one and two variables, rational and irrational numbers, quadratic functions, and the basic elements of probability, statistics, geometry and trigonometry. Techniques of solving equations in two variables, and inequalities in one and two variables are studied and applied to solving word problems. Attention is focused on problems at an intermediate level of difficulty, which allows for a pace appropriate for the stage of mathematical development of the student.

*Prerequisite: Algebra I – Part 1 (8) - strongly recommended – high “C” or higher in Algebra I- Part I (8)*

**HONORS GEOMETRY** \_\_\_\_\_ grades 9-10 \_\_\_\_\_ 1  
credit This is the first course in a four-year honors sequence and will be taught at a level and pace required to successfully prepare students for completion of calculus in their senior year. Students will learn and apply properties of one, two and three dimensional figures to solve problems and develop formal proofs. Advanced algebra skills will be required.  
***Strongly Recommended – “B” or better in Algebra I***

**GEOMETRY** \_\_\_\_\_ grades 10-12 \_\_\_\_\_ 1  
credit  
In this course the student will study the measurement, properties, and relationships of points, lines, and angles in a plane and in space through the process of deductive and inductive reasoning and the application of algebraic techniques. This rigorous course requires a significant amount of memorization, a solid foundation in algebra, and contributes to the development of the student’s reasoning, organizational and problem-solving skills.  
***Strongly Recommended – “C” or better in Algebra I***

**BUSINESS/CONSUMER MATHEMATICS** \_\_\_\_\_ grades 11-12 \_\_\_\_\_ 1  
credit  
This course focuses on practical and essential business/consumer topics such as checking and savings accounts, credit, automobile expenses, taxes, housing, personal finance, and investments. It presents mathematical skills and concepts in meaningful, real-life situations so that students can become proficient, confident problem solvers and consumers.  
***Prerequisite – Passage of the Ohio Graduation Test and a low “C” or “D” average in any combination of the following: Algebra I and Geometry.***

**ALGEBRA II** \_\_\_\_\_ grades 10-12 \_\_\_\_\_ 1  
credit  
This course provides a strengthening and an extension of the skills taught in Algebra I and Geometry. Students will further develop their graphing skills and problem solving abilities. Emphasis is placed on working with quadratic functions, conic sections, and complex numbers.  
***Prerequisite - Geometry***

**ADVANCED ALGEBRA II** \_\_\_\_\_ grades 11-12 \_\_\_\_\_ 1  
credit  
This course provides a strengthening and an extension of the skills taught in Algebra I and Geometry. Students will further develop their graphing skills and problem solving abilities. Emphasis is placed on working with quadratic functions, conic sections and complex numbers, as well as, on content described in the *Standards for Transition*, a set of Mathematics Standards developed by the ACT for each score range on that college entrance examination.  
***Prerequisite – “C” or higher in Geometry***

**HONORS ALGEBRA II** \_\_\_\_\_ grades 10-12 \_\_\_\_\_ 1  
credit  
This rigorous course is designed to give the serious math student the algebraic skills that will be needed for Pre-Calculus and Calculus. An emphasis is placed on developing graphing skills and learning problem-solving strategies.  
***Prerequisite - Honors Geometry – strongly recommended- “A” or better in both Algebra I and Geometry.***

**TRIGONOMETRY** grades 11-12 1  
credit

This course is designed to introduce the student to both circular trigonometry and right-triangle trigonometry. Students will also develop a foundation in the study of statistics and will be exposed to various advanced algebraic skills.

***Prerequisite - Algebra II or higher – Strongly Recommended - “C” average or better in previous math courses***

**HONORS PRE-CALCULUS** grades 11-12 1  
credit

This rigorous course is designed to give the advanced math student the background skills needed for the study of calculus. An emphasis is placed on the study of functions including circular functions and trigonometry.

***Prerequisite - HONORS Algebra II - junior or senior with a letter grade of “C” or better in Honors Algebra II.***

**AP CALCULUS** grade 12 1  
credit

This rigorous course is designed to give the sophisticated math student an introduction to both differential and integral calculus. An in-depth study of functions, limits, graphs, and continuity is included in the course. Students will learn how to find and apply derivatives, how to compute and apply integrals, and various techniques and applications of antidifferentiation.

***Prerequisite - Honors Pre-Calculus***

***PROGRAMMING (math elective)*** grades 11-12 1 credit

This course is designed to familiarize the student with problem-solving techniques using the computer. Emphasis will be on practices and principles of computer programming. The course will require completion of a number of programming assignments using programming languages such as BASIC, Visual Basic, and C++. This course does **not** count as one of the 3 required math credits. It counts as an elective course.

***Prerequisite: Algebra I*** *lab fee*

***PROGRAMMING II (math elective)*** grade 12 1 credit

This course is a continuation of the Programming I course. In Programming II the students learn the Java programming language with a strong emphasis on object oriented programming and the mathematics related to programming. The students will also get some exposure to some graphics and video game programming and have the opportunity to take the AP computer science test. This course does not count as one of the required math credits. It counts as an elective.

***Prerequisite: Programming I*** *lab fee*

***Music***

<u>9<sup>th</sup> Grade</u>	<u>10<sup>th</sup> Grade</u>
Concert Choir Band Majorettes	Concert Choir A Cappella Choir Band Majorettes
<u>11<sup>th</sup> Grade</u>	<u>12<sup>th</sup> Grade</u>
Concert Choir A Cappella Choir Band Majorettes	Concert Choir A Cappella Choir Band Majorettes

Each year of music/choir that is successfully completed, a student will earn 1.00 credit. All final grades will be computed in the student’s grade point average/class rank. The first credit earned will count as a student’s fine arts requirement. Credits earned thereafter will be counted in the total credits earned, as electives.

**BAND** grades 9-12 1 credit

Instrumental Music is open to any student at Howland High School, although it is preferred that there is some prior involvement in the Middle School and elementary grades. The Marching Band starts rehearsal in July or August and continues until the end of football season. In addition to all Howland football games, the Band performs at local band nights and at other times of community interest. The Concert and Symphonic Bands meet from October/November to the end of the school year. Performances include concerts, and solo, ensemble and large group competitions. The Pep Band plays for selected home basketball games. Jazz Ensemble starts rehearsal in January leading to performances in the spring.

*lab fee*

**MAJORETTE** grades 9-12 1/4 credit

Students are required to learn dance routines, a certain style of marching and perform at all band night shows and other occasions at which the marching band performs. They also attend Band Camp in August and practice during the band period each school day during marching season. In the spring of each year, try-outs are held and a panel of judges selects the majorettes on the basis of their total performance. ***Prerequisite - by selection.***

**A CAPPELLA CHOIR** grades 10-12 1 credit

A Cappella Choir is open to all students 10-12, although a Middle School choral experience is recommended. The Chamber Choir consists of members from A Cappella Choir and performs annually at the Chamber Choir Festival and numerous community functions. Students are required to be at all performances. *lab fee*

***Prerequisite – by audition or recommendation of the concert choir’s director***

**CONCERT CHOIR** grades 9-12 1 credit

Course objectives include sight singing, vocalizing, vowel placement, and correct diction. Various styles of quality vocal literature are taught which expose the students to artistic beauty, develop musical sensitivity, and broaden cultural awareness. Students are required to be at all performances. *lab fee*

***Prerequisites - a desire to sing and the ability to sing within a prescribed vocal range.***

## Science

<u>9<sup>th</sup> Grade</u>	<u>10<sup>th</sup> Grade</u>
Honors Biology I Physical Science	Honors Biology II Biology I Honors Biology I Physical Science
<u>11<sup>th</sup> Grade</u>	<u>12<sup>th</sup> Grade</u>
Honors Chemistry Chemistry Honors Biology II Biology II Scientific Invest. Honors Physics Physics Physical Science	Honors Physics Physics Honors Chemistry Chemistry Biology II Scientific Invest. Physical Science

### PHYSICAL SCIENCE

grades 9 - 12 1  
credit

Students will study the relationships between properties of matter and its structure. To do this, they will deal with the macroscopic world of observable phenomena and the world of molecules, atoms, and subatomic particles, and the symbolic and mathematical world of chemical formulas, equations, and symbols. Students will learn about the structure of atoms, the structure and properties of matter, chemical reactions, motions and forces, conservation of energy and increase in disorder, and interactions

of energy and matter. They will also learn about the relationships that exist in the study of the earth. Students will explore the basic concepts of the physical relationships of the earth.  
*lab fee*

**HONORS BIOLOGY I** grades 9-10 1 credit

This course will stress independent student learning combined with in depth classroom work on the following major fields: biochemistry, zoology, ecology, microbiology, genetics, evolutionary biology, cell biology, zoology, ecology, and botany. In addition to the biology course work, students will be required to do research on each of the course topics and produce either an experiment or a teacher approved project which will enrich their comprehension of the topic.

***Strongly recommended: a “B” or better in Algebra I; or “B” or better in Language Arts I; or “A” in L. A. gr. 8; or “A” average in gr. 8 science with teacher recommendation; or “B” or better in C.P./Honors English 9. Summer reading requirement.*** *lab fee*

**BIOLOGY I** grade 10 1 credit

General biology begins with molecular and cellular biology, from which it moves to reproduction and genetics. This is followed by evolution, classification, microbiology, multi-cellular plants, and is concluded with multi-cellular animals. This sequence helps to build a suitable background for the beginning biology student. Labs are used whenever possible to supplement and reinforce the text materials.  
*lab fee*

**BIOLOGY II** grades 11-12 1 credit

Biology II studies the phylogenetic transition from invertebrates to vertebrates, including an insect collection. the major classes of the phylum Chordata are surveyed including dissections of fish, amphibians, reptiles, birds, and mammals. Homeostasis and the interdependency of the human body systems are explored. The course ends with an ecological perspective to current issues in human biology (i.e.: carcinogens, evolution, agriculture).

***Prerequisite – Biology and passage of the science part of the Ohio Graduation Test*** *lab fee*

**HONORS BIOLOGY II** grades 10-11 1 credit

This honors class will follow the general Biology II course of study and include a scientific research paper for each grading period. The biochemistry, which applies to Biology II topics, will be explored. All dissections will have pre-lab reports and Latin names for the anatomical parts of organisms dissected will be learned.

***Prerequisite - Honors Biology I; summer reading requirement.*** *lab fee*

**HONORS CHEMISTRY** grade 11-12 1 credit

Honors Chemistry is an accelerated and more rigorous Chemistry course designed to offer students the opportunity to master core principles of chemistry. Students will be engaged in a broad spectrum of chemistry including: the study of matter and energy, atomic structure, chemical bonding, chemical reactions, stoichiometry, reaction kinetics and equilibrium, gases, the behavior of solutions, acid-base reactions, oxidation-reduction reactions, thermochemistry, electrochemistry, nuclear chemistry, and organic chemistry. The approach is both mathematical as well as conceptual. Lab skills will be developed to reinforce the understanding of chemical concepts and principles. This option is recommended for the students who are motivated to complete extra study and work demands and are interested in pursuing careers in the medical, engineering, or scientific fields.

***Prerequisite - Honors Algebra II or Algebra II; summer reading requirement.***  
lab fee

**CHEMISTRY** grades 11-12 1 credit

Chemistry I investigates fundamental laws and concepts of chemistry, including composition of matter and the physical and chemical changes it undergoes, atomic structure, the periodic law, chemical bonding, chemical nomenclature, chemical equations and reactions, stoichiometry, physical behavior of gases, solutions, and acid-base theory. The approach is both mathematical as well as conceptual. Lab skills will be developed to reinforce the understanding of chemical concepts and principles.

***Prerequisites – Currently taking or have taken Honors Algebra II or Algebra II*** lab fee

**HONORS PHYSICS** grade 11-12 1 credit

Honors physics will stress student directed laboratory work that examines the relationships between matter and energy. Students will research, develop, and problem-solve in the lab and on the computer to verify the concepts involved. A portfolio of laboratory work will be created in the form of a lab journal. Students are expected to research various topics and write papers on selected topics.

***Prerequisite – Chemistry or Biology II, students must be enrolled in Honors Pre-Calculus or Trigonometry; summer reading requirement.*** lab fee

**PHYSICS** grade 11-12 1 credit

Physics is a physical science that deals with the interrelationships of mass and energy. Applied forces are studied to understand work and energy and explain how machines work. Heat and electrical forces are examined to determine their effect upon matter, as are light, sound, and nuclear energy. lab fee

***Prerequisites – Completion of Algebra II and enrolled in Trigonometry, Pre-Calculus, or AP Calculus).***

**SCIENTIFIC INVESTIGATIONS** grades 11-12 1 credit

This course provides a high school science foundation for all students by providing a common core of experiences in astronomy, geology, ecology, and weather. During the second semester, special emphasis will be placed upon projects and lab based experiences. lab fee

***Prerequisites: Passing grades in Physical Science and Biology I.***

**Social Studies**

<u>9<sup>th</sup> Grade</u>	<u>10<sup>th</sup> Grade</u>
Hon. World Studies World Studies	Hon. U.S. History U.S. History
<u>11<sup>th</sup> Grade</u>	<u>12<sup>th</sup> Grade</u>
U.S. Govt. Psychology U. S. History	Psychology U. S. Govt.

**HONORS WORLD STUDIES**

grade 9 1 credit

This course focuses on research, analytical thinking, in-depth problem solving, group activities, independent study, and reading. It will be conducted in a collegial style. The course begins with the ideas of the Renaissance and Enlightenment and those ideas that shaped our current world.

***Strongly Recommend – “B” or better in Language Arts I or an “A” average in Language Arts 8 or “A” average in 8<sup>th</sup> grade US History/Civics and teacher***

***recommendation. Summer reading requirement.***

**WORLD STUDIES** grade 9 1 credit

This course is a chronological study of society from the Renaissance to the present. Special emphasis is placed on the more significant events, movements, and personalities that have been pivotal in shaping our world. Special attention is paid to other cultures and their perspectives. World Studies also incorporates the significance of geography and economics into the decisions made in the world arena.

**HONORS U. S. HISTORY** grade 10 1 credit

This course will be conducted in a collegial manner and will focus upon independent study, analytical thinking, research, in-depth reading(s), group activities, essay writing, and note taking skills. It will begin with the Reconstruction Period in American History and strive to reach the events of the present.

***Strongly Recommended: Honors World Studies, or "A" in World Studies and Teacher Recommendation. Summer reading requirement.***

**U.S. HISTORY** grades 10-11 1 credit

U.S. History will introduce the student to the variety of American experiences in the past and its impact upon the present from the Civil War to the present. Emphasis is placed upon a factual understanding of the topics in the U.S. History through class lectures and discussions. Course requirements include essay writing, objective examinations, quizzes, and book reviews and/or research projects.

**U.S. GOVERNMENT** grades 11-12 1 credit

Government is designed to introduce the student to the principles of our American system of government. A treatment of public opinion and how the democratic process is affected by opinion is developed. The student is exposed to the three branches of government (legislative, judicial, and executive) and studies how they operate to provide a balance of power. A brief look at other political systems, plus Ohio state and local government completes the course.

**PSYCHOLOGY** grades 11-12 1 credit

Psychology introduces students to many of the basic concepts and topics of general psychology, such as: the science of mind and behavior, the mental and behavioral characteristics of an individual or group.

**Work and Family Living**

<b><u>9<sup>th</sup> Grade</u></b>	<b><u>10<sup>th</sup> Grade</u></b>
Pers. Development Resource Manage.	Life Skills/Career Pers. Development Resource Manage. Independent Living
<b><u>11<sup>th</sup> Grade</u></b>	<b><u>12<sup>th</sup> Grade</u></b>
Pers. Dev. Resource Manage. Nutrition & Wellness Independent Living	Pers. Dev. Resource Manage. Nutrition & Wellness Independent Living

**PERSONAL DEVELOPMENT**

gr. 9-12 1 sem. ½ credit

This course focuses on taking responsibility for self and others, building self-esteem, relationships with family and peers, managing stress and conflict, and responsible parenting. *lab fee*

**RESOURCE MANAGEMENT**

gr. 9-12 1 sem. ½ credit

This course focuses on managing resources to achieve goals, making consumer choices, housing, clothing, feeding the family, and environmental responsibility. *lab fee*

**LIFE SKILLS/CAREER PLANNING** grade 10 ½ credit

This **required** course focuses on the development of a life management plan which concentrates on personal wellness, goal setting, constructive relationships, career planning, job seeking and holding techniques, job shadowing and the development of a career passport. Students complete career research, find sources of job openings, learn resume writing, explore dressing for success, practice interviewing techniques, determine their person employability skills, and write a career narrative. *lab fee*

**INDEPENDENT LIVING** grades 10-12 ½ credit

This course focuses on exploring parenting roles and responsibilities, assessing readiness and preparing for parenthood, meeting the developmental needs of children, using positive guidance and discipline, nurturing positive parent/child relationships, identifying and accessing parenting resources, and learning the responsibilities of families and society in nurturing children. *lab fee*

**NUTRITION AND WELLNESS** grades 11-12 ½ credit

This course focuses on making choices to promote wellness for self and others, relating psychological and social needs and food choices, obtaining and storing food, planning, preparing, and serving nutritious meals, selecting and using equipment, and promoting optimal nutrition and wellness of society. *lab fee*

## **Career Based Intervention Program (CBIP)**

**CBIP** gr. 9-12 up to 4 credits per year

The Career Based Intervention Program (CBIP) is a program designed for students that have had difficulties with their previous school experiences. The CBIP program emphasizes career exploration, preparation for the world of work, paid work experiences and academic intervention in a non-traditional classroom setting that facilitates individual and small group instruction. Students will improve their academic competencies, develop employability skills and implement career plans while working towards high school graduation, post-secondary education and careers.

***Prerequisites – Interview with the coordinator and parents***

## **Ashtabula Joint Vocational School Courses**

### **Courses at Howland High School**

**MULTI-MEDIA** grades 11-12 3 credits

The Interactive Multimedia program gives students the opportunity to learn techniques in a variety of areas centered around the media industry. Within the class, students will learn storyboard drawing, filming and editing, graphic design with Adobe Photoshop and Illustrator CS3, Special Effects using Adobe After Effects, Lighting Techniques, and Photography and Music Composition. Students will work on State of the Art equipment such

as iMAC computers, Canon High Definition Video Cameras, Bamboo Interactive Wacom Tablets, Nikon Professional Photography Cameras, ARRI lighting and GarageBand Music Software. Students will work on industry style projects and possibly enter state and national contests, as well as, art and film festivals around the United States. Students will receive 6 high school credits for two years of work and can possibly gain up to 12 college credits after graduation. Seniors who didn't apply as juniors may still apply.

**MARKETING** grades 11,12 1 credit for class (3 credits for working)

Marketing is a program of instruction in marketing, merchandising and management. This program is designed to meet the needs of individuals who desire to enter, progress, upgrade and improve their skills, attitude, knowledge, and ability in occupations involving one or more of the marketing functions. The functions of marketing include buying, selling, storing, transporting, risk bearing, financing, marketing research, standardizing, and grading as performed by proprietors, managers, and in those marketing activities performed by manufactures and producers. The combinations of the on-the-job training and related class work gives the Marketing Students a saleable skill in marketing and business, and an advantageous entry into business related occupations and careers, while offering the alternative of additional education in the business sector, through a variety of options.

***Prerequisite: Teacher/Student Interview and formal student application***

**JOBS TRAINING PROGRAM** grades 11-12 3 credits

This diverse and individualized transition program is available to students between the ages of 16 and 22 with special needs. Students will be based part-time at a community-based work site. These employment sites include hospitals, shopping malls, strip malls, hotels and restaurants. The Job Training Coordinator works with the employer to develop several different job try-out sites. The student has part-time experiences at each site, while the JTC gathers information on the student's preferences and skill performance. Job training will help to bridge the transition from school to competitive employment.

**MANUFACTURING TECHNOLOGIES** grades 9-12 1 credit

Manufacturing Technologies provides the students a dynamic combination of computer-based learning resources that incorporate multi-media technology within a managed learning environment. Students will rotate through technology modules consisting of computer aided design, pneumatics, hydraulics, mechanisms, electricity, robotics/automation, computer controlled machines, materials processing, welding and automotive.

**HEALTH SCIENCES FOUNDATIONS** grades 9-12 1 credit

Health Sciences Foundations is a program of instruction that combines specialized competencies, safety/business standards, and ethical/operational guidelines to develop technical competencies in the health sciences career fields. Areas of specialization will include physical therapy, dental assisting, medical assisting, nursing, radiology, and surgical technology.

## Courses at Ashtabula County Joint Vocational School

### AUTO COLLISION REPAIR grades 11, 12 3

#### credits

Students learn to service all types of automobiles and other vehicles. The program also includes repair of auto shop equipment and analysis of body damage. The program provides the skills necessary for entry into the field of auto body repair, as a restoration specialist, painter, detailer, frame technician, auto conditioner, or estimator.

### AUTOMOTIVE TECHNOLOGY grades 11, 12 3

#### credits

Students learn to use technology and computerized systems to diagnose and repair all major automotive systems. The program prepares students to achieve ASE certification following graduation.

### BUILDING AND GROUNDS grades 11, 12 3 credits

Students learn carpentry, basic plumbing, electrical repair, arc welding, oxy-fuel cutting, landscaping and grounds-keeping, the care of floors, carpet and surfaces, as well as, the safe use of hand and power tools. Students acquire the skills necessary for success in interior, exterior and facility grounds maintenance.

### BUSINESS ACADEMY grades 11, 12 3 credits

Classes are customized to provide students with core business requirements, academics, and an elective in such courses as legal and medical concepts, web page design, payroll applications, international business, advanced accounting and desktop publishing.

### CARPENTRY grades 11, 12 3 credits

Students learn how to estimate construction costs, read blueprints, fabricate and build wooden structures, finish interiors, install insulation, ventilation and roofing, and the safe use of power tools. Students learn the skills necessary to build houses, buildings, garages, porches, decks, patios, and pole barns.

### COOPERATIVE BUSINESS grade 12 3 credits

Classroom course work includes keyboarding, word/information processing, record management, calculating, payroll, legal and medical documents, computer operations, and employability skills. Students will work in business-related jobs in the afternoon.

### COSMETOLOGY grades 11, 12 3 credits

Students prepare to become licensed beauty services professionals concentrating in the care of hair, scalp, face, and nails. Specifically students learn how to give facials, manicure and sculpt nails, and cut, shape, style and color hair, wigs, and hairpieces. The curriculum also includes client relations, salon management, good employability habits, and small business ownership skills.

### CULINARY ARTS grades 11, 12 3 credits

Students learn sanitary handling of food, menu planning, preparation, presentation, and serving. First year students learn to plan, prepare and service large-scale events. Second year students learn the art of restaurant management.

### EARLY CHILDHOOD grades 11, 12 3 credits

Students learn the major theories of early childhood development pertaining to infants, toddlers, pre-schoolers, and school age children. This comprehensive program also includes

the development of good communication skills, nutrition, child guidance, and the needs of exceptional children.

**ELECTRICITY** grades 11, 12 3 credits

Students study the sources, control, measurements, and applications of electrical power used in residential, commercial, and industrial settings. They have the opportunity to gain knowledge of controls and aptitudes in assembling motors and generators, reading blueprints and wiring diagrams, and trouble shooting and repairing electrical systems.

**GRAPHIC ARTS** grades 11, 12 3 credits

Students develop competencies in creating art for reproduction by working with the offset printing process and the state-of-the-art software programs used by professionals in the advertising and printing industries. Students develop creative and mechanical talents as they learn layout, design, desktop publishing, line and halftone photography, and offset printing.

**HEALTH CARE TECHNOLOGIES** grades 11, 12 3 credits

First year students learn medical assisting, nurse assisting, and dental assisting basics. Second year students choose a career path. Some choose on-the-job training at a work site geared to their area of interest. Others choose to continue classroom studies in preparation for post-secondary training. Students round out their education with courses in medical office skills and medical insurance coding.

**HORTICULTURE & LANDSCAPING** grades 11, 12 3 credits

Students learn to identify horticulture plants, propagate greenhouse crops, safely operate landscaping equipment, use herbicides and pesticides, design residential and commercial landscapes, build plant-growing structures, install landscape plantings, and establish and maintain turf areas. The program includes the marketing of horticulture products and landscaping services.

**MASONRY** grades 11, 12 3 credits

Students gain competencies in concrete, arch, composite wall, corner wall, fireplace and foundation construction, blueprint reading, design brickwork, and the use of power tools.

**POWER EQUIPMENT TECHNOLOGY** grades 11, 12 3

credits Students learn how to weld, troubleshoot, and to maintain and repair recreational equipment, small engines, diesel engines, and hydraulic systems. Students also work with engine electrical systems and transmissions.

**PRECISION MACHINING** grades 11, 12 3

credits

Students learn to accurately use precision measuring tools, set and operate machine lathes, grinders, mills, power saws, read blueprints and layouts, and fabricate parts using basic heat treating processes. Advanced students gain skills in the operation of state-of-the-art CNC lathe and milling machines.

**PUBLIC SAFETY ACADEMY** grades 11-12 3

credits

The Public Safety Academy prepares students for the certification testing necessary to successfully enter into law enforcement, private security, and /or emergency medical technician (EMT) careers.

**TEACHER ACADEMY** grade 12 3

credits

The Teacher Academy Program is designed for college prep high school seniors interested in pursuing a career in teaching. Through a curriculum that includes both instructional techniques and real world teaching experiences, students will gain a broad understanding of the teaching profession.

**WELDING** \_\_\_\_\_ grades 11, 12 \_\_\_\_\_ 3 credits

Students learn how to perform shielded metal arc welding (S.M.A.W.), oxyacetylene welding, cutting, brazing, gas metal arc welding (G.M.A.W.), and gas tungsten metal arc welding (G.T.M.A.W.). Students also gain proficiencies in precision cutting by learning to operate a state-of-the-art plasma cutter. blueprint reading, hand tool use, pipe welding, and layout work are included in this comprehensive program.

\*Related classes for each of the above programs are worth one credit.

## **TECH PREP**

### **College Prep with a Technical Focus**

Two tech prep programs are offered: Computer Information Systems (CIS), and Computers, Networking & Electronics Technology (CNET). Each program provides students with a curriculum of college prep courses and technical education to facilitate successful advancement from high school to college and a career. These programs are offered through Lakeland Community College in Kirtland, Ohio.

**COMPUTER INFORMATION SYSTEMS (CIS)** \_\_\_\_\_ grades 11, 12 \_\_\_\_\_ 3 credits

Students will learn computer programming, computer software applications, accounting applications, hardware organizations, and systems. This course blends academics and technical subjects that emphasize problem-solving and critical-thinking skills.

**COMPUTERS, NETWORKING & ELECTRONICS (CNET)** gr. 11, 12 \_\_\_\_\_ 3 credits

Through a curriculum of academics and technical education, students prepare for careers in building, evaluating, troubleshooting, and maintaining computers, networks, electronics products and systems.

**DESIGN AND DRAFTING** \_\_\_\_\_ grades 11, 12 \_\_\_\_\_ 3 credits

Students learn to design and generate architectural, sectional, and auxiliary-view drawings by working state-of-the-art computer programs. They also develop proficiencies in applying AUTOCAD 2000 to mechanical, architectural, and 3-D work.

## **VOCATIONAL READINESS PROGRAM**

Students who are at least 16 years old, have attempted ninth grade, and are not yet juniors, are eligible to apply for the ACJVS Vocational Readiness Program. This program offers hands-on career exploration. Students successfully completing the Vocational Readiness Program are eligible to apply for entry into any two-year program at the ACJVS.