



Atchison High School

2019-20

Course Descriptions

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Dear Students and Parents:

This course description booklet has been prepared to assist you in preparing for next year. I encourage each of you to investigate all options available to you when you are putting your schedule together.

Atchison High School provides a College Prep Plus Curriculum that includes: core classes, numerous electives, dual college credit and technical education opportunities. As a member of the high school community, students have an opportunity to participate in a variety of activities that supplement coursework. Research has proven that the more involved students are in the life of the high school, the more meaningful school will be. Therefore, it is important that students choose courses that best match their personal interests, needs and talents.

Making these choices can sometimes be difficult. Please feel free to contact your counselor or the administrators if you have any questions about a specific course or course requirement.

Best wishes for a successful and educationally rewarding 2019– 2020 school year!

Sincerely,

Bryon Hanson
Principal

INTRODUCTION

REQUIREMENTS TO GRADUATE FROM ATCHISON HIGH SCHOOL

In order to graduate, students must earn a minimum of **25 credits in 9th-12th grade**. All classes count equally as .5 credit per semester. Of the 25 credits required for graduation, **17** must be in the following areas: **English-4, Social Studies-4, Mathematics-3, Science-3, Physical Education-.5, Health-.5, Fine Arts-1, RSVP-.5(60 hours), Business-.5** . These subjects can be distributed among the 9th-12th grade in this manner:

9th Grade

English I (2 semesters)
World History 9 (2 semesters)
Math (2 semesters)
General Physical Education (1 semester)
Health (1 semester)
Physical Science (2 semesters)
Fine Arts (1 semester)
Freshman First (1 semester)
Freshman Studies (1 semester - conditional)

10th Grade

English II A/B (2 semesters)
U.S. History to 1877 (2 semesters)
Math (2 semesters)
Science (2 semesters)
Fine Arts (1 semester)
Business (1 semester)

11th Grade

English III (2 semesters)
U.S. History From 1877 (2 semesters)
Science (2 semesters)
Math (2 semesters)

12th Grade

English IV or College Prep (2 semesters)
American Government or Econ/Gov (2 semesters)

The remaining 8 of the 25 required credits are “elective” classes, which may be chosen in accordance with the student’s interests and plans. There are no study halls. Special populations have access to all educational opportunities in the Perkins and technical programs and are not to be discriminated against.

Elective - a class which is not required to take, but which students choose (or "elect") to take.

Prerequisite - a requirement which must be fulfilled before enrolling in a certain course.

CONCURRENT CLASSES

Concurrent classes offer junior and senior students the opportunity to enroll in college classes without interrupting the regular school day. Students who enroll in the class receive college credit and high school credit at the completion of the class. The college credit is awarded through Highland Community College. The classes currently being offered are: American History (American Studies American History), Human Physiology, College Biology (Biology II), Human Anatomy, College Algebra (Advanced Algebra), and College Trigonometry.

Educational Planning

Introduction to Career Clusters

The Kansas State Board of Education approved a Kansas definition of “College and Career Ready” to help set a clear focus on the expectations of students graduating from Kansas schools.

“College and Career Ready means an individual has the academic preparation, cognitive preparation, technical skills, and employability skills to be successful in post secondary education, in the attainment of an industry recognized certification or in the workforce, without the need to remediation.”

Kansas’ secondary Career & Technical Education (CTE) has adopted the National Career Clusters model of 16 career clusters and 31 pathways within these clusters. These pathways are designed to provide smooth transition from high school to postsecondary education.

Career Clusters and Pathways

Agricultural, Food and Natural Resources

Power, Structural and Technical Systems
Plant Systems
Agricultural Science

Architecture and Construction

Construction
Design and Pre-Construction

Business Management and Administration

Business Entrepreneurship and Management

Arts, AV and Communication

AV Communications
Visual Arts

Government and Public Administration

Government and Public Administration

Hospitality and Tourism

Travel and Tourism
Restaurant and Event Management

Science, Technology, Engineering and Math

Engineering and Applied Mathematics
Cartography/Geospatial/Spatial Mathematics
Bio-Medical
Bio-Chemistry

Law, Public Safety, Corrections and Security

Emergency and Fire Management
Corrections, Security and Law Enforcement

Finance

Business Finance

Marketing

Marketing

Health Science

Health Science

Human Services

Family and Community Services
Consumer Services
Early Childhood Development

Education

Teaching/Training

Transportation

Mobile Equipment Maintenance

Information

Web and Digital Communications
Programming and Software
Network Systems
Information Support and Services

Manufacturing

Production
Maintenance

Students at Atchison High School will be asked to complete a **Program of Study** based on career cluster preferences and individual choices. Throughout middle school, students will explore careers and career planning using the Career Clusters as a reference. Once students are in high school, they will update and revise a four-year plan of educational course choices to meet the needs of their career path.

Students select courses for the Program of Study based on future educational goals.

Students should plan for one of the following paths:

Four Year College/University Education

Two Year Junior College/Technical Education

School to Work/Technical

Military

Atchison High School provides completion in six different Career Pathways. These include:

Construction Pathway-Architecture and Construction

AV Communications Pathway-Arts, AV and Communication

Family and Community Services-Human Services

Business Marketing-Marketing

Business Finance-Finance

Information Technology – Web and Digital Communications

Atchison High School provides courses at the Introductory, Technical and Application levels of the above Career Pathways. Introductory and Technical courses are also offered for other Career Pathways.

Educational and career planning is an ongoing process that students review and revise each year. Atchison High School uses the **Career Cruising** website to explore careers, interests, educational choices, colleges, scholarships and more.

Log on at www.careercruising.com.

Other helpful websites include:

www.bls.gov

www.actstudent.org

www.collegeboard.org

www.petersons.com

www.educationalplanner.org

www.careerkey.org

www.fastweb.com

www.careeronestop.org

BUSINESS

Any student may enroll in business courses. Students may choose specific pathway of study: , Finance, Marketing or Information Technology.

FINANCE CAREER CLUSTER DESIGN

Business Finance Pathway – CIP Code 52.0801

Approved Pathway:

- 11) Includes minimum of three secondary-level credits.
- 12) Includes a work-based element.
- 13) Consists of a sequence: Introductory-level, Technical-level, and Application-level courses.
- 14) Supporting documentation include Articulation Agreement(s) and a Program of Study.
- 15) Technical-level and Application-level courses receive .5 state-weighted funding in an approved CTE pathway.

Concentrator Requirement

For a student to be a concentrator, at least 2 of 3 required secondary level credits taken must be a combination of technical and application levels.

INTRODUCTORY LEVEL

*Business Essentials	12050	.5 credit
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TECHNICAL LEVEL

*Entrepreneurship	12053	.5 credit
*Accounting	12104	1 credit
Business Economics	✓ 12105	.5 credit

APPLICATION LEVEL (2 Strands)

Finance Strand

(Must offer both courses to satisfy the strand)

Banking & Finance	12101	.5 credit
Investing	12107	.5 credit

Accounting Strand

Advanced Accounting	12108	1 credit
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*Required for pathway approval.

✓ Course is eligible for Regents Qualified Admissions – Social Science

ALL ONE CREDIT COURSES MAY BE TAUGHT AS TWO .5 CREDIT COURSES.

MARKETING CAREER CLUSTER DESIGN

Marketing Pathway – CIP Code 52.1402

Approved Pathway:

- 1) Includes minimum of three secondary-level credits.
- 2) Includes a work-based element.
- 3) Consists of a sequence: Introductory-level, Technical-level, and Application-level courses.
- 4) Supporting documentation includes Articulation Agreement(s), Certification, Program Improvement Plan, and a Program of Study.
- 5) Technical-level and Application-level courses receive .5 state-weighted funding in an approved CTE pathway.

INTRODUCTORY LEVEL

*Business Essentials 12050 .5 credit

TECHNICAL LEVEL

*Principles of Marketing a 12164 1 credit
 **Business Communications 12009 .5 credit

Technical Supportive Courses (Optional)

Accounting	12104	1 credit	Entrepreneurship	12053	.5 credit
Bus. Management	12052	.5 credit	Graphic Design	11154	1 credit
Bus. Economics	✓ 12105	.5 credit	Prin. of Advertising	12165	.5 credit
Comp. Graphics	10202	1 credit	Sports/Entertain. Mktg.	12163	.5 credit
Digital Marketing	35162	.5 credit	Web Page Design	10201	1 credit

APPLICATION LEVEL

*Marketing Applications a 35300 1 credit

Application Supportive Courses (Optional)

Mktg.-Workplace Exp.	12198	.5 credit	Marketing Mgmt.	12166	1 credit
Integrated Mktg. App.	12195	.5 credit	Marketing Research	12196	1 credit
Mktg. Communications	35168	.5 credit			

* - Required for pathway approval and used for assessing mastery of knowledge of marketing completers

** - Course is not required for pathway approval, but strongly recommended by external review committee and KACCTE

[a - Marketing Completer Assessment - Course aligns directly with MBA Research's 2-Credit Standard Marketing Program of Study Exam](#)

✓ - Accepted by KBOR as Qualified Admissions - Social Science

INFORMATION TECHNOLOGY CAREER CLUSTER DESIGN

Web and Digital Communications Pathway – CIP Code 11.1004

Approved Pathway:

- 1) Includes minimum of three secondary-level credits.
- 2) Includes a work-based element.
- 3) Consists of a sequence: Introductory-level, Technical-level, and Application-level courses.
- 4) Supporting documentation include Articulation Agreement(s) and a Program of Study.
- 5) Technical-level and Application-level courses receive .5 state-weighted funding in an approved CTE pathway.

Concentrator Requirement

For a student to be a concentrator, at least 2 of 3 required secondary level credits taken must be a combination of

INTRODUCTORY LEVEL

[Computing Systems](#) 10002/60002 1 credit
[Computer Applications](#) 10004/60004 1 credit

TECHNICAL LEVEL

[Web Page Design](#) 10201 1 credit
[Computer Graphics](#) 10202 1 credit
[Interactive Media](#) 10203 1 credit
[Graphic Design](#) 05162/11154 1 credit
[Computer Programming](#) 10152 1 credit
[Internet Marketing](#) 12162 1 credit
[Animation](#) 10210 1 credit

APPLICATION LEVEL

[Particular Topics in Media Technology](#) 10204 1 credit
[Media Tech.-Workplace Experience](#) 10248 1 credit
[Media Technology - Other](#) 10249 1 credit
[IB Information Tech. in Global Society](#) 10007 1 credit
[Emerging Technologies](#) 10040 1 credit
[Game Design & Authoring the Web](#) 10165 1 credit
[Project Mgmt. & Res. Scheduling](#) 11205 1 credit

BUSINESS

Courses	Grade Level				Semesters
Accounting		10	11	12	2
Advanced Accounting			11	12	2
Business Essentials	9	10	11	12	1
Computer Applications	9	10	11	12	2
Youth Entrepreneurs (Entrepreneurship & Business Econ)		10	11	12	2
Interactive Media		10	11	12	2
Principles of Marketing		10	11	12	2
Marketing Applications			11	12	2
Media Technology – Workplace Experience			11	12	2
Personal Finance			11	12	1
Sports/Entertainment Marketing			11	12	1

HCC-TC Business Classes begin on 35.

ACCOUNTING I 10,11,12 2 semesters
Prerequisites: Business Essentials with a final grade of “C” or higher.

Accounting is a comprehensive course in the basic fundamentals of accounting principles in which learning is sequential. By the end of the school year, students should have a practical knowledge of the accounting cycle and various specialized skills required to function as an account clerk. (Accounting students are encouraged to join the DECA club)

ADVANCED ACCOUNTING 12 2 Semesters
Prerequisite: Accounting I with a final grade of “C” or higher.

Advanced Accounting courses expand upon the foundational accounting principles and procedures used in business. Course content typically includes the full accounting cycle, payroll, taxes, debts, depreciation, ledger and journal techniques, and periodic adjustments. Students learn how to apply standard auditing principles and to prepare budgets and final reports. Calculators, electronic spreadsheets, and other automated tools are usually used. Topics may include elementary principles of partnership and corporate accounting and the managerial uses of control systems and the accounting process and further enhancement of accounting skills. (Advanced Accounting students are encouraged to join the DECA club)

BUSINESS ESSENTIALS 9,10, 11, 12 1 Semester

This is a course designed to give students an overview of basic business concepts and introduce students to the management, marketing and finance career pathways. Students will also be introduced to Economics, Entrepreneurship, & Personal Finance concepts and ideas. (Business Essentials students are encouraged to join the DECA club.)

COMPUTER APPLICATIONS**9,10,11,12 2 semesters**

Computer applications will acquaint students to the use of computers and computer applications. Focusing on the use of Microsoft Word, Excel, and Powerpoint on the Microsoft Office operating system. This computer course will also give students an understanding of file management, backups, networks, research, while exploring careers in the Technology and Business Industry. (Computer Applications students are encouraged to join the DECA club.)

YOUTH ENTREPRENEURS**9,10,11,12 2 semesters**

This course is designed to offer practical training and experience to students in the field of entrepreneurship and management. Students will gain an appreciation for business and free enterprise, complete a business plan, and have an understanding of the components for a successful business. Through team activities, computer simulations, hands-on experience, Market Day, Dare to Dream, and competitions, students are challenged to start their own business, enhance their business skills for future career opportunities, and continue into higher education. This class will be conducted in partnership with area businesses and Youth Entrepreneurs. (Students are encouraged to join the DECA club.)

VIDEO PRODUCTION/INTERACTIVE MEDIA**10,11,12 2 semesters**

Prerequisite: Computer Applications with a final grade of “C” or higher.

This class will be taught as Video Production. Students will learn to create and manipulate media (images, audio, and video) using computer software. Software package may include Photoshop, Dreamweaver, Flash, Final Cut Pro and DVD Studio Pro. (Interactive Media students are encouraged to join the DECA club.)

PRINCIPLES OF MARKETING**10,11,12 2 semesters**

Prerequisite: Business Essentials with a final grade of “C” or higher.

The Marketing Education program is a program for students interested in developing skills in helping businesses or organizations succeed. Areas of study include: Selling, Promotion, Distribution, Buying and Pricing Merchandise, Market Research, and Product Planning. Students are required to participate in DECA club activities.

MARKETING APPLICATIONS**11, 12 2 semesters**

Prerequisite: Principles of Marketing with a final grade of “C” or higher.

Marketing Applications cover the same scope of topics as Principles of Marketing but explore the concepts in more depth with a specific emphasis on researching real world businesses and developing solutions to real world problems. Students are required to be in DECA

MEDIA TECHNOLOGY – WORKPLACE EXPERIENCE**11, 12 2 semesters**

Prerequisite: Computer Applications and Video Production/Interactive Media with a final grade of “C” or higher.

Students will use a wide variety of digital media skills (digital design, digital photography, video production) working together as a team to create digital media product for a client. Students must demonstrate skill competency in a number of areas and must be able to work independently to complete project tasks and assignments while under pressure to meet a deadline. (Media Technology students are encouraged to join the DECA club.)

PERSONAL FINANCE

11,12

1 semester

This course is designed to provide students with the basic skills needed to manager their own money. At the end of the year, students will be proficient in check writing, computing various taxes, and completing tax forms. An introduction to car buying, renting an apartment, buying a house, credit, credit cards, identity theft, insurance, and the stock market is provided. Students will acquire a broad knowledge in money management and skills necessary to deal with consumer issues. Students learn to be wise consumers as well as users of economic resources.

SPORTS & ENTERTAINMENT MARKETING

11, 12

1 Semester

Prerequisite: Principles of Marketing with a final grade of "C" or higher.

Sports and Entertainment Marketing courses introduce students to and help them refine marketing and management functions and tasks that can be applied in amateur or professional sports or sports events, entertainment events, and the sales or rental of supplies and equipment. Students in Sports & Entertainment are encouraged to be members of DECA.

ENGLISH

To graduate, students must have a minimum of four credits (eight semesters) of English. Those credits will be earned in the following sequence.

<u>GRADE 9</u> English I	<u>GRADE 10</u> English II or English II Honors	<u>GRADE 11</u> English III or Am. Studies	<u>GRADE 12</u> English IV or English IV College Prep
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Students may choose from the following English elective courses.

Course	Grade Level				Semesters
Speech		10	11	12	1
21 st Century Journalism	9	10			1
Reading	9	10	11		2
Digital Media Design & Production N		10	11	12	2
Digital Media Design & Production Y			11	12	2

AMERICAN STUDIES-ENGLISH

11

2 semesters

Prerequisite: Students must have earned at least a C in English II Honors or a B in English II or reached a qualifying score on a readiness assessment or have the recommendation of the English II teacher.

The course is required for all juniors not taking English III. The historical development of American Literature is emphasized through study of short story, essay, poetry, drama, novels, fine arts, and music. Humanities development is encouraged through emphasis of mechanics, writings of essays, themes, speeches, interpretations of literature, art, music, and drama. Writing skills are stressed through composition, essays, and papers. (Students choosing this class must also take American Studies-History)

SPEECH

10,11,12 1 semester

This course is designed for the student to learn to speak with and in front of others. Areas of focus will include intrapersonal communication (self-communication), interpersonal communication (communicating with others), small group communication and mass communication (public speaking). The class also touches on debate, logical problem solving and being a critical consumer of information. This class requires the student to give speeches in front of the class and to interact with his/her peers.

ENGLISH I

9 2 semesters

This course is required of all freshmen. The purpose of this course is to provide students with a broad survey of English skills. Units include the study of literature (short story, play, essay, and novel), language (grammar and vocabulary), and writing, (creative and expository).

ENGLISH II

10 2 semesters

This course is required of all sophomores not taking English 2 Honors. The purpose of the course is to further those English skills introduced in English I. Units include the study of literature (short story, play, essay and novel), language (grammar and vocabulary), and writing (expository and argument).

ENGLISH II Honors

10 2 semesters

Prerequisite: Students must have earned a B or above in English I or have reached a qualifying score on a readiness assessment or have the recommendation of the English I teacher

This course is designed for the dual credit college-bound sophomore. The class will stress preparation for college writing and vocabulary improvement. Parts of speech, sentence structure and mature writing skills are stressed in grammar and usage. Writing skills are stressed through composition of paragraphs and essays. In addition the student will read various works by major writers.

ENGLISH III

11 2 semesters

This course is required of all juniors not taking American Studies. The historical development of American Literature is emphasized through study of short story, essay, poetry, drama and novel. Parts of speech, sentence structure and mature writing skills are stressed in grammar usage. Writing skills are stressed through composition of paragraphs and themes.

ENGLISH IV

12 2 semesters

This course is designed for students who do not want college credit for College English 101. The course will offer students the opportunity to study a variety of literature. Writing skills, vocabulary, and grammar will be stress through composition. The same standards and essential learning skills are taught in both English IV and English IV College Prep.

ENGLISH IV COLLEGE PREP

12

2 semesters

This course is designed for the college-bound senior who wants to earn dual credit for College English 101 and College English 102 through Highland Community College. The class will stress preparation for college writing and composition, literature of various styles, and authors.

READING

9,10,11

2 semesters

This course is required for all students identified as needing additional support in reading comprehensions and vocabulary acquisition. The course uses a variety of strategies to enhance the student's reading level.

DIGITAL MEDIA

ARTS, AV AND COMMUNICATION CAREER CLUSTER DESIGN

AV Communications Pathway – CIP Code 09.0702

Approved Pathway:

- 6) Includes minimum of three secondary-level credits.
- 7) Includes a work-based element.
- 8) Consists of a sequence: Introductory-level, Technical-level, and Application-level courses.
- 9) Supporting documentation include Articulation Agreement(s) and a Program of Study.
- 10) Technical-level and Application-level courses receive .5 state-weighted funding in an approved CTE pathway.

Concentrator Requirement

For a student to be a concentrator, at least 2 of 3 required secondary level credits taken must be a combination of technical and application levels.

INTRODUCTORY LEVEL

Business Essentials	12050	.5 credit
Computer Applications	10004/60004	1 credit

TECHNICAL LEVEL

*21st Century Journalism	30100	.5 credit
Digital Media Technology	30104	.5 credit
Media and Public Relations	43115	.5 credit
Audio/Video Production Fund	30103	.5 credit
Photo Imaging	30105	.5 credit
Graphic Design Fundamentals	30102	.5 credit
Graphic Design	05162/11154	1 credit
Marketing	12152	1 credit

APPLICATION LEVEL

Project Mgmt.& Resource Scheduling	21205	1 credit
Video Production	30150	1 credit
Digital Media Design & Production	30151	1 credit

*Required for pathway approval.

ALL ONE CREDIT COURSES MAY BE TAUGHT AS TWO .5 CREDIT COURSES.

21st Century Journalism

9,10

1 semester

This course introduces students to print and digital media. Students will analyze the media and how it affects society. Students will learn skills in reporting, writing, and design. In addition, the class will study rights and freedom of scholastic journalism as well as applicable laws and ethics.

Digital Media Design & Production N

10,11,12

2 semesters

Prerequisite: Minimum GPA of 2.5, completed staff application and passed 21st century Journalism and/or gain teacher approval.

Students advance the skills developed in 21st Century Journalism. They should display fluency in their writing, designing and photographing as the year progresses. Students work on the staff to create the school newspaper. Applications must be submitted and interviews completed to be considered for an editor position.

Digital Media Design & Production Y

11,12

2 semesters

Prerequisite: Minimum GPA of 2.5, completed staff application and passed 21st Century Journalism or gain teacher approval.

Advance journalism students are responsible for decisions affecting yearbook publication including content, ethical, financial, and editorial policy. Applications must be submitted and interviews completed to be considered for an editor position.

AUDIO- VISUAL TECHNOLOGY

Audio/Video Production Fundamentals

9,10,11,12

1 semester

Audio Video Production Fundamentals provides a basic understanding of producing video for a variety of uses. Topics include analyzing the pre-production, production and post-production process, as well as explore the equipment and techniques used to develop a quality video production. Counts toward AHS Fine Arts graduation requirement

VIDEO PRODUCTION

10,11,12

2 semesters

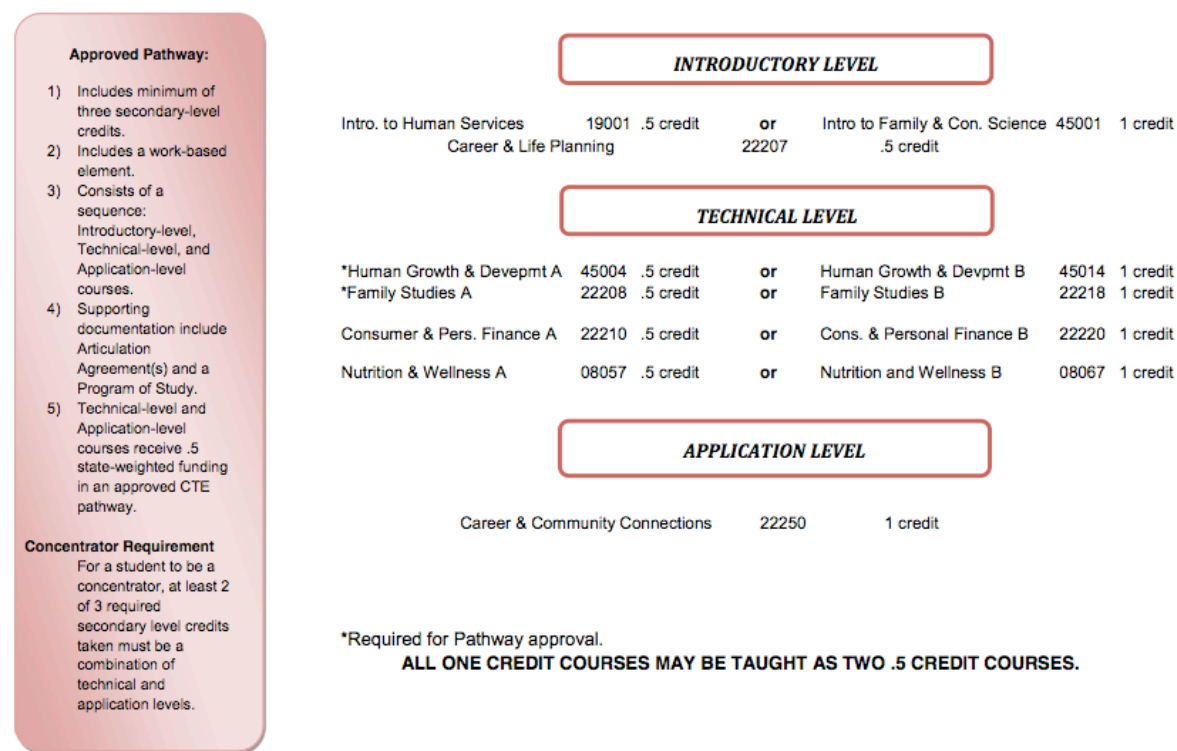
Prerequisite: Grade of at least a “B” in **Audio/Video Production Fundamentals**

Video Production applies the technical skills learned in Audio Video Production Fundamentals by allowing students to orchestrate projects from setting the objectives to the post-production evaluation. The subject of the presentation may be determined in a number of ways, but must address an authentic need. The complexity of the presentation is not the focus of the course, but the experience of the entire process in, to include planning the presentation, setting up the studio (if applies), acting as videographer and editor to make it fluid and seamless. Counts toward AHS Fine Arts graduation requirement

FAMILY AND CONSUMER SCIENCE

HUMAN SERVICES CAREER CLUSTER DESIGN

Family & Community Services Pathway – CIP Code 19.0799



These courses are available to all students at the high school level. Concentration is on personal development and life skills, along with some focus on career preparation for the human services field. Careers in the human service field include, but are not limited to, early childhood development and services, counseling and mental health services, family and community service workers, personal care services, and consumer services.

Course	Grade level	Semesters
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Career and Life Planning	9	10			1
Career and Community Connections			11	12	2
Family Studies		10	11	12	2
Human Development and Relationships		10	11	12	1
Nutrition and Wellness		10	11	12	1
Nutrition and Wellness 2			11	12	1

CAREER AND LIFE PLANNING

9, 10

1 semester

This course is focused on preparing students for what they will face in the future world of work. Topics include goal setting, career selection, getting and keeping jobs, and managing multiple roles and responsibilities in the workplace and family.

FAMILY STUDIES

10, 11, 12

2 semesters

This is a year long class that focuses on assessing the impact of the parenting role on ones life: changes that it brings, what is involved, preparing for parenthood, meeting developmental needs of children, building positive parent-child relationships, using positive guidance, accessing parenting information and support, and sharing the nurturing role between families and society. This course is for students who are interested in children, either as future parents, as part of a future career, or for interacting with children in any capacity. Students will study the physical, emotional, social, moral and intellectual development of the newborn, infant, toddler, preschooler, school age child and adolescent.

HUMAN DEVELOPMENT AND RELATIONSHIPS

10, 11, 12

1 semester

This course is designed to study the development, behavior and experiences in all life stages, from birth to death. A study of all types of relationships will also be done.

NUTRITION AND WELLNESS

10, 11, 12

1 semester

Lab fee: \$10

Nutrition and Wellness focuses on overall health and well-being related to eating, external influences on our food consumption, and decision making in consumer issues that impact our wellness across the life span. Instruction in nutrients, habits, special nutritional needs, meal planning, and trends in wellness are included, among other issues. The influence of nutrition and wellness on productivity will be considered. Students will be using a laboratory setting throughout the course to practice and learn about the concepts.

CAREER AND COMMUNITY CONNECTIONS

11, 12

2 semesters

Prerequisite: a minimum of 4 semesters Family and Consumers Sciences classes, including Career and Life Planning and/or Introduction to Human Services.

This is an application level course for students interested in the human services career field. A review and deeper examination of careers in the field and skills necessary will be done. Students will also receive hands-on experiences in applying skills and learning more about working in human services areas through community partnerships.

FINE ARTS

This department includes musical, visual, and performing arts. Students will receive credit for band, choir, drama, and forensics every year taken.

Course	Grade Level				Semester
Advanced Art			11	12	2
Art 1	9	10	11	12	1
Art 2	9	10	11	12	1
Art 3		10	11	12	2
Audition choir – Adrenaline	9	10	11	12	2
Band	9	10	11	12	2
Ceramics	9	10	11	12	1
Concert Choir - Acent					
Drama	9	10	11	12	1
Forensics	9	10	11	12	1
General Choir - Mixed Chorus	9	10	11	12	1
History of Sound & Music in Film	9	10	11	12	2
Music Exploration	9	10	11	12	1

ADVANCED ART

11,12

2 semesters

Prerequisite: Art I, Art II, Art III and permission of Instructor - \$15 course fee

This class is for students who have taken 3 or more art classes. Students will explore a variety of mediums. Students will have a chance to choose projects that allow them to expand on prior knowledge of art mediums and work independently on projects. Students will be required to keep a journal and a sketchbook. Students will have the opportunity to create a portfolio if interested in pursuing an art related career. Students will be required to keep a sketchbook. A \$15.00 fee will be required at the beginning of the semester. A project fee will apply to any project that requires purchasing special art supplies, not covered in the \$15 course fee. Some drawing is required in this class; as well as, some reading and written work.

ART I

9,10,11,12

1 semester

\$10 course fee

This course is designed for the beginning artist. 2D and 3D art will be explored: as well as, some art history. Reading and written work is required in this class.

ART II

9,10,11,12 1 semester

Prerequisite: Art I or 2D Art
\$10 course fee

This course is designed for the intermediate artist. It is meant to build upon what was learned in Art I or 2D art. 2D and 3D art will be explored; as well as, some art history. Reading and written work is required in this class.

Art III

9,10,11,12 2 semesters

Prerequisite: Art I and Art II
\$10 course fee

This is a more advanced class that will build upon what was learned in Art I and Art II. 2D and 3D art will be explored; as well as, some art history. Reading and written work is required for this class.

AUDITION CHOIR – ADRENALINE

9,10,11,12 2 semesters

Prerequisite: Audition and/or approval of the director is required for enrollment.

\$30 KSHSAA participation fee

This course is for students with strong singing fundamentals who wish to sing upper level music in a performance choir. Performances include show choir competitions, winter and spring concerts, music festivals, and graduation. Opportunities will be provided for solo and small ensemble work. Students will be expected to sing for community events and share in working for fundraisers that will lead to choir trips. This class has a monetary fee that is required to participate. **All performances are required with exceptions being allowed only by the choir director.**

BAND

9,10,11,12 2 semesters

Prerequisite: Successful completion of Band the preceding year (or written permission from instructor.) **\$30 KSHSAA participation fee**

Participation in band includes both marching and concert seasons. Through participation in band, students will develop their individual musicianship through the performance of a variety of music literature. Students are required to be at all performances, including competitions and school concerts or functions.

CERAMICS

10,11,12

1 semester

\$15 course fee

Students will investigate various techniques of hand building pottery, including pinch, coil, and slab. Students will create functional and sculptural pottery. This course is designed for the intermediate level artist. Students will be required to keep a sketchbook. Some drawing is required in this class; as well as, some reading and written work.

DRAMA

9,10,11,12

Fall Semester

(May be taken more than once)

This course is designed as an introduction to theater. Students will be exposed to a variety of aspects that are connected to theater. Topics may include a survey of the history of theater, play reading and analysis, performance activities and an introduction of theater makeup application. Students need to be aware that performances are a mandatory aspect of the course. This course does include reading, analysis and writing opportunities.

FORENSICS – Competitive Acting & Public Speaking

(May be taken more than once)

9,10,11,12

Spring Semester

\$30 KSHSAA participation fee

This course is designed with the intent of providing students with the opportunity for an expanded exposure to literature, research, editing and performance opportunities. It is the instructor's goal to help students improve self-esteem, self-discipline and knowledge through the venues of research, rehearsal and competitive situations. This course includes reading, analysis, and writing components. This course is competitive acting organized around a competitive schedule according to KSHSAA guidelines. **Saturday competitions are mandatory for this course. Students must pay a participation fee for this class. Good for Freshmen interested in acting.**

GENERAL CHOIR– MIXED CHORUS

9,10,11,12

1 semesters

(May be taken more than once)

This course is for students who wish to develop their singing fundamentals and music reading skills. The curriculum includes written as well as singing assignments. Opportunities will be provided for group performances at the winter and spring concerts. All performances are required with exceptions being allowed only by the choir director. No auditions necessary..

History of Sound and Music in Film

9,10, 11,12

1 semesters

History of sound and music film is a course designed for those students needing a fine arts credit, but who do not play a musical instrument or like to engage in show choir productions. This class will look at various types of music and sounds and their affect on the overall music experience. Multiple modalities may be used.

MUSIC EXPLORATION

9,10, 11, 12

1 semester

This course is designed to explore the different genres of music using technology and other

resources in daily discussions. This course includes reading, writing, and analysis of music.

WOMEN'S CHOIR - ACCENT
\$30 KSHSAA participation fee

9,10,11,12

2 semesters

This course is for students who wish to develop their singing fundamentals and music reading skills. Opportunities will be provided for group performances at the winter and spring concerts. This class will involve singing and dancing with choreography. **All performances are required with exceptions being allowed only by the choir director.**

FOREIGN LANGUAGE

Foreign Language courses are open to all students, are not required for graduation, but are recommended for all college bound students to complete the Regents curriculum.

Course	Grade Level				Semester
Spanish I	9	10	11	12	2
Spanish II		10	11	12	2
Spanish III			11	12	2
Spanish IV				12	2

SPANISH I

9,10,11,12

2 semesters

Prerequisite: Recommended grade average of "C" or higher in English

This course is the first year of a two-year series, but can be taken any year. The course leads to a practical knowledge of the four language skills: understanding, speaking, reading, and writing, with the major emphasis placed upon understanding and speaking. Grammar, history and culture are presented. All dialogues are based on practical real-life situations.

SPANISH II

10,11,12

2 semesters

Prerequisite: Spanish I with a grade average of "C" or higher.

The four language skills are continued, but with more emphasis on writing. Vocabulary, structure and grammar become more complex. Successful completion of this course fulfills the requirements of many colleges but should be considered minimal.

SPANISH III

11, 12

2 semesters

Prerequisite: Spanish II with a grade average of "C" or higher.

The four language skills are continued, but writing and literature are emphasized. Vocabulary, structure, and grammar are more complex. Culture of Spain and Latin American countries are explored in more detail. Hispanic authors and their works are studied.

SPANISH IV

12

2 semesters

Prerequisite: Spanish III with a grade average of "C" or higher.

This course explores various areas in literature, among them: Latin American literature, Spanish Literature, and The Golden Age. Emphasis is also on perfecting speaking and writing skills in Spanish.

INDUSTRIAL TECHNOLOGY

ARCHITECTURE & CONSTRUCTION CAREER CLUSTER DESIGN

Construction Pathway – CIP Code 46.0000

Approved Pathway:

- 1) Includes minimum of three secondary-level credits.
- 2) Includes a work-based element.
- 3) Consists of a sequence:
Introductory-level,
Technical-level, and
Application-level
courses.
- 4) Supporting documentation include Articulation Agreement(s) and a Program of Study.
- 5) Technical-level and Application-level courses receive .5 state-weighted funding in an approved CTE pathway.

Concentrator Requirement

For a student to be a concentrator, at least 2 of 3 required secondary level credits taken must be a combination of technical and application levels.

INTRODUCTORY LEVEL

*Intro to Industrial Tech.	38001	.5 credit	Drafting	21102	.5 credit
Commercial Constr. Tech.	17014	.5 credit	Skilled Mech. Crafts	17062	.5 credit

TECHNICAL LEVEL

Residential Carpentry I	17002	1 credit
Remodel & Building Maintenance	17009	.5 credit
Cabinetmaking & Furniture Design I	17007	1 credit
Commercial Construction Careers I	17015	1 credit
Sheet Metal Technology	13205	.5 credit
Refrigeration Technology	17052	.5 credit

APPLICATION LEVEL

**Residential Carpentry II	38002	1 credit	**HVAC Technology	17056	.5 credit
**Res. & Design in Bldg. Trades	17005	1 credit	**Plumbing Technology	17058	.5 credit
Electrical & Security Systems	17113	.5 credit	Pipefitting Technology	17061	1 credit
HVAC & Plumbing Systems	17060	.5 credit	**Cabinet. & Furn. Design II	38007	1 credit
**Comm. Construction Careers II	38015	1 credit			

*Required for pathway approval.

**Has a pre-requisite course.

ALL ONE CREDIT COURSES MAY BE TAUGHT AS TWO .5 CREDIT COURSES.

All students are encouraged to take Industrial Technology courses in any of the areas offered: Technology and Woods. These courses are not "just for boys."

Course	Grade Level				Semester
Cabinet making & Furniture Design I		10	11	12	2
Cabinet making & Furniture Design II			11	12	2
Drafting	9	10	11	12	1
Introduction to Industrial Technology	9	10	11	12	1
Audio/Video Production Fundamentals	9	10	11	12	1
Video Production		10	11	12	2

NEKTC Industrial Technology Classes begin on Page 35.

CABINET MAKING AND FURNITURE DESIGN I 10, 11,12 2 semesters

Prerequisite: Introduction to Industrial Technology **\$5 course fee**

This course will build on the skills that were learned in Production Woodworking. Along with individual projects a unit in mass production will be studied. In addition, students will also receive instruction on lumber production, characteristics and uses of common woods, and the various opportunities for employment in the wood industries.

CABINET MAKING AND FURNITURE DESIGN II 11,12 2 semesters

Prerequisite: Cabinet Making and Furniture Design I **\$5 course fee**

Students are required to make two large projects of their own choice and complete written and textbook assignments as assigned.

DRAFTING 9,10,11,12 1 semester

Students will learn about the field of drafting and apply simple drafting principles to a project.

INTRODUCTION TO INDUSTRIAL TECHNOLOGY 9,10,11,12 1 semester
\$5 course fee

Students will learn about the field of woodworking: its materials, approach technology, tools techniques, safety, and careers. Students will be working with common hand tools and power tools, and machines in constructing wood projects. Students will be given required projects to complete, as well as having the opportunity to construct a project of their choice.

MATHEMATICS

Students must earn a minimum of six (6) math credits in order to graduate. The following

sequence indicates Atchison High School's alternatives for progressing in your math ability, depending on your competence and needs.

Course	Grade Level				Semester
Advanced Algebra with Trigonometry			11	12	2
Algebra I	9	10	11	12	2
Algebra II	9	10	11	12	2
Calculus				12	2
Geometry		10	11	12	2
Integrated Math 3			11	12	2
Prealgebra	9				
Probability and Statistics			11	12	2

ADVANCED ALGEBRA with TRIGONOMETRY 11,12 2 semesters
Prerequisite: Algebra II with a recommended average of "B" or higher

Advanced Algebra is the further study of algebra with an introduction to trigonometry and precalculus concepts. Students will increase their ability to simplify algebraic and trigonometric expressions and solve linear, polynomial, exponential, logarithmic, and trigonometric equations. Students are required to have a scientific calculator and encouraged to have a graphing calculator. Fall semester contains College Algebra, while spring semester contains College Trigonometry, both of which are offered for dual credit through Highland Community College.

ALGEBRA I 9,10,11,12 2 semesters

This course provides the foundation for all further study of math. Topics include real number properties and facility with order of operations and exponents; simplifying linear, absolute value, radical, quadratic, and polynomial expressions; solving linear, absolute value, radical, and quadratic equations; graphing linear equations and functions; analyzing data through plots and regression; and problem solving embedded throughout. Emphasis will be placed on numerical, graphical, and algebraic representations of topics being studied. Students are recommended to have a scientific calculator and required to have the TI-Npsired Graphing Calculator on their ipad.

ALGEBRA II 9,10,11, 12 2 semesters
Prerequisite: Geometry, or geometry may be taken concurrently with Algebra II with the teacher's consent.

This course reinforces topics studied during Algebra I and provides students exposure to a greater variety of algebraic functions and graphs and their applications. Topics include solving and applying linear and quadratic equations and inequalities and systems of these to a variety of problems using a variety of techniques; solving, graphing, and applying exponential and logarithmic equations to real world problems; manipulation of complex algebraic expressions; and analysis of data through plots and regression. Emphasis will be placed on the connections between various representations of algebraic relationships. It is recommended that students have a scientific calculator and required to have the TI-Npsired Graphing Calculator on their ipad

CALCULUS 12 2 semesters
Prerequisite: Advanced Algebra with Trigonometry with an average of "B" or higher

Calculus is the study of change in mathematics. Students will review advanced algebra and apply it to the new topics contained in calculus. The major themes of calculus are limits of functions, derivatives and rates of change, definite integrals, area and volume, and indefinite integrals. Study will employ functions of all types, to include linear, polynomial, logarithmic, exponential, and trigonometric. Students are required to have a graphing calculator.

GEOMETRY

10,11,12 2 semesters

Prerequisite: Algebra I

This course includes topics from Euclidean, transformational, and coordinate geometry. Properties of polygons, circles, and 3-D figures will be examined and measured, specifically their perimeters, areas, and volumes. Similarity, congruence, and construction of figures and their real world applications will be compared and solved, particularly as these concepts relate to mathematical reasoning and formal proofs of relevant identities. It is recommended that students have a scientific calculator and required to have the TI-Npsired Graphing Calculator on their ipad.

PRE-ALGEBRA

This course will study the skills necessary to be successful in Algebra 1 in high school. The topics covered will include number operations with integers and fractions, order of operation, solving linear equations (one-step, two-step, and multi-step with variables on both sides), introduction to functions with a focus on linear functions and other assorted topics.

INTEGRATED MATH 3

Integrated Mathematic 3 will further explore the concepts introduced in Algebra 1 and Geometry and begin to introduce new concepts in preparation for enrolling in Algebra 2. This course combines knowledge acquired in the previous two courses and uses it to increase complex thinking. Students will expand their knowledge of linear, exponential, and quadratic functions and also study units on probability and statistics, reasoning, and advanced functions and relations. Students will extend their previous work with circles, their understanding of trigonometry, and experiences with data as they solve problems. Students will make sense of problem situations, and will develop the ability to explore and solve mathematical problems, think critically, and work cooperatively with other students and communicate mathematical ideas clearly.

PROBABILITY AND STATISTICS

11, 12 2 semesters

Prerequisite: Algebra II with a recommended average of "C" or higher

Statistics is the study of collecting, organizing, analyzing, and interpreting data. Topics include sampling techniques, descriptive and inferential statistical methods regularly used to examine and generalize data sets, elementary probability, estimation, and hypothesis testing. Students are required to have a scientific calculator and encouraged to have a graphing calculator. Students may concurrently enroll in this course and Adv Algebra with Trigonometry or Calculus.

PHYSICAL EDUCATION

In order to graduate, the state of Kansas requires that students must have one credit in physical education and one credit in health. Most students meet this requirement by taking General Physical Education and Health in 9th grade. General Physical Education is a prerequisite for any advanced physical education class. Students who have medical problems that prohibit physical education must provide the school with a written doctor's statement excusing them from physical activity each year of high school.

Course	Grade Level				Semester
Fitness & Conditioning		10	11	12	1
General Physical Education	9	10	11	12	1
Health	9	10	11	12	1
PE 2 Lifetime Wellness		10	11	12	1
Lifetime Sports		10	11	12	1

FITNESS & CONDITIONING

10,11,12

1 semester

Prerequisite: :General PE & PE 2 Lifetime Wellness

High level development of student muscular strength, endurance and cardiovascular fitness. Individual programs developed to meet the student's needs.

GENERAL PHYSICAL EDUCATION

9,10,11,12

1 semester

This course introduces many team and individual sports, recreational activities, rhythmic fundamentals, and physical fitness improvement. Athletic shorts, T-shirts or sweats and tennis shoes are a requirement. If a student has a written doctor's excuse from activity they may fulfill the physical education requirement for graduation by take human physiology.

HEALTH

9,10,11,12

1 semester

This contemporary course relates the problems of adolescence to the values needed to function productively in our society. Topics include research in such areas as drugs, alcohol, and diseases which affect teenagers.

PE 2 LIFETIME WELLNESS

9,10,11,12

1 semester

Prerequisite: General Physical Education or Instructors Permission

This weight-training program conditions the entire body. Proper lifting methods are taught.

LIFETIME SPORTS

Prerequisite: General Physical Education

Lifetime sports is a course where students explore multiple ways to stay active. Emphasis is on activities that a student could do on their own in small groups.

SCIENCE

In order to graduate, students must have six (6) credits in science, two of which must be a

laboratory course, as required by the State of Kansas. AHS requires that students earn the two laboratory credits by the end of 10th grade.

Course	Grade Level				Semester
	9	10	11	12	
Biology I **					2
Biology II * **			11	12	2
Chemistry I **		10	11	12	2
Chemistry II				12	2
Earth-Space Science			11	12	2
Physical Science	9				2
Human Physiology *				12	1
Human Anatomy *				12	1
Physics **				12	2

* denotes classes offered for dual credit ** Regent's recommended curriculum

BIOLOGY I **

9,10,11,12 2 semesters

Prerequisite: Physical Science or recommendation

This course is a one-year laboratory science course for students. The course emphasizes the basic principles of biology and surveys characteristics of animals, plants, and microorganisms. This course is included in Board of Regent's recommended curriculum.

BIOLOGY II*, **

11,12 2 semesters

Prerequisite: Biology I; previous or concurrent enrollment in Chemistry is recommended

In this specialized extension of Biology I, related sciences are presented in a more detailed manner. Specific independent projects are assigned in the laboratory. First semester includes the organization of life, levels of life, molecular biology, plant biology and evolution. Second semester includes a detailed study of animals, population biology and ecology, field work, and advanced dissections. This course can be taken for concurrent credit through Highland.

CHEMISTRY I **

10,11,12 2

semesters

Prerequisite: Algebra I and Physical Science or Biology 1 (C or higher in both); previous or concurrent enrollment in Algebra II is highly recommended.

Students study the composition of matter and how it changes. Class activities include lab, lecture, discussion, and problem solving. Kansas Board of Regents requires students to successfully complete either Chemistry or Physics for qualified admission to a Kansas Regents school.

CHEMISTRY II

11,12 2

semesters

Prerequisite: Chemistry I (C or better) and Algebra II

Juniors may enroll with instructor and admin permission

May not be offered every year

This course is designed as a college prep class for those who are planning on a career in medicine, engineering or other fields of science. It will cover the topics of atomic structure, states of matter, chemical reactions, equilibrium, organic chemistry, and qualitative analysis.

EARTH-SPACE SCIENCE

11,12

2 semesters

Prerequisite: Biology 1 and Physical Science

Earth and space science is a laboratory science course that integrates the physical, chemical, and biological processes of the earth system and solar system. Students experience the content of Earth and Space Science through inquiry-based laboratory investigations and focus on topics associated with matter, energy, mineral dynamics, cosmic evolution and structure, cycles, geological processes, and the geologic time scales needed to understand events in the earth/space system. Earth and Space Science provides the knowledge, skills, and habits of mind needed for problem solving and decision-making about scientific and technological issues.

PHYSICAL SCIENCE

9

2 semesters

This course is a general survey lab course required for all freshmen. The students shall gain a broad and basic understanding of the interactions of matter, energy, forces, sound, light, electricity and magnetism, and forces involved in the scientific process. It is designed to prepare students for future in depth studies of biology, chemistry, and physics. Emphasis is placed on the scientific method and the study of the relationship between matter and energy.

HUMAN ANATOMY *

12

Fall Semester

Prerequisite: Biology I;

This course is the study of the structure of the human body. Cells, tissues, and organs of each body system are studied. This course is recommended for students who plan to pursue a science or medical related course of study after high school. This course can be taken for concurrent credit through Highland.

HUMAN PHYSIOLOGY *

12

Spring Semester

Prerequisite: Biology I; Chemistry is recommended.

Human body functions are studied in this course. Topics of study include skin, muscle, and bone, and systems such as endocrine, excretory, circulatory, and nervous. The course is intended for students who plan post-high school study in a medical or medically related field. (This class may fulfill the physical education requirement for graduation only if the student has a written doctor's excuse from activity for 9th, 10th, 11th, and 12th grades). This course can be taken for concurrent credit through Highland.

PHYSICS

12

2 semesters

Prerequisite: Algebra II and Physical Science (C or higher in both) and concurrent enrollment in College Algebra or Calculus or instructor permission.

Kansas Board of Regents requires students to successfully complete either Chemistry or Physics for qualified admission to a Kansas Regents school. Topics studied include forces, heat, electricity, light, and sound. This course is included in Board of Regent's recommended curriculum.

SOCIAL STUDIES

A minimum of four Social Studies credits are required for graduation. The course descriptions below reflect U.S.D. 409 social studies objectives and Kansas State Social Studies Standards in Economics, Government, World History, and American History.

Course	Grade Level				Semester
American Government				12	2
American Studies - History			11		2
Economics				12	1
Government				12	1
Psychology			11	12	2
Sociology			11	12	1
U.S. History from 1877			11		2
U.S. History to 1877		10			2
World History 9	9				2

AMERICAN GOVERNMENT

12

2 semesters

Prerequisite: Students must have completed the Junior requirements of American History.

The study of governmental systems of the United States and other nations is the primary focus. Students will develop a working knowledge of the Constitution and rights, privileges, and responsibilities of American citizenship. Effective citizenship participation will be a major focus.

AMERICAN STUDIES - HISTORY

11

2 semesters

This is a college preparatory course that covers the same content as the regular U.S. History course but is taught as a double period thematic course that embeds the study of social studies, humanities (the arts), and literature covering the time periods from the Civil War to modern day. The course will trace the development and effects of increased industrialization, growing involvement in world affairs, and greater diversification of American society. Special emphasis will be placed on economics and the development of the modern U.S. economy. (Students taking American Studies- History must also take American Studies English.)

ECONOMICS

12

1 semester

Prerequisites: Students must have completed the Junior requirements of American History.

This course is designed for the college bound senior. Students are exposed to both Macro and Microeconomics. They will become acquainted with Scarcity, Opportunity Cost, the Circular Flow model, the Production Possibilities Frontier and the varying types of Economies that existent in the world today. They will study the structure of Business Organizations, calculate elasticity, explore Supply & Demand and interpret how they function in the Market Structure. Students will explore the private and public sectors of the economy as well as the function of Government in the domestic & international economies.(Students taking economics must also take Government.)

GOVERNMENT

12

1 semester

Prerequisites: Students must have completed the Junior requirements of American History.

The study of governmental systems of the United States and other nations is the primary focus. Students will develop a working knowledge of the Constitution and rights, privileges, and responsibilities of American citizenship. Effective citizenship participation will be a major focus. (Students taking Government, must also take Economics.)

PSYCHOLOGY

11,12

2 semesters

Students will explore fundamental principles and issues of contemporary scientific psychology, which are approached as a method of inquiry as well as a body of knowledge. Examines the origins and methods of psychology, biological foundations of behavior, states of consciousness, learning, and memory, human growth and development, and abnormal psychology.

SOCIOLOGY

11,12

1 semester

An introduction to the concepts and perspectives of sociology. Fundamentals of the study of the structures, functions, patterns, and processes of human group behavior will be studied.

U.S. HISTORY TO 1877

10

2 semesters

The students will examine U.S. history focusing on American development to the post-Civil War era. Starting with European exploration of the New World, they will examine the foundation, establishment, and maintenance of the Republic and concentrate on major events and personalities in that process. Special emphasis will be placed on the development of U.S. Constitution, Bill of Rights, and basic government.

U.S. HISTORY FROM 1877

11

2 semesters

The students will examine U.S. history after the Civil War period to the modern era. The course will trace the development and effects of increased industrialization, growing involvement in world affairs, and greater diversification of American society. Special emphasis will be placed on economics and the development of the modern U.S. economy.

WORLD HISTORY 9

9

2 semesters

The student will begin by examining Medieval Europe, the Renaissance and the Reformation. They will then study the legacy of European explorers, the Scientific Revolution and Enlightenment, the French Revolution & Napoleon as well as the Industrial Revolution. Students will survey modern world history focusing on such topics as World War I, World War II, the Cold War and the Middle East. Special emphasis will be placed on World Geography.

SPECIAL OPPORTUNITIES

Course	Grade Level				Semester
ACT Prep			11	12	1
College 101				12	1
Jobs for America's graduates – JAG-K		10	11	12	1
Library Aide				12	1
Office Aide				12	1
Teacher Aide				12	1

ACT PREP

11,12 1 semester

The ACT test is a national exam covering high school math, English grammar and rhetoric, reading and science reasoning. Just as it makes sense to prepare for a major school exam, it makes sense to prepare for the ACT. The junior year is THE year to begin taking college entrance tests. That way the student is on his way to concentrate on college and scholarship applications and visitations his senior year.

College 101

12 1 semester

The student will explore career possibilities, make educationally-focused career decisions, and master skills, behaviors and attitudes necessary to be successful in life and work. The student will also complete a personal portfolio. The student will research and apply to scholarships and colleges."

JOBS FOR AMERICA'S GRADUATES – JAG

10,11,12 2 semesters

JAG-K (Jobs for America's Graduates - Kansas) is a career exploration and preparation program that provides a hands-on approach in exploring personal strengths and challenges as well as job attainment skills (cover letter, resume, job application, interviewing, etc.) and work place "survival" skills (interpersonal relations, team work, etc.). Students will work to build strengths in academic areas, time management, and communication. The individual and team project work will also help students come to an understanding of personality and temperament and the relationship between personal actions and consequences that follow. Students will make connections to their career interests, abilities, and aptitudes by determining their education and career goals through development of an Individual Career Development Plan. This full-year, credited course involves individual assignments, team activities/projects, academic remediation support, service learning opportunities, guest speakers, field trips, and career exploration through job shadowing and/or an internship. Students will also participate in the JAG-K Career Association in various activities focused on Career and Leadership Development, Service Learning, and Civic/Social Awareness.

LIBRARY AIDE

12 1 semester

A library aide is primarily for seniors in excellent standing, with at least a 3.0 cumulative GPA. Students must request this class from the counselor and administrator. Aides will act as a

circulation desk clerk, check-in and check-out library materials, help with inventory, re-shelve books, and assist with other duties as requested. Permission of the librarian is required. Students are limited to one aide position of any type per semester.

OFFICE AIDE

12

1 semester

An office aide is primarily for seniors in excellent standing, with at least a 3.0 cumulative GPA. Students must request this class from the counselor and administrator. Aides are asked to run errands, make copies, answer the phone, and have other miscellaneous duties. Selection is by office staff. Students are limited to one aide position per semester.

TEACHER AIDE

12

1 semester

A teacher aide is primarily for seniors in excellent standing, with at least a 3.0 cumulative GPA. Students must request this class from the counselor and administrator. Upon teacher recommendation and administrator approval, a student may sign up to be an aide to work for only one period per day with an assigned teacher or department. Students are limited to one aide position of any type per semester. Teacher aide positions not available 1st or 5th hours. Positions limited to one aide per teacher per hour and two aides total per teacher.

SPECIAL SERVICES

Special Services includes classes provided for students with disabilities and for students who are gifted and talented. The Learning Center is provided for those students who, for various reasons, have academic or physical challenges that make it difficult for them to be successful in certain academic classroom situations. Student eligibility for the program is dependent upon state guidelines for exceptional children and requires a comprehensive evaluation. The student must have parental or guardian permission for evaluation and admittance to the program. In addition to core subject areas, basic living skills and work-study may be included as part of the program and will be based on the individual needs of the student. All classes are individualized, using a variety of materials, equipment, and methods that are based on the student's achievement level and individual needs.

If you think you need the individualized assistance the Learning Center or the GTC class provides, see your counselor. The following classes are available:

Course	Grade Level				Semester
Gifted Resources and Talented Class	9	10	11	12	2

Learning Center American Government				12	2
Learning Center English	9	10	11	12	2
Learning Center Life Skills	9	10	11	12	2
Learning Center Math	9	10	11	12	2
Learning Center Resource Room	9	10	11	12	2
Learning Center Science	9	10	11	12	2
Learning Center US History to 1877		10			2
Learning Center US History from 1877			11		2
Learning Center Work Experience		10	11	12	2
Learning Center World History 9	9				

GIFTED RESOURCES

9,10,11,12 2 semesters

Students in gifted services are ordinarily admitted via formal testing (meeting local district guidelines). In addition to showing a need for gifted services, to be eligible at the secondary level, students are expected to meet the following criteria: (a) scoring at the 97%ile or above, on an individually administered “test of intelligence,” (b) obtaining a score in the 95%ile on two or more core areas of an achievement test or 97%ile composite score, and (c) demonstrating need according to State guidelines. Parents may refer an individual student for possible testing. It is recommended that each student referred take part in a pre-assessment and intervention process to determine if formal testing is appropriate. Qualifying students in gifted services pursue a wide variety of individually chosen topics and areas of interest. Career and post-high school planning are both strongly encouraged. All student work proceeds under the umbrella of an individualized educational plan, designed with student interests, needs, and parent support in mind. Most students see the GR teacher on a part-time basis, meeting once or several times per week from their regular classes. (Under appropriate circumstances, including a showing of need, and if the IEP so provides, a class structure can also be provided.)

LEARNING CENTER CLASSES

9,10,11,12 2 semesters

The content of Learning Center classes accommodates the needs of each student.

HIGHLAND COMMUNITY COLLEGE TECHNICAL CENTER

Prerequisites: listed below

11,12 2 semesters

Students interested in taking advantage of learning a technical skill offered at Highland Community College Technical Center (HCC-TC) may attend three hours a day, earning three high school credits per semester (DUAL CREDIT). While students are still in high school, U.S.D. 409

will pay for Technical Center tuition. Students pay fees, which include enrollment fees, books, and the purchase of tools and workbooks. **Please contact HCC-TC for current fees.**

At Atchison High School, we recommend that students complete their ninth and tenth grade required courses prior to participating in off campus programs.

Course	Grade Level				Semester
HCC-TC Administrative Assistant			11	12	2
HCC-TC Auto Collision Repair			11	12	2
HCCTC Automotive Technology			11	12	2
HCC-TC Building Trades			11	12	2
HCC-TC Engineering Graphics			11	12	2
HCC-TC Computer Support Technology			11	12	2
HCC-TC Diesel Technology			11	12	2
HCC-TC Electrical Technology			11	12	2
HCC-TC Heating, Ventilation, AC & Plumbing			11	12	2
HCC-TC Industrial Welding Technology			11	12	2
HCC-TC Medical Office Assistant			11	12	2

HCC-TC ADMINISTRATIVE ASSISTANT

11,12

2 Semesters

This course is designed for the individual who is seeking a career as an administrative assistant, receptionist, transcriptionist, data entry operator or file clerk in a business office. (1 year program)

HCC-TC MEDICAL OFFICE ASSISTANT

11,12

2 semesters

The Medical Office Assistant program at NEKTC is designed to prepare graduates for positions in a physician's office, hospitals, nursing homes, corporations, and clinics. The program emphasizes the development of both administrative and basic clinical skills to train students in transcribing reports, composing and processing correspondence, coding of diagnosis and procedures, completing insurance forms, maintaining financial records, making calls for physicians, making patient appointments, and other related duties. (2 year program)

HCC-TC ENGINEERING GRAPHICS

11,12

2 semesters

The program begins with basic core skills necessary to all fields; this course then allows specialization into an area of detailed training. The first four divisions are general and students must accomplish tasks in these areas. Those core subjects include: general drafting, mathematics, computer training, and professional practices. (2 year program)

HCC-TC COMPUTER SUPPORT TECHNOLOGY

11,12

2 semesters

Students learn both computer networking and computer repair. Students will be competent in system design and development, working with local area networks, selecting and installing software, and training and supporting end-users. They also select, configure, manage, and maintain computer systems. Students study theories and obtain skills necessary to compete in

the ever-growing field of computer technology. This program emphasizes training for both A+ and Network+ certification. (2 year program)

HCC-TC INDUSTRIAL WELDING TECHNOLOGY 11,12 2 semesters

This program provides instruction to prepare graduates for entry-level positions in construction, fabrication, business and sales of welding equipment, as well as railroads, manufacturing foundries, farming or farm equipment repair. Students learn the skills and techniques needed by combination welders, people who can do arc welding, gas processes, machine cutting, and specialty MIG and TIG processes to repair, maintain, and construct old and new equipment. In addition to welding skills, students will learn safety, shop mathematics, blueprint reading, resume writing, and job interview skills. (1 year program)

HCC-TC AUTOMOTIVE TECHNOLOGY 11,12 2 semesters

This program is designed to prepare students for employment in various fields of the automotive industry. Technicians must be skilled in the use of hand tools and machines to diagnose and repair operating faults in the motor and moving parts of an automobile. Classes will be a combination of theory and basic shop competencies. Instruction will consist of safety, fundamentals of automotive engine, fluid engine systems, electrical engine systems, and emission control systems. (2 year program)

HCC-TC DIESEL TECHNOLOGY 11,12 2 semesters

Diesel Technology is designed to teach the necessary skills and knowledge needed by individuals seeking careers as line diesel technicians for large trucks, cars, and heavy equipment. Students are taught the mechanical skills necessary for successful employment in the field of diesel mechanics or related areas. Theory necessary to the subject matter is offered during classroom instruction and through the use of textbooks. Hands-on skills are acquired through actual repair of equipment in the shop. Proper work attitude and safe work habits are stressed throughout the program. (2 year program)

HCC-TC AUTOMOTIVE COLLISION REPAIR 11,12 2 semesters

Refinishing technicians are skilled workers who straighten unibody cars, frames, remove dents and refinish vehicle surfaces. The course is designed to teach the basic principles of automotive body repair. Major units of study are tool and equipment safety and use, MIG welding, sheet metal repair, body filling, panel replacement and forming, surface preparation, spray equipment, maintenance, and use of materials. (2 year program)

HCC-TC BUILDING TRADES 11,12 2 semesters

Prerequisite: Advanced Production Woodworking I

This is an advanced course in construction to put into use the practical application of skills learned in previous woodworking courses. Students will be required to design and complete large projects assigned by the instructor. Students will study the variety of employment opportunities in the construction world. (1 year program)

HCC-TC ELECTRICAL TECHNOLOGY 11,12 2 semesters

This program is designed to train students to enter the electrical industry as apprentices or entry-level workers. They are exposed to three broad areas of study: residential, commercial, and industrial electricity. Enrollment is open only during the fall semester. (1 year program)

HCC-TC HEATING, VENTILATION, AC & PLUMBING

11,12

2 semesters

Students will develop competency and basic work skills pertaining to the heating and cooling, modern refrigeration, air conditioning and plumbing industry, acquire knowledge necessary for gainful employment and learn skills and develop work ethics that will be useful throughout their lives. Careers include: operating engineers, sheet metal assistants, repair specialists, maintenance technicians, installers, testers, and application engineers. (1 year program)

SEXUAL HARASSMENT (5-17)

I. General Policy

Sexual harassment is a form of discrimination prohibited by Title VII of the Civil Rights Act of 1964 and Title IX of the Education Amendments of 1972. Sexual harassment is any unwanted attention of a sexual nature that interferes with one's ability to do one's job or benefit from one's education.

Atchison Public Schools is committed to maintaining a learning environment that is free from sexual harassment and in which all employees and students can work and study together comfortably and productively. Atchison Public School District prohibits and will not tolerate any form of sexual harassment.

It shall be a violation of this policy for any student or employee of Atchison Public School District to harass a student or an employee through conduct or communication of a sexual nature as defined by this policy.

Atchison Public School District will act to investigate all complaints, formal or informal, verbal or written, of sexual harassment and will discipline any student or employee who sexually harasses a student or employee of the school district.

II. Reporting Procedures

Any person who believes he or she has been the victim of sexual harassment by a student or an employee of the Atchison Public School District, or any person with knowledge or belief of conduct, which may constitute sexual harassment, should report the alleged acts immediately to an appropriate school district official as designated by this policy. The school district encourages the reporting party or complainant to make his or her report in writing.

- A. In Each School Building.** The building principal is the person responsible for receiving oral or written reports of sexual harassment at the building level. Upon receipt of a report, the principal must notify the District Title IX and ADA Coordinator. If the report is given verbally, the principal shall convert it to written form within 24 hours and forward it to the District Title IX and ADA Coordinator. Failure to forward any sexual harassment report or complaint as provided herein will result in disciplinary action. If the complaint

involves the building principal, the complaint shall be filed directly with the District Title IX and ADA Coordinator.

- B. District Wide.** The School Board hereby designates the District Title IX and ADA Coordinator to receive reports or complaints of sexual harassment from any individual, employee, or victim of sexual harassment and also from the building principals as outlined above. If the complaint involves the District Title IX and ADA Coordinator, the complaint shall be filed directly with the Superintendent of Schools. If the complaint involves the Superintendent, the complaint shall be filed with the District Title IX and ADA Coordinator, who shall report them to President of the School Board. The school district shall conspicuously post the name of the District Title IX and ADA Coordinator, including a mailing address and telephone.

ANNUAL NOTIFICATION

Family Educational Rights and Privacy Act (FERPA)

Under the provisions of the Family Education Rights and Privacy Act (FERPA), parents of students and eligible students (those who are 18 or older) are afforded various rights with regard to educational records which are kept and maintained by USD #409. In accordance with FERPA, you are required to be notified of those rights which include:

1. The right to review and inspect all of your educational records except those which are specifically exempt. Records will be available within 45 days of the day the district receives a request for access.
2. The right to prevent disclosure of personally identifiable information contained in your educational records to other persons with certain limited exceptions. Disclosure of information from your educational records to others persons will occur only if:
 - a. we have your prior written consent disclosure;
 - b. the information is considered "directory information" and you have not objected to the release of such information; or
 - c. disclosure without prior consent is permitted by law. Including:
 1. The district may disclose, without your consent, personally identifiable information to school officials with a legitimate educational interest. A school official is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); the school board (in executive session); a person or company with whom the school has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record to fulfill his or her professional responsibility.
 2. The district shall disclose, without your consent, education records to officials of another school district in which a student seeks to enroll or intends to enroll. The institution will forward without further notice student records to officials of other schools or school systems in which the student intends to enroll.
3. The rights to request that your educational records be amended if you believe the records are misleading, inaccurate, or otherwise in violation of your rights. This right includes the right to request a hearing at which you may present evidence to show why the record

should be changed if your request for an amendment to your records is denied in the first instance.

4. The right to file a complaint with the Family Policy and regulations Office at the U.S. Department of Education if you believe that USD #409 has failed to comply with FERPA's requirements. The address of this office is 400 Maryland Avenue SW, Room 4074, Washington, DC 20202-4605.
5. The right to obtain a copy of USD #409 policies for complying with FERPA. A copy may be obtained from USD #409 Board of Education, 215 N. 8th Street, Atchison, KS 66002.

Directory Information: For purpose of FERPA, USD #409 has designated certain information contained in educational records as directory information which may be disclosed for any purpose without your consent. This information would not generally be considered harmful or an invasion if disclosed. The following information is considered directory information: name, address, telephone number, electronic mail address, date and place of birth, participation in officially recognized activities and sports, weight and height of members of athletic team, dates of attendance, degrees, honors and awards received, the most recent previous school attended by the student, class designation or grade level, enrollment status (e.g., undergraduate or graduate, full-time or part-time), major field of study and photographs.

You have a right to refuse to permit the designation of any or all of the above information as directory information. If you refuse, you must file written notification to this effect with USD #409 at Special Services Department, 215 N. 8th Street, Atchison, KS 66002 on or before August 10, of each school year. If a refusal is not filed, USD #409 assumes you have no objection to the release of the directory information designated.

