

**Cadillac High School
Curriculum Guide
2009-2010**

Cadillac Area Public Schools Mission Statement

Education is a continuous process by which all students can learn through a shared responsibility of students, staff and community.

It is essential that the school provide a diversified curriculum that challenges each student to achieve his/her potential academically, emotionally, physically and socially.

Each student will be a productive, self-reliant and responsible member of our changing global society.

Cadillac High School Mission Statement

The mission of Cadillac High School is to provide a comprehensive public education that challenges individuals to reach their full potential.

With students as the focus of all that we do, we are committed to establishing and achieving high expectations with measurable goals that promote excellence.

Students, school, parents and community share the responsibility to provide an environment that will enable students to develop essential skills necessary to be functioning members of society.

Statement of Compliance with Federal Law

Nondiscrimination Policy

The Cadillac Area Public Schools Board of Education complies with all federal laws and regulations prohibiting discrimination and with all requirements and regulation with the U.S. Board of Education. It is the policy of the Cadillac Area Public Schools that no person shall, on a basis of race, color, national original, sex, age, weight, height, marital status or disability, be excluded from the participation in, denied benefits of, or be subject to discrimination under any program or activity and in employment.

Grievance Procedure – Title IX, Title VI, and Section 504

Section 1:

If any person believes that the Cadillac Area Public Schools or any part of the school organization has inadequately applied the principles and/or regulations of Title VI, Title IX and Section 504, he/she may bring forward a complaint, which shall be referred to as a grievance, to Mr. Paul Liabenow, Cadillac Area Public Schools, 421 South Mitchell Street, Cadillac, Michigan 49601.

Section 2:

The person who believes he/she has a valid basis for a grievance shall discuss the grievance informally with the local Compliance Officer who shall in turn investigate the complaint and reply with an answer to the complaint within two (2) business days. If this reply is not acceptable to the complainant, he/she may initiate formal procedures:

Step 1:

A written statement of the grievance signed by the complainant shall be submitted to the local Compliance Officer within five (5) business days of the receipt of answers to the informal complaint. The Compliance Officer shall further investigate the matters of grievance and reply in writing to the complainant within ten (10) school days.

Step 2:

If the complainant wishes to appeal the decision to the local Compliance Officer, he/she may submit a signed statement of appeal to the superintendent of schools within five (5) business days after receipt of the local Compliance Officer's response. The superintendent shall meet with all parties involved, try to work out a solution, and respond in writing to the complainant within five (5) school days.

Step 3:

If the complainant remains unsatisfied, he/she may appeal through a signed, written statement to the Board of Education within five (5) business days of the receipt of the superintendent's response in Step 2. In an attempt to resolve the grievance, the Board of Education shall meet with the concerned parties and their representative within fifteen (15) days of the receipt of such an appeal. A copy of the Board's disposition of the appeal shall be sent to each concerned party within ten (10) business days of the meeting.

Step 4:

If at this point the complainant's grievance has not been satisfactorily settled, he/she may further appeal to the Office of Civil Rights, Department of Health, Education and Welfare, Washington, DC 20201.

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GENERAL POLICIES

A comprehensive, balanced, sequential program shall be developed for each high school student by the student, parent(s) or guardian(s), and counselor. The program will be based upon the student's individual needs, abilities, and occupational plans.

Dual Enrollment Program (IDC-7648)

Eleventh and twelfth grade students have the opportunity to enroll in a college course and receive both college and high school credit with the tuition, up to a specified amount, paid by the school district. To be eligible, a student must

- ✓ be in eleventh or twelfth grade
- ✓ have obtained a minimum score on either the PSAT, PLAN, ACT or MME. See your counselor for a list of the qualifying scores.
- ✓ be enrolled in at least one high school course.
- ✓ take no more than five (5) courses total each term.

Students who are interested in dual enrollment should see their counselor for more details.

Testing Out

Students have the opportunity to test out of classes offered at Cadillac High School by taking the department assessment for the course during the scheduled exam times or the week prior to the beginning of school. Students must earn a minimum of B- on the department assessment to earn credit for the class. A CR (credit) will be listed on the student's transcript indicating successful testing out of a particular course. Students should contact their counselor or the building principal, two weeks prior to the testing out period, to make arrangements for this opportunity.

Retaking a Class

Students who fail a required course (English, math, science, social studies) will be automatically rescheduled for the course during the next available term. This may NOT be overridden by a parent request. A student also has the option of retaking a class for better understanding of the subject and /or for a better grade. If the original grade was below a B-, the improved grade will then be on the student's transcript and be part of the cumulative GPA, and the former grade will be changed to CR. If the new grade is lower than the original grade, the original grade will be used and the lower grade changed to a CR. If the original grade in the class was a B- or higher, both the original grade and the grade earned in retaking the class will appear on the student's transcript and be factored into the cumulative GPA. The CR will not be part of the cumulative GPA but will remain on a student's transcript in order to show extra effort in mastering a subject area.

GRADUATION REQUIREMENTS

Requirements for Graduation – Class of 2010

The course requirements for graduation will be:

3 Credits	Communication Arts (English)
2 Credits	Mathematics
2 Credits	Science
2 Credits	Foreign Language, Fine or Performing Arts, Vocational Education, or Practical Arts, or any combination thereof
1 Credit	American Studies
1 Credit	Physical Education
1 Credit	Global Studies
½ Credit	Government
½ Credit	Personal Guidance
½ Credit	Basic Communication (Speech)
½ Credit	Computer Education; ANY ONE of the following in grades 9 thru 12: OR
½ Credit	of a computer education class previously; OR
1 Credit	courses in which computers are integrated into the curriculum.

Requirements for Graduation – Classes of 2011 and beyond

The course requirements for graduation will be:

4 Credits	Mathematics (1 credit Algebra I, 1 credit Geometry, 1 credit Algebra II, 1 credit in final year of high school)
4 Credits	English Language Arts (English 9, English 10, English 11, English 12)
3 Credits	Science (1 credit Biology, 1 credit Physics or Chemistry, 1 additional credit)
3 Credits	Social Studies (0.5 credit Civics, 0.5 credit Economics, 1 credit US History and Geography, 1 credit World History and Geography)
1 Credit	Physical Education and Health
1 Credit	Visual, Performing and Applied Arts
	Online learning experience (a course, learning or integrated experience)
2 Credits	(Starting with the class of 2016) World Languages

- With the change to a trimester schedule, the number of credits required for graduation varies as follows:
 - Class of 2010 25.0 credits required for graduation
 - Class of 2011 26.5 credits required for graduation
 - Classes of 2012 and beyond 27.5 credits required for graduation
- All students must be enrolled in the equivalent of five (5) classes each term.
- Students must take ½ credit of College Readiness in 11th grade.
- For the class of 2010 only, one-half credit of the physical education requirement may be waived by completing one season in any competitive sport program sponsored by Cadillac High School.
- For the class of 2010 only, students may elect to waive the ½ credit of the Basic Communication requirement by successfully completing one of the following courses: Forensics, Radio Production, Television Production, or Performing Arts.
- In order to graduate, a student must complete the Michigan Merit Exam or other state-required assessment.
- The drop and add period is the first ten (10) school days of each term. A student may drop or add a class without penalty during the first five (5) days. During the second five (5) days, a student may drop or add without penalty with teacher recommendation only.

BUSINESS EDUCATION / COMPUTER SCIENCE

PHILOSOPHY:

The role of the Business Education Department is to maintain a curriculum which is designed to meet the needs of: 1. Those students who wish to enter the business world upon completion of their high school courses; 2. Those students who wish to take preparatory courses which will enable them to qualify for the advanced training at the Wexford-Missaukee Vocational School; and 3. Those students who plan to continue their education at the college or university level.

OBJECTIVES:

1. Make a contribution to general education by providing worthwhile experiences for students to handle their business affairs successfully as well as becoming intelligent, productive citizens.
2. Provide students with knowledge about specialized vocational education and help them gain the skills needed for the achievement of vocational competencies to meet business entrance requirements.
3. Provide activities to develop the background needed by those students planning to major in the business area in college or vocational schools.
4. Stress the practical application of learning.
5. Encourage students to be informed consumers and law abiding citizens.
6. Develop in students the desire for good work habits -- neatness, accuracy, legibility, punctuality, and organization.
7. Help students make decisions about their careers, help them secure employment during high school and after graduation, and acquaint them with local job opportunities.

INTRODUCTION TO BUSINESS A/B 1.0 credit/two terms

TEXT: *Introduction to Business*

DESCRIPTION:

Introduces the role of business in the lives of individuals, consumers, workers, and citizens; provides an overview of economic systems with emphasis on the free enterprise system and the American Economy; explores the characteristics of business; explores international business, government's role in business, technology in the business setting, and legal and ethical business issues; examines consumer issues regarding money and money management, banking systems and services, paychecks and taxes relating to decisions, rights, responsibilities, and competencies of an individual; develops an awareness of the job market and opportunities including entrepreneurial; develops an understanding of the workplace and workforce; assists in the development of a career plan and employability skills.
GRADE LEVEL: 10-12

BUSINESS MATH 0.5 credit/one term

TEXT: *Applied Business Arithmetic*

DESCRIPTION:

Business Math is a semester course which is designed to develop the principles of basic math that an individual may encounter in his everyday problems. Developing the student's knowledge of principles and processes of methods used in business as well as in his daily life are a part of this course.
GRADE LEVEL: 10-12

KEYBOARDING 0.5 credit/one term

TEXT: *Century 21 Typewriting*

DESCRIPTION:

Keyboarding is a one-term course which will help students learn the basic skills of speed and accuracy using the touch control keyboarding method.
GRADE LEVEL: 10-12

ACCOUNTING 1 A/B 1.0 credit/two terms

TEXT: *Century 21 Accounting*

DESCRIPTION:

Accounting 1 is for students who desire to begin preparation for a career in accounting, careers in related business fields for which mastery of some accounting knowledge and skill is needed, and for students who wish to learn accounting for their own personal use. An individual should like to work with numbers in a neat and organized manner. Study progresses from the complete accounting cycle for a sole proprietorship to the accounting cycle for a partnership to the accounting cycle for a corporation. Each student will complete a set of books.
GRADE LEVEL: Elective for grades 10-12
PREREQUISITE: None

ACCOUNTING 2 A/B 1.0 credit/two terms

TEXT: *Century 21 Accounting*

DESCRIPTION:

Accounting 2 is suggested for those who display a special aptitude and interest in the field of accounting. New learning will build on the accounting principles and procedures presented in the first course with emphasis on corporate accounting and financial analysis. Students will study automated accounting and will use software that correlates with the textbook to solve problems on the computer.
GRADE LEVEL: Elective for grades 11-12
PREREQUISITE: Accounting 1

MARKETING 0.5 credit/one term

TEXT: *Marketing Essentials*

DESCRIPTION:

Students will gain a behind-the-scenes look at the thought that goes into the development, promotion, pricing, and delivery of goods and services. They will learn marketing, business and economic fundamentals while sharpening their human relations, communication, management, and employability skills through hands-on activities. In addition to marketing a product or service, students will learn how to market themselves in today's society.
GRADE LEVEL: 11-12

BUSINESS EDUCATION / COMPUTER SCIENCE

BUSINESS SOFTWARE APPLICATIONS

0.5 credit/one term

DESCRIPTION:

Students will learn the basics of word processing, spreadsheet, presentation and database management applications. Each student will develop a working knowledge of Microsoft Office and the integration of its parts. This is a course primarily dealing with Software.

GRADE LEVEL: 10-12

COMPUTER DESIGN AND PUBLISHING

0.5 credit/one term

DESCRIPTION:

This is a one term course designed to give an overview of Desktop Publishing using the software, Adobe PageMaker 7 and Adobe InDesign. Students will be introduced to the basic concepts and tools of the program while learning different layout techniques with the use of graphics, scanners, and the Internet.

GRADE LEVEL: 10 - 12

PREREQUISITE: None, but a term of keyboarding is recommended.

PHOTOSHOP AND DIGITAL IMAGING

0.5 credit/one term

DESCRIPTION:

This course is designed for the student who wants to learn about digital imaging. Students will learn the basics of Adobe Photoshop CS2, and then use this information to design their own posters, CD covers, and many other projects. The class is also an introduction to the manipulation of photographic images for print and web. Topics include: photo correction, file formats, layers and filters.

GRADE LEVEL: 10-12

GRAPHIC ARTS AND ILLUSTRATOR

0.5 credit/one term

DESCRIPTION:

This course is designed for the student who really wants to learn how to create vector-based graphics for page layout, multimedia, and the web. The student will learn the program Adobe Illustrator CS2 while doing many projects. You will learn the many tools used in creating and modifying illustrations, and then learn a variety of file formats to be used with other software programs.

GRADE LEVEL: 10-12

PREREQUISITE: None, but completing Photoshop & Digital Imaging is *preferred*.

ADVANCED GRAPHIC ARTS

0.5 credit/one term

DESCRIPTION:

Students will be designing and creating jobs for the school district while also designing a new business. Students will develop new products, design logos and packaging, as well as learn how to sell their product or business by creating many advertising tools. Students will also learn how to develop negatives, burn screens, and then screen print on clothing. Adobe Photoshop and Adobe Illustrator will continue to be used. Students may elect to take this class for one or more terms.

GRADE LEVEL: 10-12

PREREQUISITES: Graphic Arts & Illustrator and *preferably* Photoshop & Digital Imaging

WEB DESIGN AND DEVELOPMENT

0.5 credit/one term

DESCRIPTION:

The Web Design and Development curriculum is an introduction to the design, creation, and maintenance of web pages and websites. Students learn how to:

- critically evaluate website quality
- create and maintain quality web pages
- incorporate web design standards and accessibility into their websites
- create and manipulate images

The course progresses from introductory work on web design to a culminating project in which students design and develop websites for actual or fictitious businesses or local community organizations. Students will progress from using XHTML, to incorporating CSS, to an introduction to web authoring software. This course establishes a solid foundation for students to continue their studies in Advanced Web Design and Development.

GRADE LEVEL: 9-12

ADVANCED WEB DESIGN AND DEVELOPMENT (pending Board approval)

0.5 credit/one term

DESCRIPTION:

In this project-based course, students will develop key digital-communication skills: design, communication, individual and shared project management, and web technology. Students will investigate web technology careers and will follow design planning processes used by web design professionals. Team collaboration and customer interactions will be emphasized. A professional work environment will be simulated, in which students progress from individual design work to a group process. An emphasis will be placed on principles of thorough, effective design. Students will create both a web portfolio and a client website in this course. A variety of web authoring and graphics manipulation software will be used.

GRADE LEVEL: 10-12

PREREQUISITE: Web Design and Development strongly recommended **OR** instructor approval

ENGLISH LANGUAGE ARTS

PHILOSOPHY:

GOAL: It is the goal of the CHS English staff to provide students with the following essential skills:

- the ability to use a variety of reading strategies to meet different needs.
- the ability to use writing to meet both public and personal needs effectively.
- the ability to enlarge their world and gain insights into the human condition through literature.
- the ability to listen effectively and think critically in order to make valid judgments.
- the ability to locate, evaluate, and use information from a wide variety of sources.

These skills will enable students to succeed in the business world, in higher education, and in personal satisfaction.

Suggested Courses of Study in English Language Arts

Students interested in attending a two-year or four-year college or university should consider following Plan 1 or Plan 2 in the English department. Students may also choose electives to enhance their Language Arts experience.

Grade Level	Plan 1	Plan 2	Plan 3
10 th grade	Accelerated English 10A/B	English 10A/B	English Survey 10A/B
11 th grade	Accelerated English 11A/B	English 11A/B	English Survey 11A/B
12 th grade	Advanced Placement English A/B/C	College-Prep English A/B	Short Novels and Writing A/B

Elective English Courses for Grades 10-12:

- Creative Writing A**
- Newspaper Publication A/B/C**
- Yearbook Publication A/B/C**

Elective Communications Courses for Grades 10-12:

- Basic Communication A**
- Forensic A/B**
- Performing Arts A**
- Radio Production A**
- TV Production A**

Courses in the English Department include the reading of specific literature. Major works have been listed with course descriptions when possible. For a complete list of works covered, please see the instructor or the course syllabus.

ENGLISH 10 A/B
1.0 credit/two terms

DESCRIPTION:

This will be a broad-based class in which all students will be challenged. Students will learn to recognize classifications and structural elements of literature, to evaluate and react critically to what they read, to respond to literature with many kinds of writing, to develop many strategies for writing for different purposes, to maintain a portfolio of their work in order to measure their own progress, to develop appropriate study skills, and to use library facilities to locate, evaluate and use information.

GRADE LEVEL: 10

MAJOR WORKS: *Julius Caesar, The Lord of the Flies, Twelve Angry Men, Antigone, Animal Farm, Of Mice and Men, A Separate Peace* (others subject to instructor selection).

ENGLISH SURVEY 10 A/B
1.0 credit/two terms

DESCRIPTION:

This class is specifically designed to assist identified students who need concentrated and more individualized help in meeting the outcomes for English 10. (See description of the English 10 for specific outcome goals and course requirements.) An additional course goal will be to work on raising the essential skill levels in reading, writing, and critical thinking of each student.

GRADE LEVEL: 10

MAJOR WORKS: Those from English 10 as well as other novel choices for student interest and ability.

ACCELERATED ENGLISH 10 A/B
1.0 credit/two terms

DESCRIPTION:

This challenging class will meet all of the outcomes for English 10 with accelerated speed, supplemental materials, and emphasis on higher level thinking skills. Students will be expected to participate in a summer reading program and to engage in critical analysis of a variety of materials. In the area of writing skills, the class will emphasize expository and persuasive writing, developing a voice, improving clarity and following various patterns of organization. Students will work on research skills and write a research paper, topic and length to be determined by the instructor. Students will also invent and create in other forms of writing.

GRADE LEVEL: 10

PREREQUISITE: Recommended grade of A/A- in previous English class and summer reading.

MAJOR WORKS: All those from English 10 as well as supplemental materials.

ENGLISH LANGUAGE ARTS

ENGLISH 11 A/B **1.0 credit/two terms**

DESCRIPTION:

This will be a broad-based class in which all students will be challenged. Students will learn to recognize classifications and structural elements of literature, to evaluate and react critically to what they read, to respond to literature with many kinds of writing, to develop many strategies for writing for different purposes, to maintain a portfolio of their work in order to measure their own progress, to develop appropriate study skills, and to use library facilities to locate, evaluate and use information.

GRADE LEVEL: 11

MAJOR FOCUS: American Literature

MAJOR WORKS: *Huckleberry Finn*, *The Great Gatsby*, *The Catcher in the Rye*, and *The Tortilla Curtain*.

ENGLISH SURVEY 11 A/B **1.0 credit/two terms**

DESCRIPTION:

This class is specifically designed to assist identified students who need concentrated and more individualized help in meeting the outcomes for English 11. (See description of English 11 for the specific outcome goals and course requirements.) An additional course goal will be to work on raising skill levels in reading, writing, and critical thinking.

GRADE LEVEL: 11

MAJOR FOCUS: American Literature

MAJOR WORKS: *The Crucible*, *Fallen Angels* or *The Tortilla Curtain*, *Huckleberry Finn*, *After*, *Daniel's Story*, and *Soldier's Heart*.

ACCELERATED ENGLISH 11 A/B **1.0 credit/two terms**

DESCRIPTION:

This challenging class will meet all of the outcomes indicated for English 11 with accelerated speed, supplemental materials, and emphasis on higher level thinking skills. Students will be expected to participate in a summer reading program and to engage in critical analysis of a variety of materials. In the area of writing skills, the class will emphasize expository and persuasive writing, developing a voice, improving clarity, following various patterns of organization. Students will also have the opportunity to satisfy their need to invent and create in other forms of writing.

GRADE LEVEL: Grade Level 11

PREREQUISITE: Recommended grade of A/A- in previous English class and summer reading.

MAJOR WORKS: All of those from English 11, as well as supplemental materials.

ENGLISH 12: SHORT NOVELS/WRITING A/B **1.0 credit/two terms**

DESCRIPTION:

This class is designed to meet the needs of both college-bound and non-college-bound seniors. Students will read a number of short literary works, focusing on individual reactions to literature. They will create written responses to these works in the form of journals, study guides, tests and papers.

Additionally, students will write papers of varying length and purpose. They will participate in a number of short research activities, focusing on summarizing and organizing information. The culmination of these activities will be a research paper of collegiate length.

GRADE LEVEL: 12

MAJOR WORKS: A list of works covered is available from the English Department.

ENGLISH 12: COLLEGE-PREP ENGLISH A/B **1.0 credit/two terms**

DESCRIPTION:

This class is intended for college-bound seniors and will reflect a college pace. Students will read, discuss and write about a number of works from American, British and World literature.

The writing tasks will focus on analysis and clear expression. Students will also develop and write research papers based on various books and library resources. Some papers of at least seven to ten typed pages will be required for passing the course.

GRADE LEVEL: 12

PREREQUISITE: Recommended for students with a minimum B average in previous English classes.

MAJOR WORKS: A list of works covered is available from the English Department.

ADVANCED PLACEMENT ENGLISH **LITERATURE & COMPOSITION A/B/C** **1.5 credits/three terms**

DESCRIPTION:

This class is intended for academically talented students who enjoy reading and writing and are willing to follow the guidelines indicated for the accelerated program. Students should be prepared to study intensively several representative works of recognized literary merit from various genre and periods, to sharpen their awareness of language and an understanding of the writer's craft, to develop critical standards for the independent appreciation of any literary work, and to use language honestly and effectively. Writing in this class will focus on the criteria and standards necessary for success on the AP exam, given each spring, which may enable students to gain college credit.

GRADE LEVEL: 12

PREREQUISITE: Recommended grade of A/A- in previous English class and summer reading.

MAJOR WORKS: A list of works covered is available from the English Department.

ENGLISH LANGUAGE ARTS

COLLEGE READINESS

0.5 credit/one term

DESCRIPTION:

This course is designed to prepare all students for tests required by colleges and by the State of Michigan. Students will learn test-taking strategies and time-management skills, as well as review the subject-specific content of the exams. The class will be self-paced, diagnostic, and comprehensive. This is a credit/no credit course. To earn a half-credit in this course, students must complete the work required. This course satisfies the requirement for an online course as specified by the Michigan Merit Curriculum, but does not satisfy the requirements for English credit.

GRADE LEVEL: Requirement for all 11th graders

ENGLISH ELECTIVE COURSES

Elective courses do not satisfy the requirements for English credit under the Michigan Merit Curriculum.

CREATIVE WRITING

0.5 credit/one term

DESCRIPTION:

Creative writing is designed for the student who wants to use his/her imagination and feelings in writing. It is an informal course with emphasis on creativity, technique, and personal understanding. Students will be required to pay a small fee to purchase a poetry book for this class.

GRADE LEVEL: Elective for grades 10-12

YEARBOOK PUBLICATION A/B/C

1.5 credits/three terms

DESCRIPTION:

This year-long course will publish a school yearbook annually. Students will be responsible for writing news stories, taking photographs of newsworthy school and community events, and designing appealing layout. They will improve their writing skills and edit other students' work. Students will be responsible for all aspects of publication, including selling and designing advertisements, shooting photographs, organizing layout, managing finances, and selling yearbooks. Students will learn computer and camera techniques and become proficient at interviewing.

GRADE LEVEL: Elective for grades 10-12

PREREQUISITE: Application and approval from instructor.

NEWSPAPER PUBLICATION A/B/C

1.5 credits/three terms

DESCRIPTION:

This year-long course will regularly publish a school newspaper. Students will write news stories, feature stories and editorials. They will improve their writing skills and edit other students' work. They will have the opportunity to publish graphic arts, poetry and other fiction. Students will be responsible for all aspects of publication including selling and designing advertisements, shooting and developing photographs, organizing layout and managing finances. Students will learn computer and darkroom techniques and become proficient at interviewing.

GRADE LEVEL: Elective for grades 10-12

PREREQUISITE: Application and permission from instructor.

FAMILY AND CONSUMER SCIENCES

PHILOSOPHY:

In the belief that education should promote the growth of the whole individual: physical, intellectual, emotional, and social, we believe the Family and Consumer Sciences program encourages and supports the quality, growth, and stability of the family unit through the development of each member as a responsible, independent individual and as a contributing participant of society.

OBJECTIVES:

1. To provide classroom experiences that will influence students' feelings of personal worth and improve their ability to relate positively with others.
2. To provide opportunities for learning management skills as they relate to everyday living.
3. To teach basic skills in the Family and Consumer Sciences.
4. To help prepare students for the dual role of a career and homemaking.
5. To introduce students to occupations which involve knowledge and skills in the Family and Consumer Sciences.
6. To provide pre-vocational opportunities for students interested in Family and Consumer Sciences at the Wexford-Missaukee Area Career Technical Center.

CONSUMER EDUCATION

0.5 credit/one term

DESCRIPTION:

Consumer Education is designed to give each student an understanding of consumer economics and how it affects their lives. Main categories of study are money management including budgeting, saving and investing; use of credit; consumer rights and responsibilities; major purchase guidelines for housing, vehicles, insurance, food and clothing; consumers in today's economy.

GRADE LEVEL: 10-12

FAMILY LIVING

0.5 credit/one term

DESCRIPTION:

This class emphasizes the understanding of yourself as an initial step to building relationships and establishing a family unit. Teaching methods include: discussion, group work, media, reading, community resources and more. The course will discuss building relationships, communication, handling conflict, living in families, forming families, changing life styles and coping with family breakdown--death and divorce.

GRADE LEVEL: Grades 10-12.

FOOD SCIENCE

0.5 credit/one term

DESCRIPTION:

The course is taught by lectures, demonstrations, and lab experiences related to food and food preparation. Food Science is a one term course in which students use the scientific method to study the biological and chemical basis for food preparation, preservation, processing, and fermentation. In this course, students develop laboratory, writing, and reasoning skills through gathering, recording, and graphing data; writing laboratory and short research projects; and predicting and evaluating laboratory results. This course can be taken as an additional science class required for graduation.

GRADE LEVEL: 10-12

INTERIOR DESIGN

0.5 credit/one term

DESCRIPTION

This course will allow students to explore the psychological, physiologically and sociological needs of individuals in relation to their home environment. As a basic course in home interiors, it will cover such topics as basic elements and principles of design, basic architectural and furniture styles, current building techniques, trends and materials, selection and arrangement of furnishings and accessories, and consumer housing issues. The skills and knowledge gained in this course will be applied in oral, written, and visual presentations. Interior Design is of special interest to anyone wishing to impact their own personal living space or those interested in careers related to Interior Design, Home Construction or Furnishings, Architecture, Engineering, Art, and more. This course may be taken to satisfy the State of Michigan's curricular requirement for Visual, Performing or Practical Arts.

GRADE LEVEL: 10-12

NUTRITION

0.5 credit/one term

DESCRIPTION:

This class is taught using lectures, demonstrations and lab experiences related to food & food preparation. Nutrition looks at the interactions between foods and the living organism. Cooking and food preparation skills are an important part of this class. Individual nutrients are analyzed as to their effect on the body and how they can be obtained. Basic health issues and their relationship to food choices are discussed.

Guidelines to help plan appropriate diets for optimum health are presented. Basic knowledge will be geared to enable the students to evaluate the information and misinformation about foods, nutrition and health issues presented through mass media. This course can be taken as an additional science class required for graduation.

GRADE LEVEL: 10-12

FAMILY AND CONSUMER SCIENCES

PARENTING & CHILD DEVELOPMENT (PARENTHOOD EDUCATION) 0.5 credit/one term

DESCRIPTION:

This class was designed to increase the understanding of how effective parenting influences and shapes a child's life from conception to adulthood. Areas of concentration are: prenatal development, birth, physical, emotional and intellectual development, and tips for discipline and effective parenting. This course is particularly helpful to those who plan to pursue careers in teaching, social work, counseling, and medicine or to any who plan to be parents in the future.

GRADE LEVEL: 10-12

SERVICE LEARNING WORKSHOP 0.5 credit/one term

DESCRIPTION:

This course is designed to help students develop skills necessary to become contributing members of society. Students will determine the needs of the community and develop a plan of action that addresses these needs while balancing school, family, work, and social commitment. They will have the opportunity to "get involved" through hands-on projects that tie the classroom and the community together. Students will be expected to donate a reasonable amount of time to approved local community projects.

GRADE LEVEL: 10-12

HEALTH AND PHYSICAL EDUCATION

PHILOSOPHY:

Our philosophy in physical education is to help the students realize their physical potential through a variety of individual and team lifelong activities, as well as weightlifting and conditioning.

OBJECTIVES:

1. To have each student dress properly everyday for class. This includes t-shirt, shorts, and tennis shoes.
2. To have each student be cooperative, work hard, and have a good attitude in class.
3. To stress basic fundamentals of physical fitness, health, and diet.
4. To show basic life skills that each student can take with them after they leave high school.

PERSONAL GUIDANCE 0.5 credit/one term

TEXT: UNDERSTANDING HEALTH-Random House

DESCRIPTION:

Personal Guidance is a one term course that covers mental health disorders, improving self-esteem, substance abuse, the life cycle, and career counseling. Through class discussions, activities, and projects, and computer work, students learn techniques to improve their overall health and future.

GRADE LEVEL: 10-12

ADVANCED PHYSICAL EDUCATION 0.5 credit/one term

DESCRIPTION:

Through Advanced Physical Education, students have the opportunity of an elective physical education program. Classes are co-educational and emphasis is placed on individual and team activities. This is a one term class and students have the opportunity to choose which term they want to take the class. Students can take either **Advanced Physical Education 1**

and/or **Advanced Physical Education 2**.

GRADE LEVEL: 10-12

PREREQUISITE: 9th Grade Physical Education

REQUIRED EQUIPMENT: Shorts, T-shirt, socks, and tennis shoes.

STRENGTH & CONDITIONING 0.5 credit/one term

DESCRIPTION:

Emphasis is placed upon developing strength through weight lifting utilizing a variety of lifts and proper lifting techniques. Free weights and machines will be used equally. Agility, Speed Development, and Conditioning will be done through a variety of ways such as: form running, agility drills, dot drill, rope jumping, box jumps, ladders, and heavy medicine balls.

GRADE LEVEL: 10-12

REQUIRED EQUIPMENT: Shorts, T-shirt, socks, and tennis shoes.

MATHEMATICS

PHILOSOPHY:

On the precedent that mathematics is fundamental to every individual, the Mathematics Department exists to enlighten, encourage, and develop desirable attitudes, appreciations, and practical aspects of mathematics.

OUTCOMES:

1. The student will have confidence in his ability to deal with math in the real world.
2. The student will be able to use problem solving techniques to solve problems.
3. The student will be able to apply math concepts in his daily life.

ALGEBRA A/B

1.0 credit/two terms

DESCRIPTION:

Algebra is designed to give the student both the theory and practice essential in understanding the structure and applications of the real number system. Emphasis is on problem solving using algebra skills such as solving linear equations and graphing.

GRADE LEVEL: 8-9

PREREQUISITE: Successful completion of Pre-Algebra

TEXT: ALGEBRA 1 – GLENCOE

EXTENDED ALGEBRA A/B/C

1.5 credits/three terms

DESCRIPTION:

This class is specifically designed to assist students who need concentrated and more individualized help in meeting the outcomes for Algebra. Algebra is designed to give the student both the theory and practice essential in understanding the structure and applications of the real number system. Emphasis is on problem solving using algebra skills such as solving linear equations and graphing.

GRADE LEVEL: 9-10

PREREQUISITE: Completion of Pre-Algebra and teacher/counselor recommendation

TEXT: ALGEBRA 1 – GLENCOE

GEOMETRY A/B

1.0 credit/two terms

DESCRIPTION:

Geometry is the study of two and three dimensional figures. The course includes the study of transformations, proofs, congruence, similarity, triangles, quadrilaterals, area, and volume.

GRADE LEVEL: 10-11

PREREQUISITE: Junior High Algebra instructor recommendation or an Algebra credit in the High School.

TEXT: GEOMETRY - GLENCOE

ALGEBRA 2 A/B

1.0 credit/two terms

DESCRIPTION:

This course includes the study of linear and quadratic equations, functions, sequences, rational and irrational numbers, complex numbers and their applications. This course also incorporates the study of logarithms and right triangle trigonometry to solve problems. Emphasis is on the relationship between the algebraic expression and its graphics representation. A graphing calculator is required.

GRADE LEVEL: 10-12

PREREQUISITE: Successful completion of Geometry

TEXT: ALGEBRA 2 - GLENCOE

EXTENDED ALGEBRA 2 A/B (Year 1 and Year 2)

2.0 credits/four terms over two years

DESCRIPTION:

This class is specifically designed to assist students who need concentrated and more individualized help in meeting the outcomes for Algebra 2. This course includes the study of linear and quadratic equations, functions, sequences, rational and irrational numbers, complex numbers and their applications. This course also incorporates the study of logarithms and right triangle trigonometry to solve problems. Emphasis is on the relationship between the algebraic expression and its graphics representation. A graphing calculator is required.

GRADE LEVEL: 11-12

PREREQUISITE: Completion of Geometry and teacher/counselor recommendation

TEXT: ALGEBRA 2 - GLENCOE

FUNCTIONS, STATISTICS, AND TRIGONOMETRY A/B

1.0 credit/two terms

DESCRIPTION:

FST is a one-credit course designed for college bound students. Traditional topics of trigonometry and several different "families" of functions are studied along with their real-world applications. Students will collect, analyze, describe, interpret, and model numerical data through their study of statistics. A graphing calculator is required.

GRADE LEVEL: 11-12

PREREQUISITE: Successful completion of Algebra 2

TEXT: FUNCTIONS, STATISTICS, and TRIGONOMETRY-UCSMP

MATHEMATICS

PRECALCULUS A/B

1.0 credit/two terms

DESCRIPTION:

Precalculus is a course intended for the college-bound student who intends to pursue a degree in a mathematical or science related field. The course lays the foundation for success in AP Calculus by emphasizing college algebra, trigonometry, vectors, polar coordinates, parametric equations, and limits.

GRADE LEVEL: 11-12

PREREQUISITE: Algebra 2 (B+ or better recommended)

TEXT: PRECALCULUS – GRAPHICAL, NUMERICAL, ALGEBRAIC – Demana, Waits, Foley, and Kennedy

APPLICATIONS OF ALGEBRA & GEOMETRY 2 A/B

1.0 credit/two terms

DESCRIPTION:

This course is a continuation of Applications of Algebra and Geometry. Students completing these courses will have covered most of the objectives for the MME.

GRADE LEVEL: 12 only

PREREQUISITE: Applications of Algebra and Geometry 1

TEXT: APPLIED MATH WORKBOOKS - CENTER FOR OCCUPATIONAL RESEARCH

ADVANCED PLACEMENT CALCULUS A/B/C

1.5 credits/three terms

DESCRIPTION:

Calculus is intended for students who are planning on pursuing a degree in college which requires calculus. A student may earn college credit by taking the AP exam in May. Emphasis is placed on limits, differentiation, and integration. This course is equivalent to a full year of a college calculus course. A graphing calculator is required.

GRADE LEVEL: 12 ONLY

PREREQUISITE: Pre-Calculus

TEXT: CALCULUS--SINGLE VARIABLE-Wiley

COLLEGE READINESS

0.5 credit/one term

DESCRIPTION:

This course is designed to prepare all students for tests required by colleges and by the State of Michigan. Students will learn test-taking strategies and time-management skills, as well as review the subject-specific content of the exams. The class will be self-paced, diagnostic, and comprehensive. This is a credit/no credit course. To earn a half-credit in this course, students must complete the work required. This course satisfies the requirement for an online course as specified by the Michigan Merit Curriculum, but does not satisfy the requirements for math credit.

GRADE LEVEL: Requirement for all 11th graders

SCIENCE

PHILOSOPHY:

Through our science curriculum we attempt to develop people who are perceptive, logical-thinking, adaptive and interested in science.

OBJECTIVES:

1. To create a scientific awareness and appreciation in each student and in the community at large.
2. To encourage independent thinking through scientific methods and experimentation.
3. To prepare the science-oriented student with a good background for further work and study.
4. To stress basic facts and scientific principles and their appreciation in everyday life.

BIOLOGY A/B

1.0 credit/two terms

DESCRIPTION:

The goal of Biology is to help the students become scientifically literate people able to understand real-world events and systems. General course objectives include: science as a process, reflecting on scientific knowledge, cells, organization of living things, heredity, evolution, and ecosystems. This sophomore science class will expose students to the relationship of living things and emphasize science as a process.

GRADE LEVEL: 9-10

TEXT: BIOLOGY - Prentice Hall

ACCELERATED BIOLOGY A/B

1.0 credit/two terms

DESCRIPTION:

The goal of Biology is to help the students become scientifically literate people able to understand real-world events and systems. General course objectives include: science as a process, reflecting on scientific knowledge, cells, organization of living things, heredity, evolution, and ecosystems. This science class will expose students to the relationship of living things and emphasize science as a process, and is geared toward a greater depth of understanding for the advanced students.

GRADE LEVEL: 9-10

PREREQUISITE: Recommended grade of A/A- in previous science class

TEXT: BIOLOGY - Prentice Hall

HUMAN BIOLOGY

0.5 credit/one term

DESCRIPTION:

Human Biology is a study of the human body with emphasis on anatomy, diseases, and good health practices. This course includes lab work and **may not be taken if you have successfully completed**

Anatomy and Physiology.

GRADE LEVEL: 10-12

TEXT: BIOLOGY - Prentice Hall

FIELD ECOLOGY

0.5 credit/one term

DESCRIPTION:

Class time will be divided between fresh water marine and environmental ecology. Food chains, population dynamics, energy, plant / animal relationship, and pollution will be covered.

GRADE LEVEL: 10-12

TEXT: ENVIRONMENTAL SCIENCE - Enger & Smith

CELLULAR BIOLOGY & BOTANY

0.5 credit/one term

DESCRIPTION:

Cellular Biology & Botany is an in-depth study of the cell and also a study of the major groups of plants with emphasis on anatomy, classification, and economic importance. This course includes lab work.

GRADE LEVEL: 10-12

TEXT: BIOLOGY - Prentice Hall

VERTEBRATE BIOLOGY

0.5 credit/one term

DESCRIPTION:

This is an in-depth study of the major groups of animals with emphasis on anatomy, classification, and economic importance. This course includes lab work, dissecting, and projects.

GRADE LEVEL: 10-12

TEXT: BIOLOGY - Prentice Hall

ANATOMY & PHYSIOLOGY/SPECIAL TOPICS A/B

1.0 credit/two terms

DESCRIPTION:

ANATOMY & PHYSIOLOGY is a college preparatory course and requires serious study habits. Topics that will be covered include: cells, tissues, muscles, digestion, respiration, nervous system, cardiovascular system, skeletal system, human reproduction, and genetics. Dissection of the cat is a large part of the class. Experimentation and lab techniques are required.

Once this class has been successfully completed, you may not take Human Biology.

GRADE LEVEL: Elective for grades 10-12

PREREQUISITE: Biology

TEXT: Essentials of Human Anatomy Physiology - J.W. Hole

SCIENCE

CHEMISTRY A/B **1.0 credit/two terms**

DESCRIPTION:

Chemistry is a thinking class - an experience in logic and understanding. There is some memorization but most of the work involves comprehending principles like modern atomic theory, thermodynamics, and various laws of chemistry. Many experiments are performed giving a first-hand look at chemistry in action. This is an excellent class for college-bound students.

GRADE LEVEL: 11-12

PREREQUISITE: Recommended Algebra II

TEXT: CHEMISTRY - Heath

ADVANCED CHEMISTRY **0.5 credit/one term**

DESCRIPTION:

Advanced Chemistry is a continuation of the first year of Chemistry.

It is a semester course going deeper into Chemistry and with more lab situations. This class will include organic and inorganic chemistry.

GRADE LEVEL: Elective for grade 12

PREREQUISITE: Student should have received a "C" or better in first year Chemistry

TEXT: CHEMISTRY - Heath, SCHAUM'S OUTLINE SERIES, COLLEGE CHEMISTRY 7th Edition - Rosenberg, Epstein, McGraw-Hill.

PHYSICS A/B **1.0 credit/two terms**

DESCRIPTION:

Physics involves a useful combining of mathematics and science. Problem solving is the major part of this, but there are also several experiments. Some subjects introduced are mechanics, sound, electricity, and thermodynamics. A solid background in math is necessary.

GRADE LEVEL: Elective for grade 12

PREREQUISITE: Recommended Algebra 2

TEXT: Holt Physics-Serway & Faughn - Holt-Rinehart & Wilson

COLLEGE READINESS **0.5 credit/one term**

DESCRIPTION:

This course is designed to prepare all students for tests required by colleges and by the State of Michigan. Students will learn test-taking strategies and time-management skills, as well as review the subject-specific content of the exams. This is a credit/no credit course, and satisfies the requirement for an online course, but does not satisfy the requirements for science credit.

GRADE LEVEL: Requirement for all 11th graders

GENETICS AND BIOETHICS **0.5 credit/one term**

DESCRIPTION:

This course emphasizes the relation between the underlying science of genetics, the study of genomes (genomics), and the social, ethical, and legal issues that this work gives rise to (genethics). Students investigate topics such as the history of genetic discovery and molecular lab techniques, and emerge with an understanding of the science and the technology behind breakthroughs like therapeutic cloning and the sequencing of the human genome. Throughout the course students are able to investigate genetic variation and similarities and develop a structure for thinking about ethical issues.

GRADE LEVEL: 10-12

PREREQUISITE: Successful completion of Biology A

SCIENCE OLYMPIAD **0.5 credit/one term**

DESCRIPTION:

This course exposes tomorrow's scientists to a broad group of sciences as well as encouraging academic competition. Science Olympiad events generally range from simple problem solving and experimental design to chemistry, physics and biology lab practicals to robot, plane and bridge building. This class is ideal for advanced science students, who are likely to pursue careers in science and would like to further their understanding of "how things work". Students in this course must be willing to participate in the regional Science Olympiad competition.

GRADE LEVEL: Elective for grades 9-12 (second term only)

FOOD SCIENCE **0.5 credit/one term**

This course can be taken as an additional science class required for graduation. See Family and Consumer Sciences for a description.

NUTRITION **0.5 credit/one term**

This course can be taken as an additional science class required for graduation. See Family and Consumer Sciences for a description.

SOCIAL STUDIES

PHILOSOPHY:

Social Studies attempts to acquaint students with a better understanding of themselves and the world in which they live; to show those things we have in common with others, while at the same time showing students their own uniqueness in a world that seems to have an abundance of sameness. Lastly, Social Studies should point out to the students their RIGHTS and RESPONSIBILITIES as intelligent, decision-making participants of the community.

OBJECTIVES:

1. To be able to express one's self clearly and effectively both orally and in written form.
2. To be able to separate those statements of fact from fiction in making an objective decision.
3. To be able to relate the organized content of Social Studies to one's own life.

VALUES AND ATTITUDES:

1. To make a commitment to the preservation of rights, privileges and responsibilities of free man.
2. To realize we live in a dynamic society and that we must learn to recognize the need for change, to initiate it, and to adjust to it or modify it according to our American values.

WORLD HISTORY AND GEOGRAPHY A/B **1.0 credit/two terms**

DESCRIPTION:

World History and Geography is a two-term required course for sophomores. Students will engage in an integrative study of historical and geographic themes, patterns, and concepts. They will examine world history eras through global, interregional, and regional lenses. Students will cultivate social studies skills, processes, and habits of mind such as research, inquiry and analysis. Content will include an overview of major eras of world history.

GRADE LEVEL: Required for grade 10

US HISTORY AND GEOGRAPHY A/B **1.0 credit/two terms**

DESCRIPTION:

The purpose of this course is threefold:

1. To introduce students to the major economic, social, political, and intellectual movements between the years 1890 and the present.
2. To enable students to evaluate historical information and to make sound political, economic, and social decisions.
3. To engender students with a strong sense of history that will enable them to be integral members of a democratic country.

GRADE LEVEL: Required for grade 11

PREREQUISITE: None

TEXT: AMERICA: PATHWAYS TO THE PRESENT

CONSUMER EDUCATION **0.5 credit/one term**

DESCRIPTION:

Consumer Education is designed to give each student an understanding of consumer economics and how it affects their lives. Main categories of study are: money management including budgeting, saving and investing, use of credit; consumer rights and responsibilities; major purchase guidelines for housing, vehicles, insurance, food and clothing; consumers in today's economy.

GRADE LEVEL: 10-12

NATIONAL POLICY ARGUMENTATION A/B **1.0 credit/two terms**

DESCRIPTION:

This course is designed to help students develop listening and critical thinking skills, analytical skills, research skills, and speech skills. Students will be exposed to national policy issues and will experiment with various argumentation theories. Students enrolled in this course have the opportunity to participate as part of the Competitive Debate Team. Extracurricular competition is not required in the first term of the class, but is strongly encouraged. Extra-curricular competition is required for students who elect the course more than once.

GRADE LEVEL: Elective for grades 10-12 (first and second terms only)

BASIC LAW 1 **0.5 credit/one term**

DESCRIPTION:

Basic Law 1 offers students a practical understanding of law and the legal system. Students will gain an improved understanding of the fundamental principles and values underlying the U.S. Constitution and laws. Students will be exposed to a fundamental knowledge of criminal and civil law as it applies to their everyday life. Classroom discussion will be supplemented by special speakers, a courtroom visit, jail visit, and the study of related law cases.

GRADE LEVEL: 11-12

TEXT: STREET LAW - West Publishing Company

THE AFRICAN AMERICAN EXPERIENCE **0.5 credit/one term**

DESCRIPTION:

This course is designed for the student who desires knowledge about the African American experience from the abduction into slavery in the early 1500's to the present day. Students will use a hands-on approach to study primary resource material by utilizing computers, music, art, and literature. Major topics include: abduction, the middle passage, conditions of life, resistance, emancipation, and the Civil Rights Movement.

GRADE LEVEL: 11-12

SOCIAL STUDIES

PROBLEMS IN DEMOCRACY

0.5 credit/one term

DESCRIPTION:

Problems in Democracy explores current economic, political, and social problems. Original research, oral and written presentations, and current events will be stressed.

GRADE LEVEL: Elective for grades 11-12

TEXT: NEWSWEEK EDUCATIONAL PROGRAM

US GOVERNMENT

0.5 credit/one term

DESCRIPTION:

The general tenor of this course will be to offer a type of capstone experience for students. The course will first review key concepts from the 9th grade Civics curriculum. The bulk of the course will provide insight into state and local politics.

Special attention will be given to topics which challenge both our state and our cities.

GRADE LEVEL: Elective for grade 12

SOCIOLOGY I

0.5 credit/one term

DESCRIPTION:

This course will focus on the more theoretical aspects in the field of sociology. Special attention will be given to concepts such as culture, socialization, social structure, social stratification, and other topics which specifically investigate sociology as a social science. Throughout the course, students will view these topics using standard social perspectives. Additionally, a major research project will help students apply objectives learned in class.

GRADE LEVEL: Elective for grades 11-12

SOCIOLOGY II (pending Board approval)

0.5 credit/one term

DESCRIPTION:

Sociology II incorporates more specific social understanding than Sociology I. Insight into social institutions will be the focus of this class. How societies deal with the economy, politics, marriage/family, education, religion, aging and death/dying will be explored. The class finishes with a look into the future by tackling the topic of social change. A major research project will be included in the coursework. Sociology I is not a prerequisite but is recommended.

GRADE LEVEL: Elective for grades 11-12

PSYCHOLOGY

0.5 credit/one term

DESCRIPTION:

Psychology is an elective course that strives to give students an introduction to the field of psychology and a better understanding of human behavior. Exploration of the human mind will include studies of the various theories of psychology, the development of personality, the workings of the human brain, the areas of intelligence and memory, and issues of learning and behavior. Students will also explore psychological disorders and the effects of stress on all of us.

GRADE LEVEL: Elective for grades 11-12

ADVANCED PLACEMENT PSYCHOLOGY A/B

1.0 credit/two terms

DESCRIPTION:

This course is a challenging, elective class aimed at preparing students for the Advanced Placement exam and for college coursework. In this course, students will further their understanding of psychology as the systematic and scientific study of behavior and mental processes. They will examine and analyze the major concerns of psychology, including research methods, biological bases of behavior, sensation, perception, learning, thinking, memory, motivation, emotion, development, and psychological disorders. Ideally, students wishing to take Advanced Placement Psychology should enroll in Psychology first term and AP Psychology for the remaining two terms of the same year.

GRADE LEVEL: 11-12

PREREQUISITES: Successful completion of Psychology (recommended B or better average)

ADVANCED PLACEMENT WORLD HISTORY A/B

1.0 credit/two terms

DESCRIPTION:

The purpose of World History is to evaluate and compare the 9 major historical eras with an intense focus on eras 4-7 (1500BCE-1914CE). World History focuses on the economic, social, political, intellectual, and religious movements throughout the span of human history and their impact on the modern global society. Students will gain improved understanding of the past and how it relates to the current events. This class is geared toward students who want to take the Advanced Placement Exam in World History to earn college credit.

GRADE LEVEL: Elective for grades 11-12

VISUAL, PERFORMING AND APPLIED ARTS ART

ART EXPLORATION **0.5 credit/one term**

DESCRIPTION:

This course is designed for students without a strong visual arts background or developed artistic skills. Through the study of Art History, students will learn art criticism, aesthetics, critique, philosophy and appreciation. Present, past and futuristic artists and styles will provide a base for hands-on artistic production.

GRADE LEVEL: 11-12

ART I A/B **1.0 credit/two terms**

DESCRIPTION:

This is a two term course designed to introduce the novice to the elements and principles of art through a variety of mediums and techniques. Art production will be stressed with equal emphasis on art appreciation/history, criticism, and analysis.

The Art I student will experience decision making problems which will build higher level thought processes and creativity. By introducing Drawing/Painting/Sculpture/Commercial Art/Design, the Art I student will have knowledge of each art aspect to better decide on continuation of progressions for Art II.

GRADE LEVEL: 10-12

ART II A/B **1.0 credit/two terms**

DESCRIPTION:

This is a two term course designed to further develop the skills, knowledge, and techniques of the Art I student. More emphasis will be placed in Drawing and Painting, Commercial Art/Design, and Clay and Sculpture. Various mediums will be experienced when solving 2 and/or 3 dimensional problems. Advanced problems will encourage more individual decision-making based on the continued study of historical and contemporary artists. Critiques, aesthetics and appreciation will continue to be stressed

in the production and development of an overall portfolio.

GRADE LEVEL: 10-12

PREREQUISITE: Required Art I with a C or better or permission of instructor

ART III A/B **1.0 credit/two terms**

ART IV A/B **1.0 credit/two terms**

DESCRIPTION:

Art III and Art IV are each two-term courses designed as a natural progression of developing skills, knowledge, and techniques from Art I and II. Emphasis will be on the accumulation and development of the senior portfolio. Competencies will be tested and displayed at a culminating exhibition. Portfolios will be reviewed and directed in areas of strengths and weaknesses so that the student will possess a comprehensive array of completed works to prepare for college portfolio, presentation, and application. Additional attention will be given on expanding knowledge in the areas of history/appreciation, critiques and criticisms, whereas the graduating student will have developed appreciation for art in their personal futures.

GRADE LEVEL: 11-12

PREREQUISITE: Required Art I and II with a C or better or permission of instructor

PHOTOGRAPHY **0.5 credit/one term**

DESCRIPTION:

This one term class is designed for the novice photographer. Basic 35mm camera operation and Black and White negative development and print processing will be stressed. The student will develop photography skills to use as a hobby, artistic outlet, or career goal. Students **MUST** purchase a 35mm camera with adjustable f/stop and shutter speed capabilities.

NO AUTOMATIC 35mm CAMERAS ALLOWED. Three school owned cameras are available on a first come basis. See instructor the first day of class.

Lab Fee: \$25.00 A starter packet will be given for the \$25.00 fee. Any paper and film needed after starter packet is depleted will be the responsibility of the student to purchase. Additional film and paper

are available from the instructor.

GRADE LEVEL: 10-12

NOTE: Transfer students will need permission of the instructor to enter upper level Art courses. Examples of previous work and abilities will be evaluated for appropriate placement level. Students wishing to take courses of Art I-IV out of sync must demonstrate adequate ability for the requested course of study. Permission to skip a level must be approved by the instructor.

VISUAL, PERFORMING AND APPLIED ARTS

ENGLISH LANGUAGE ARTS COMMUNICATION

BASIC COMMUNICATION **0.5 credit/one term**

TEXT: Speech: Exploring Communication

DESCRIPTION:

This course is designed to give the students the basic communication skills that a person should perfect for everyday life. Areas of concentration include the communication process, inter- and intra-personal communication, small group communication, one-to-many communication, the art of listening, persuasion, and the art of speaking. Students will perform in class as well as out-of-class communication exercises.

GRADE LEVEL: Elective for grades 10-12

PREREQUISITE: None

PERFORMING ARTS **0.5 credit/one term**

DESCRIPTION:

This course will provide an in-depth study of theatre. Students will have the opportunity to perform in many different venues, including monologue, duos, multiple scenes, great pretenders, improvisational exercises, and much more. All units of study will include a performance in front of a live audience. Students electing this class may do so only one semester in grades 10-12.

GRADE LEVEL: Elective for grades 10-12

PREREQUISITE: None

FORENSIC A/B **1.0 credit/two terms**

DESCRIPTION:

This course offers participation in individual speech events. Students will perform and compete in one of the following areas: Interpretive Reading (prose, storytelling, poetry, drama, duo, or multiple), Public Speaking (oratory, sales, or informative) or Limited Prep Speaking (broadcasting, extempore or impromptu). This is a co-curricular class; students should be aware that some competitions take place on Saturdays throughout the State. Students may take this course for multiple years.

GRADE LEVEL: Elective for grades 10-12 (second and third terms only)

PREREQUISITE: One faculty recommendation.

RADIO PRODUCTION **0.5 credit/one term**

DESCRIPTION:

Radio Production is a class designed to give students fundamental knowledge and skills needed to pursue the broadcast industry at a job entry level or to enroll in a post-high school educational program. Each student will be introduced to broadcast writing including news, commercials, sports, and public service announcements. Some marketable skills of on-the-air production will be realized by the students enrolled in the class. Tape editing, organization, and FCC regulations will also be taught in this class. Students will be introduced to radio production theory by way of demonstrations, lecture, taped assignments, and taped critiques.

GRADE LEVEL: Elective for grades 10-12

It is highly recommended that students who enroll in this class be reading and writing on grade level due to the course expectations for technical reading and writing.

TELEVISION PRODUCTION **0.5 credit/one term**

DESCRIPTION:

Television Production is a class for students who are interested in the television industry for job entry skills or in pursuing a post-high school training program. Students will gain marketable skills in broadcast, educational, and industrial television. Knowledge and skills in camera operation (studio and on-location), program directing, program production, computer-generated graphics, character generator operation, and audio mixing equipment including the use of different types of microphones will be gained by each student enrolled in the class. Students will write broadcast copy for PSAs, commercials, and news. Each student will be required to direct and produce program segments which may be aired on TV 2 and 98.

GRADE LEVEL: Elective for grades 10-12

It is highly recommended that students who enroll in this class be reading and writing on grade level due to the course expectations for technical reading and writing.

VISUAL, PERFORMING AND APPLIED ARTS

INDUSTRIAL TECHNOLOGY

PHILOSOPHY:

The primary purpose of our courses is to help develop technologically literate individuals. Students in Industrial Technology courses will apply knowledge, materials, tools, and skills to solve practical problems and extend human capabilities. Furthermore, our courses will strive to build self esteem in the students participating in our course activities and projects.

OBJECTIVES:

1. To develop skills related to the use of tools, machines, and materials.
2. To develop proper attitudes concerning health and safety.
3. To develop proper attitudes toward work and daily relationships with others.
4. To acquire a knowledge of processes and other technical information which will enable the student to follow a logical plan and/or procedure, to estimate the cost of projects and to make mathematical computations that relate to the work.
5. To help the students take the concepts learned in Industrial Technology and apply them to everyday living.
6. To develop abilities and interests that will lead to leisure time activities.

WOODWORKING 1 A/B

1.0 credit/two terms

DESCRIPTION:

Woodworking 1 is for any 10-12 grade student who desires a basic wood working experience. Students will learn: 1) tool identification and uses, 2) wood fasteners, 3) characteristics of woods, 4) finishing of woods - using sandpaper, paints, stain, clear finishes, etc., 5) growth of trees and some of the products derived, 6) floor machine operations, and 7) the necessary sander, hand electric drill, and hand tools. Proper attire and safety is emphasized throughout the course.

GRADE LEVEL: 10-12

WOODWORKING 2 A/B

1.0 credit/two terms

DESCRIPTION:

This is an advanced course designed to give the student the opportunity to become more skilled and knowledgeable in the areas of: 1) design, 2) safety, 3) machines and tools, 4) cabinet and furniture making, and 5) finishing.

GRADE LEVEL: 10-12

PREREQUISITE: Woodworking 1

WOODWORKING 3-4 A/B

1.0 credit/two terms

DESCRIPTION:

The objective of this course is to allow the student to explore his/her area of interest in cabinet making, furniture, boat building, etc.

GRADE LEVEL: 11-12

PREREQUISITE: Woodworking 2

COMPUTER AIDED DESIGN (CAD)

0.5 credit/one term

DESCRIPTION:

Computer Aided Design is drafting and design course which utilizes Autocad software to design and produce mechanical and architectural related drawings. Students will complete several individual projects throughout the course. These projects will incorporate principles of product design and graphic illustration to provide solutions to practical problems. CAD students will be challenged to explore technology and its effects on individual, society and civilization as they learn and apply techniques learned in CAD.

GRADE LEVEL: 10-12

MECHANICAL DRAFTING

0.5 credit/one term

DESCRIPTION:

This is an introductory drafting course that consists of the basic fundamentals of graphic illustration. Students will learn the skill used in orthographic projection drawing, pictorial drawing, auxiliary view drawing, sectional view drafting, technical illustration and the practice of dimensioning. Both Computer Aided Design (CAD) and the manual drafting methods will be used to apply knowledge in these areas. This class is highly recommended for students planning careers in fields like: Engineering, Building Trades, Industrial Design, Industrial Technicians and Architecture.

GRADE LEVEL: 10-12

METAL FABRICATION

0.5 credit/one term

DESCRIPTION:

Metal Fabrication includes basic metalworking and welding operations. Measurement and layout tools will be used while performing project layout work with metal/wrought iron. Projects will be formed to require shape utilizing various bending techniques and machines. Safe and productive work habits will be stressed while students use a variety of hand tools, portable electric tools and stationary machinery. Welding processes taught in this class include oxyacetylene, MIG and arc welding. Students will be allotted time to construct quality projects.

GRADE LEVEL: 10-12

VISUAL, PERFORMING AND APPLIED ARTS

MUSIC

PHILOSOPHY:

Active involvement in musical activities contributes to the growth of the individual through the development of his innate aesthetic potential. Music Education functions in the realm of aesthetic education when individuals are encouraged to perceive music keenly, to react to it, evaluate it intelligently, and to value it deeply.

OBJECTIVE:

The objective of the school, through the Music Department, is to offer a music education program that meets a wide range of student needs. This is done by providing opportunities for students to acquire tools and competencies which they may use in and out of school and by stimulating their appetites for continued growth in musicianship and in their ability to function freely in new musical experiences.

MARCHING BAND 0.5 credit/one term

DESCRIPTION:

Marching Band will offer students marching experiences. Activities will include several marching events including M.S.B.O.A District Festival, exhibitions, parades, all home football games, and possibly play-off games. There will be a **required** Marching Band Camp prior to the start of school, plus several extra rehearsals each week during marching season. All after-school sectionals and performances are required.

GRADE LEVEL: 9-12 (first term only)

PREREQUISITE: Must possess musical ability of a high school student and approval of the director.

COLOR GUARD 0.5 credit/one term

DESCRIPTION:

This is designed for students who are interested in marching with the HS Marching Band in an auxiliary capacity. Auditions for the HS Color Guard will take place in the spring the previous school year. **All guard members selected must be in attendance at the Marching Band's summer camp (prior to the start of school).** All scheduled after-school sectionals and performances are required.

GRADE LEVEL: Elective for grade 9-12 (first term only)

PREREQUISITE: Audition and approval of director.

SYMPHONIC BAND A/B 1.0 credit/two terms

DESCRIPTION:

Symphony Band is designed for students with advanced ability who are interested in performing moderately advanced high school literature. Students in this ensemble must be enrolled for the entire year. All performances, MSBOA Band Festivals, Christmas Concerts, and scheduled sectionals are required.

GRADE LEVEL: 9-12 (second and third terms only)

PREREQUISITE: Must possess musical ability of a high school student and approval of the director.

HONORS JAZZ BAND A/B/C 1.5 credits/three terms

DESCRIPTION:

Jazz Band will offer the more skilled musician a variety of performance experiences. Auditions for this ensemble will take place in the spring the previous school year. Students will be exposed to various styles, music theory, and jazz improvisation. Activities will include numerous local performances, Fall Concert, Christmas and Spring Concerts, and various Jazz Festivals. Students selected must be enrolled for the entire year. All performances and scheduled sectionals are required.

GRADE LEVEL: 9-12 (for entire year)

PREREQUISITE: By audition only (spring of previous school year) and approval of the director.

STRING ORCHESTRA (STRINGS) A/B/C 1.5 credits/three terms

DESCRIPTION:

Students will study a variety of literature from Baroque to Contemporary periods. Students will also receive training in sight reading, music theory, music history, and proper technique. All performances are required.

GRADE LEVEL: 9-12

PREREQUISITE: Must possess musical ability of a high school student.

MUSIC

TREBLE CHOIR A/B/C **1.5 credits/three terms**

DESCRIPTION:

The Treble Choir is for vocalists that sing in the treble range. Students will study a repertoire from classical to contemporary music. Students will receive instruction in healthy vocal production, as well as music theory, history, literacy, and performance. Requirements include participation in MSVMA events, as well as performance in multiple concerts throughout the school year.

GRADE LEVEL: 10-12

PREREQUISITE: Recommendation of director.

CHORALE A/B/C **1.5 credits/three terms**

DESCRIPTION:

The Chorale is a high school performing ensemble, designed for students who desire to seriously study intermediate to advanced levels of music. The repertoire consists of diverse genres ranging from Renaissance and Baroque to contemporary composers. Students will develop and become proficient in areas of music theory, history, and literacy, as well as sight singing and performance. Chorale member requirements include performance in MSVMA events and several school and community events.

GRADE LEVEL: 10-12

PREREQUISITE: By audition and director approval only.

HONORS VOCAL ENSEMBLE A/B/C **1.5 credits/three terms**

DESCRIPTION:

The Honors Vocal Ensemble is a select performing ensemble, designed for students with advanced vocal ability and skill. Honors Ensemble performs a varied repertoire of advanced compositions ranging from madrigal, classical, and sacred selections to contemporary and a cappella selections.

Students will develop and hone proficiency in sight singing and ensemble performance as well as music theory, history, and literacy. The Honors Ensemble entails involvement in several MSVMA, school and community concerts throughout the year. Members are required to perform in all concerts.

GRADE LEVEL: 9-12

PREREQUISITE: One credit of Concert Choir, Treble or Chorale; by audition and director approval only

WORLD LANGUAGES

PHILOSOPHY:

To express oneself in another language is a great accomplishment and gives one a great sense of pride. To open a window to another part of the world makes us a more versatile and adaptable individuals. Learning a foreign language opens a door to another culture and lets us see how others live.

OBJECTIVES:

1. To enable students to learn to communicate in another language through the use of traditional instructional methods and TPR (Total Physical Response).
2. To hear and use the language in natural situations in the classroom and elsewhere.
3. To enable the student to master the basic skills in listening, speaking and writing, and to continue building upon these basic skills.
4. To develop an interest in and an understanding of the people, culture, customs, and geography of the target language.
5. To acquire language learning skills that can be used outside of school to improve one's own ability to speak, read and write the language.
6. To facilitate the student in preparation for more advanced study in high school, university or elsewhere.
7. To emphasize the importance and worth of each individual so that he or she may connect to the global community.

GERMAN 1 A/B

1.0 credit/two terms

DESCRIPTION:

German 1 is a beginning level of the German language. Emphasis will be placed on active listening and responding to the spoken structures through active participation. Students will be instructed with TPR and TPR-S and other various methods. Capitalizing on the students' creativity, students will be given opportunities to write, illustrate, act out and share original stories in German. TPR-S will allow students to quickly acquire, internalize, and produce sophisticated language in a fully communicative approach. In addition to language skills, students will also acquire a basic understanding of Germany, its customs, and peoples.

GRADE LEVEL: 9-12

GERMAN 2 A/B

1.0 credit/two terms

DESCRIPTION:

German 2 is a continuation of German 1. Instruction will be increasingly more in German to aid the students in increasing fluency in German. Students will actively plan and participate in skits and projects to help them become comfortable in communicating in German. Students will advance their verbal and written skills. They will learn to communicate and survive in more complex situations.

GRADE LEVEL: 10-12

PREREQUISITE: German 1

GERMAN 3 A/B

1.0 credit/two terms

DESCRIPTION:

German 3 is a continuation of German 2. Increasing emphasis is placed on speaking, reading and writing skills. Grammar will be thoroughly reviewed and expanded. More emphasis will be placed on cultural understanding in both a contemporary and historical context.

GRADE LEVEL: 11-12

PREREQUISITE: German 1 and 2

FRENCH 1 A/B

1.0 credit/two terms

DESCRIPTION:

French 1 is the beginning level where students learn vocabulary by active listening and acting out common situations. TPRS/TPR-S are strategies used to facilitate active communication. The primary emphasis is to develop a basic understanding of the French language in order to communicate. French culture and the geography of France and Francophone countries will be introduced.

GRADE LEVEL: 9-12

TEXT: C'est à Toi, EMC

FRENCH 2 A/B

1.0 credit/two terms

DESCRIPTION:

This is a continuation of French 1. Communication in French in the classroom is the goal for the second semester. The primary emphasis is to speak and be able to understand other people speaking French.

Conversational skills and grammar will continue to be developed. The culture and traditions of France & Francophone countries will be discussed.

GRADE LEVEL: 10-12

PREREQUISITE: French 1

TEXT: C'est à Toi, EMC

FRENCH 3 A/B

1.0 credit/two terms

DESCRIPTION:

French 3 is a continuation of French 2. A greater emphasis is placed on oral proficiency and fluency in speaking French. A variety of topics related to everyday life will be discussed in order to build a richer vocabulary. Grammar and writing skills will continue to be developed. The culture and history of France and its provinces will be discussed in greater depth.

GRADE LEVEL: Elective for grades 11-12

PREREQUISITE: French 1 and French 2

TEXT: C'est à Toi, EMC

WORLD LANGUAGES

FRENCH 4 A/B **1.0 credit/two terms**

DESCRIPTION:

French 4 is designed for the students' individual needs. The main goal is to build the students' proficiency and fluency so that self-expression in the target language comes with ease and confidence. Contemporary topics and literature will be included for reading, writing, and discussion. Grammar will be continued. Students may be offered the opportunity to teach at elementary schools.

GRADE LEVEL: Elective for grade 12

PREREQUISITE: French 1, French 2, and French 3

TEXT: C'est à Toi, EMC

SPANISH 1 A/B **1.0 credit/two terms**

DESCRIPTION:

Spanish 1 is a beginning course in the Spanish language. Emphasis will be placed on listening and responding to the spoken structures through active participation. Students will be instructed with TPR and TPR-S in order to develop listening and speaking skills. A variety of techniques will be implemented to increase exposure to vocabulary building and ultimately narration of stories. Capitalizing on the students' creativity, students will be given opportunities to write, illustrate, act out and share original stories in Spanish. Students will also acquire a basic understanding of various Spanish speaking countries, customs and peoples.

GRADE LEVEL: 10-12

TEXT: Melinda Forward

SPANISH 2 A/B **1.0 credit/two terms**

DESCRIPTION:

Spanish 2 is a continuation of Spanish 1. Students will be encouraged to continue to improve their skills in speaking, reading, and writing through the continued use of communicative activities. The study of basic grammatical structures will continue as will the study of the people, cultures, and customs of Spanish speaking countries. Some examples of Hispanic literature will be explored in the course of study.

GRADE LEVEL: 10-12

PREREQUISITE: Spanish 1

TEXT: Realidades

SPANISH 3 A/B **1.0 credit/two terms**

DESCRIPTION:

Spanish 3 is a continuation of Spanish 2. Spanish 3 students are expected to communicate with a higher quality of fluency and oral proficiency. Emphasis is placed on refining grammar, improving pronunciation, building a richer vocabulary, writing creatively, and examining in greater depth the everyday life of Spanish and Spanish-American peoples.

GRADE LEVEL: Elective for grades 11-12

PREREQUISITE: Spanish 2

TEXT: Realidades

SPANISH 4 A/B **1.0 credit/two terms**

DESCRIPTION:

Spanish 4 is designed to further develop reading, writing and oral skills. A variety of contemporary topics based on present day subjects of broad appeal are presented to give the student a better understanding of the multiple aspects of Hispanic culture and civilization. Emphasis is on reviewing grammar, vocabulary building, and greater fluency in speaking Spanish. Students may be given the opportunity to teach Spanish at the elementary schools.

GRADE LEVEL: Elective for grades 11-12

PREREQUISITE: Spanish 3

TEXT: Realidades; Otras gentes, otros modos

SPECIAL EDUCATION

PHILOSOPHY:

The goal of Special Education at Cadillac High School is to provide an educational program that will meet each student's individual needs while leading to graduation and a high school diploma. We work to improve the students' basic skills and strive to provide appropriate pre-vocational and vocational experiences for our students. We also address issues of transition to employment, services, or further education or training after the completion of high school.

Placement in any special education class is a decision made through the IEPC process based on the students' needs and the goal of providing all instruction in the least restrictive environment. Students enrolled in any special education class must have been found eligible for services by an IEP prior to enrollment.

ENGLISH A/B **1.0 credit/two terms**

DESCRIPTION:

This class is designed for Special Education students and parallels English 10, 11, and 12 as taught in regular education.

PREREQUISITE: IEP Placement

MATH A/B **1.0 credit/two terms**

DESCRIPTION:

This class is designed for Special Education students and parallels Life Skills Math, Pre-Algebra, and Algebra as taught in regular education.

PREREQUISITE: IEP Placement

SCIENCE A/B **1.0 credit/two terms**

DESCRIPTION:

This class is designed for Special Education students and parallels Biology as taught in regular education.

PREREQUISITE: IEP Placement

WORLD HISTORY & GEOGRAPHY A/B **1.0 credit/two terms**

DESCRIPTION:

This class is designed for Special Education students and parallels the sophomore requirements as taught in General Ed.

PREREQUISITE: IEP Placement

US HISTORY AND GEOGRAPHY A/B **1.0 credit/two terms**

DESCRIPTION:

This class is designed for Special Education students and parallels US History and Geography as taught in regular education.

PREREQUISITE: IEP Placement

ACADEMIC SUPPORT **0.5 credit/one term**

DESCRIPTION:

This class is designed for the Special Education student who needs extra time to complete his/her class work for both regular and special education classes. The student should be self motivated and willing to work every day.

PREREQUISITE: IEP Placement

COMPUTERS **0.5 credit/one term**

DESCRIPTION:

This class is designed for Special Education students. Commonly used software programs are explored, including Microsoft Word, Excel, PowerPoint, Publisher, and Front Page. In addition, Adobe Photo Deluxe, Sierra Print Artist, and 3-D Home Architect are used. We also teach how to use the Internet and e-mail. Selected 2nd year students are responsible for creating and updating the CHS web site.

PREREQUISITE: IEP Placement

GOVERNMENT **0.5 credit/one term**

DESCRIPTION:

This class is designed for Special Education students and parallels Government as taught in regular education.

PREREQUISITE: IEP Placement

CONSUMER EDUCATION **0.5 credit/one term**

DESCRIPTION:

This class is designed for Special Education students and parallels Consumer Education as taught in regular education.

PREREQUISITE: IEP Placement

PERSONAL ADJUSTMENT **0.5 credit/one term**

DESCRIPTION:

This class is designed for Special Education students and parallels Personal Guidance as taught in regular education.

PREREQUISITE: IEP Placement

SPEECH **0.5 credit/one term**

DESCRIPTION:

This class is designed for Special Education students and parallels Basic Communication as taught in regular education.

PREREQUISITE: IEP Placement

SPECIAL EDUCATION

WORKSITE BASED LEARNING PROGRAM (WBL)**0.5 credit/one term**

DESCRIPTION:

WBL is a need-based work experience program designed to enhance employability skills of students prior to graduation. The goal of the program is to provide students with real world work experience in a variety of supervised settings. There are three segments of the program: manufacturing, job club, and retail work experience.

PREREQUISITE: IEP Placement with senior priority

WORK PLACEMENT**0.5 credit/one term**

DESCRIPTION:

This class is designed for Special Education students. Students are placed in School or Community Based job sites. Some students are involved with job coaches in unpaid positions while others are involved in monitored competitive employment. Credit is based on hours worked per week but cannot exceed 1 1/2 credits per semester.

PREREQUISITE: IEP Placement

DAILY LIVING SKILLS**0.5 credit/one term**

DESCRIPTION:

This class is designed for Special Education student. Concepts such as personal hygiene, meal planning, shopping, cooking, money management, sewing, leisure skills, and community involvement are taught.

PREREQUISITE: IEP Placement

Career Technical Center

PHILOSOPHY:

The Career Technical Center is available to provide up-to-date vocational training and instruction to high school students during the daytime programming. The primary objectives are to prepare individuals for full time gainful employment upon completion of high school or to prepare students for further vocational technical education.

Courses at the Career Tech Center meet for two class periods of the CHS day and for the entire year. Students may indicate a preference for morning or afternoon placement, but should understand that placement is also influenced by the number of students in each program.

AGRISCIENCE & NATURAL RESOURCE MANAGEMENT 3.0 credits/6 terms

DESCRIPTION:

This program is designed to provide training for students interested in forestry, conservation, wildlife, and heavy equipment operation, basic repair and maintenance. First year program is a study of forestry, forest measurements, wildlife, soil and water conservation, and engine and electrical theory. Lab time includes application of wood shop skills, heavy equipment operation, forestry field trips, and greenhouse operations of the saw mill. Second year program is designed to provide hands-on applications of first year curriculum. Included in both years will be horticultural theory and greenhouse applications. Also, we have computer and satellite information, computer applications.

PREREQUISITE: None

RECOMMENDED: General Math and Science

ALLIED HEALTH AND TECHNOLOGY 3.0 credits/6 terms

DESCRIPTION:

This program is a study of human anatomy and physiology, and emergency treatments. General nursing procedures, personal care, and appropriate use of equipment will be the major area of your laboratory training. Admissions, patient preparations for bed, temperature recording, pulse rate, respiration, blood pressure, and special observations will be incorporated as well as first aid and CPR. Clinical experience is at Lakeview Lutheran Manor. First-year program prepares students to take the State of Michigan Nurse Assistant certification test.

PREREQUISITE: Basic Math Skills

RECOMMENDED: Biology/Anatomy/Algebra

BUILDING TRADES 3.0 credits/6 terms

DESCRIPTION:

This program will cover all phases of residential construction: zoning regulations, cost estimating, building permits, blueprint reading, foundations, framing, exterior and interior rough-ins and finish. Also covered will be heating, plumbing, and electrical special systems. Students will work on a variety of projects throughout the year, and are involved in building a home in cooperation with the Habitat for Humanity program.

PREREQUISITE: None

RECOMMENDED: Industrial Arts, Math

AUTOMOTIVE SERVICE 3.0 credits/6 terms

DESCRIPTION:

As automobiles have become increasingly more technical, the automotive field has become more complicated and demanding. The Automotive Service program is certified by the National Automotive Technicians Education Foundation (NATEF) and the National Institute for Automotive Service Excellence (ASE). This demands a very exhaustive curriculum in specific areas of certification. To be a mechanic in the State of Michigan a person must take tests which will show their expertise and allow them to be licensed. This course will teach shop safety, work habits, and the technical skills necessary to successfully pass some certification areas. There are 8 total areas of certification, and at the CTC students will concentrate in the areas of Brakes & Braking Systems and Front End & Steering Systems. Other areas, such as General Maintenance, Engine Repair and Electrical

Systems will receive some attention as well.

PREREQUISITE: None

RECOMMENDED: Science, Math, Industrial Arts

BUSINESS MANAGEMENT ADMINISTRATION 3.0 credits/6 terms

DESCRIPTION:

Students work in a simulated office setting to prepare for the move from school to the work world or to higher education. They are exposed to a wide range of office-related activities including administrative assistant skills, computerized accounting, word processing, web page publishing, desktop publishing, business machine operation, and business telephone techniques to name a few. The classroom operates as a simulated office with many hands-on practices, utilizing the most up-to-date and advanced equipment available. Equally important in successful business practices are interpersonal communication skills and the ability to project a professional image to the public.

PREREQUISITE: None

RECOMMENDED: Keyboarding; Accounting

Career Technical Center

3.0 credits/6 terms**DESCRIPTION:**

This program will introduce the theory, operation and trouble shooting procedures of electronic and microelectronic circuits, including radio, television, video cassette recorders, microprocessor based digital equipment, personal microcomputers, digital communications, including telephone, fiber-optics and lasers. Students will complete one term in computer operations and programming on the microcomputer. The program is designed to enable the student to develop entry-level skills in electronic repair and prepare for advanced electronic training or computer-related fields.

***Two-year students have the opportunity to pursue an A+ certification.**

RECOMMENDED: Algebra

COSMETOLOGY**3.0 credits/6 terms****DESCRIPTION:**

This program, located at the Cadillac Academy of Beauty, 205 N. Mitchell, Cadillac, involves the science and skills necessary for the service occupation of beauty culture. Personality development, sterilization, sanitation, bacteriology, basic electricity, anatomy, physiology, manicuring, facials, hairdressing, hair styling, waving, hair coloring, wigging, hair shaping, and business management comprise the curriculum. The program leads to licensing by the Michigan State Board of Cosmetology. Trainees must have 1600 clock hours of training. 900 clock hours may be completed during the junior and senior years of your local school training. The additional 700 hours may be completed during Saturdays or during summers at no expense to the student. Extended work and training can lead to instructor roles.

PREREQUISITE: None

ELECTRICAL OCCUPATIONS**3.0 credits/6 terms****DESCRIPTION:**

A variety of industrial-related skills are taught in this high-tech program including basic electricity, basic electronics, hydraulics, pneumatics, robot installation, robot programming and test equipment usage. A more appropriate title for this course might be Industrial Maintenance because of the variety of skills acquired which would be useful within industrial facilities.

PREREQUISITE: None

HEAVY EQUIPMENT MECHANICS PROGRAM**3.0 credits/6 terms****DESCRIPTION:**

Increased use of heavy equipment in the agricultural, trucking, construction, and power industries has created a widespread need and demand for qualified heavy equipment technicians. Students will learn shop safety, work habits, and the technical skills necessary to successfully pass certification areas to be heavy equipment mechanics. Instruction and training will focus on Diesel Engines, Brakes, Electrical and Electronic Systems, and Preventive Maintenance. Exposure to Suspension and Steering,

Drive Train, Air Conditioning and Hydraulics will also be included. Students will spend a portion of their time in the classroom with lectures and coursework, then practice acquired skills in the shop. Opportunities for students who successfully complete the course will include careers as heavy equipment mechanics and technicians maintaining and repairing fleet vehicles, farm equipment, over-the-road semi's, road construction equipment, rental trucks, school buses, and construction equipment in both the public and the private sectors. College articulation will be available for this program, particularly with Ferris State University, who has been instrumental in the development of the CTC Heavy Equipment Mechanics curriculum and the design of the building.

PREREQUISITE: None

RECOMMENDED: Industrial Education

HOSPITALITY, RETAILING & ENTREPRENEURSHIP**3.0 credits/6 terms****DESCRIPTION:**

Friendly, outgoing, creative people find this career field most rewarding. Students in this program will learn aspects of owning and operating their own business such as: Management, Marketing, Customer Service, & Retail as well as aspects of the Hospitality Industry such as: Travel & Tourism and Commercial Food Preparation. Students rotate through the various program components learning about sales, merchandise display, business operation and management, advertising, cash register operation, record-keeping, food preparation, dining room service, banquet service, sanitation, safety, food storage and portion control. Students will work in the student-operated school store and restaurant facilities. Students will also have the opportunity to compete in various Business and Food Service competitions.

PREREQUISITE: None

RECOMMENDED: Accounting/General Business/Food Science/Nutrition

3.0 credits/6 terms**DESCRIPTION:**

Students in the Machining and Computer Aided Design and Drafting program learn to shape metals on machines such as lathes, grinders, drill presses, mills, and band saws both manually and, in some cases, through the sophisticated application of computers, which is Computer Aided Machining known as CAM. Use of precision measuring tools and working within very close tolerances is necessary. The CTC shop uses state-of-the-art industrial equipment which is similar in all respects to that found in area industry. Students will also have the opportunity to learn some Computer Aided drafting, particularly its integration with the machining components of the program.

PREREQUISITE: None

RECOMMENDED: Industrial Education

METAL FABRICATION & WELDING**3.0 credits/6 terms****DESCRIPTION:**

Heliarc, M.I.G, oxyacetylene and conventional arc welding are among the different processes you will learn. You will also learn to operate power shears, brakes and slip-roll benders, as well as drill presses, grinders and other metal working equipment.

Other skills you will learn include:

- Oxyacetylene cutting and welding
- Shielding metal arc welding
- Metal inert gas welding
- Tungsten inert gas welding (Heliarc)
- Optical tracing and computerized cutting
- Plasma arc cutting
- Blueprint reading
- Metal Fabrication practices and methods (sawings, shearings, bending, rolling metals)

PREREQUISITE: None

RECOMMENDED: Industrial Education

POWER SPORTS AND EQUIPMENT**3.0 credits/6 terms****DESCRIPTION:**

Students in the Small Engines program study the operation and repair of four stroke and two cycle engines. They will engage in a number of activities designed to help learn a number of skills including the use of tools and machinery, precision measuring instruments, electrical testing equipment, trouble-shooting skills, and parts & service counter activities using microfiche and PC's. The application and maintenance of engines on power equipment and recreational vehicles is a major part of this class. Students work on motorcycles, snowmobiles, jet skies, boats, outboard motors, lawnmowers garden tractors, chain saws, and a number of other small engine equipment.

PREREQUISITE: None

RECOMMENDED: Science, Math, Industrial Arts