

**ORAN HIGH SCHOOL  
CAREER  
AND  
EDUCATIONAL PLANNING  
GUIDE**

<b>ARTS &amp; COMMUNICATION</b>	<b>BUSINESS, MANAGEMENT &amp; TECHNOLOGY</b>
<b>HEALTH SERVICES</b>	<b>HUMAN SERVICES</b>
<b>INDUSTRIAL AND ENGINEERING TECHNOLOGY</b>	<b>AGRICULTURE &amp; NATURAL RESOURCES</b>

## **PURPOSE OF THIS PLANNER**

**This Career and Educational Planning Guide is intended to assist students as they make plans for a career that will lead to a rewarding life. Students will use the information contained in this guide to develop a personal plan of study that is unique to each student and outlines high school courses that align with future education and career goals.**

**Parents, you are encouraged to familiarize yourself with the information in this guide and actively participate with your school and student in developing a career plan. Encourage your student to make goals, work hard to reach those goals, maintain high standards of achievement and select courses which prepare him or her for the future.**

**Students, you are encouraged to take an active role in planning for your future. Start by visualizing what you want your future to look like and then take actions to turn those goals into reality. I am here to assist you throughout this journey and look forward to working with you.**

**Sincerely,**

**Mrs. Angie Smith  
Guidance Counselor**

## **CONTACT INFORMATION**

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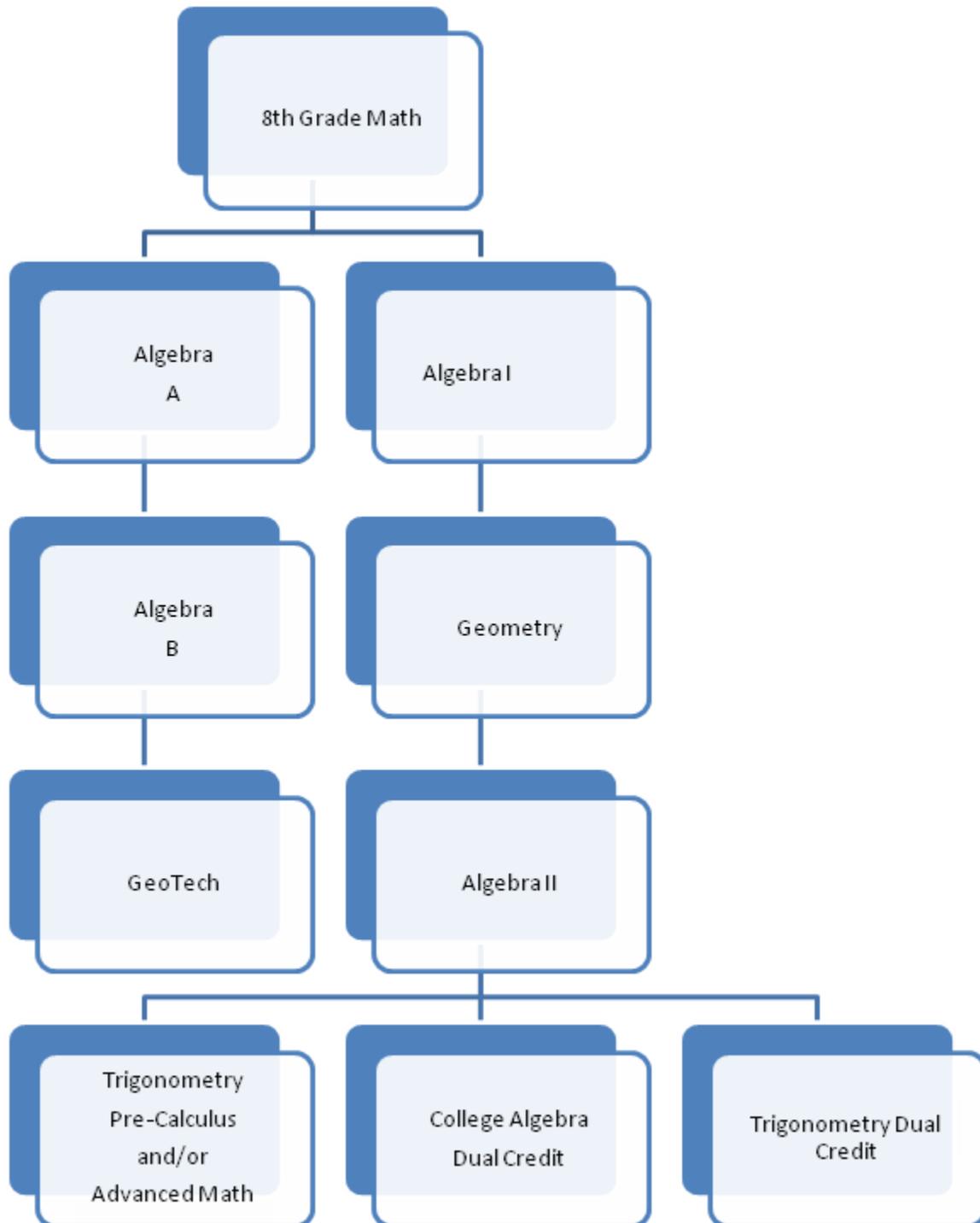
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**GRADUATION REQUIREMENTS AND OTHER INFORMATION****Requirements for Graduation**

<b>Curricular Areas</b>	<b>Graduation Requirements</b>
<b>English Language Art</b>	<b>4 Units of Credit</b> (English I, English II, English III, English IV, Speech, Appreciation of Literature, dual credit English or Speech courses)
<b>Math</b>	<b>3 Units of Credit</b> (See math flow chart for more information)
<b>Science</b>	<b>3 Units of Credit</b> (Must include 1 unit of Physical Science, 1 unit of Biology and 1 additional unit. Also, 3 units of Ag Science courses may be taken in lieu of 1 science credit)
<b>Social Studies</b>	<b>3 Units of Credit</b> (Must include 1 unit of American History, 1 unit of World History, ½ unit of Psychology and ½ unit of American Government)
<b>Practical Arts</b>	<b>1 Unit of Credit</b> (Business, FACS, Agriculture, SCTC)
<b>Fine Arts</b>	<b>1 Unit of Credit</b> (Band, Art, Music Appreciation)
<b>Health</b>	<b>½ Unit of Credit</b>
<b>Personal Finance</b>	<b>½ Unit of Credit</b>
<b>Physical Education</b>	<b>1 Unit of Credit</b>
<b>Electives</b>	<b>7 Units of Credit</b>
<b>Total</b>	<b>24 Units of Credit</b>

## MATH FLOW CHART



## **Grading Scale**

GPA Scale for Non-Weighted Courses	GPA Scale for Weighted Courses	Letter Grade	Corresponding Percent
11	12	A	95-100
10	11	A-	90-94
9	10	B+	87-89
8	9	B	83-86
7	8	B-	80-82
6	7	C+	77-79
5	6	C	73-76
4	5	C-	70-72
3	4	D+	67-69
2	3	D	62-66
1	2	D-	60-62
0	0	F	59 and below

## **Grade Point Average (GPA)**

**What is a GPA?** A grade point average is a number representing the average value of the accumulated final grades earned in courses over time. A GPA converts your letter grades into a number value, then calculates your average by adding those points together and dividing by the total number of courses taken.

Total Points Earned/Total Credits Attempted = Grade Point Average

## **Weighted Courses**

Weighted grades are letter grades that are assigned a numerical advantage when calculating a grade point average. A weighted grade system gives students a numerical advantage for grades earned in higher level courses. The following courses are weighted by a factor of 1.0: Advanced Math, Anatomy and Physiology, Chemistry, Physics, and Pre-Calculus/Trigonometry.

**U.S. and Missouri Constitution Tests and Civics Test:** Students must pass the U.S. Constitution test, the Missouri Constitution test and the Civics test in order to graduate.

**Valedictorian and Salutatorian:** The valedictorian(s) of the senior class will be the student(s) who has the highest cumulative grade point average for that class. Concurrently, the salutatorian(s) will be the student(s) who has the second highest cumulative grade point average. To be eligible, a student must enroll in Oran High School no later than the first day of the junior year.

**Attendance:** Eight semesters of attendance are required of all students in the Oran R-3 School District. If a student, for sound educational and vocational reasons, wishes to graduate from high school in less time than eight semesters, he/she may request a waiver of this policy. Students must consult the guidance counselor for early graduation requirements. Required paperwork must be submitted through the guidance counselor by November 1st. Consider the following when applying for early graduation:

- Student's eligibility to receive Social Security benefits may be affected since the student is no longer considered a full-time student.
- Students graduation after the seventh semester are eligible to receive their high school diploma with their graduation class. Graduating seniors who choose not to participate in the graduation ceremony may pick up their diplomas in the high school office on the first business day following the graduation ceremony.

- Students graduating after the 7th semester will not have a class ranking for the 8th semester.
- Students are not eligible to participate in activities regulated by the Missouri State High School Activities Association.
- It is the student's responsibility to stay in contact with the school in regard to important events such as graduation practice.
- Parents may want to check with their health and auto insurance companies concerning coverage since the student will not be a full time student.
- Students must have taken the required End-Of-Course Assessments.

**Prerequisites:** Certain courses have prerequisites that must be fulfilled in order to take the course. The prerequisite courses offer skills that must be mastered in order to be successful in subsequent courses. There may be special situations or circumstances that would require a deviation from those recommendations (i.e. a student transfers in from another school district).

**Transfer Credits:** Credits and grades earned from a district other than Oran R-3 will be transferred to the grading scale used by Oran High School. Weighted courses for students transferring into the district will only be given extra points if that course is a weighted course at Oran High School.

## **COLLEGE ADMISSION REQUIREMENTS AND RECOMMENDATIONS**

Requirements for admission to college will depend on the college to which you are applying and the type of program you plan to pursue. Four-year colleges and universities will have specific requirements in core subjects and other areas in addition to a certain level of GPA performance and college admission test scores.

It is recommended, when college planning, to keep options open by taking a good distribution of academic coursework all four years of high school, with as much preparation in each area as possible. You should begin planning early for college so you will have the necessary requirements when it is time to apply to the college of your choice. Parents and students should check individual institutions for specific requirements and work closely with the guidance counselor.

College bound students should consider taking the following courses:

- Four (4) units of English
- Four (4) units of Mathematics-Algebra I and higher
- Four (4) units of Science
- Four (4) units of Social Studies
- Two (2) units of a single foreign language
- One (1) unit of Fine Arts

Following these guidelines will help prepare the student for entrance requirements at the majority of colleges and universities.

## **ATHLETIC ELIGIBILITY**

### **Missouri State High School Activities Association Eligibility (MSHSAA)**

Knowing and following all MSHSAA standards will enable a student to protect his/her eligibility for MSHSAA interscholastic competition.

For students in grades 9-12: Grades received the preceding semester will determine eligibility to participate in interscholastic activities.

- The student shall have earned, the preceding semester, a minimum of 3.0 units of credit. This means students must pass 6 of 7 classes the previous semester.
- The student should currently be enrolled in and regularly attending courses that offer 3.0 units of credit.
- A beginning 9th grade student shall have been promoted from eighth grade to the ninth grade for first semester eligibility.
- A student must be making satisfactory progress towards graduation as determined by local school policies.

Contact the Athletic Director for more information.

### **National Association of Intercollegiate Athletics (NAIA)**

Please go to [www.paynaia.org](http://www.paynaia.org) for information about eligibility to play NAIA athletics.

### **National Collegiate Athletic Association (NCAA)**

Before a student is eligible to participate in college athletics at the NCAA Division I, Division II or Division III level, the NCAA Clearinghouse Eligibility Center must certify the student. Part of that certification process includes making sure that the student has successfully taken the required number of core courses. Please visit [www.ncaa.org](http://www.ncaa.org) for more information and to register with the eligibility center.

### **Checklist for the College-Bound Student-Athlete**

- Register at the beginning of your sophomore year at [www.eligibilitycenter.org](http://www.eligibilitycenter.org)
- Have your guidance counselor send your transcripts to the NCAA Eligibility Center at the end of your junior year
- Take the ACT or SAT and use the code 9999 to have your official scores sent directly to the NCAA Eligibility Center
- Check with your high school counselor to make sure you are on track to graduate on time with your class and have the required amount of core courses required by the NCAA
- Request final amateurism certification during your senior year (starting April 1)
- Ask your guidance counselor to submit a final transcript with proof of graduation

## **HIGH SCHOOL SPECIAL PROGRAMS**

### **A+ Program**

The Oran R-3 A+ Program encourages students to make education and attendance a priority, tutor and/or mentor younger students and graduate with the skills and knowledge required for career success. If students meet the criteria below, as well as any additional criteria that may be established by the state in the future, and the Missouri General Assembly continues to fund the program, students may be eligible for two years of a tuition scholarship to a Missouri community college or vocational school.

An A+ Student must:

- Sign an A+ contract
- Attend an A+ designated school for three consecutive years prior to graduation
- Score advanced or proficient on the Algebra I End-of-Course exam or higher level DESE approved mathematics End-of-Course exam. Students not meeting this requirement with the End-of-Course exam may also establish eligibility with a qualifying score on the math component of the ACT in combination with a specified grade point average.
- Graduate with a 2.5 GPA on a 4.0 scale (a 6.875 on an 11.0 scale).
- Graduate with a 95% cumulative attendance record for grades 9-12.
- Perform 50 hours of unpaid tutoring or mentoring to younger students at Oran R-3 Schools.
- Maintain a record of good citizenship and avoid the use of alcohol and unlawful drugs. Students and parents must sign an A+ citizenship contract.
- Complete the FAFSA during the senior year.
- Register for the Selective Service if applicable.
- Attend a Missouri community college or postsecondary vocational/technical school on a full-time basis and maintain a GPA of 2.5 or higher.

It is recommended that students sign up for the A+ Program even if they plan to attend a four-year college or have no plans to attend college. The A+ program provides an opportunity for students to further their education at a minimal cost; it does not obligate them to use the A+ tuition reimbursement nor will participating in the A+ program restrict a student's choice of college.

For additional information about the Oran R-3 A+ Schools Program, contact your high school's A+ coordinator.

### **Dual Credit Program**

Oran High School offers several dual credit courses through area colleges. Dual credit may be earned for high school and college credit if the student meets enrollment guidelines set by the university and the Oran R-3 Board of Education. Students must have a “B” average and a 95% attendance rate to participate in the dual credit program. In addition, a specific ACT score or corresponding score on a placement exam is required for each course. All grading is completed by university faculty, not high school teachers. The final grade earned will be recorded on the high school and college transcripts. Students should check with the college they plan to attend regarding transferability of the courses. For more information, contact the guidance counselor.

### **The Career & Technology Center in Sikeston**

Oran High School juniors and seniors have the opportunity to take vocational courses at the Sikeston Career and Technology Center (SCTC). If interested, students must complete the application and return it to the guidance counselor by the scheduled deadline. Applications are reviewed by the SCTC faculty. Acceptance into the school is competitive and some applicants will be denied admissions.

If you are interested in attending the SCTC, it is recommended that you maintain high academic standards and excellent attendance throughout high school. Students are offered the opportunity to shadow one or two programs during the spring of their sophomore year.

Descriptions of the programs offered at the SCTC can be located in the course descriptions section of this guide. For more information, contact the guidance counselor.

### **Job Shadowing**

Oran High School allows juniors to job shadow a professional who is currently working in the student’s career interest. Depending on the nature of the company, students may sit in on meetings, tour facilities, observe daily work, conduct informational interviews or participate in hands-on experience. Students are responsible for their own transportation to and from the host site.

### **Teacher Cadet Program**

Seniors who plan to earn a degree in education are offered the opportunity to participate in the Oran High School Teacher Cadet Program. Through this program, students will observe, shadow and interview teachers who are employed by Oran R-3 Schools. Written reflections regarding observations and experiences are required and provide invaluable insight for the student regarding the field of education. Students who chose to participate in this program will partake in regular discussions with administration and the guidance counselor regarding their experience.

## **ASSESSMENT INFORMATION**

Standardized tests are designed to give a common measure of students' performance. These assessments help compare an individual's performance with the performance of a group of students from a given class, school or school system. Since large numbers of students throughout the state or country take the same test, "standards" can be developed to show whether school programs are succeeding and how schools are performing. Standardized achievement tests measure how much students have already learned about school subjects such as reading, math, language arts, spelling or science. On the other hand, standardized aptitude tests measure the student's ability to learn in school. They measure verbal ability, mechanical ability, creativity, clerical ability or abstract reasoning.

### **ACT (American College Testing)**

The ACT is a battery of four examinations in English, math, reading and science reasoning, each which yield separate scores measuring developed abilities. The ACT is required by many universities as part of the admission requirements. The ACT is offered in September, October, December, February, April and June of each year. Students should visit [www.actstudent.org](http://www.actstudent.org) to create an account and register for the examination. Students who participate in the Free-Reduced Lunch Program, can receive two ACT fee-waivers to be used during the junior and/or senior year of high school. Contact the guidance counselor for more information.

### **ACT WorkKeys**

ACT WorkKeys assessments are researched-based measures of foundation work skills required for success across industries and occupations.

### **ASVAB**

The ASVAB is a multiple-aptitude battery that measures development of academic skills. The ASVAB also provides career information for various civilian and military occupations and is an indicator for success in future endeavors including college, vocational school and/or a military career.

### **College Level Exam Program (CLEP)**

There are two types of CLEP examinations. The first type is the General Examinations that measure achievement in the liberal arts areas of English composition, mathematics, natural sciences, social sciences, and history. The second is the Subject Examinations, which measure achievement in specific college-level courses. The examinations are comparable to a final exam in a particular undergraduate course. Each college or university determines which of

these examination scores to accept. It is important for students to have accurate information from the school they plan to attend regarding the acceptance of CLEP credit. The cost per examination is paid by the student, and the student is responsible for arranging the test with the college's testing office.

### **End-of-Course Exams (EOC)**

End-of-Course exams are required by the Missouri Department of Elementary and Secondary Education for various high school level courses. Oran R-3 Schools administers EOC assessments in the following subjects: Algebra I, Algebra II, American History, American Government, Biology, English I, English II and Geometry.

### **PSAT/NMSQT (Preliminary Scholastic Aptitude Test/National Merit Scholarship Qualifying Test)**

The PSAT/NMSQT measures verbal and mathematics reasoning skills important for academic success in college. It serves three purposes: gives the student practice for the SAT; is the first step in qualifying for scholarships sponsored by the National Merit Scholarship Corporation and other scholarship programs; gives the student the opportunity to participate in the Student Search Service. This test is taken in the junior year for NMSQT qualification.

### **SAT (Scholastic Aptitude Test)**

SAT is a test used to predict student performance in college. Required by some schools as part of the application process for admissions, this three hour test has three main sections-reading, math and writing.

### **Accuplacer**

Accuplacer is a computerized placement test used by many colleges and technical schools to assess incoming student's proficiency in English, reading, writing and mathematics.

## **Technical Skills Attainment/Industry Recognized Credentials**

Technical Skills Attainment (TSA) measures a student's competency level on a skill assessment aligned with industry-recognized standards. Industry Recognized credentialing tests are assessments that are subject specific nationally recognized certificates and/or licensure tests. The tests are administered to students who are considered concentrators (students who earn three or more sequenced credits in one area) in Agriculture Education, Business Education, FACS and to students who attend the Sikeston Career and Technology Center.

## **CAREER PLANNING**

### **Purpose of Career Paths and Career Clusters**

#### **Career Paths and Clusters**

Career paths are clusters of occupations/careers grouped according to students' interests and talents or skills. All paths include a variety of occupations that require different levels of educations and training. Thus, career paths provide a plan for all students, whatever their interests, abilities, talents or desired level of education. Selecting a career path provides a student with an area of focus, along with flexibility and a variety of ideas to pursue. The focus of career paths is on helping students choose a career path, not a specific occupation. Selecting a career path is not a lifelong commitment; it is a place to begin focusing one's energies. As students take different courses and learn more about themselves and careers, they will probably change career paths. Students who understand the career paths concept will be aware that there are a variety of other related possibilities if the first path no longer fits them. If different career paths become more interesting, the students can reevaluate plans, make appropriate decisions and revise their high school plans as necessary.

#### **Career Exploration Assessments**

Oran R-3 students complete career exploration assessments starting in the 7th grade. This provides an opportunity for the student to identify an initial career path choice at the end of the 8th grade year. The guidance counselor will then use this information to assist students in making course selections and developing a six-year plan. The main resource utilized in exploration is [www.missouriconnections.org](http://www.missouriconnections.org).

### **Choosing a Career Path**

1. Identify your interests, abilities and talents
2. Identify the career path or cluster that relates to you interests, abilities and talents
3. Explore occupations in those career paths or clusters
4. Decide how much education you want to receive after high school
5. Develop a personal plan of study by selecting courses and co-curricular activities that relate to your educational and career goal
6. If undecided regarding a career path or cluster, choose courses from different career areas to give you a better idea of your interests

### **Choices after High School**

On-The-Job Training	Some occupations do not require further training before employment. These companies will provide training at the job site.
Vocational/Technical School	Programs at these schools are typically one month to two years in length. Examples of vocational/technical programs include practical nursing, culinary arts, welding, and heavy equipment operation.
Community/Junior College	Community colleges offer short-term certificates, two-year degree vocational training, associate degrees or credits that are transferable to a four year college. Entrance requirements are a high school diploma or passing of the HiSET.
College/University	A Bachelor's Degree requires approximately four years of college. A Master's Degree usually requires and additional two years of college. Entrance requirements depend on the

	individual university and the desired major.
Military	Training is available for a variety of jobs through the military. You may also receive financial assistance for college, a salary, room and board , insurance benefits and sign-on bonuses. High school graduation is required.

### Career Paths and Clusters

Career Paths	16 Career Clusters
<b>Arts and Communication</b>	<ul style="list-style-type: none"> <li>● Arts, A/V Technology &amp; Communications</li> </ul>
<b>Business, Management &amp; Technology</b>	<ul style="list-style-type: none"> <li>● Business Management &amp; Administration</li> <li>● Finance</li> <li>● Information Technology</li> <li>● Marketing, Sales and Service</li> </ul>
<b>Health Services</b>	<ul style="list-style-type: none"> <li>● Health Science</li> </ul>
<b>Human Services</b>	<ul style="list-style-type: none"> <li>● Education &amp; Training</li> <li>● Government &amp; Public Administration</li> <li>● Hospitality &amp; Tourism</li> <li>● Human Services</li> <li>● Law, Public Safety &amp; Security</li> </ul>
<b>Industrial &amp; Engineering Technology</b>	<ul style="list-style-type: none"> <li>● Architecture &amp; Construction</li> <li>● Manufacturing</li> <li>● Science, Technology, Engineering &amp; Math</li> <li>● Transportation, Distribution &amp; Logistics</li> </ul>

<b>Agriculture and Natural Resources</b>	<ul style="list-style-type: none"> <li>● <b>Agriculture, Food &amp; Natural Resources</b></li> </ul>
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### The Sixteen Career Clusters

Agriculture, Food & Natural Resources	The production, processing, marketing, distribution, financing and development of agricultural commodities and resources including food, fiber, wood products, natural resources, horticulture and other plant and animal products/resources.
Architecture & Construction	Careers in designing, planning, managing, building and maintaining the built environment.
Arts, A/V Technology & Communications	Designing, producing, exhibiting, performing, writing and publishing multimedia content including visual and performing arts and design, journalism and entertainment services.
Business, Management & Administration	Business Management and Administration careers encompass planning, organizing, directing and evaluating business functions essential to efficient and productive business operations. Business Management and Administration career opportunities are available in every sector of the economy.

Education & Training	Planning, managing and providing education and training services and related learning support services.
Finance	Planning, services for financial and investment planning, banking, insurance and business-financial management.
Government & Public Administration	Executing governmental functions to include governance, national security, foreign service, planning, revenue and taxation, regulation and management and administration at the local, state and federal levels.
Health Science	Planning, managing and providing therapeutic services, diagnostic services, health informatics, support services and biotechnology research and development.
Hospitality & Tourism	Hospitality & Tourism encompasses the management, marketing and operations of restaurants and other food services, lodging, attractions, recreation events and travel related services.
Human Services	Preparing individuals for employment in career pathways that relate to families and human needs.
Information Technology	Building Linkages in IT Occupations Framework: For entry level, technical and professional careers related to the design, development, support and management of hardware, software, multimedia, and systems integration services.

<p>Law, Public Safety, Corrections &amp; Security</p>	<p>Planning, managing and providing legal, public safety, protective services and homeland security, including professional and technical support services.</p>
<p>Manufacturing</p>	<p>Planning, managing and performing the processing of materials into intermediate or final products and related professional and technical support activities such as production planning and control, maintenance and manufacturing/process engineering.</p>
<p>Marketing, Sales &amp; Services</p>	<p>Planning, managing and performing marketing activities to reach organizational objectives.</p>
<p>Science, Technology, Engineering &amp; Math</p>	<p>Planning, managing and providing scientific research and professional and technical services (e.g. physical science, social science, engineering) including laboratory and testing services and research and development services.</p>
<p>Transportation, Distribution &amp; Logistics</p>	<p>Planning, management and movement of people, materials and goods by road, pipeline, air, rail and water and related professional and technical support services such as transportation infrastructure planning and management, logistics services, mobile equipment and facility maintenance.</p>

## Oran High School Personal Plan of Study Template

Student Name: \_\_\_\_\_

Career Cluster: \_\_\_\_\_

Plans After High School: \_\_\_\_\_

9th Grade	10th Grade	11th Grade	12th Grade
<b>English I</b>	<b>English II</b>	<b>English III</b> , Appreciation of Literature, Dual Credit Speech	English IV, Appreciation of Literature, Dual Credit Speech, Dual Credit English
Algebra A, Algebra I, Geometry	Algebra B, Geometry, Algebra II	Geotech, Geometry, Algebra II, Advanced Math, Pre Calc/Trig	Optional: Algebra II, Advanced Math, Pre Calc/Trig, Dual Credit math
<b>Physical Science</b>	<b>Biology</b>	Ecology/Zoology, Chemistry, A & P, Physics	Optional: Ecology/Zoology, Chemistry, A & P, Physics
<b>American History</b>	<b>World History</b>	<b>Psychology/American Government</b> , Geography/Current Events	Optional: Dual Credit History, Geography/Current Events
<b>Physical Education</b>	<b>Health/Personal Finance</b>		
<b>Fine Art</b> Choose from: Band, Art, Music Appreciation			
<b>Practical Art</b> Choose from: Business Tech I, Ag Science I, FACS			

Highlighted courses are specific courses required for graduation  
 See the Programs of Study in the back of this book for guidance on course selection  
 10th Grade: College bound students should add Spanish I  
 11th Grade: College bound students should add Spanish II  
 Students who meet the requirements for dual credit courses may add a dual credit course  
 Specific dual credit courses available will depend on the options offered from the university  
 Students interested in enrolling in a course at SCTC will allocate 3 hours for the course  
 12th Grade: Students who meet the requirements for dual credit courses may add multiple dual credit courses  
 Specific dual credit courses available will depend on the options offered from the university  
 Students interested in enrolling in a course at SCTC will allocate 3 hours for the course

## **COURSE DESCRIPTIONS BY DEPARTMENT**

### **Agriculture Education**

<p><b>AGRICULTURAL SCIENCE I</b>  <b>CREDITS: 1</b>  <b>PREREQUISITES: NONE</b>  <b>GRADE: 9-12</b></p>	<p>This course is designed to introduce students to animal science phases of agriculture, agricultural mechanics, food processing, agricultural careers, leadership in agriculture and supervised agricultural experience programs.</p>
<p><b>AGRICULTURAL SCIENCE II</b>  <b>CREDITS: 1</b>  <b>PREREQUISITES: AG SCIENCE I OR TEACHER APPROVAL</b>  <b>GRADE: 10-12</b></p>	<p>This course is designed to introduce the plant and soil science phase of agriculture, entomology (insects), and horticulture. Also, students will receive further instruction in agricultural mechanics, careers, leadership and supervised agricultural experience programs.</p>
<p><b>AGRICULTURE CONSTRUCTION I, II, III</b>  <b>CREDITS: 1</b>  <b>PREREQUISITES: AG SCIENCE I AND AG SCIENCE II OR TEACHER APPROVAL</b>  <b>GRADE: 11-12</b></p>	<p>Students in the course will use the welding and carpentry skills learned in Ag Science I and II in a large construction project. Instruction in Ag Power is also available for those students interested in repair and adjustment of small engines.</p>
<p><b>ANIMAL SCIENCE</b>  <b>CREDITS: 1</b>  <b>PREREQUISITES: AG SCIENCE I AND AG SCIENCE II OR TEACHER APPROVAL</b>  <b>GRADE: 11-12</b></p>	<p>Advance study in animal production, management, marketing, nutrition, breeding, production records, selection, animal health, waste management and biotechnology will be included in this course.</p>
<p><b>CROP SCIENCE</b>  <b>CREDITS: 1</b>  <b>PREREQUISITES: AG SCIENCE I AND AG SCIENCE II OR TEACHER APPROVAL</b>  <b>GRADE: 11-12</b></p>	<p>Units in the course will include growing systems, plant selection, production practices, harvesting, storing, marketing, fertilization, soils, conservation, chemicals, integrated pest management, water quality and biotechnology.</p>

## BUSINESS, COMPUTERS AND PERSONAL FINANCE

<p><b>BUSINESS TECHNOLOGY I</b> <b>CREDITS: 1</b> <b>PREREQUISITES: NONE</b> <b>GRADE: 9-12</b></p>	<p>This course is designed to prepare students for college business classes and to develop qualities, knowledge and skills necessary for entry level business employment. This course is recommended for any student who is planning to major in business at a post-secondary institution or immediately enter the world of work. Students learn techniques and receive training on equipment/software used in many businesses today, with special emphasis on Microsoft Office 2007. Areas of study include computer applications in word processing, spreadsheets and databases (MS Office); office management and procedures; telecommunication techniques; computer voice recognition; digital video production; business machine operation (10-key, typewriters, etc.); handwriting recognition technology; using personal digital assistants (PDAs) and entrepreneurship. Students will have an opportunity to develop leadership qualities through voluntary participation in Future Business Leaders of American (FBLA) activities. Internet use is an integral part of this course.</p>
<p><b>BUSINESS TECHNOLOGY II</b> <b>CREDITS: 1</b> <b>PREREQUISITES: BUSINESS TECHNOLOGY I</b> <b>GRADE: 10-12</b></p>	<p>This class will give students the opportunity to expand computer usage skills for the business world. Students will receive a more in-depth experience with word processing, database and spreadsheet production. This course includes challenging work simulations that reinforce their basic communication skills and electronic technology knowledge. Students will spend time integrating computer programs, designing computer presentations, designing business publications using desktop publishing and expanding skills in using the internet. Advanced video production skills will be demonstrated through various projects. Students in the course are strongly encouraged to join the Future Business Leaders of America (FBLA).</p>

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<b>PERSONAL FINANCE</b> <b>CREDITS: .5</b> <b>PREREQUISITES: NONE</b> <b>GRADE: 10</b>	Understanding and managing personal finances are key to one's future financial success. This course is based on the Missouri Personal Finance Competencies and presents essential knowledge and skills to make informed decisions about real world financial issues. Students will learn how choices influence occupational options and future earning potential. Students will also learn to apply decision-making skills to evaluate career choices and set personal goals. The course content is designed to help the learner make wise spending, saving and credit decisions and to make effective use of income to achieve personal financial success.
<b>DESKTOP PUBLISHING</b> <b>CREDITS: 1</b> <b>PREREQUISITES: NONE</b> <b>GRADE: 10-12</b>	This course provides a fundamental understanding of the terminology, skills and tools of Desktop Publishing for Windows for the office environment. Advanced technology equipment, such as digital cameras, scanners, graphic images and/or internet services will be used to create flyers, brochures, newsletters and other publishing applications. Students will also use Flash to create multimedia projects.
<b>MULTIMEDIA/WEB DESIGN</b> <b>CREDITS: 1</b> <b>PREREQUISITES: NONE</b> <b>GRADE: 10-12</b>	Students in this course will create dynamic, interactive multimedia presentations using Flash, as well as web pages for personal or business use. The course uses HTML and web design software and will focus on basics- typography, graphics and page layout.

## BUSINESS, COMPUTERS AND PERSONAL FINANCE

<p><b>ADVANCED COMPUTER APPLICATIONS</b> <b>CREDITS: 1</b> <b>PREREQUISITES:</b> <b>MULTIMEDIA/WEB DESIGN WITH A C OR BETTER</b> <b>GRADE: 11-12</b></p>	<p>This is an independent study course designed for students wishing to pursue careers in computing. Students will do comprehensive computer projects, including working on the school website. This course allows for student flexibility in assignments based on their areas of interest, but will require assignments in graphics, web page development and multimedia. Students will learn the advanced concepts, skills and design techniques involved in desktop and web publishing by using Microsoft Publisher, PowerPoint, and various web publishing programs (using HTML and Java). This course will teach students to effectively utilize the internet's resources and provide them with the skills necessary to design, create and maintain web sites. Emphasis will be placed on graphics, video and audio manipulation. Students will also gain realistic experience by maintaining and publishing newsletters, programs, flyers, brochures, certificates and web sites for the Oran R-3 school district. Students enrolling in this course are strongly encouraged to join FBLA.</p>
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**ENGLISH LANGUAGE ARTS**

<p><b>ENGLISH I</b>  <b>CREDITS: 1</b>  <b>PREREQUISITES: NONE</b>  <b>GRADE: 9</b></p>	<p>This course is a freshman level English course that deals with elements of grammar and writing such as sentence structure and variety, punctuation skills, capitalization rules and spelling. Writing skills are emphasized and expanded through a research paper, a fictional composition and through response papers. Various aspects of literature such as the short story, the novel, the play and poetry are also studied.</p>
<p><b>ENGLISH II</b>  <b>CREDITS: 1</b>  <b>PREREQUISITES: ENGLISH I</b>  <b>GRADE: 10</b></p>	<p>This course is a sophomore level English course which offers a variety of writing, speaking, listening and observing experiences. Students will review key elements of grammar and expand their writing skills. Students will also read short stories, poems, novels and conduct research for reports. They will develop and use critical thinking, writing and reading skills throughout this course.</p>
<p><b>ENGLISH III</b>  <b>CREDITS: 1</b>  <b>PREREQUISITES: ENGLISH I AND ENGLISH II</b>  <b>GRADE: 11</b></p>	<p>English III is a college preparatory English class in which students will observe and analyze the mass media and study American literature and poetry. Students will research and report on topics of interest, review basic grammatical skills, write persuasive and literary essays and read, analyze and interpret key elements of American and British novels. Students will also complete practice exercises to help prepare for the ACT.</p>
<p><b>ENGLISH IV</b>  <b>CREDITS: 1</b>  <b>PREREQUISITES: ENGLISH I AND ENGLISH II</b>  <b>GRADE: 12</b></p>	<p>This course is an upper level senior English course consisting of composition, grammar, speech and English literature including the study of at least one novel. Students will do research on a variety of topics using both high school and college libraries as well as the internet. Course work also includes ACT preparation.</p>
<p><b>APPRECIATION OF LITERATURE</b>  <b>CREDITS: 1</b>  <b>PREREQUISITES: ENGLISH I AND ENGLISH II</b>  <b>GRADE: 11-12</b></p>	<p>In this course, students read, analyze and interpret short stories and novels. Students will do research on various topics while employing critical reading, thinking and writing skills.</p>

**ENGLISH LANGUAGE ARTS CONTINUED**

<p><b>SPEECH COMMUNICATION</b> <b>CREDITS: 1</b> <b>PREREQUISITES: ENGLISH I AND ENGLISH II</b> <b>GRADE: 11-12</b></p>	<p>This class is a practical course designed to offer the novice speaker a number of opportunities to organize and prepare public speaking assignments. In addition to public speaking, further performance opportunities may be included in the area of public oral reading. Students will learn about the role of communication in our lives, the communication model, delivery styles and the effectiveness of language, gestures and organization techniques.</p>
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**FAMILY AND CONSUMER SCIENCE**

<p><b>CAREER AND FAMILY LEADERSHIP</b>  <b>CREDITS: 1</b>  <b>PREREQUISITES: NONE</b>  <b>GRADE: 9-12</b></p>	<p>An instructional program that prepares individuals to assume leadership roles as responsible family members and citizens. This course will aid students in establishing a positive self concept and practicing positive interpersonal skills. Students will analyze the work of the family, explore work, jobs, careers, community roles and responsibilities.</p>
<p><b>CHILD DEVELOPMENT (INTERMEDIATE)</b>  <b>CREDITS: 1</b>  <b>PREREQUISITES: NONE</b>  <b>GRADE: 10-12</b></p>	<p>This course is an instructional program that prepares individuals to assume leadership roles as responsible family members and citizens. The course will prepare individuals to understand the diverse roles of parenting, analyze health concerns and needs during prenatal development, explain the states, justify the interaction choices, distinguish health concerns at developmental stages, identify guidelines for creating safe environments, compare child care options, and influence change in environments. This course will also provide the opportunity to research key careers in the child development field.</p>
<p><b>NUTRITION AND WELLNESS (INTERMEDIATE FOODS)</b>  <b>CREDITS: .5</b>  <b>PREREQUISITES: CAREER AND FAMILY LEADERSHIP</b>  <b>GRADE: 10-12</b></p>	<p>This course is an instructional program that prepares individuals to understand how to determine influences on personal food choices, comprehend nutrition principles, assess nutrition and wellness practices, manage resources to promote good health and investigate key careers in nutrition and wellness.</p>
<p><b>ADVANCED FOODS</b>  <b>CREDITS: .5</b>  <b>PREREQUISITES: NUTRITION AND WELLNESS</b>  <b>GRADE: 10-12</b></p>	<p>This course emphasizes variety in food products and preparation techniques, diet in health and illness, food preparation skills, experimentation in meal patterns and the significance of food as it relates to various culture and world conditions.</p>

**FAMILY AND CONSUMER SCIENCE CONTINUED**

<p><b>HOUSING, HOME FURNISHINGS AND EQUIPMENT</b> <b>CREDITS: .5</b> <b>PREREQUISITES: NONE</b> <b>GRADE: 10-12</b></p>	<p>This course prepares students to understand the principles behind selecting living environments, creating living environments and evaluating health and safety in living environments. This course also prepares individuals to utilize design communication skills and provides the opportunity to analyze key careers in the housing and design industry.</p>
<p><b>HEALTH</b> <b>CREDITS: .5</b> <b>PREREQUISITES: NONE</b> <b>LEVEL: 10</b></p>	<p>In health, students will acquire a solid foundation on structures and functions of the human body systems, principles and practices of physical and mental health (such as personal health habits, nutrition, stress management), diseases, disease prevention, treatment and control of diseases, methods used to assess health and responses to emergency situation. Students will also receive CPR/First Aid training through this course.</p>

## FINE ARTS

<b>BAND</b> <b>CREDITS: 1</b> <b>PREREQUISITES: NONE</b> <b>GRADE: 9-12</b>	This course deals primarily with marching band and concert music. Small ensemble and solo level competition is introduced.
<b>MUSIC APPRECIATION</b> <b>CREDITS: 1</b> <b>PREREQUISITES: NONE</b> <b>GRADE: 9-12</b>	This course serves to develop the students' awareness of and develop an appreciation for music and music history.
<b>ART</b> <b>CREDITS: 1</b> <b>PREREQUISITES: NONE</b> <b>GRADE: 9-12</b>	This is a general art course that includes drawing, design, printing, sculpture, art history and crafts.
<b>ADVANCED ART</b> <b>CREDITS: 1</b> <b>PREREQUISITES: ART I</b> <b>GRADE: 10-12</b>	This course provides a more concentrated study in art for the serious art student. The class includes a more detailed study of the units in Art with the addition of a unit on careers in art and commercial art.

## FOREIGN LANGUAGE

<b>SPANISH I</b> <b>CREDITS: 1</b> <b>PREREQUISITES: B- OR HIGHER IN ENGLISH I</b> <b>GRADE: 10-12</b>	This is a course designed to study basic Spanish skills. The language study includes an emphasis on vocabulary, pronunciation and grammar.
<b>SPANISH II</b> <b>CREDITS: 1</b> <b>PREREQUISITES: SPANISH I</b> <b>GRADE: 11-12</b>	This is the second in a series of two foreign language classes. The course emphasis is on upper-novice level grammatical skills. Conversational skills are heightened.

**MATH**

<b>ALGEBRA A</b> <b>CREDITS: 1</b> <b>PREREQUISITES: NONE</b> <b>GRADE: 9</b>	This course covers concepts covered during the first semester of Algebra I. Upon completion of Algebra A and Algebra B, students will have been taught all the concepts taught in Algebra I. This course will teach students the terminology of algebra, basic operations with real numbers, solving multi-equations, graph and solve linear equations and graph and solve multi-step and compound equations.
<b>ALGEBRA B</b> <b>CREDITS: 1</b> <b>PREREQUISITES: ALGEBRA A</b> <b>GRADE: 10</b>	This course covers concepts covered during the second semester of Algebra I. Upon completion of Algebra A and Algebra B, students will have been taught all the concepts taught in Algebra I. Students will learn to graph and solve systems of linear equations, graph exponential functions, solve and graph quadratic equations, polynomials and factoring.
<b>GEO-TECH</b> <b>CREDITS: 1</b> <b>PREREQUISITES: ALGEBRA A AND ALGEBRA B</b> <b>GRADE: 11</b>	This course is an applied geometry course that focuses on terminology and real-world applications of geometric concepts through hands-on activities. Geometry is a branch of mathematics that studies the shapes of objects. Because both our natural and our constructed environments provide so many examples of geometrical concepts. Geometry has demonstrated a usefulness and vitality in the real world. Geometry is designed to develop a student's ability to use both inductive and deductive reasoning.
<b>ALGEBRA I</b> <b>CREDITS: 1</b> <b>PREREQUISITES: NONE</b> <b>GRADE: 8-12</b>	Algebra I is a course designed for students with above average mathematical abilities. Algebra I is a branch of mathematics in which calculations are made by using letters to represent numbers or quantities and symbols to denote arithmetical operations or numbers. This abstract arithmetic is used in almost all branches of science. This course focuses on the manipulation and graphing of linear equations and inequalities.

**MATH CONTINUED**

<b>GEOMETRY</b> <b>CREDITS: 1</b> <b>PREREQUISITES: ALGEBRA I</b> <b>GRADE: 9-12</b>	Geometry is a branch of mathematics that studies the shapes of objects. Because both our natural and our constructed environments provide so many examples of geometrical concepts. Geometry has demonstrated a usefulness and vitality in the real world. Geometry is designed to develop a student's ability to use both inductive and deductive reasoning.
<b>ALGEBRA II</b> <b>CREDITS: 1</b> <b>PREREQUISITES: ALGEBRA I</b> <b>GRADE: 10-12</b>	Basic algebra skills are reviewed and emphasis is placed on applying these skills in solving word problems. Algebra II focuses on rational expressions, radicals, quadratic functions, complex numbers, conic sections and logarithms.
<b>ADVANCED MATH</b> <b>CREDITS: 1</b> <b>PREREQUISITES: ALGEBRA I, GEOMETRY AND ALGEBRA II</b> <b>GRADE: 11-12</b>	This course is designed to help prepare juniors and seniors for college math courses and will include ACT prep to help maximize ACT scores. Advanced Math is an extended Algebra course containing lessons in irrational and complex numbers, higher degree equations, conic section, exponential and logarithmic functions, sequences and series, and matrices and determinants. A graphing calculator is required-TI-83 plus or TI-84 plus, TI-85 or TI-86).
<b>TRIGONOMETRY/PRE-CALCULUS</b> <b>CREDITS: 1</b> <b>PREREQUISITES: ALGEBRA I, GEOMETRY AND ALGEBRA II</b> <b>GRADE: 11-12</b>	This class weaves together the previous study of algebra, geometry and functions in a preparatory course for calculus. The course focuses on the mastery of critical skills and exposure to new skills necessary for success in subsequent math courses. The course includes topics that include upper level algebra, a more in-depth study of trigonometry, analytic geometry, limits, derivative and integrals. A graphing calculator is required (TI-83 or TI-84).

**MISCELLANEOUS**

<b>LIBRARY SCIENCE</b> <b>CREDITS: 1</b> <b>PREREQUISITES: NONE</b> <b>GRADE: 11-12</b>	In this course, students learn library skills and assist the librarian with the many tasks encountered when operating the K-12 school library. Students will also help with the school's expanding technology that is incorporated into the district's curriculum. Areas covered in the class are librarianship, reading and technology. The librarian will be on duty each hour to advise the students. Students will also be required to meet their reading goals in the Accelerated Reading Program. Enrollment in this course is limited.
<b>JOURNALISM</b> <b>CREDITS: 1</b> <b>PREREQUISITES: NONE</b> <b>GRADE: 11-12</b>	Students in this course learn to write body copy, picture captions, plan layouts for the yearbook and use different types of copy. Students should be proficient in grammar and typing. Student interested should enroll at the beginning of the eleventh grade. Enrollment in this course is limited.
<b>ART AIDE</b> <b>CREDITS: 0</b> <b>PREREQUISITES: NONE</b> <b>GRADE: 12</b>	In this course, students assist the art teacher with various tasks required during elementary art courses. Enrollment in the course is limited.
<b>OFFICE AIDE</b> <b>CREDITS: 0</b> <b>PREREQUISITES: NONE</b> <b>GRADE: 12</b>	Students who are selected as an office aide will assist with a variety of duties including answering the phone, filing, running errands, stocking the concession stand, collecting homework for students who are absent and other office tasks. Enrollment in this course is limited.

## PHYSICAL EDUCATION

<p><b>ACTIVITIES FOR LIFE (PHYSICAL EDUCATION)</b> <b>CREDITS: 1</b> <b>PREREQUISITES: NONE</b> <b>GRADE: 9</b></p>	<p>This co-ed physical education course is designed to increase the muscular strength and endurance, agility, flexibility and cardio-respiratory efficiency of each student. Students learn how to assess their health -related fitness levels and learn activities that will benefit them later in life. Students will experience and improve skills and knowledge of sport and exercise in order to participate in lifetime sports. Through this knowledge, students will be able to be physically active during adolescence and adulthood.</p>
<p><b>WEIGHT TRAINING (TEAM SPORTS)</b> <b>CREDITS: 1</b> <b>PREREQUISITES: NONE</b> <b>GRADE: 10-12</b></p>	<p>This co-ed weight training class is designed to increase muscular strength and endurance, agility, flexibility and cardio-respiratory efficiency of the student. Students will learn the proper technique and etiquette used in the weight room, as well as coordination and abdominal exercises in the gymnasium that they can use and benefit from later in life. This course is designed as an upper level physical education class that will introduce students to a higher level of fitness. Emphasis will be placed on participation and effort.</p>

## SCIENCE

<b>PHYSICAL SCIENCE</b> <b>CREDITS: 1</b> <b>PREREQUISITES: NONE</b> <b>GRADE: 9</b>	This is an introductory course in the study of matter and energy. Physical science is offered as a foundation for chemistry and physics. Basic principles such as measurements, physical and chemical changes, the structure for matter, laws of motion, heat and electricity are studied.
<b>BIOLOGY</b> <b>CREDITS: 1</b> <b>PREREQUISITES: NONE</b> <b>GRADE: 10</b>	Biology is a course that introduces the student to the characteristics of living things, cells, basic chemistry, genetics, species changes over time and ecology.
<b>CHEMISTRY</b> <b>CREDITS: 1</b> <b>PREREQUISITES: B OR ABOVE</b> <b>IN ALGEBRA I OR ALGEBRA A &amp;</b> <b>B, AND A B IN A PREVIOUS</b> <b>SCIENCE OR TEACHER</b> <b>APPROVAL</b> <b>GRADE: 11-12</b>	This course involves the study of atoms, molecules, bonding, the gas laws, the mole concept, the periodicity of the chemical elements and the kinetic energy.
<b>PHYSICS</b> <b>CREDITS: 1</b> <b>PREREQUISITES: B OR ABOVE</b> <b>IN GEOMETRY AND IN A PRIOR</b> <b>SCIENCE COURSE OR TEACHER</b> <b>APPROVAL</b> <b>ENROLLMENT IN</b> <b>TRIGONOMETRY IS REQUIRED</b> <b>GRADE: 11-12</b>	Physics involves the use of math in analyzing motion, gravity and energy, electricity, optics and magnetism.

**SCIENCE CONTINUED**

<b>ZOOLOGY</b> <b>CREDITS: .5</b> <b>PREREQUISITES: NONE</b> <b>GRADE: 11-12</b>	Zoology is a course designed to meet the needs and interests of students who are interested in gaining a greater appreciation for the natural world in which we live. Topics covered include animal structure, systems and animal life processes.
<b>ECOLOGY</b> <b>CREDITS: .5</b> <b>PREREQUISITES: NONE</b> <b>GRADE: 11-12</b>	Ecology is a course designed to meet the needs and interests of students who are interested in gaining a greater appreciation for the natural world in which we live. Topics covered include how organisms interact with their environment and conservation related topics.
<b>ANATOMY AND PHYSIOLOGY</b> <b>CREDITS: 1</b> <b>PREREQUISITES: C OR ABOVE</b> <b>IN BIOLOGY AND</b> <b>CONCURRENT OR PREVIOUS</b> <b>ENROLLMENT IN CHEMISTRY</b> <b>GRADE: 11-12</b>	This course is designed to help students prepare for college, especially for those interested in biology and health career majors. Students will build on information learned in biology and chemistry. The focus of this course is on human anatomy and physiology. Through lecture, labs and activities, students will review human anatomy and increase their knowledge of how the human body works. Students will learn the language of anatomy and increase knowledge of the chemical, cellular and tissue levels of organisms before beginning further study on the 11 body systems.

## SOCIAL STUDIES

<b>AMERICAN HISTORY</b> <b>CREDITS: 1</b> <b>PREREQUISITES: NONE</b> <b>GRADE: 9</b>	In this course students will examine the major events in American history from the reconstruction period to the present day. The primary concentration will be in-depth coverage of the twentieth century. Students will develop a strong understanding of American history. Students will also take the Missouri Constitution test which is a graduation requirement.
<b>WORLD HISTORY</b> <b>CREDITS: 1</b> <b>PREREQUISITES: NONE</b> <b>GRADE: 10</b>	This course is designed to give students an understanding of past and present world events so they will become aware of the world around them and the ways it affects their lives. This course will also prepare students to locate various places on the map and globe, how to make economic decisions and provide an understanding of the national, state and local branches of government.
<b>AMERICAN GOVERNMENT</b> <b>CREDITS: .5</b> <b>PREREQUISITES: NONE</b> <b>GRADE: 11-12</b>	This course is designed to help students gain knowledge of the dynamics and complexities of the United States political system and help them develop effective citizenship skills. The course focuses on the principles, institutions and processes of our government with comparisons made between federal, state and local governments, as well as, comparisons to the political systems. Students will take the United States Constitution test which is a graduation requirement.
<b>PSYCHOLOGY</b> <b>CREDITS: .5</b> <b>PREREQUISITES: NONE</b> <b>GRADE: 11-12</b>	The major purpose of this course is to give students an insight into human behavior. The major historical and current perspectives in psychology are studied and analyzed in light of the roles that the students themselves fill in their own lives. The dynamics of human behavior is studied on both a theoretical and practical level.
<b>GEOGRAPHY</b> <b>CREDITS: .5</b> <b>PREREQUISITES: NONE</b> <b>GRADE: 10-12</b>	In this course students will study the physical, economical, political and cultural geography of our country's and the world's major regions.

## SOCIAL STUDIES CONTINUED

<b>CONTEMPORARY ISSUES</b> <b>CREDITS: .5</b> <b>PREREQUISITES: NONE</b> <b>GRADE: 10-12</b>	This courses focuses on the present problems and issues that are in the news today. Students will research topics in newspapers, magazines and on the internet.
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**SIKESTON CAREER AND TECHNOLOGY CENTER COURSES**

<p><b>CULINARY ARTS I</b> <b>CREDITS: 3</b> <b>PREREQUISITES: NONE</b> <b>GRADE: 11-12</b></p>	<p>Students will be introduced to the basic principles of cooking, baking and kitchen operations and gain an understanding of the industry through education and direct exposure. This course is designed to teach students the fundamentals needed to succeed in the food service industry. Topics include preparation methods for protein, starch, vegetables and fruit, storage, breakfast cookery, breads, sweet dough/pastries, basic fabrication, knife skills, mise en place and safety and sanitation. Upon completion, students should be able to execute efficiently a broad range of basic cooking/baking skills as they apply to different stations in food service operations and will receive a ServSafe food handler certification after completing the ServSafe exam.</p>
<p><b>CULINARY ARTS II</b> <b>CREDITS: 3</b> <b>PREREQUISITES: CULINARY ARTS I</b> <b>GRADE: 12</b></p>	<p>Students will be introduced to the basic principles of cooking, baking and kitchen operations and gain an understanding of the industry through education and direct exposure. This course is designed to teach students the fundamentals needed to succeed in the food service industry. Topics include preparation methods for protein, starch, vegetables and fruit, storage, breakfast cookery, breads, sweet dough/pastries, basic fabrication, knife skills, mise en place and safety and sanitation. Upon completion, students should be able to execute efficiently a broad range of basic cooking/baking skills as they apply to different stations in food service operations and will receive a ServSafe food handler certification after completing the ServSafe exam. Students will take a certification test at the end of the course.</p>

**SIKESTON CAREER AND TECHNOLOGY CENTER COURSES  
CONTINUED**

<p><b>HEALTH OCCUPATIONS I</b> <b>CREDITS: 3</b> <b>PREREQUISITES: NONE</b> <b>GRADE: 11-12</b></p>	<p>During this course the students will learn patient care skills in the classroom and lab. Students will learn basic nursing and communication skills, anatomy and physiology, pathophysiology, medical terminology, and abbreviations. There is a strong emphasis on medical math. American Heart Association Heart-Saver CPR and First Aid certification will be available. Students are eligible to join a national student professional organization, Health Occupations Students of America (HOSA) and SkillsUSA.</p>
<p><b>HEALTH OCCUPATIONS II</b> <b>CREDITS: 3</b> <b>PREREQUISITES: NONE</b> <b>GRADE: 12</b></p>	<p>This course applies the knowledge gained in Health Occupations I to the skills and coursework required to become a Certified Nursing Assistant, an entry-level career in the healthcare field. Health Occupations I is not a requirement to enroll in this course, though a strong basic understanding of writing and math is critical. Curriculum encompasses the foundations of health care, safety, legal and ethical responsibilities, health care careers, customer service and step-by-step instructions for nurse assisting. Students will become certified in Basic Life Support for Health Care Providers and gain hands-on experience through clinical hours completed in a local skilled nursing facility. There, they will be required to provide all aspects of direct personal care for the elderly. CP credit students and those wishing to deepen their educational experience will be offered assignments that will require a more detailed exploration of the course topics which will challenge the student and provide a greater basis for further nursing and/or medical education. Upon completion of state mandated classroom and clinical hours, mastery of all skills, successful knowledge of material and satisfactory attendance, the student will be eligible to sit for the Missouri State licensing exam at the end of the spring semester.</p>

**SIKESTON CAREER AND TECHNOLOGY CENTER COURSES  
CONTINUED**

<p><b>COLLISION REPAIR TECHNOLOGY I CREDITS: 3 PREREQUISITES: NONE GRADE: 11-12</b></p>	<p>This is a course that applies basic techniques used throughout the I-CAR curriculum. I-CAR is an internationally recognized collision repair, paint refinishing and basic welding training program. This course is for those seeking a career in a collision repair related field and requires math skills and reading comprehension.</p>
<p><b>COLLISION REPAIR TECHNOLOGY II CREDITS: 3 PREREQUISITES: COLLISION REPAIR TECHNOLOGY I GRADE: 12</b></p>	<p>Students acquire advanced conventional auto body repair skills. Students acquire these skills by repairing and refinishing wrecked vehicles. After successful completion of both Collision Repair I and II, a student can test for pro level one collision repair and pro level one refinishing I-CAR certification and should have the skills to obtain an entry level job in a collision repair shop. Students will have obtained the necessary foundation courses to advance their I-CAR training in the future.</p>
<p><b>CONSTRUCTION TECHNOLOGY I CREDITS: 3 PREREQUISITES: NONE GRADE: 11-12</b></p>	<p>Students will gain knowledge about and develop skills utilized in a variety of careers in the construction field. They will gain skills in preparing a building site such as wiring, masonry, plumbing, heating, ventilation and construction of floors, walls, ceilings and doors.</p>
<p><b>CONSTRUCTION TECHNOLOGY II CREDITS: 3 PREREQUISITES: CONSTRUCTION TECHNOLOGY I GRADE: 12</b></p>	<p>Second year students will engage in more specific detailed work to develop and improve hands-on construction skills. Students completing Construction I and II will sit for an Industry Recognized Credential certification. This could lead to careers in construction, inspections and further training in project management or apprenticeships.</p>

**SIKESTON CAREER AND TECHNOLOGY CENTER COURSES  
CONTINUED**

<p><b>GRAPHIC ARTS I</b> <b>CREDITS: 3</b> <b>PREREQUISITES: NONE</b> <b>GRADE: 11-12</b></p>	<p>This course is designed to expose students to all areas of the commercial printing and advertising industry. The student will gain an intermediate knowledge of Adobe inDesign, Adobe Photoshop and Adobe Illustrator. Students need to have basic computer skills, work ethic and willingness to work as a team. Students will also learn to screen print, use dye sublimation, digital and offset printing presses to produce paper printed products.</p>
<p><b>GRAPHIC ARTS II</b> <b>CREDITS: 3</b> <b>PREREQUISITES: GRAPHIC ARTS I</b> <b>GRADE: 12</b></p>	<p>This course will advance the student's knowledge and skills in all phases of commercial printing and advertising industry. Student projects will focus on actual commercial printing jobs and the continued knowledge and experience of the screen printing and design. Students will test for the Adobe certification and will be ready for entry level commercial printing, design and screen printing jobs. Students who complete this program are also prepared for pursuing a degree in graphic design and advertising.</p>

**SIKESTON CAREER AND TECHNOLOGY CENTER COURSES  
CONTINUED**

<p><b>AUTO SERVICE TECHNOLOGY I</b> <b>CREDITS: 3</b> <b>PREREQUISITES: NONE</b> <b>GRADE: 11-12</b></p>	<p>This is a beginning course in basic theory of auto mechanics. Students will study basic engines while disassembling and reassembling an engine. Students are introduced to the automotive systems such as: electrical, fuel, cooling, brake and powertrain. All students are expected to participate in hands-on repairs of vehicles. Pre-employment training is used to help prepare students for a job search.</p>
<p><b>AUTO SERVICE TECHNOLOGY II</b> <b>CREDITS: 3</b> <b>PREREQUISITES: AUTO SERVICE TECHNOLOGY I</b> <b>GRADE: 12</b></p>	<p>Students will do a more in-depth study of the various systems of the automobile. New systems studied during the second year include; alternators, starters, suspension and air conditioning. All students are expected to participate in hands-on repairs of vehicles. Pre-employment training is used to help prepare students for a job search. Students are eligible to test for student ASE certifications in maintenance and light truck repair along with other specialities.</p>

**SIKESTON CAREER AND TECHNOLOGY CENTER COURSES  
CONTINUED**

<p><b>WELDING TECHNOLOGY I</b> <b>CREDITS: 3</b> <b>PREREQUISITES: NONE</b> <b>GRADE: 11-12</b></p>	<p>This course is for students who are interested in learning skills in welding and metal fabrication. Students will learn theory and get hands-on training in all areas of Welding Technology; Oxyacetylene Welding-OFW, Brazing, Arc Welding-SMAW, MIG Welding-GMAW, Flux Core Welding-FCAW, TIG Welding-GTAW, Submerged Arc Welding-SW, Oxyacetylene Cutting-OFC, Plasma Cutting-PAC, Arc Gouging, Plasma CAM Design, and Print Reading/Design. An American Welding Society Level 1-Entry Welding Certification is offered to motivated completers of this course.</p>
<p><b>WELDING TECHNOLOGY II</b> <b>CREDITS: 3</b> <b>PREREQUISITES: WELDING TECHNOLOGY I</b> <b>GRADE: 12</b></p>	<p>The second year student will work more independently on welding projects based on their ability and interest. Students will prepare for a multitude of contests throughout the year and prepare for industry standard welding exams. Several plant tours will be taken so students can get a better insight in how the industry looks in a live world setting. An American Welding Society Level 2-Advanced Welding Certification is offered to motivated completers of this course.</p>

**SIKESTON CAREER AND TECHNOLOGY CENTER COURSES  
CONTINUED**

<p><b>EARLY CHILDHOOD EDUCATION I CREDITS: 3 PREREQUISITES: NONE GRADE: 11-12</b></p>	<p>Students will learn about child development and the ways preschool-age children learn as well as how to develop age-appropriate learning activities for children ages 3-5. The student will begin a professional portfolio necessary for national certification. Students will also be responsible for helping to operate the Bulldog Preschool Facility.</p>
<p><b>EARLY CHILDHOOD EDUCATION II CREDITS: 3 PREREQUISITES: EARLY CHILDHOOD EDUCATION I GRADE: 12</b></p>	<p>Second year students will be co-teachers in the Bulldog Preschool Facility. The students will learn to write lesson plans and implement those plans with the preschool children. Students will also learn classroom management techniques required to teach preschool and will finish the remaining 480 clock hours of interaction with children required for the Child Development Associate (CDA) examination. This is a national certification recognized in 48 states and opens employment doors in State Licensed daycares as well as Head Start programs.</p>

**SIKESTON CAREER AND TECHNOLOGY CENTER COURSES  
CONTINUED**

<p><b>CP INTRODUCTION TO ENGINEERING DESIGN (IED)</b>  <b>CREDITS: 1</b>  <b>PREREQUISITES: ALGEBRA I WITH A GRADE OF B OR BETTER</b>  <b>GRADE: 11-12</b></p>	<p>Students dig deep into the engineering design process, applying math, science, and engineering standards to hands-on projects. It is about applying engineering, science, math, and technology to solve complex, open-ended problems in a real-world context. Students focus on the process of defining and solving a problem, not on getting the "right" answer. They work both individually and in teams to design solutions to a variety of problems using 3D modeling software, and use an engineering notebook to document their work. This course will provide students who are interested in Engineering or any Science, Technology, or Mathematics, a basic knowledge to build their career. This course also applies critical thinking, and problem solving skills that will benefit a student in any area of study.</p>
<p><b>CP PRINCIPLES OF ENGINEERING (POE)</b>  <b>CREDITS: 1</b>  <b>PREREQUISITES: MINIMUM OF C IN INTRODUCTION TO ENGINEERING DESIGN (IED)</b>  <b>GRADE: 11-12</b></p>	<p>Through problems that engage and challenge, students explore a broad range of engineering topics, including mechanisms, the strength of structures and materials, and automation. Students develop skills in problem solving, research, and design while learning strategies for design process documentation, collaboration, and presentation. This course provides opportunities to develop highly transferable skills in collaboration, communication, and critical thinking, which are relevant for any coursework or career. This course will benefit any student interested in a STEM (Science, Technology, Engineering, and Math) career pathway.</p>
<p><b>CP CIVIL ENGINEERING AND ARCHITECTURE (CEA)</b>  <b>CREDITS: 2</b>  <b>PREREQUISITES: MINIMUM OF C IN PRINCIPLES OF ENGINEERING (POE)</b>  <b>GRADE: 12</b></p>	<p>Students learn important aspects of building and site design and development. They apply math, science, and standard engineering practices to design both residential and commercial projects and document their work using 3D architecture design software. This course is supportive of many career clusters, however, is directly linked to the Industrial &amp; Engineering Technology cluster including the Architecture, Construction, Transportation logistics, Infrastructure planning, plus many others. The 2 hour credit may only be offered this year, or possibly every other year.</p>

