

# Monticello High School Registration Handbook



*Providing rigorous, authentic, personalized learning, utilizing the  
local and global community.*

**2024-2025**

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**Monticello Community School District**  
**Title IX**  
**Notice of Nondiscrimination**

Policy Title: Continuous Notice of Nondiscrimination Policy #102.0E2

Students, parents, employees, and others doing business with or performing services for the Monticello Community School District are hereby notified that the District does not discriminate on the basis of race, color, national origin, sex, disability, religion, creed, age, sexual orientation, gender identity, or genetic information (for employment) in any of its education programs, activities, or employment opportunities, pursuant to Title IX of the Education Amendments of 1972, Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act, and other applicable state and federal laws. This prohibition on discrimination applies to admission and employment.

The District has adopted grievance procedures for processing and resolving formal and informal Title IX sex discrimination and sexual harassment complaints and other discrimination complaints. Inquiries regarding sex discrimination pursuant to Title IX of the District's nondiscrimination policy may be directed to the District's Title IX Coordinator, Todd Werner, 860 East Oak Street, Monticello, Iowa 52310, 319-465-3000 ex2101, [todd.werner@monticello.k12.ia.us](mailto:todd.werner@monticello.k12.ia.us); other grievances or complaints related to the District's nondiscrimination policy may be directed to the District's Equity Coordinator, Todd Werner, 860 East Oak Street, Monticello, Iowa 52310, 319-465-3000 ex2101, [todd.werner@monticello.k12.ia.us](mailto:todd.werner@monticello.k12.ia.us).

Inquiries related to sex discrimination pursuant to Title IX may also be referred to U.S. Department of Education (attn. Assistant Secretary, Office for Civil Rights; 400 Maryland Avenue Southwest, Washington, DC 20202; 800-421-3481; [OCR@ed.gov](mailto:OCR@ed.gov)). Inquiries related to other grievances or complaints may be directed to the Director of the Office for Civil Rights U.S. Department of Education, Citigroup Center, 500 W. Madison Street, Suite 1475, Chicago, IL 60661-7204, Telephone: (312) 730-1560 Facsimile: (312) 730-1576, Email: [OCR.Chicago@ed.gov](mailto:OCR.Chicago@ed.gov))

Approved: 5/23/16

Reviewed:

Revised: 10/26/20

Dear Students and Parents:

This booklet is prepared to guide you in selecting courses for the 2024-2025 school year. We hope that both parents and students will use this booklet to make informed course choices for next year. Students and parents should review the various course offerings in each department, graduation requirements, and the requirements for each grade level.

Students and parents are then asked to **complete and sign the “Course Request Form”**. This form is to be returned to the office by a date to be determined.

When this step is completed, we will begin building the master schedule based on student requests. We hope to minimize course conflicts, but we wish to emphasize that this can never be accomplished completely, and some students may be asked to change course requests. We will, however, do our best to minimize this alternative.

In August, students and parents will have access to the final schedule on Infinite Campus.

All students should be aware of the following items:

1. Take time to consider all the alternatives before you register so that confusion for you and the school can be kept to a minimum.
2. Consider which courses hold the most interest for you and which courses will benefit you most in your long-range plans.
3. Talk these plans over at home. See your counselor. Get all the information you can about post-high school possibilities.
4. Ask yourself how these particular courses will meet the requirements for admission to the college, vocational-tech school, or career you plan after graduation.
5. Be certain you are meeting the Monticello graduation requirements. Remember, it is **YOUR** responsibility to see that you have the courses necessary to graduate.

Sincerely,

Mr. Nick Schauf  
Principal

## REQUIRED CREDITS FOR GRADUATION

	<u>Credits</u>
<b><u>ENGLISH</u></b>	8
Four years of English are required, including English I, English II, English III, and two semesters of English electives (AP English, English IV, KCC Composition, or Western World Lit).	
<b><u>SCIENCE</u></b>	6
Three years of science are required: Science 9 is required of all 9 <sup>th</sup> grade students, Biology for 10 <sup>th</sup> grade, and Chemistry for all 11 <sup>th</sup> graders.	
<b><u>MATHEMATICS</u></b>	6
Three years of Mathematics are required, including Algebra I, Geometry, and Algebra II. Transitional Algebra II and Applied Math may only be taken in place of Algebra II (recommended for those students who do not plan on attending a 4-year institution).	
<b><u>SOCIAL STUDIES</u></b>	6
The required courses include two US History, two World History, Economics (recommended for 11th or 12th graders), and American Government (recommended for 11th or 12th graders).	
<b><u>PHYSICAL ED.</u></b>	4
Four credits of PE are required – 1 credit each year in 9 <sup>th</sup> – 12 <sup>th</sup> for one semester. In the semester that a student is not enrolled in a PE class, they must document 120 minutes of physical activity	
PE Waiver (Policy 606.1): A student shall be excused from PE requirement by the principal if the parent or guardian of the student requests in writing that the student be excused from the PE requirement for one of these reasons:	
<ol style="list-style-type: none"><li>1. Student is seeking to be excused in order to enroll in academic courses not otherwise available to the student</li><li>2. Student who is enrolled in a work-based learning program</li><li>3. Student who is in an educational program authorized by the school, which requires the student to leave school premises for specified periods of time during the school day</li><li>4. An activity that is sponsored by the school, in which the student is enrolled, which requires at least as much physical activity per week as one-eighth unit of physical education</li></ol>	
The request form to Waive PE will be available in the high school office	
<b><u>HEALTH</u></b>	1
One credit of Health is required for 9th grade students by taking it during one semester	
<b><u>ELECTIVES</u></b>	<u>23</u>

**Total Credits    54**

Seniors must be on track with graduation requirements in order to get an “OPEN” period. Students must be in good academic standing to maintain their “OPEN” period. This means the student must have 48 credits, including 4 credits of PE, 6 credits of math, 6 credits of science, 6 credits of English, 2 credits of US History, and 2 credits of World History.

Juniors have the option to have an “OPEN” period and still be considered full time students if they are in good academic standing and on track for graduation. Juniors must get prior approval from the high school principal.

*\*Students who have an IEP may follow an individual pathway to a Standard Diploma based on the decision of the IEP team. See the following pages.*

**REQUIRED CREDITS FOR GRADUATION THROUGH A  
STANDARD DIPLOMA WITH INDIVIDUAL PATHWAYS TO ACHIEVE CONTENT**

*This pathway to graduation allows students to progress through the required content with modifications to the required standards. This could include requiring fewer standards, putting focus only on the essential elements of a standard, or focusing on the extended grade-level standard that reflects the students' current performance. The decision for this pathway is made through the IEP team and is designed for students whose postsecondary educational plans are targeted towards vocational or technical opportunities. Students may qualify, with certain conditions, for a community college experience. Students following this plan will not be prepared for a four-year college experience.*

**ENGLISH** - Four years of English are required.

- Practical English 1-4 may be substituted for the below classes. The content in Practical English is modified based on IEP needs.
- Strategic Literature and/or Foundations of Literature II are often included as an elective.
- English I, English II, English III, and English IV.

**MATHEMATICS** - Three years of Mathematics are required.

- Basic Math 1-4 may be substituted for the below classes. The content in Basic Math is modified based on IEP needs.
- Algebra I, Geometry, Transitional Algebra II, and Applied Math.

**SCIENCE** - Three years of Science are required.

- Science 9 is required of all 9th grade students.
- General Biology for 10th grade.
- Applied Chemistry for 11th graders.

**SOCIAL STUDIES** - Three years of Social Studies are required.

- General Social Studies 1-3 may be substituted for the below classes. The content in Basic Social Studies is modified based on IEP needs. (Includes the State of Iowa's Financial Literacy requirement.)
- Two Semesters of US History (9 – 12th grade)
- Two Semesters of World History (10 – 12th grade)
- Economics - Includes Financial Literacy Requirement (11th or 12th grade)
- American Government (11th or 12th grade)

**PHYSICAL ED & HEALTH** - Five credits of PE are required.

- Health I/PE and Health II/PE in 9th grade equals two credits.
- 1 credit of PE each year in 10th–12th grades. Includes CPR training.  
\*\*The semester that a student is not enrolled in a PE class, they must document 120 minutes of physical activity (10<sup>th</sup> – 12<sup>th</sup> grade).

**ELECTIVES** - 23 Total      **TOTAL CREDITS** = 54

**REQUIREMENTS TO RECEIVE A CERTIFICATE OF COMPLETION/ATTENDANCE**

*This pathway is only available for certain students who receive services through an IEP and must be determined by a multidisciplinary team, including the parents, at an IEP meeting. Due to extensive modifications to the graduation requirements and the curriculum, students that participate in this pathway will not be prepared for postsecondary learning outcomes and may require assistance in the areas of living, learning, and working after high school. This pathway is highly individualized based on student needs.*

**MONTICELLO REQUIRED COURSE PATHWAYS FOR GRADUATION**

*\*Italicized classes are for students on an advanced sequence\**

<b>Grade</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>
<b>English</b>	English I or <i>English II</i>	English II or <i>English III</i>	English III or <i>Composition I &amp; II</i>	English IV and/or <i>Composition I &amp; II</i> or <i>AP English</i>
<b>Math</b>	Algebra I or <i>Geometry</i>	Geometry or <i>Algebra II</i>	Algebra II or <i>Transitional Algebra II and Applied Math</i> or <i>Pre-Calculus or Probability &amp; Statistics</i>	<i>Transitional Algebra II and Applied Math</i> or <i>Pre-Calculus</i> and/or <i>Stats &amp; Probability</i> or <i>AP Calculus</i>
<b>Science</b>	Science 9	Biology	Chemistry	Physics and/or <i>Anatomy &amp; Physiology</i>
<b>Social Studies</b>	American History	World History	Economics and/or <i>Government</i>	Economics and/or <i>Government</i>
<b>Physical Education/Health</b>	Health and PE	PE	PE	PE

**Agriculture, Food & Natural Resources Program of Study**

<b>Grade</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>
<b>Electives</b>	Agriscience I, <i>Manufacturing III</i> , <i>Spanish I</i>	Agriscience II, <i>Advanced Manufacturing III</i> , <i>Financial Literacy</i> , <i>Small Engine Repair</i> , <i>Spanish II</i>	Agricultural Sales & <i>Service</i> , <i>Ag Business Management</i> , <i>Horticulture</i> , <i>Plant Science</i> , <i>Spanish III</i> , <i>KCC Liberal Arts Transfer Academy</i> , <i>KCC Survey of Animal Industry</i> , <i>KCC Nutrition</i> , <i>KCC Environmental Science</i>	<i>Ag Leadership</i> , <i>Agriculture SAE/OJT</i> , <i>Greenhouse Production</i> , <i>KCC Liberal Arts Transfer Academy</i> , <i>KCC Survey of Animal Industry</i> , <i>KCC Nutrition</i> , <i>KCC Environmental Science</i> , <i>WLC Internship</i>
<b>Possible Careers</b>	<u>Careers Requiring an Associate's Degree</u> Civil Engineering Tech Commercial Driver Farm Equipment Technician Heavy Equipment Operator Oil & Gas Well Drilling Crew Power Plant Operator Survey Technician Veterinarian Assistant		<u>Careers Requiring a Bachelor's Degree</u> Agriculture Engineer Botanist Civil Engineer Dietician Environmental Consultant Food Inspector Global Information System Specialist Veterinarian	

**Architecture & Construction Program of Study**

<b>Grade</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>
<b>Electives</b>	Manufacturing I, Manufacturing II, Spanish I	Advanced Manufacturing II, Financial Literacy, Spanish II	Entrepreneurship, Interior Design & Technology, Manufacturing IV, Advanced Manufacturing IV, Spanish III	KCC Advanced Manufacturing/Welding Academy; KCC Architecture, Construction, & Engineering Academy, WLC Internship
<b>Possible Careers</b>	<u>Careers Requiring an Associate's Degree</u> Bricklayer/Stonemason Building Inspector Cabinetmaker Carpenter Construction Laborer Drafter Electrician Heating, Air Conditioning, Refrigeration Tech Pipefitter Plumber		<u>Careers Requiring a Bachelor's Degree</u> Architect Civil Engineer Construction Manager Home Inspector Interior Designer Land Surveyor Landscape Architect Real Estate Agent Solar Energy Technician	

**Arts, A/V Technology & Communications Program of Study**

<b>Grade</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>
<b>Electives</b>	Art 2-D, Clothing I, Concert Band, Graphics, Mixed Chorus, Painting, Spanish I	Art 3-D, Clothing II, Concert Band, Concert Choir, Layout & Design, Pottery, Spanish II	Chamber Choir, Concert Band, KCC Fundamentals of Oral Communication, Layout & Design, Spanish III, Western World Literature, KCC Computer Network & Cybersecurity Academy, KCC Music Appreciation, KCC Art Appreciation, KCC Survey of World Religions	Advanced Art Portfolio, Chamber Choir, Concert Band, Music Appreciation, Spanish IV, KCC Digital Arts/Social Media/MarketingAca demy, KCC Computer Programming & Software Academy, KCC Music Appreciation, KCC Art Appreciation, KCC Survey of World Religions, WLC Internship
<b>Possible Careers</b>	<u>Careers Requiring an Associate's Degree</u> Actor Announcer Audio-Video Technician Broadcast Technician Computer Animator Fashion Designer Film and TV Crew Graphic Designer Makeup Artist Photographer Recording Engineer Sound Technician Video Game Developer Website Developer		<u>Careers Requiring a Bachelor's Degree</u> Actor Anthropologist and Archeologist Art/Music Teacher Artist Communications Specialist Curator/Gallery Manager Director Editor Fashion Designer Historian Journalist Musician Photographer Website Designer	



### Business Management & Administration Program of Study

Grade	9	10	11	12
<b>Electives</b>	Accounting I, Entrepreneurship, Spanish I	Accounting II, Financial Literacy, Marketing, Spanish II	KCC Intro to Business, KCC Business Innovation, KCC Principles of Macroeconomics, Occupational Experience, Spanish III	Ag Business Management, KCC Liberal Arts Transfer Academy, KCC Principles of Marketing, KCC Principles of Macroeconomics, WLC Internship
<b>Possible Careers</b>	<u>Careers Requiring an Associate's Degree</u> Administrative Assistant Advertising Copywriter Bookkeeper Data Entry Clerk Event Planner Facilities Manager Medical Transcriptionist Office Manager OSHA/ADA Compliance Officer Sales Representative		<u>Careers Requiring a Bachelor's Degree</u> Auditor Business Consultant Certified Public Accountant (CPA) Corporate Trainer Healthcare Administrator Human Resources Manager Investment Executive Marketing Analyst Public Relations Manager School Superintendent	

### Education & Training Program of Study

Grade	9	10	11	12
<b>Electives</b>	Real Life Skills, Parenting & Child Development, Spanish I	Social Psychology, Sociology, Spanish II	Community Service, KCC Exploring Teaching, KCC Exceptional Persons, KCC Intro to Psychology, KCC Intro to Criminal Justice, Spanish III	Community Service, KCC Liberal Arts Transfer Academy, KCC Social Problems, KCC Intro to Sociology, WLC Internship
<b>Possible Careers</b>	<u>Careers Requiring an Associate's Degree</u> Child Care Worker Choreographer Coach Diving Instructor Fitness Instructor Sports Instructor Teacher Assistant/Paraeducator Translator		<u>Careers Requiring a Bachelor's Degree</u> Athletic Trainer Assessment Specialist Clinical Psychologist College/University Professor Counselor Librarian Principal Speech/Language Pathologist Teacher	

### Finance Program of Study

Grade	9	10	11	12
<b>Electives</b>	Accounting I, Accounting II, Spanish I	Financial Literacy, Spanish II	KCC Principles of Macroeconomics, KCC Microeconomics, Occupational Experience, Spanish III	Probability & Statistics, WLC Internship, KCC Liberal Arts Transfer Academy
<b>Possible Careers</b>	<u>Careers Requiring an Associate's Degree</u> Bank Teller Bookkeeper Commodities Representative Credit Counselor Insurance Agent Internal Auditor Tax Preparer Examiner Treasurer		<u>Careers Requiring a Bachelor's Degree</u> Actuary Auditor Certified Public Accountant Economist Financial Planner Foreign Exchange Manager Investment Banker Money Manager Research Analyst	

### Government & Public Administration Program of Study

Grade	9	10	11	12
<b>Electives</b>	Social Psychology, Sociology, Spanish I	Entrepreneurship, Marketing, Spanish II	Financial Literacy, KCC Fundamentals of Oral Communication, KCC Intro to Business, KCC Business Innovation, Occupational Experience, Spanish III	KCC Social Problems, KCC Liberal Arts Transfer Academy, WLC Internship
<b>Possible Careers</b>	<u>Careers Requiring an Associate's Degree</u> City Manager Election Supervisor Food Inspector Interpreter Military Transportation Inspector		<u>Careers Requiring a Bachelor's Degree</u> Archivist Criminologist Cryptographer Foreign Service Officer Intelligence Analyst Internal Revenue Investigator Lobbyist Politician Public Policy Analyst	

### Health Science Program of Study

Grade	9	10	11	12
<b>Electives</b>	Social Psychology, Sociology, Spanish I, Child Development	Financial Literacy, Spanish II, Real Life Skills	KCC Patient Care Academy, KCC Nutrition, Spanish III	KCC EMT Academy, KCC Intro to Psychology, KCC Developmental Psychology, WLC Internship
<b>Possible Careers</b>	<u>Careers Requiring an Associate's Degree</u> Dental Assistant/Hygienist EMT/Paramedic Health Records Professional Home Health Aide Lab Technician Licensed Practical Nurse/Registered Nurse Massage Therapist Medical Imaging Technician Occupational Therapy Assistant Personal Trainer Phlebotomist		<u>Careers Requiring a Bachelor's Degree</u> Anesthesiologist Biomedical Engineer Dentist Geneticist Nutritionist Occupational Therapist Pharmacist Physician/Physician Assistant Psychologist/Psychiatrist Research Scientist Surgeon	

### Hospitality & Tourism Program of Study

Grade	9	10	11	12
<b>Electives</b>	Foods I, Real Life Skills, Spanish I	Entrepreneurship, Financial Literacy, Foods II, Spanish II	Foods III, KCC Hospitality Management Academy, KCC Fundamentals of Oral Communication, Marketing, Spanish III	KCC Liberal Arts Transfer Academy, KCC Principles of Marketing, KCC Intro to Business, KCC Business Innovation, WLC Internship
<b>Possible Careers</b>	<u>Careers Requiring an Associate's Degree</u> Butcher Caterer Chef Concierge Flight Attendant Hotel Desk Clerk Housekeeper Travel Agent		<u>Careers Requiring a Bachelor's Degree</u> Curator Event Planner Hotel Manager Recreation Director Sports Marketer Zookeeper	

### Human Services Program of Study

Grade	9	10	11	12
<b>Electives</b>	<b>Child Development, Foods 1, Real Life Skills, Clothing 1, Agriscience I, Social Psychology, Spanish I</b>	Foods 2, Clothing 2, Interior Design, Agriscience II, Financial Literacy, Sociology, Spanish II	Entrepreneurship, KCC Fundamentals of Oral Communication, KCC Intro to Human Services, KCC Intro to Criminal Justice, KCC Social Problems, Foods 3, Spanish III	Community Service, KCC Liberal Arts Transfer Academy, KCC Intro to Psychology, KCC Developmental Psychology, KCC Intro to Sociology, WLC Internship
<b>Possible Careers</b>	<u>Careers Requiring an Associate's Degree</u> Esthetician Funeral Director Humanitarian Aid Worker Massage Therapist Cosmetologist Early Childhood Educator Florist Personal Fitness Trainer Pet Groomer		<u>Careers Requiring a Bachelor's Degree</u> Adoption Counselor Clergy Counselor Mental Health Nurse Midwife Psychiatrist School Counselor Social Worker	

### Information Technology Program of Study

Grade	9	10	11	12
<b>Electives</b>	Graphics, Layout & Design, Spanish I	Financial Literacy, Spanish II	KCC Computer Network & Cybersecurity Academy, KCC Graphics Academy, Spanish III	KCC Computer Programming & Software Academy, KCC Principles of Marketing, Physics, WLC Internship
<b>Possible Careers</b>	<u>Careers Requiring an Associate's Degree</u> Animator Desktop Publisher Electronics Repairer Quality Controller Technical Sales Representative Video Game Developer Web Developer Webmaster		<u>Careers Requiring a Bachelor's Degree</u> Animator Computer Engineer Computer Scientist Electrical Engineer Multimedia Developer Project Manager Web Developer Webmaster	

### Law, Public Safety, Corrections & Security Program of Study

Grade	9	10	11	12
<b>Electives</b>	Real Life Skills, Social Psychology, Sociology, Spanish I	Financial Literacy, Spanish II	KCC Social Problems, KCC Intro to Criminal Justice, KCC Intro to Psychology, Spanish III	KCC Liberal Arts Transfer Academy, KCC Intro to Sociology, WLC Internship
<b>Possible Careers</b>	<u>Careers Requiring an Associate's Degree</u> Corrections Officer Court Reporter Crime Scene Investigator Firefighter Paralegal Park Ranger Police Officer Public Information Officer Security Systems Technician		<u>Careers Requiring a Bachelor's Degree</u> Civil Litigator Coroner Federal Agent Forensic Scientist Judge Lawyer Police Officer Probation/Parole Officer Youth Services Worker	

### Manufacturing Program of Study

Grade	9	10	11	12
<b>Electives</b>	Manufacturing I, Manufacturing II, Spanish I	Advanced Manufacturing II, Financial Literacy, Manufacturing IV, Spanish II	Advanced Manufacturing IV, Entrepreneurship, Spanish III, KCC Intro to Parametric Solid Modeling, KCC Intro to 3D Printing	KCC Advanced Manufacturing/Welding Academy, KCC Intro to Business, WLC Internship
<b>Possible Careers</b>	<u>Careers Requiring an Associate's Degree</u> Computer Numerical Control (CNC) Technician Blacksmith Electrician Industrial Machinery Mechanic Plumber Tool and Die Maker Upholsterer Welder		<u>Careers Requiring a Bachelor's Degree</u> Design Engineer Electrical Engineer Environmental Engineer Industrial Engineer Labor Relations Manager Quality Controller Safety Engineer	

### Marketing Program of Study

Grade	9	10	11	12
<b>Electives</b>	Entrepreneurship, Spanish I, Real Life Skills	Financial Literacy, Marketing, Spanish II	KCC Intro to Business, KCC Business Innovation, Occupational Experience, Spanish III	KCC Liberal Arts Transfer Academy, KCC Principles of Marketing, Ag Business Management, WLC Internship
<b>Possible Careers</b>	<u>Careers Requiring an Associate's Degree</u> Copywriter/Designer Customer Service Representative Mortgage Broker Real Estate Agent Retail Marketing Coordinator Trade Show Manager Travel Agent Warehouse Manager Website Designer		<u>Careers Requiring a Bachelor's Degree</u> Advertising Account Executive Appraiser Entrepreneur Media Buyer Sports Marketer Web Developer Webmaster Website Designer	

### Science, Technology, Engineering & Math Program of Study

Grade	9	10	11	12
<b>Electives</b>	Agriscience I, Manufacturing I, Manufacturing IV, Manufacturing II, Spanish I, Interior Design	Advanced Manufacturing I, Advanced Manufacturing IV, Agriscience II, Financial Literacy, Spanish II	Ag Leadership, KCC Engineering Academy, Occupational Experience, Spanish III	Agriculture OJT, Anatomy & Physiology, KCC Liberal Arts Transfer, Physics, WLC Internship
<b>Possible Careers</b>	<u>Careers Requiring an Associate's Degree</u> Appliance Repairer CAD Technician Civil Engineer Drafter Electrical Engineering Tech Geologist Petroleum Engineer Taxidermist		<u>Careers Requiring a Bachelor's Degree</u> Aerospace Engineer Agricultural Engineer Astronaut Biologist Biomedical Engineer Ecologist Geologist Mathematician	

### Transportation, Distribution & Logistics Program of Study

Grade	9	10	11	12
<b>Electives</b>	Agriscience I, Entrepreneurship, Manufacturing I, Manufacturing III, Spanish I, Real Life Skills, Interior Design	Advanced Manufacturing III, Agriscience II, Financial Literacy, KCC Intro to Computers, Spanish II	Ag Leadership, Agricultural Sales & Service, KCC Advanced Manufacturing/Welding Academy, KCC Intro to Business, Occupational Experience, Small Engine Repair, Spanish III	Ag Business Management, Agriculture SAE/OJT, KCC Automotive Technology Academy, KCC Fundamentals of Oral Communication, WLC Internship
<b>Possible Careers</b>	<u>Careers Requiring an Associate's Degree</u> Air Traffic Controller Auto Body Detailer Automotive Service Technician Industrial Machinery Mechanic Motorcycle Mechanic Pilot Transportation Inspector Truck Driver		<u>Careers Requiring a Bachelor's Degree</u> GIS Specialist Logistics Specialist Operations Research Analyst Operations Management Transportation Management Urban & Regional Planner	

**Co-Curricular and Extra-Curricular Activities are encouraged for all Pathways as a way to enhance the overall educational experience for high school students. A full list of activities can be found on page \_\_\_ of this handbook. Some activities to consider include: Speech, FCCLA, FFA, BPA, Interact, SODA, and many more.**

## EARLY GRADUATION PROCEDURE

**PURPOSE:** The early graduation procedure will allow high school students to pursue their post high school plans at an earlier time than the normal four-year graduation time.

**PROCEDURE:** A student is expected to fill out the application and turn it into the high school principal by the deadline assigned. Students must have a plan that meets all of the requirements for graduation from Monticello High School. Students who graduate early may participate in the regular spring commencement exercises.

## SCHEDULE DROPS AND CHANGES

Monticello High School is interested in providing the finest education possible to its students. We encourage you to talk with your parents, counselor, and teachers concerning your course selections. As a result, you will be required to remain in the classes you select. The following policies on schedule drops and changes will be followed for all students.

1. After the first week of classes for the semester, unless the teacher, counselor, and principal feel the student was misplaced, students may not withdraw from a course.
2. Students who withdraw from classes due to extended illness, injury, or some other unusual circumstances considered acceptable by the principal may do so without a failing grade.

## COURSE DESCRIPTION

### Agriculture

The Agricultural Sciences prepare students to enter the world's largest industry. Although farmers represent less than 2% of the nation's population, 25% of the American workforce is involved in some aspect of agribusiness. By enrolling in agriculture science, you will have the opportunity to explore and prepare for challenging careers in such areas as Natural Resource Conservation, Horticulture, Plant Science, Greenhouse Management, and Agriculture Business through classroom experience and extensive use of the department's greenhouse and area resources. It is recommended that students in classes designated Ag I - Ag IV be members of FFA.

All students are encouraged to participate in the FFA, which is a national organization for students enrolled in the Agricultural Sciences. The primary purpose of the FFA is to develop student leadership abilities. The Monticello FFA has various field trips and contests throughout the year, allowing students to travel the entire Midwest.

Seniors interested in gaining occupational experience will have the opportunity to enroll in OJT for a minimum of 180 hours. The prerequisite is two years of agricultural education and instructor approval.

Classes with (Ag III & Ag IV) in parenthesis designate the sequence for students taking four years of agriculture education. All MHS students are welcome to enroll in these classes, although Ag I and II are helpful in understanding the basic agriculture terminology and concepts.

### **Agriscience I (Course #212)**

**All Year / Grades 9-10 / 2 Credits**

Agriscience I is an introductory course designed to help develop student interest and provide an overview of agricultural opportunities. This class will give students insight into agricultural technology and future careers as well as enhance leadership, decision-making, and organizational skills. Hands-on experience will be gained through the use of the department's greenhouse, farm plot, and outdoor labs. General topics to be covered include FFA, animal science, crop science, agribusiness management, and Supervised Agricultural Experience (SAE)

### **Agriscience II (Course #214)**

**All Year / Grades 10-11 / 2 Credits**

#### **Prerequisite: Agriscience I:**

Agriscience II will focus on Marketing, Entrepreneurship, and Animal Science. Hands-on experiences will be gained through the development of marketing and business plans, commodity trading competitions, and livestock judging contests. FFA and SAE will also be incorporated into the curriculum with numerous career development events that correlate to the curriculum.

**Agricultural Sales and Service (Ag III) (Course #225)****Fall Semester / Grades 11-12 / 1 Credit****Prerequisite: Agriscience I & II**

Agricultural Sales and Service is designed to allow students experience in the world of agribusiness. Students will work on projects individually and as a group to create sales presentations and other sales. Students will study the manufacturing cycle of agricultural products, customer expectations, product feature comparison, and risk and benefit analysis.

**Plant Science (Ag III) (Course #234)****Spring Semester / Grades 10-12 / 1 Credit****Prerequisite: Agriscience I & II**

Plant Science covers many aspects of crop science in the Midwest. Students will use the department's greenhouse for first-hand experience in this class. Topics covered include plant growth, development, production, and management for corn, soybeans, alfalfa, and others. Agricultural technology will also be included through activities studying herbicide and pest resistant plants. Plant Science and Agricultural Sales and Service comprise the Ag III curriculum. (FFA participation and SAE record books are recommended as part of class activities.) (This course can count for general science credit.)

**Ag Business Management (Ag IV) (Course #233)****Fall Semester / Grades 11-12 / 1 Credit**

Ag Business Management is designed to allow students the opportunity to make decisions that will impact a farming enterprise. Student activities will include using computers and the outdoor lab for experiences. Students will use the Farm Data Network to check prices and make marketing decisions as well as many activities provided by the National FFA. Topics will include farm business decision making, marketing, production, as well as business and risk management. (FFA participation and SAE record books are recommended as part of class activities.) This course articulates Kirkwood.

**Ag Leadership (Ag IV) (Course #228)****Spring Semester / Grades 10-12 / 1 Credit****Prerequisite: Agriscience I & II**

Ag Leadership will allow students to develop and explore decision making, teamwork, and organizational skills which will benefit them throughout their life. Students will work in teams as they study group decision making, cooperation, and organizational skills. Students will also learn how to identify leadership tendencies, different personalities, and practice parliamentary procedure.

**Greenhouse Production (Course #241)****Spring Semester / Grades 9-12 / 1 Credit**

Greenhouse Production is designed to develop student interest in the areas of horticulture, landscaping, and greenhouse production and management. Emphasis will be placed on production and care of plants used in and around homes, gardens, and landscapes. Students will use the department's greenhouse for lab and hands-on experience. A majority of time is spent in the greenhouse. This course articulates Kirkwood.

**Small Engine Repair (Course #227)****Semester / Grades 9-12 / 1 Credit**

This course covers the basic operating principles, maintenance and repair of four-stroke cycle engines. Students will disassemble an engine using general and specialized measuring and testing instruments and tools. Emphasis will be placed on the operation, service and safety of using small engines on agricultural equipment. Students who are interested in Auto Tech are encouraged to take this class.

**Agriculture SAE/OJT (Course #247)****All Year / Grades 12 / 1-2 Credits****Prerequisite: 2 years of agricultural education and instructor approval:**

Ag OJT allows students to explore employment situations and receive hands-on training in a career of their choice. Also, students will have the opportunity to develop and utilize job seeking skills including letters of application and resumes. Students must have 90 hours of work experience during the semester. Seniors who have maintained a Supervised Agricultural Experience program for their entire high school career and currently are conducting an SAE may enroll as well.

**Horticulture (Course # 239)****Fall Semester / Grades 9-12 / 1 Credit**

Horticulture will cover topics of plant anatomy, taxonomy, propagation, with an emphasis on nursery/landscape and interior scaping along with vegetable production. Students will work closely with the "Food for Thought" project by operating the hydroponics production and maintaining and harvesting the outdoor plots as the season progresses to gain skills in business management as well as production.



## APPLIED EDUCATION

The goal of the Physical Education program is to promote and enhance the normal growth and development of each student by means of a carefully planned, well-rounded program of physical activity and health awareness activities. Students are required to take one semester of Physical Education each year.

A full program of activities emphasizes such phases of education as the physical, social, emotional, and recreational development of each student. Areas of instruction and emphasis include fitness concepts and development, lifetime recreational activities, and team and individual sports. Grades 9-12 are required to complete coursework in dance and rhythm movement and water safety.

### **Health I (Course #880)**

**1<sup>st</sup> or 2nd Semester / Grade 9 / 1 Credit**

This course is designed around the Iowa Core Essential Skills and concepts of Health Literacy in the area of fostering healthy, active lifestyles for individuals and the benefit of society. Students will practice personal goal setting and strive to reach personal health and wellness goals. Students will study healthy relationships, alcohol and drug prevention, and loss and suicide prevention. In second semester students will study sexual education, how to deal with stress, and mental health. This course is offered in the first semester and is required for all 9<sup>th</sup> grade students.

### **Physical Education (Course #874)**

**Semester / Grades 9-12 / 1 Credit**

Students in grades 9-12 are required to take this course. The program of activity emphasizes such phases of education as the physical, social, emotional, and recreational development of each student with an emphasis on fitness development and life skills. Students will be required to take this course one semester per year and may be granted a waiver for the other semester by submitting the appropriate paperwork to the office.

### **Performance Physical Education**

**Semester / Grades 9-12 / 1 Credit**

This course is open to all students but is recommended for athletes that are competing for Monticello High School. Through the use of the PLT4M app the students will be focusing on a variety of lifts and skills to encourage a healthy lifestyle and enhance athletic performance. Students who are out for more than two sports are encouraged to take both semesters.

### **PE Activity Log**

This requirement for students who do not take a semester of Physical Education. You are responsible for completing an online journal consisting of 120 minutes of physical activity per week. All students not in Physical Education must complete this log. This is a pass/fail.

### **MHS Online PE (Course #904)**

**Semester / Grades 10-12 / 1 Credit**

#### **Prerequisite: Teacher Approval:**

This is a class geared towards students who are physically active in at least two sports in the high school setting and have a full, rigorous academic schedule during their junior or senior year. The student is expected to both challenge themselves physically and mentally. The students will be asked to perform a variety of activities that involve strength, cardiovascular fitness, balance, and stretching. Along with the physical activities of the class, there will also be a sports awareness component. Students will report on specific athletic events and how they are significant to a culture.

### **Drivers' Education**

**Summer / Grades 9-12 / .5 Credit**

#### **Prerequisite: Learner's Permit:**

Driver Education will be offered to students only during the summer months. Driver Education will consist of a state mandated minimum of thirty classroom hours and at least six hours of behind the wheel instruction. Students must be 14 years of age and have a Learner's Permit before signing up for class. It is strongly suggested, but not required that the student have some experience behind the wheel before class begins also. One, six-week session will be offered with the oldest students being enrolled first. A fee will be assessed. For students successfully completing the course, a Certification of Completion will be submitted electronically to the DOT.

**Community Service Class (Course # COMMS)****Semester / Grades 11-12 / 1 Credit**

The objective of the MHS Community Service class is to provide students in grades 11-12 with the opportunity to gain an understanding of service. Students will participate in a community needs assessment. Based on this needs assessment students will organize, implement, and assess a community service project. This class may be taken twice; once for course credit and once for silver service hours.

**WLC Student Internship Program (Course #INTS)****Semester / Grades 11-12 / 1 Credit**

The Area 10 Student Internship Program is coordinated through the Workplace Learning Connection. Local employers partner with schools to offer this unique opportunity for work-based learning. Students may apply for a career specific internship opportunity within their pathway of interest. Interested students must successfully complete an application and interview in the selection process. Applications, internship job descriptions, and session schedules can be found at [www.workplace-learning.org](http://www.workplace-learning.org). Students learn new skills, apply classroom knowledge, and develop successful workplace behaviors. The AREA 10 Student Internship Program can help students gain the insight necessary to make an informed career choice. Students must complete 90 hours of on-site learning during the term, attend and participate in 6 hours of career skill development meetings, and complete a guided student journal in order to receive elective high school academic credit. Sessions are offered throughout the school year and summer. Summer sessions are open for application to current sophomores and juniors. Please see the website for complete details.

**Peer to Peer (Course #PEER 1, 2)****Semester / Arranged / 1 Credit****Prerequisite: Application and Teacher Approval**

The LINK student is trained as a peer mentor who will accompany a student with special needs to one of his/her general or special education classes. The LINK student will model and support appropriate social skills and behavior in the academic setting so that the student with special needs may meet success. Training may require time outside of the school schedule before the semester begins with ongoing support provided throughout the semester. It may involve some lunch hours and after school activities. Other responsibilities include, but are not limited to, weekly blogging, maintaining attendance records, using good communication skills, reviewing and reflecting on current issues, and a final project. This is a graded class. This class may be taken more than once with program coordinator approval.

**Student Enterprise (Course #CSTSE)****Semester / Grades 10-12 / 1 Credit**

In this course, students will learn how the disciplines of Science, Technology, Engineering, and Math (STEM) are unitized in the creation of everyday products, as well as product packaging and marketing. Students will learn how to produce, market, and distribute a product by learning the concepts behind successful entrepreneurship. In this course, students will create a business and learn how STEM and entrepreneurial endeavors complement each other.

**Art****Art 2-D (Course #101)****Semester / Grades 9-12 / 1 Credit**

Art 2-D is a foundation course emphasizing drawing and two-dimensional materials. Students will explore, create and learn about a range of visual expressions, techniques, materials, and methods. Art 2-D and Art 3-D are not sequential and may be taken in any order.

**Art 3-D (Course #102)****Semester / Grades 9-12 / 1 Credit**

Art 3-D is a foundation course emphasizing sculpture and design. Students will explore, create, and learn about a range of visual expressions and methods of sculpting. Art 2-D and Art 3-D are not sequential and may be taken in any order.

**Painting (Course #105)****Semester / Grades 9-12 / 1 Credit**

Painting is a foundation course that will include work with both watercolor and acrylic paint. We will view and analyze paintings from major periods in art history as well as learn techniques, processes, and color theory to inform and create our own original paintings.

**Pottery (Course #106)****Semester / Grades 9-12 / 1 Credit**

This course is an introduction to hand-built and wheel-thrown pottery, its form, and its function. It is a study of clays and glazes. Students will learn about and create original functional and sculptural work in clay.

**Graphics (Course #117)****Semester / Grades 9-12 / 1 Credit**

This course focuses on design concepts and the meaning and alteration of images. We will use traditional art materials such as print-making, drawing and painting, as well as digital photography, and software to create design portfolios.

**Layout & Design (Course #113)****Semester/Grades 9-12 / 1 Credit**

Students will learn to design and produce the school yearbook. We study photography, journalism, and design. We do the reporting, the photography, and the page layouts using computer-based graphic programs and we use these skills to design and create the MHS yearbook.

**Advanced Art: Portfolio Development (Course #109)****Semester /Grade 12 / 1 Credit**

**Prerequisite** - Instructor approval is required.

Advanced Art: Portfolio Development is a course for committed art students. Students will work on form, technique, and content to develop an art portfolio of original work suitable for college admissions, employment, and/or art scholarship applications.

**Business Education****Accounting I (Course #270)****Semester / Grades 10-12 / 1 Credit**

This course is designed to introduce students to accounting and the proper practices used in that field. Students will cover accounting procedures for a service business organized as a sole proprietorship and a merchandising corporation. Students will complete assignments using both manual accounting methods and computerized accounting methods. Students will complete real world business simulations using automated accounting software. **Sophomores need to visit with Mrs. Gassman before signing up for this class.**

**Accounting II (Course #272)****Semester / Grades 10-12 / 1 Credit**

**Prerequisite** - Accounting 1

This course is a continuation of Accounting I. Students will cover accounting procedures for a merchandising corporation using both manual and computerized accounting procedures. Students will complete real world business simulations using automated accounting software. **Sophomores need to visit with Mrs. Gassman before signing up for this class.**

**Entrepreneurship (Course #273)****Semester / Grades 9-12 / 1 Credit**

Have you ever thought about owning and operating your own business? This class combines general information with hands-on experiences to prepare you for that opportunity. Students will be introduced to all aspects of the business plan, including such areas as competition, marketing, management, and finance. Upon completion of this course, students will have created a business plan for a business of their choice.

**Marketing (Course #275)****Semester / Grades 10-12 / 1 Credit**

The purpose of this course is to familiarize students with the scope, terminology and functions of marketing in the modern business firm within our global economy. Students will focus on understanding and analyzing consumer motivation and how to use that understanding to develop a successful marketing campaign. Students will participate in real-world project-based learning to gain a deeper understanding of marketing and develop 21<sup>st</sup> Century Skills in the areas of technology, creativity, innovation, collaboration, problem solving and communication skills.

**Financial Literacy (Course #503)****Semester / Grades 11-12 / 1 Elective Credit**

This course will inform students how individual choices directly influence occupational goals and future earnings potential. Real world topics covered will include income, money management, spending and credit, as well as saving and investing. Students will design personal and household budgets utilizing spreadsheets, gain knowledge in finance, debt and credit management, and evaluate and understand insurance and taxes. This course will provide a foundational understanding for making informed personal financial decisions leading to financial independence.

**Occupational Experience (Course #286)****Semester / Grades 11-12 / 1 Credit**

This course is designed for any junior or senior student who is interested in learning about occupational responsibilities and work survival. It encompasses all work ethics. Students will learn about career planning, job satisfaction, job performance, human relations, leadership development, and related material needed to survive in our working society.

**Occupational Experience OJT (Course #287)****Fall and/or Spring Semester / Grades 11-12 / 1 Credit each semester****Co-requisite: Must take Occupational Experience first semester.**

Students work with pay at one of the local businesses for 10 to 15 hours per week, usually in the afternoons. Training stations are secured by the student through the usual job interview process with the help and consent of the coordinator.

**Computer Sciences/Technology****Graphics (Course #117)****Semester / Grades 9-12 / 1 Credit**

Graphics is the exploration of images, their meanings, and the alteration of images using computers, scanners, digital cameras, and associated software. This course also includes digital photography and design concepts.

**Computer Science Principles (Course #CSTCP1 & CSTCP2)****All year / Grades 9-12 / 2 Credit**

This course introduces the foundational concepts of computer science and computer technology. Students will explore computer concepts and technology using a variety of resources. It is designed to reach all levels of interest and experience.

**Digital Media (Course #DGTM10)****Semester / Grades 9-12 / 1 Credit**

This course is intended to engage student learning in the field of Digital Media with hands-on projects and “real world” activities. This course is based upon the development of a specific set of skills that would be required in the field of Digital Media. Five specific competencies or skills areas may be covered: Graphic design, Animation, Audio production, Video production, and Web design.

**Family & Consumer Science****Foods I (Course #310)****Semester / Grades 9-12 / 1 Credit**

This course deals with basic kitchen safety and sanitation principles. Students will prepare a variety of food items focused on the recommended food categories for proper healthy living. Fruits, vegetables, grains, dairy, and lean proteins are some of the topics that will be covered in this course. We will also use basic cooking techniques such as baking, sautéing, boiling, frying, roasting, and simmering.

**Foods II (Course #314)****Semester / Grades 10-12 / 1 Credit****Prerequisites: Foods I or permission of the instructor.**

This is an advanced cooking course that explores food from around the world. More advanced cooking techniques will be used, such as poaching, braising, steaming, and others. Students will be exposed to ethnic ingredients and traditional cooking.

**Foods III (Course #323)****Semester / Grades 10-12 / 1 Credit****Prerequisites: Foods I and Foods II**

A gourmet cooking class that uses the basics learned in Foods I and Foods II to enhance the student’s learning in commercial food production. This course will focus on advanced cooking techniques and preparation. Students will design and plan restaurants and learn the basics of commercial restaurant procedures, including menu planning, design layout, food purchasing, budgeting, and large scale food preparation.

**Clothing 1 (Course #312)****Semester / Grades 9-12 / 1 Credit**

This course includes units in clothing care and construction. Clothing construction projects are included. Each student will learn hand sewing, proper zipper application, and many other basic sewing skills. Students will also look at factors that contribute to your personal style and a look into the fashion industry that produces the clothing you wear.

**Clothing II (Course #327)****Semester / Grades 10-12 / 1 Credit****Prerequisite: Clothing I**

The course includes an in-depth study of fibers and fabrics, clothing selection and construction, clothing care and purchasing. It also includes an in-depth look into the fashion and textile industry. Clothing construction projects are included. Projects will focus on complex and multi stepped sewing applications in which various sewing techniques will be required.

**Parenting and Child Development (Course #316)****Semester / Grades 9-12 / 1 Credit**

Learning to parent and enjoy children is the main emphasis of this course. The class covers prenatal development, parenting skills, and physical, intellectual, and emotional development of children through different stages of life. Students will gain realistic learning experiences through the realistic baby simulator dolls as well as creating age-appropriate lesson plans for various aged children.

**Real Life Skills (Course #326)****Semester / Grades 9-12 / 1 Credit**

This course is designed to teach students skills they will need to be on their own. Topics to be covered are: personal relationships, dating, marriage, aging, decision making, problem solving, money management, housing options, values, and goals. The students will also investigate the world of work. Careers, jobs, balancing work and family life, and career exploration will be a part of this class.

**Interior Design (Course #324)****Semester / Grades 9-12 / 1 Credit**

This course includes units in interior design, architecture, and technology. Design projects using floor plan and/or CAD programming software will be included. Topics to be explored include design principles, personal design needs and styles, and the decision making process. Students will take on the role of an interior designer to create design boards and blueprints of spaces asked for by "clients".

**Industrial Technology**

The Industrial Technology program is part of the total Vocational Education program at Monticello High School. The program is concentrated into four clusters of courses: construction, communication, power and energy, transportation, and manufacturing. These courses directly tie into programs at Kirkwood Community College. Monticello High School and Kirkwood have articulation agreements for the areas of construction and architectural drafting technology that will allow students advanced placement.

Application principles in all classes will be emphasized with consideration given to problem solving, careers, global education, and job seeking, getting, and keeping skills.

**Manufacturing I (Course #383)****Semester / Grades 9-12 / 1 Credit**

A course designed to teach elements of mass-production. The class will organize into a company, select a product, and proceed to mass-produce. Students will build jigs, fixtures and set up an assembly line. Research and development of an experimental problem will involve problem solving and the construction of the assigned project.

**Manufacturing II (Metals Technology I) (Course #367)****Semester / Grades 9-12 / 1 Credit**

A course designed to give students experience in a variety of metal working areas including foundry, sheet metal, welding (mig, gas, arc), and threading as well as materials testing and strength analysis. Careers will be considered through outside speakers, films, field trips, etc.

**Manufacturing III (Introduction to Power & Energy) (Course #353)****Semester / Grades 9-12 / 1 Credit**

Introduction to Power and Energy covers many aspects of the world we live in and how things work. It discusses the energy sources we currently use and new sources that are being developed. Other areas of study include simple and complex machines, hydraulics, pneumatics, and basic electricity. Students who are interested in Auto Tech are encouraged to take this class.

**Manufacturing IV (Drafting Technology) (Course #352)****Semester / Grades 9-12 / 1 Credit**

In this course, students will learn the use of basic drafting tools and equipment. Students will also learn interpretation of drawings made for use in the area of machine design and project fabrication. Students will be exposed to the area of computer aided drafting. This course will be required for those students planning to take Architectural Drafting. By taking this class a student may receive advanced placement in these two Kirkwood programs: Intro. to Architectural Drafting and Introduction to Architectural Drafting, Residential.

**Advanced Manufacturing I (Electricity) (Course #381)****Semester / Grades 9-12 / 1 Credit**

Basic home wiring will be explored in this class. This course involves electrical safety. Wiring a variety of different switches and circuits will be explored.

**Advanced Manufacturing II (Machining Fundamentals) (Course #371)****Semester / Grades 10-12 / 1 Credit****Prerequisite: Metals Technology:**

A course designed to give students experience in machining. The course will cover all functions associated with metalworking machines. Students will research and complete five projects using metalworking machines. Careers will be covered as well as field trips.

**Advanced Manufacturing III (Transportation) (Course #369)****Semester / Grades 10-12 / 1 Credit****Prerequisite: Introduction to Power and Energy:**

Transportation will study the four major forms of transportation: land, air, space, and water. The study will include not only the technology of these areas, but also the history and business involved with each. Students will construct various projects related to each area of transportation.

**Advanced Manufacturing IV (Computer-Aided Drawing) (Course #389)****Semester / Grades 10-12 / 1 Credit**

This course is an introductory course in the basic operations of a Computer Assisted Drafting System. The use of commands and input methods will be stressed. Generic drawings will be completed using Pro Desktop Software.

**Welding Fabrication I and II (Course #TBA)****Semester (blocked) / Grades 9-12 / 2 Credits**

This course will introduce hands-on fabrication basics used by industry. The course will cover layout, reading blueprints, cost estimation, jigs and fixtures, introduction to shearing, bending, drilling, sawing, and other manufacturing processes associated with welding fabrication. Students will be required to complete a minimum of three fabrication projects.

**Language Arts**

Students are required to complete four years of English. Required classes include English I, English II, and English III. Students can choose from the following options for the fourth year of English: English IV, AP English, KCC Comp I & II, and Western World Lit. The following class order is recommended in order to enroll in Advanced Placement English as a senior: English I in 8th grade, English II, English III, Western World Literature, KCC Comp I, and Advanced Placement English.

**English I (Course #400)****All Year / Grade 9 / 2 Credits**

The emphasis in this required course is on writing and literature. Paragraph writing and composition writing will be the primary focus. Literature is dealt with through the use of a ninth grade literature text and supplemental novels. Various types of literature such as poetry, short story, and non-fiction essays may be discussed.

**English II (Course #410)****All Year / Grade 10 / 2 Credits****Prerequisite: English I:**

This is a required course in writing, speaking, and literature. English 10 will cover literature, writing, vocabulary, study and reading skills, thinking skills, and grammar. There will also be an emphasis on developing the ability to communicate orally in a variety of situations.

**English III (Course #210)****All Year / Grade 10-11 / 2 Credits****Prerequisite: English II:**

This is a required course in writing, speaking, and literature. It covers the components of Basic Composition and American Literature in a combined yearlong class. The literature portion is a thematically designed survey of the important American authors from Puritan times to the present. Poetry, fiction, and drama from various authors will be covered. The writing portion of the class is designed to provide writing instruction beyond what is offered in English I and II.

**English IV – School to College: Part 1 (Course #LACO1)****Semester / Grade 12 / 1 credit**

A one semester class offered to seniors only in the fall, this class will concentrate on writing college scholarship essays, filling out college admissions and scholarship applications, researching various colleges, and reading recommended college texts. This class will be a self-designed class to meet the needs of those attending a postsecondary school after high school. It is meant as an intense class so students will be better prepared for the college they have selected. Public speaking, interviewing, job shadows, career exploration, student loans, credit cards, and other topics relating to life after high school will be part of the class.

**English IV – School to Career: Part 1 (Course #LACA1)****Semester / Grade 12 / 1 credit**

A one semester class offered to seniors only in the fall, this class will concentrate on writing essays, filling out forms, researching various careers, completing various readings, and public speaking. This class is designed to meet the needs of students planning on entering a career directly after high school. Interviewing, job shadows, loans, credit cards, and other topics relating to life after high school will be discussed.

**English IV: Part 2 (Course #LAE42)****Semester / Grade 12 / 1 credit**

A one semester class offered to seniors only in the spring, this class will concentrate on practical English skills needed in life after high school. The objectives of this course are to apply reading, writing, and thinking skills to practical situations. Students will learn how to construct and present well-organized speeches and participate in various forms of discussion and debate. Novels and short stories will be read and discussed. A focus will also be placed on technical writing skills needed in the world beyond high school.

**Western World Literature (Course #430)****Semester / Grades 11-12 / 1 Credit****Prerequisite: English III is recommended, but not required.**

This course is designed for college-bound students. The course begins in 6th century BC Greece and ends in 16th century England. The class requires students to use class discussions and lectures in their writing both in and out of class. It includes the study of Greek mythology - selections from the Edith Hamilton collection, The Odyssey by Homer, and plays of Greek dramatists. Western World Literature also includes selections from Dante and Shakespeare. The material in this course is both interesting and challenging.

**Advanced Placement English (Course #449)****All Year / Grade 12 / 2 Credits****Prerequisite: Western World Lit:**

Advanced Placement English is designed to prepare students for the quality and quantity of reading expected in a college-level course. In AP English, students will undergo an intensive study of the different genres and themes which are found in literature. Students will demonstrate their knowledge and critical thinking skills through writing and literature. Students will read and analyze plays, short stories, and novels by a variety of authors suitable for academic study. In the spring, students have the option to take the AP examination. Passage of this challenging exam may provide students with college credit. This class meets the state colleges' requirements for English credit.

**Foundations of Literature / Lab– (Course #LAFL1)****All Year / Grades 9-12 / 2 Credits (elective)****Prerequisite: Teacher Approval**

This course is designed as an invitation only course for students identified with specific learning targets in the areas of Reading and Language Arts. In this course, students will utilize research-based curricular resources and materials that are designed to increase academic achievement. Students will be taught a variety of strategies to increase their level of independence and proficiency in the areas of Reading and Language Arts.

**Strategic Literature / Lab– (Course #STLIT1)****All Year / Grades 9-12 / 2 Credits (elective)****Prerequisite: Teacher Recommendation**

The goal of Strategic Literature is the remediation of reading deficits for secondary students who otherwise would struggle with the demands of the secondary curriculum. Strategic Literature focuses on comprehension skills but also targets vocabulary development and fluency in both fiction and non-fiction textual materials. The course is designed specifically for high school students who are reading below grade level.

**KCC Composition I | 3 college credits****Fall Semester / Grades 11-12 / 1 Credit****Prerequisite: ENG-101 or qualifying placement score.**

Develops expository writing with an emphasis on organization, supporting details, style, vocabulary and library research skills.

**KCC Composition II | 3 college credits****Spring Semester / Grades 11-12/ 1 Credit****Prerequisite: ENG-105 (KCC Composition I)**

Teaches precise and responsible use of research tools. Requires critical analysis of reading materials, audience and self when communicating content material. Develops students' ability to use effective and ethical arguments.

**Language (World)**

Learning a second language not only provides practice in higher level thinking skills, but also opens up opportunities in such fields as health care, law enforcement, education, social services, tourism, and business. Studies have shown that studying a “foreign” language improves a student’s performance on standardized tests. Many universities require **2 or more** years of a second language for admission or to graduate in certain majors. Some universities also require a certain level of proficiency for acceptance (such as a C- grade). Check with the school you are interested in attending.

**Spanish I (Course #460)****All Year / Grades 9-12 / 2 Credits**

The Spanish language is the key to Hispanic culture. The present tense, noun-adjective agreement and vocabulary for beginning Spanish are studied. Basic English language skills are very helpful. Hispanic countries and their distinct culture are explored.

**Spanish II (Course #469)****All Year / Grades 10-12 / 2 Credits****Prerequisite - Spanish I**

Basic language skills continue to be developed. Present tense is further developed with stem changing verbs and irregulars introduced. One past tense is also introduced. Placement of object pronouns is studied. Intermediate level role play and conversational skills are developed. More culture is explored. (If two years of Spanish are desired, it is highly recommended that both are taken consecutively since retention is better.)

**Spanish III (Course #479)****All Year / Grades 11-12 / 2 Credits****Prerequisite - Spanish I and Spanish II**

Advanced language skills are developed. Present tense is reviewed, past tense is further developed and giving commands are introduced and practiced in a variety of contexts. The subjunctive mood is presented and students learn to use it in speaking and writing. More conversational fluency is emphasized. Individual areas of interest in the culture of Hispanic people are explored.

**Spanish IV (Course #489)****All Year / Grades 12 / 2 Credits****Prerequisite - Spanish I, II, and III or consent of the teacher**

Speaking and writing skills are polished and more fluency is developed. The basics are reviewed. Future and conditional tenses are introduced as well as present and past perfect. All four subjunctive moods are explored. There is continued exposure to the target culture and language such as art, poetry, idiomatic expressions, and history. (Some universities require 3 or 4 years of a foreign language.)



## MATHEMATICS

Mathematics has much to offer not only as a tool to further learning but as a means of providing basic education. Three years (6 credits) are required for graduation. Math requirements can be accomplished through a traditional path of Algebra I, Geometry, Algebra II, or through an accelerated path which will allow a student to take Advanced Placement Calculus. The following outlines the AP sequence:

<u>1<sup>st</sup> year</u>	<u>2<sup>nd</sup> year</u>	<u>3<sup>rd</sup> year</u>	<u>4<sup>th</sup> year</u>
Geometry	Algebra II	Pre-Calculus	AP Calculus
Algebra II	Geometry	Pre-Calculus	AP Calculus
Algebra I	Algebra II & Geometry	Pre-Calculus	AP Calculus

The mathematics department strongly recommends the TI-84 graphing calculator which will be used in all math courses. All instruction will be based on these models.

### **Math Tutorial**

**All Year / Grades 9-12 / 2 Elective Credits**

#### **Prerequisite: Teacher Recommendation**

This course is designed for students who are working towards proficiency of mathematic concepts in Algebra/Geometry/Algebra II. This course will be taken in conjunction with Algebra, Geometry, or Algebra II and is designed to reinforce standards taught in those classes. The content will be delivered at a modified pace to ensure student proficiency.

### **Algebra I (Course #529)**

**All Year / Grades 9-12 / 2 Credits**

This course will involve the discovery, student, and practical applications of different relationships in the real number system including linear functions, absolute value functions, and quadratic functions. Computer problem solving and applications will be explored. Some work with spreadsheets and computer graphing using realistic data sets will be incorporated. Students will increase their usage of the graphing calculator to graph functions (mathematical relationships). A graphing calculator is strongly recommended.

### **Geometry (Course #540)**

**All Year / Grades 9-12 / 2 Credits**

#### **Prerequisites: Algebra I (Students wanting to enroll in both Geometry and Algebra II at the same time must have the instructor's approval.)**

This course will cover the same content as the traditional geometry course but will use more of a discovery approach. The topics covered in this text will enable the student to enhance their geometric skills, solve problems with a variety of old and new techniques (constructing models, conjectures, guessing, drawing pictures, etc.) and see how mathematical ideas are connected (similar solutions to solve different problems). Appropriate computer software will be used to perform investigations that will lead the students to new and interesting geometric discoveries. A graphing calculator is strongly recommended.

### **Algebra II (Course #550)**

**All Year / Grades 9-12 / 2 Credits**

#### **Prerequisites: Algebra I (Students wanting to enroll in both Geometry and Algebra II at the same time must have instructor's approval.)**

A review of Algebra I with many more advanced methods is part of the first semester. The main aspect of the course deals with functions and their applications. Such functions as parabolic, exponential, logarithmic and trigonometric will be studied in detail. This is a good course for any student going to college or taking further math or science courses. A graphing calculator is strongly recommended.

### **Transitional Algebra II (Course # 555)**

**Semester/ Grades 11-12 / 1 Credit**

#### **Prerequisites: Geometry**

This course will focus on the remaining Iowa core standards not covered in Algebra I or Geometry. Transitional Algebra II may be taken in place of Algebra II only for those students who do not plan on attending a 4 year institution.

**Applied Math (Course # 520)****Semester/ Grades 11-12 / 1 Credit****Prerequisites: Algebra and Geometry**

This course is a project-based class applying concepts learned in Algebra I and Geometry and incorporating them into real-world situations. This class is designed to show students how math concepts are relevant. Applied Math may be taken in place of Algebra II only for those students who do not plan on attending a 4 year institution.

**Pre-Calculus (Course #560)****All Year / Grades 11-12 / 2 Credits****Prerequisites: Algebra I, Algebra II and Geometry**

This course will include the study of various pre-calculus topics with a heavy emphasis on the study of functions. Graphing calculators are used extensively. This course is essential for all people who plan to study math or math-science related fields in college. A graphing calculator is strongly recommended.

**Probability and Statistics (Course #505)****All Year / Grades 11-12 / 2 Credits****Prerequisites are Algebra II and Geometry**

This course is designed for those students who wish to see the role statistics play in our daily lives. The course will be very hands-on oriented with data analysis and inference being emphasized. Topics of discussion include: organizing data, producing data, probability, and inference.

**AP Calculus (Course #570)****All Year / Grade 11-12 / 2 Credits****Prerequisites: Algebra I, Algebra II, Geometry, and Pre-Calculus**

This is an Advanced Placement Program in Calculus. The student will follow a prescribed course in college calculus. The course will cover the topics of calculus such as limits of functions, differentials and integrals and their applications. At the conclusion of the course, the student may pay an Advanced Placement Program fee to take a test on this course. If you are successful, you will be given college credit and will pass out of college calculus.

**Music****Concert Band (Course #164)****All Year / Grades 9-12 / 2 Credits**

The first two months are devoted to Marching Band and appearing at football games and civic functions. All 9th, 10th, 11<sup>th</sup>, and 12th graders will participate in this ensemble. We also compete at the state level with the marching band in early October. Pep band during basketball season is formed as an extension of the marching band and is a required activity.

The Concert Band program is structured around several performances, contests, and festivals. The music for these performances is of the highest quality and selected with the student's education in mind. We have three main concerts per year, The Winter Concert, The Spring Concert, and Band Round-Up. The student is required to take a 10-minute lesson each week. Opportunities are presented for gifted and interested students to perform solos, conduct, and play in small groups and jazz ensembles. Concert Band is a full year course and no drops will be allowed after 1<sup>st</sup> semester due to each semester's curriculum being dependent upon one another.

**9<sup>th</sup> & 10<sup>th</sup> Grade Chorus (Course #MUS174)****All Year / Grade 9 & 10 / 2 Credits**

Freshmen and Sophomores participating in Chorus are given a heavy concentration of the fundamentals of singing: breathing, vowel production, and good diction as well as written music theory. Students will experience a wide variety of choral literature including classical, spirituals, folk, foreign language, and popular music. Each member will be required to attend assigned voice lessons each semester and perform in two concerts per semester: Fall & Winter and Spring and Dessert Concert. Members may audition for Forte Singers and participate in contests and festival choirs, including OPUS and Solo and Ensemble Contest.

**Chamber Choir (Course #184)****All Year / Grades 11-12 / 2 Credits**

Juniors and Seniors participating in Chamber Choir are given a heavy concentration of the fundamentals of singing: breathing, vowel production, and good diction as well as some written music theory. Students will experience a wide variety of choral literature including classical, spirituals, gospel, folk, foreign language, and popular music. Each member will be required to attend assigned voice lessons each semester and perform in one concert per quarter: Fall, Winter, Spring, and the Dessert Concert. Members may audition for Forte Singers and participate in contests and festival choirs, including All-State and Solo and Ensemble Contest. The Monticello Chamber Choir travels out of state every other year to perform.

**Guitar 101 (Course # MUSG1)****Semester / Grades 10-12 / 1 Credit**

Guitar 101 is a course that teaches you how to play the guitar. Students will learn basic chords and strum patterns, learn how to read tablature as well as how to follow music. Songs and styles range from folk songs to contemporary. Students will frequently be required independent practice time to learn and improve on the skills of playing and incorporating current music into the curriculum through sharing of ideas and discussions. Assessments in this class are written as well as recorded.

**Music Appreciation (Course #MU190)****Semester / Grade 10-12 / 1 Credit**

Music Appreciation is a course that any sophomores, juniors, and seniors can enroll in. Musical background is encouraged but not required. In Music Appreciation, students will learn how to listen to music and analyze it using a music vocabulary. Students will engage in frequent in class discussions about the transmission of culture through music, how different genres of music influence each other, and the role that music plays within our society. Music from the Renaissance through the present day will be utilized and discussed in class.

**Science**

It is strongly recommended that all students consider taking more than the required three years of science. Basic scientific information and processes will be valuable for all students, whether they are planning post-secondary schooling or not. Most courses are laboratory oriented so that the student can gain first-hand experience doing science.

**Science 9 (Course #605) Earth and Space 1st Semester****All Year / Grade 9 / 2 Credits**

This course covers topics in the 8 practices of Science Inquiry, Astronomy, Plate Tectonics, and the Rock Cycle.

**Science 9 (Course #605) Physical and Ecology 2nd Semester**

Description: This course investigates how living things interact with their environment and sustainable management of Earth's natural resources. The physical science portion of this course explores renewable energy, electricity, magnetism, types of energy transfer, and Newton's laws of forces and motion, which includes the conservation of momentum and reducing the force of impact (impulse).

**Biology (Course #620)****All Year / Grades 10-12 / 2 Credits**

This course is a blend of activities centering around the laboratory, lectures, and discussions. The following units are covered during the year: cell structure, cell energy, cell reproduction, genetics, DNA, and natural selection. This course is accepted by colleges and universities to fulfill admission requirements. Students interested in health careers are encouraged to take this class.

**Chemistry (Course #640)****All Year / Grades 11-12 / 2 Credits****Prerequisite: Algebra****(10<sup>th</sup> with instructor approval)**

Chemistry is a course designed for students interested in exploring the composition of substances and how substances interact to form useful products. This course is strongly recommended to all students planning to attend a four-year college program but is open to any student who has successfully completed the prerequisites. Students should have a working knowledge of algebra and be able to solve for unknowns in given equations. Topics of study include atomic structure, chemical compounds, chemical reactions, moles, periodic law, gas laws, solution chemistry, acids and bases, and electro-chemistry. Students will be required to apply concepts in a laboratory setting and then produce reports discussing the results. Since we will be using real chemicals, safety procedures will be very important. Goggles and aprons are provided. This course is accepted by colleges and universities to fulfill admission requirements.

**Environmental Science (Course #****Semester / Grades 9-12 / 1 Credit**

Explores major environmental issues including biotechnology, climate change, fossil fuel use, human population growth, land utilization, pollution, resource management, soil degradation, and toxicology. Teaches concepts from a variety of the sciences. Practices synthesizing environmental concepts, analyzing facts, and forming hypotheses.

**Physics (Course #622)****All Year/Grades 10-12/2 credits****Prerequisite: Algebra (Recommended Algebra II)****(10th with instructor approval)**

Physics is an elective course designed to explore how the natural world works. Physics is recommended to all students planning to attend a four-year college program and many of those planning a two-year program. The physics curriculum explores the interactions between moving objects, forces, energy, momentum, impacts, electrostatic charges, magnetism, heat transfer, and both sound and light waves. Students will be challenged to apply their knowledge of the laws of physics to solve physics related critical thinking problems and laboratory investigations. These investigations help engage students in engineering and inquiry by analyzing data, modeling, and using evidence to support claims. Students should have a working knowledge of algebra and trigonometry to be able to calculate acceleration, forces, and energy throughout the course. This course is accepted by colleges and universities to fulfill admission requirements.

**Anatomy and Physiology (Course #607)****All Year / Grades 11-12 / 2 Credits****Prerequisite: Chemistry or current enrollment.**

Anatomy and physiology is a laboratory-based course designed for students interested in studying the structure and function of the human body. This course will help provide a needed foundation for those students who plan to pursue a career in the health sciences. Lab activities will include dissections of many internal organs. This is a full year course and students cannot join in the second semester.

**Social Studies**

Specific requirements for graduation: Social studies such as history, civics, government, economics, and sociology are basic to the understanding and solution of contemporary problems in the community, nation, and the world. Three years of Social Studies are required. Students are required to take one year of U.S. History (**9<sup>th</sup>-12<sup>th</sup> Grade**). **Students can take any two of the three U.S. History courses offered in any order.** Students are required to take one year of World History (**10<sup>th</sup>-12<sup>th</sup> Grade**). **Students can take any two of the three World History courses offered in any order.** Students are also required to take Economics (11<sup>th</sup> or 12<sup>th</sup> Grade) and American Government (12<sup>th</sup> Grade).

**Post Civil War to WWI U.S. History (Course #713)****Semester / Grades 9-12 / 1 Credit**

This course will examine the political, economic, and social forces that helped the United States emerge as a world power at the beginning of the twentieth century. There will be numerous writing and speaking projects.

**Roaring 1920s to Post WWII (Course #714)****Semester / Grades 9-12 / 1 Credit**

This course will examine the political, economic, and social forces that helped the United States gain and maintain world status. Topics will include but are not limited to the Jazz Age, the Great Depression, WWII, the Korean War, and the beginning of the Cold War. There will be numerous writing and speaking projects.

**Modern U.S. History (Course #715)****Semester / Grades 9-12 / 1 Credit**

This course will examine the political, economic, and social forces that helped the United States sustain its leadership role in the world. Topics will include but are not limited to the Cold War, Civil Rights, the Vietnam War, the Gulf War, and 9/11. There will be numerous writing and speaking projects.

**Ancient Civilizations World History (Course #708)****Semester / Grades 10-12 / 1 Credit**

Ancient Civilizations will provide a survey of the evolution of society from the ancient Middle East through Greek and Roman civilizations. Students will study the rise and fall of civilizations and empires, with an emphasis on the legacies they provide to successive societies.

**Medieval World History (Course #709)****Semester / Grades 10-12 / 1 Credit**

This course will provide an overview from the fall of Rome through the Age of Reason. Topics will include but are not limited to the Middle Ages, Scientific Revolution, and the Renaissance period.

**Modern World History (Course #710)****Semester / Grades 10-12 / 1 Credit**

Modern World History will provide an overview of the history of human society in the past few centuries to help understand our world today. Topics will include but are not limited to Revolutionary periods, Nationalism, Imperialism, World Wars, and the Cold War.

**Social Psychology (Course #741)****Semester / Grades 9-12 / 1 Credit**

Why do you do what you do? The Psychology class is designed for students who are curious about human behavior. Human behavior will be explored from several dimensions: physically, socially, and by exploring motivation. Topics discussed during the semester will be: perception, learning, dreams, personality, mental retardation, and personality disorders. The course will attempt to promote self-awareness.

**Sociology (Course #742)****Semester / Grades 9-12 / 1 Credit**

Why do we do what we do? Sociology is the study of people and their behavior in groups/societies. Emphasis will be upon how people can shape and are shaped by group norms. Topics of special concern will be culture, family, crime, social status, religion, and rural and urban life.

**Economics (Course #753)****Semester / Grades 11-12 / 1 Credit**

This course is required during either the 11th or 12th grade. It is a course that combines economic theory with practice. Major topics include: the principles that govern the American free enterprise system, competition, supply and demand, the stock market, and the role of the federal government as well as personal financial literacy.

**American Government (Course #763)****Semester / Grade 11-12 / 1 Credit**

This course is required for graduation and will emphasize the development of the American political system by exploring the constitution and three federal branches of government. State and local governments will be examined as well.

**LEARNING SKILLS****Personal Study (Course #796)****All Year / Arranged / 2 Credits****Prerequisite: Teacher Approval**

This course will further develop student learning strategies and skills. Assistance is provided for students to benefit their educational needs as indicated in an IEP.

**EXTRA-CURRICULAR ACTIVITIES**

MHS is proud of the activities program which is available to students. The activities program provides students many opportunities to further their growth academically, socially, and physically. The activities program is composed of the following four major areas: athletics; speech and drama; clubs; and music. Students are invited to participate in the activities which are of interest to you.

**Athletics:****Activity**

Football  
 Cross Country  
 Volleyball  
 Girls' Basketball  
 Boys' Basketball  
 Wrestling  
 Boys' Track  
 Girls' Track  
 Boys' Golf  
 Girl's Golf  
 Boys' Soccer  
 Girls' Soccer  
 Softball  
 Baseball  
 Strength/Conditioning  
 Bowling

**Teacher**

Wes Wilson  
 Dan Sauser  
 Andrea Bone  
 Donnie Kremer  
 Tim Lambert  
 Ryan Luensman  
 Greg Williams  
 Val Lynn  
 Curt Tauke  
 TBA  
 Todd Norton  
 Bruce Feuling  
 Bret McDonald  
 Kolby Harms  
 Wes Wilson, Adam Szurkowski  
 Brian Meyer

<b>Music:</b>	<u>Activity</u>	<u>Teacher</u>
	Jazz Band	Alec Garringer
	Jazz Ensemble	Alec Garringer
	Forte Singers	Brett Kniess
	Jazz Choir	Brett Kniess
<b>Speech and Drama:</b>	<u>Activity</u>	<u>Teacher</u>
	Speech Contest	Kim Carlson, Rebecca DeWitte, Raleigh Newhard
	Drama Productions	Kelli Osterkamp, Jill Flynn, Autry Fasnacht
<b>Clubs:</b>	<u>Activity</u>	<u>Teacher</u>
	FFA	Eric Schmitt
	Cheerleading	Laura Zumbach
	(Football/Basketball)	
	Cheerleading	TBA
	(Wrestling)	
	Student Council	Nick Schauf
	Business Professionals of America	Chanda Gassman
	Family, Career, & Community Leaders of America (FCCLA)	Nancy Toenjes
	Yearbook	Emily Marjoua
	National Honor Society	Kayla Schockemoehl
	Panther Players	Kim Carlson, Kelli Osterkamp, Rebecca DeWitte
	Dance Team	Amanda Hackney
	Interact/Coffee Shack	Scott Hall
	ASK Book Club	Kim Carlson
	SODA (Students Opposed to Drugs & Alcohol)	Todd Hospodarsky
	FCA	Jenni Schauf

**Students who are interested in the following programs must be proficient in Reading, Math, & Science.**

### ONLINE CLASSES

#### **Advanced Placement Semester / Grades 9-12 / 1 or 2 Credit(s)**

#### **ELP Staff**

AP or Advanced Placement classes are offered for college bound students. They are good predictors of success at college. Students should expect two hours of homework each day connected with these online classes. Courses are offered in history, literature & composition, calculus, economics, psychology, physics, and others. Students must be juniors, seniors, or identified with Academix to be eligible. Permission to enroll is acquired through the High School ELP Coordinator.

#### Jones County Regional Educational Center Kirkwood College Credit in High School

Kirkwood offers opportunities for students to earn college credit while in high school at no cost to families. These courses are the perfect opportunity for students to get hands-on experience while gaining exposure to careers they want to pursue after graduation. All of the classes students take at Kirkwood are for both high school and college credit.

Students can earn college credit in high school through Kirkwood in a variety of ways. Options range from taking a class or two for transfer credit (within the walls of their high school, online, or face-to-face at a Kirkwood location) to completing a sequence of courses in a Career Academy. Career Academies are packaged courses, offered at Regional Center locations, which focus on career exploration while also aligning with industry workforce needs. Students work through their high school counseling office or local Kirkwood Student Academic and Support Coordinator to find out what courses would be best for them and learn more about Career Academy offerings available.

Enrollment is limited. Students who are in good academic standing; on target with graduation credits; have good attendance records; and have taken suggested prerequisite high school courses in addition to showing proficiency in Reading, Math, & Science will be considered for college credit courses. Students must keep in mind that college credit courses will impact high school and college grade point average (GPA), high school activity eligibility, and post-secondary financial aid. High school approval is required to register and enroll in college courses.

Packets for Concurrent Enrollment formerly called Post-Secondary Enrollment Option (PSEO) classes and registration forms for the Career Academy programs are available in the high school office during the registration process for next year's classes. These courses are for **elective** credit. Students may register for a maximum of 8 courses each semester (this includes high school and college credit courses). **Please note completion deadline dates. The deadline for the Kirkwood Community College registration form will be posted during the Monticello High School registration period. This form needs to be turned in to the High School office by the deadline.**

### **CONCURRENT ENROLLMENT OPTIONS**

Policy Title: **Concurrent Enrollment Guidelines**

Policy #602.6E1

#### **General Information**

Students in grades nine through twelve are eligible to take postsecondary educational courses if they meet all of the requirements outlined in the board's policy on instruction at post-secondary educational institutions and as required by the postsecondary educational institution, and if the student has obtained the approval of the superintendent or designee.

#### **Guidelines**

The following is a simplified guideline to assist parents and students in utilizing the concurrent enrollment option. The entirety of the Iowa law regarding the concurrent enrollment option and the board's policy regarding the concurrent enrollment option still controls all situations involving concurrent enrollment option.

1. You must notify the school district of your intent to enroll in a concurrent enrollment course at registration time. You may do this by indicating your intent to enroll in these courses on the registration forms distributed each year.
2. You must first complete the Monticello School District Pupil Course Request Form, including obtaining the required signatures, and return it to the school counseling office.
3. All requests for concurrent enrollment must be approved by the superintendent and/or building principal **PRIOR** to enrollment.
4. Upon receiving approval on the district's Pupil Course Request Form, you should fill out the Concurrent Enrollment Agreement Form (Policy #602.6E2).
5. To be eligible for concurrent enrollment, a course must:
  - a. Be nonsectarian;
  - b. Not be comparable to courses offered here at the district (comparable courses are is determined at the discretion of administration and generally means that the content of a course provided to a high school student for postsecondary credit consists of substantially the same concepts and skills as the content of a course provided by the school district);
  - c. Be credit-bearing course that leads to an educational degree;
  - d. Be in the disciplines of mathematics, science, social sciences, humanities and Career and Technical Education;
6. A student may take a course in the summer, but the school district is not required to pay for and/or reimburse the student/family for any costs associated with the postsecondary educational course.
7. Transportation costs for attending a postsecondary educational course are the sole responsibility of the student/family.

8. All courses approved and paid for by the district, and those courses approved by the district and paid for by the student/family will:
  - a. Be recorded on the official student transcript, including the letter grade granted by the postsecondary educational institution or the pass-fail indication granted by the postsecondary educational institution.
  - b. Be included in figuring class rank, including valedictorian and salutatorian status, and GPA at Monticello High School.
  - c. Be given graduation credit, as determined by the board. Typically, a three (3) or four (4) semester hour postsecondary course will be awarded one (1) graduation credit at Monticello High School.

**If you have any questions, contact the school counselor's or principal's office.**

Registration Handbook board approved on **January 23, 2023**.