

**DUBLIN COFFMAN HIGH SCHOOL
DUBLIN JEROME HIGH SCHOOL
DUBLIN SCIOTO HIGH SCHOOL**

**HIGH SCHOOL COURSE AND CAREER
PLANNING HANDBOOK**

2007-2008



**Dublin Coffman High School Principal: Tracey Miller
Dublin Jerome High School Principal: Cathy Sankey
Dublin Scioto High School Principal: Marina Davis**



Dear Students,

The programs and courses contained in the *2007-2008 Course and Career Planning Handbook* were carefully designed to help each of you acquire the knowledge and skills necessary to succeed after high school. The handbook contains over 165 course offerings including required core subjects and an array of electives that you will find interesting and challenging.

As you determine your course selections for next year, remember to seek the advice and direction of your current teachers and the guidance of your academic counselor. This will help you make wise choices that will balance graduation and college requirements with your future goals.

I also encourage you to maximize your educational experiences in high school by selecting a challenging course of study. If your future plans include college, consider selecting an Advanced Placement course before you graduate. Building a strong foundation of challenging courses in high school best prepares you for the rigorous experiences you will encounter after graduation.

My wish is for each of you to learn, grow, and achieve. We stand behind you with encouragement and support. Best of luck with your course selections and with all of your experiences in high school.

Sincerely,

Linda J. Fenner, Ph.D., Superintendent of Schools

GRADUATION AND COURSE CRITERIA

Requirements for graduation from Dublin Coffman, Dublin Jerome, and Dublin Scioto High Schools meet the minimum standards as established by the State of Ohio, the Board of Education of the Dublin City Schools and the North Central Association of Colleges and Schools.

Subjects	9th	10th	11th	12th
ENGLISH (4 Credits)	English I (1) OR World Studies (1) OR Honors English I (1)	English II, OR American Studies (1) OR Honors English II (1) OR AP American Studies	English III (1) OR Honors English III (1) OR AP English Language	English Composition (.50) And ONE of the following: Contemporary Literature (.50) British Literature (.50) Global Literature (.50) OR AP English Literature (1) AP English Language (1)
MATH (3 Credits)	•Algebra I taken at a Dublin Middle School is calculated as one high school math credit. •Any mathematics course offered in the high school curriculum is calculated as a mathematics credit (i.e., Geometry, Algebra II, Precalculus). <i>(See High School Course and Career Planning Handbook for complete list of Math sequence of courses.)</i>			
SCIENCE (3 Credits)	Physical Science (1) (See additional options on Page 29.)	Biology (1)	For the 3 rd credit any Science course offered in the Science Curriculum is calculated as a science credit. <i>(See High School Course and Career Planning Handbook for a complete listing of Science sequence of courses.)</i>	
SOCIAL STUDIES (3 Credits)	Modern World History (1) OR World Studies (1)	US History (1) OR American Studies (1) OR AP US History (1) OR AP American Studies		U.S. Government (.50) And ONE of the following: American Politics (.50) Foreign Policy (.50) Economics (.50) International Diplomacy (.50) OR AP Government (1)
PHYSICAL ED. (.50 Credits)	Phys Ed. (.25)	Phys Ed. (.25)		
HEALTH EDUCATION (.50 Credits)		Health (.50)		
ELECTIVES (7 Credits)	Once a student has met the minimum graduation requirements within a particular subject area, any additional course work earned in that subject area is considered an elective, i.e. if a student has taken Algebra 1, Geometry, and Algebra II, they have met the minimum graduation requirements. If the student takes Precalculus, it is calculated as one of the 6 electives. All course work not required for graduation, i.e. art classes, music, band, world languages, applied sciences, business, etc., are considered electives. <i>(See High School Course and Career Planning Handbook for complete list of courses.)</i>			
21 CREDITS NEEDED FOR GRADUATION				
STATE EXAMS All students must have passing scores on state mandated Ohio Graduation Test.				

NOTES:

- Each student is personally responsible for periodically evaluating his/her past, present, and future program of studies to ensure all minimum standards are met prior to graduation. Additionally, athletes are required to monitor their academic program and progress to ensure eligibility.
- Any student in Grade 12 who has not passed one or more of the state-mandated tests **must** schedule an OGT intervention opportunity. Upper classmen are strongly encouraged to schedule this class.
- Students not graduating with their class have until September 15 to complete those graduation requirements.

GRADE PLACEMENT

Students are classified by grade according to the number of credits they have accumulated. The minimum credits for grade classification are as follows:

Grade 9 -	Successful completion of Grade 8
Grade 10 -	5.0 credits
Grade 11 -	10.0 credits
Grade 12 -	15.0 credits

MINIMUM COLLEGE REQUIREMENTS

English	4 credits
Mathematics (Algebra I, Algebra II, and Geometry)	3 credits
Science	3 credits
Social Studies	3 credits
World Language	2 credits
Visual/Performing Arts (Listed Below)	1 credit

Art Foundations	Art Portfolio	Graphics	Theatre Tech & Design
Photography	Painting	Orchestra	Broadcast & Video Production I
Drawing	Art History	Chorale	Video Production Field
Band	Sculpture	Theatre I, II, & III	Video Production Studio
1st Soprano, 2nd Soprano, Alto	Jazz Ensemble	Computer Graphics	Broadcast & Video Production II
Tenor, Baritone, Bass	Symphonic Choir	& New Media	Advanced Photography
A Capella Chamber Choir	Music Theory	Survey Studio & Tech I	
Ceramics	Music History	Music Appreciation	

EDUCATIONAL OPTIONS

The Dublin Board of Education recognizes the need to provide alternate means by which students achieve goals of the district through various educational options. Such options may include, but not be limited to, distance learning, on-line coursework, tutorial programs, independent study, correspondence courses, educational travel, mentorship programs, summer school, and early college entrance.

Educational options require application, parent permission and district approval. Student performance may be evaluated through the conventional grading scale or satisfactory/unsatisfactory. Credit will be granted upon completion of the program and will appear on the student transcript. Credits earned from educational options may be counted toward graduation requirements. Depending on the option, the course may or may not be calculated toward the GPA.

Auditing Elective Classes

To audit a class a student needs to seek permission from her/his parent and the teacher of the class and submit it to the high school principal. The principal will make the final decision for placement. The student must complete all assignments and take course exams and quizzes but will receive no grades and no credits. A student may elect to audit one course per year. An "X" on the student's transcript and grade card would denote that the class was audited. Students may petition to audit a class prior to the seventh day of the class.

Early Graduation

The Dublin City Schools has a policy for students wishing to graduate early from high school. Students considering early graduation should discuss this option with their school counselor.

Grade Replacement

Students are permitted to retake any class they choose for repeat credit; however, students cannot earn credit twice for the same course. Both grades that the student earns in repeated courses would remain on the transcript. A "#" sign would be placed by the lower grade denoting that the lower grade will not be calculated in the student's GPA. Credit will be removed from the lower grade. If repeating courses in summer school, the student must sign up for advanced credit courses.

SCHEDULE CHANGE GUIDELINES

Each spring a series of scheduling activities takes place to assist each student in selecting appropriate courses for the school year. Extensive time is spent developing written information in the form of the High School Course and Career Planning Handbook, worksheets and advisement forms. Advisement Day by teachers and individual counseling is available. The final step verifies a student's selections and offers the student an opportunity to correct or change selections. Because of this detailed program, a student has the best chance of developing a sound educational plan and an appropriate schedule in the spring.

REASONS THAT JUSTIFY CHANGES IN STUDENT SCHEDULE

1. Semester imbalances
2. Replacement of summer school course(s) successfully completed
3. Schedule adjustments for the educational options approved by the administration
4. Adjustments for handicapped students
5. Inappropriate course level as dictated by the prerequisite
6. Requests that appear on the verification form or original schedule form but do not appear on printed schedules
7. Request for a change of teacher only if the student has previously received instruction from that teacher
 - **Requesting a change of teacher because the student does not like the teacher is not a valid request.**
8. **Level change (dropping honors or AP) and Grade Replacement (e.g. Spanish II to Spanish I)**
 - Once a student, parent and teacher recognize that the level of difficulty is such that the student is not successful, a change should occur immediately. **The deadline date for this type of level change is October 26, 2007.**

WARNING: Dropping a course may endanger your **grade placement or graduation status**. On page 3 of the *High School Course and Career Planning Handbook* is a listing of the minimum credits needed for grade classification.

WARNING: Dropping a course and earning a "WD" or "WF" will prevent a student from receiving a **Gold Card or Green Card** for the 9-week grading period.

WARNING: Dropping a course may endanger your **athletic eligibility**. During the nine-week grading period preceding athletic participation, the student must be passing (5) equivalencies as defined by the Ohio Athletic Association. Parents and students are responsible for monitoring the necessary athletic eligibility requirements. If you have any questions, contact the athletic office or coach for clarification.

DATES FOR ADDING AND DROPPING CLASSES

ADD: The last day to add a credit-bearing course is as follows:

<u>First Semester</u> Deadline:	September 6, 2007
<u>Second Semester</u> Deadline:	January 28, 2008
<u>Full-Year Classes</u> Deadline:	September 6, 2007

WITHDRAWAL: (FULL-YEAR CLASS) Deadlines are as follows:

August 30, 2007 - October 26, 2007	Notation of the course will be expunged from the transcript. (WD) will be awarded on student's final transcript. (WF) will be awarded as student's final grade.
October 29, 2007 - January 28, 2008	
January 30, 2008 - June 5, 2008	

WITHDRAWAL: (SEMESTER CLASS) Deadlines are as follows:

<u>1st Semester</u>	
August 30, 2007 - September 26, 2007	Notation of the course will be expunged from the transcript. (WD) will be awarded on student's final transcript. (WF) will be awarded as student's final grade.
September 28, 2007 - October 26, 2007	
October 27, 2007 - January 18, 2008	
<u>2nd Semester</u>	
January 22, 2008 - February 19, 2008	Notation of the course will be expunged from the transcript. (WD) will be awarded on student's final transcript. (WF) will be awarded as student's final grade.
February 20, 2008 - March 20, 2008	
March 31, 2008 - June 5, 2008	

AUDITS: Deadline dates are as follows:

Last day to request for a full-year class	September 13, 2007
Last day to request for a first semester class	September 13, 2007
Last day to request for a second semester class	February 4, 2008

HOW DOES THE OHIO HIGH SCHOOL ATHLETIC ASSOCIATION CALCULATE ATHLETIC ELIGIBILITY?

- A yearlong course with a value of 1 academic credit = 1 OHSAA equivalency per 9 weeks.
- A semester course worth 1/2 academic credit = 1 OHSAA equivalency per 9 weeks.
- A blocked class worth 2 academic credits = 2 OHSAA equivalencies per 9 weeks.
- A semester course (*Phys. Ed., Office Helper*) valued at 1/4 academic credit = 1/2 OHSAA equivalency per 9 weeks.
- A year-long class (*Color Guard*) valued at 1/2 academic credit = 1/2 OHSAA equivalency per 9 weeks

The following is an example of how academic credits are converted to OHSAA Athletic Equivalencies as defined by the Ohio Athletic Association:

SUBJECT	CREDIT	DURATION	OHSAA EQUIVALENCY
English 10	1	- all year	1
Algebra II	1	- all year	1
Physical Education	.25	- semester (half year)	.5
School Store	.50	- semester (2 periods)	1
Color Guard	.5	- all year	.5
Art 1	.5	- semester (half year)	1
US History	1	- all year	1

6.0 Total Equivalencies

An athlete must pass (5) OHSAA Equivalencies during the nine-week grading period preceding athletic participation.

OHIO HIGH SCHOOL ATHLETIC ASSOCIATION ELIGIBILITY

GRADES 9-12: To be eligible, a student must be currently enrolled in school and must have received passing grades in a minimum of **five, one-credit courses or the equivalent and maintain a 2.0 grade point average** in the immediately preceding grading period.

For eligibility purposes, **summer school grades may not be used** to substitute for failing grades received the final grading period of the regular school year or for lack of enough subjects taken the preceding grading period.

Knowing and following **all OHSAA standards** will enable students to protect their athletic eligibility. It is also important for students to know that they must meet all the standards in order to be eligible. For additional information refer to www.ohsaa.org.

Do not change a course schedule or drop a course without first consulting with a school counselor or athletic administrator to determine whether it will affect eligibility.

Eligibility for each grading period is determined by grades received the preceding grading period. **Semester and yearly grades have no effect on eligibility. To be eligible as a ninth grader, a student must be currently enrolled in school and must have received passing grades in 75% of subjects in the immediately preceding grading period.**

Semesters of Eligibility

When a student enrolls in Grade 9 the first time, he/she has eight (8) semesters of athletic eligibility taken in order of attendance whether he/she participates or does not participate.

OHIO GRADUATION TEST

This test, given in Grade 10 in the areas of writing, reading, mathematics, science, and social studies, will be aligned to the academic content standards in each area. Graduation from an accredited high school in Ohio will depend on successful completion of all parts of the OGT.

NCAA COLLEGE FRESHMAN ELIGIBILITY REQUIREMENTS

If students are planning to enroll in college and wish to participate in Division I or Division II sports, they must be certified by the NCAA Initial-Eligibility Clearinghouse. There are several steps in this process. Students should initiate the process early in their senior year. For more detailed information and the application materials, contact the Guidance Department or refer to www.ncaa.org.

TRANSFER OF CREDIT

Transcripts of students entering a Dublin high school will be reviewed by the school's guidance staff. Students from international schools will be awarded a grade of "S" or "U" for all courses appearing on the transcript and units based on the hours of class instruction completed.

If a student transfers to a Dublin high school with a weighted course that Dublin does not offer, the weighted grade is not recognized.

STATE BOARD OF EDUCATION APPROVED CRITERIA: Diploma with Honors

Each school district shall award the Diploma with Honors to any student graduating after September 15, 1993, who meet the following criteria:

- successfully completes the high school curriculum or individualized education program developed for the student by the high school;
- meets the criteria for honors provided below.
- pass all sections of the Ohio Graduation Test.

Beginning September 15, 2001, the student who completes the **college preparatory curriculum** in high school must meet **any EIGHT of the following nine criteria:**

- a. four credits of English
- b. three credits of mathematics that includes Algebra I, Algebra II, and geometry or completes a three-year sequence of courses that contain equivalent content
- c. at least three credits of science that includes instructional emphasis on the physical, life, and earth sciences
- d. three credits of social studies
- e. either three credits of one world language or two credits each of two world languages
- f. one credit of fine arts
- g. either one credit of business/technology and two additional credits in (a) through (f) above or earn three additional credits in (a) through (f) above
- h. maintain an overall high school grade point average of at least 3.5 on a four-point scale up to the last grading period of the senior year
- i. obtain a composite score of 27 on the American College Testing (ACT) tests or a composite score of 1210 on the critical reading and mathematics selections of the Scholastic Assessment Tests (SAT I)

Beginning September 15, 2001, the student who completes an **intensive career-technical education curriculum** in high school must meet **any NINE of the following ten criteria:**

- a. four credits of English which may include one credit of applied communication
- b. three credits of mathematics which should include algebra and geometry or a sequence of courses that contain equivalent content
- c. three credits of science that develop concepts for physical, life, earth, and space sciences
- d. three credits of social studies
- e. two credits of a world language; or two credits of business/technology; or one credit of each
- f. three credits in the student's career-technical education curriculum
- g. two additional credits in (a) through (f) above or in fine arts
- h. maintain an overall high school grade point average of at least 3.5 on a four-point scale up to the last grading period of the senior year
- i. complete a Career Passport that reflects achievement of the occupational proficiency benchmark established for the Ohio Vocational Competency Assessment or the equivalent
- j. obtain a composite score of 27 on the American College Testing (ACT) tests or a composite score of 1210 on the critical reading and mathematics selections of the Scholastic Assessment Tests (SAT I)

