

FEE WAIVERS AND FINANCIAL ASSISTANCE

When students and families are in need of financial assistance, provisions are available for the waiver of student fees. In addition a number of funds have been established to assist students and families with medical, clothing, and counseling needs to help students participate fully in school. These funds assist students in all grades, K-12. Parents and students may make inquiries to teachers, counselors, or building principals. [Refer to page 7 for additional information.]

WAIVERS OF INTERMEDIATE DRIVER'S LICENSE HOUR RESTRICTION

Iowa's Graduated Driver Licensing System requires that holders of an intermediate license obtain a waiver to drive without a parent/guardian, family member over 21, or designated adult over 25 between the hours of 12:30 a.m. and 5:00 a.m. due to **(1) returning from a school activity or (2) work**. Waiver forms are available from the principal. Waivers for school activities are issued per activity not for a semester or year and apply only to those times when students would be returning home after 12:30 a.m.

JUNIORS AND SENIORS COLLEGE CREDIT OPPORTUNITIES WHILE IN HIGH SCHOOL

Juniors and seniors are encouraged to explore opportunities that will allow them to begin their college or vocational careers during high school. Our community is fortunate to have a community college located in Keokuk and students should take advantage of programs that might be available. Your guidance counselor will assist you in evaluating individual options available. For a more detailed description of the PACE and Dual Credit Programs refer to the Advanced Learning Opportunities section. This section also describes the Iowa On-Line AP Academy. [Refer to pages 68-69]

ACCREDITATION

Keokuk High School is operated under the authority of the Keokuk Community School District and is accredited by the Department of Education of the State of Iowa.

COMPLIANCE STATEMENT

It is the policy of Keokuk Community School District not to illegally discriminate on the basis of age, race, creed, color, gender, national origin, disability, religion, marital status, sexual orientation, gender identity and socioeconomic status in its activities, educational programs or employment practices as required by Title IX, Section 504 and others. Any person having inquiries regarding these procedures, civil rights or appeals (grievances) shall contact the district's Equity Coordinator, Tim Hood, Superintendent, 1721 Fulton Street, Keokuk, IA 52632, (319) 524.1402 extension 1616, thood@keokuk.k12.ia.us.

Dear Students, Parents, and Staff of the Keokuk High School,

This booklet has been developed as a key component to our career development program. Many students have traditionally taken classes based on a number of less than appropriate reasons: what their friends are taking, which teacher they like the most, which classes are said to be the easiest, or as some requirement either for graduation or college admissions.

We are working to focus students on selecting a career area that will satisfy and challenge them as adults. Students will register for classes as part of an educational investment they are making in attaining this goal. We are not advocating for the selection of a specific career, but rather an area of interest. Looking at the job trends over recent years we realize that many of the jobs students will be competing for in the future do not even exist today. We want to assist them in establishing a focus on what type of career will be most satisfying to them as adults and then explore the opportunities that exist in this career area.

In the past, high schools have attempted to guide students to careers based on perceived academic performance potential. Traditionally, students were grouped into college bound and non college bound. We feel that post-secondary training is for everyone. We will focus on providing students with information on what educational investments both in high school and beyond are necessary to obtain a job in their chosen area of interest. It is our hope that their chosen career will provide them with the challenges and rewards that will make them a productive, well-balanced, successful citizen in the society of tomorrow.

David Wendt
Director of Student Services

Tim Carter
Guidance Counselor

Zach Wigle
Principal

Heather Davis
Associate Principal

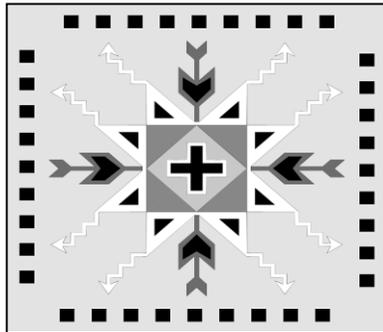
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Education Planning Guide



SCHOOL YEAR 2015-2016

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FORWARD

Please make a special effort to study the sections titled: Career Decision-Making and Planning Your High School Program; Course Selection Checklist; and Connecting High School Courses with Occupations in the **2015-2016 Education Planning Guide**.

What a student takes in high school does influence what roads one can follow after high school.

It will always be impossible for every student to take all the courses one wants to at a given time. The school's goal is to design a schedule that will allow the greatest number of students to meet their requests.

The schedule is developed from the course requests of students. Courses are placed in a particular time period on the basis of the fewest conflicts. Hundreds of students cannot make six, seven or eight requests each from more than one hundred courses, taught by fifty staff members in a seven period day without conflicts. When you make your requests, be sure to plan alternative courses. Since seniors are in their final year of high school, they are given priority in most courses. Underclassmen will have two or more years to work the courses they want into their schedules.

GENERAL INFORMATION

I. IMMUNIZATION CERTIFICATE

Iowa law requires parents to assure their children are adequately immunized against polio, diphtheria, tetanus, whooping cough, measles and rubella before enrolling them in a school. A certificate of immunization must be filed with the school.

II. COURSE LOAD

In addition to credit requirements all students must meet a minimum course load requirement. Students shall be enrolled for a minimum of six (6) credits including physical education each semester they are in school.

III. GRADE LEVEL RESTRICTIONS

The availability of a course to a student is subject to the grade level restrictions placed on each course. It is not general practice to allow a student to take a course before the appropriate grade level.

IV. SPECIAL STUDENT STATUS

The principal may grant a special student status in cases of extraordinary circumstances. The granting of this special status allows a student to enroll for a limited schedule (Less than five subjects plus physical education).

Examples of extraordinary circumstances:

1. Extreme illness - mental/physical
2. A mother returning to school
3. A father working and/or returning to school
4. A student granted a certificate of attendance and returning to complete graduation requirements.

V. TRANSFER STUDENTS

Students transferring to Keokuk High School will have their transcripts evaluated by the Guidance Center. Recommendations will then be made to the principal regarding the course of study and requirements needed for graduation.

VI. HOME STUDY

Home study is an educational option when extreme health or social problems prevent students from attending regular classes. Students seeking a home study program should confer with their counselor; however, all home study placements must be approved by the principal. Lab courses do not qualify for home study. Additionally, students will be required to arrange regular appointments for conferences with teachers.

VII. EARLY GRADUATION

EARLY GRADUATION

Early graduation (completion of all high school requirements in less than 8 semesters) is not a practice that is promoted or discouraged. It is viewed as a possibility that may exist for those particular students who have special needs or abilities that may be met by such a course of action.

Any student anticipating early graduation is required to discuss the intention and purpose for a request with the principal and guidance counselor. Students anticipating early graduation should file a Mid-Year/Early Graduation form with their counselor by the end of the first quarter of the student's last semester. Parental involvement is imperative. Any student graduating early (meeting all graduation requirements) will be awarded a diploma at the next regular commencement exercise. Upon request, the school will provide the student with a letter attesting to fulfillment of requirements as soon as they have been satisfied.

VIII. FEES

Registration fees are set annually by the Board of Education. Special course fees may also be established. These fees will be collected in each course. Students whose families meet the income guidelines for free and reduced price lunch, the Family Investment Program (FIP), Supplemental Security Income (SSI), transportation assistance under open enrollment, who are in foster care or whose families are experiencing temporary financial complications are eligible to have their student fees waived or partially waived. Parents or students should contact the building principal for a waiver form. This waiver does not carry over from year to year and must be completed annually. Students in need of financial assistance for class fees, medical conditions, counseling, activities, or clothing may consult with teachers, counselors, or the building principal. At the high school level the principal may authorize the use of the Aldrich Trust or other funds to assist students in need.

IX. SPECIAL PROGRAMS

In accordance with the Iowa Department of Education, the principal may consider the granting of credit towards graduation by examination, independent study, extension, or correspondence courses. The principal may also authorize special programs for students in career exploration or community service. Waivers for special programs originate with the Guidance Center and require the approval of the principal.

X. SEMESTER EVALUATIONS

Semester evaluations serve as the focal point of what is most important in each course. Each course offered provides skills or knowledge that a student should learn or retain. Semester evaluations will be given the last two days of each semester.

XI. GRADES/GRADE POINT AVERAGE--CLASS RANK

Grades are an evaluation of the level of learning that a student has acquired in a course. They become part of a permanent record. Institutions of higher learning, potential employers, and the various military services are all interested in students' high school records. Students are evaluated according to scholastic performance at the end of each semester. Courses awarding letter grades and meeting for one period, five times a week for a semester will award one credit for all letter grades of "D" and above. A 4.0 scale (A-4.0, B-3.0, C-2.0, D-1.0, F-0.0) will be used to calculate grade point average (GPA) for all courses awarding credit. The calculated grade point average (GPA) will be used for the official permanent transcript, class rank, extra-curricular eligibility, honor rolls, all local academic awards, and membership in the National Honor Society.

XII. WEIGHTED GRADES

Students have the option of requesting a weighted scale transcript for postsecondary admissions applications. Courses designated Advanced Placement (AP), the chemistry course and the physics course will use an optional weighted scale of A-5.0, B-4.0, C-3.0, D-2.0, F-0.0. This transcript is used only for the purpose of postsecondary admissions and is not used for the student's official permanent transcript, class rank, extra-curricular eligibility, honor rolls, academic awards, or membership in the National Honor Society.

XIII. HONOR ROLL

To be eligible for the Honor Roll a student must have a 3.0 grade point average or above. Students enrolled in three (3) or more general subjects will be eligible for quarter and/or semester honor rolls. Grades earned in courses taken under the PACE guidelines are included in the honor roll, grade point average, and class rank. Course work taken outside the regular program does not apply to the honor roll, grade point average, and class rank. A student receiving an incomplete grade or an "F" in any subject is not eligible for inclusion on the honor roll. The grade point average (GPA) is calculated by dividing the total grade points by the number of courses that have letter grades (A, B, C, D, F). Unweighted grades will be used for calculating the grade point average (GPA) for the honor roll.

XIV. ACADEMIC HONORS

Society for Academic Achievement [Note: To earn 21 grade points a student needs to take six courses.]

SAA is a recognition program underwritten by the Keokuk Kiwanis Club. SAA Scholarship Letters and Certificates or Seals are granted annually to students in secondary schools upon the basis of the A and B grades earned. These awards are given at the end of the 1st, 3rd, 5th, and 7th semesters. **The minimum semester requirement is 21 grade points** with four points for an A and three points for a B. For Advanced Placement Courses or college courses, 4½ points will be given for an A; 3½ points for a B; and 2½ points for a C grade. College courses are to be taken only in the junior and senior year. In awarding point scores, full credit will be given for only those courses which meet 5 periods per week. No credits are given for physical education, driver education, work start or pass/fail courses.

SAA Award Memberships are granted to the top 10% of the graduating class upon the basis of the "A" and "B" grades earned for the seven semester periods immediately preceding the last semester of the senior year. The minimum requirement is 125 grade points with four points for an A and three points for a B. Students who earn 145 or more grade points will have CUM LAUDE inscribed on their Award Certificates. Refer to the PACE section regarding how college classes are calculated. The criteria for these awards is established by the SAA and Keokuk Kiwanis Club and not the school.

Kilbourne Prize

The Kilbourne Prize was established by a trust fund in 1887. The first Kilbourne Prize is awarded to the student in the graduating class who receives the highest grade point average and the second Kilbourne Prize is awarded to the student in the graduating class who receives the next to the highest grade point average. In the event of a tie for the highest honors no second prize is awarded. Only those students attending Keokuk High School three full years shall be eligible to receive either of these awards.

Maud Marshall Hassall Award

The Maud Marshall Hassall Award is supported by a trust fund. The award was established December 12, 1955 by the Board of Directors. The Maud Marshall Hassall Award is given to the graduating senior who has maintained the highest grade point average while enrolled for four years at Keokuk High School.

Honor Students

Students earning a 3.0 grade point average or higher for their high school career will be designated Honor Students. These students will be recognized at Class Day and Commencement.

President's Award For Educational Excellence

Keokuk High School participates in the President's Award for Educational Excellence when sponsored by the United States Department of Education. This award may not exceed five (5) percent of the enrollment at the exit grade.

Presidential awards will be made to graduating seniors who meet the following criteria:

Attained an A- average or equivalent accumulated over grades 9, 10, 11, and the first semester of grade 12. The A- average is defined as equivalent to 3.5 on a 4 point scale.

Received a score in the 11th and 12th grade, placing them at or above the 85th percentile on any nationally standardized college admissions examination such as the SAT or ACT. (The school may decide which composite norm to utilize.) Test must be taken by end of first semester of senior year.

Earned 24 credits in the following five subjects: English, math, science, history, and geography. Students must take 24 credits in any of these areas, but need not take a course in each area. All graduates will now meet this criteria.

XV. STUDENT RIGHTS

FEDERAL FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT OF 1974 (PL93-380)

This act provides for access by parents to permanent school records and an opportunity to challenge any contents which may be inaccurate, misleading, or inappropriate.

POINTS OF LAW IN BRIEF:

- A guaranteed parental right to review children's records on request. Right to inspect and review ANY and ALL records, files, and data DIRECTLY related to their children.
- Includes ALL material incorporated into the cumulative record folder.
- Each school district must establish appropriate procedures for granting access to a child's records within reasonable time...not to exceed 45 days from the request. Parents shall have an opportunity for a hearing to insure that the contents of records are not inaccurate, misleading or otherwise in violation of the privacy or other rights of a student.
- Parents may request a hearing for the correction or deletion of any inaccurate, misleading or otherwise inappropriate data contained in records.
- School records will be released to natural parents of minor children unless the legal rights of a parent have been severed. Guardianship, foster home placement, or divorce does not automatically sever parental rights. If parental rights of one parent have been severed, it is the responsibility of the parent retaining rights to provide the school with documentation; otherwise records could be released to both parents.

PROHIBITS SCHOOL RELEASE OF STUDENT RECORDS EXCEPT:

- To local school officials including teachers within the (same) education unit or agency who have LEGITIMATE EDUCATIONAL INTERESTS.
- To officials of other secondary schools or school systems to which the student intends to transfer, upon condition that parents be notified of the transfer, RECEIVE a copy of the record IF DESIRED, and have an opportunity for a hearing to challenge record contents.
- NO information may be furnished IN ANY FORM to any other persons than listed above, unless...in compliance with a judicial order or subpoena, there is written parental consent specifying records to be released, the reasons for such release and to whom and an opportunity for parents to receive a copy, if desired. Any persons, agencies, or organizations desiring access to records SHALL be required to sign a written form which shall be kept permanently with the file of the student, only for inspection by parents or student indicating specifically the legitimate educational or other interest each has in seeking information (such forms shall be available to parents and to school officials responsible for record maintenance as a means of auditing the system).
- The person seeking access to the records must agree not to transfer information to another person without WRITTEN CONSENT OF PARENTS. Whenever a student has attained EIGHTEEN years of age, the permission or consent required of and the rights accorded to the parents of a student SHALL therefore ONLY be required of and accorded to the student.
- Parents or students (if 18 or older) must be informed of their rights under this law.
- Prohibits use of students' or parents' names (or social security numbers) for reporting purposes in statistical gathering programs without written consent of parents, except in a case of students' application for financial aid and compliance with a judicial order or subpoena.
- Further information and forms are available at the office of the principal.

ATTENTION: RELEASE OF STUDENT INFORMATION

The following information may be released to the public in regard to any individual student of the school district as necessity or desirability arises. Any student, parent or guardian not wanting this information released to the public must make objection in writing to the principal or other person in charge of the school which the student is attending. It is desirable to renew this objection at the beginning of each year.

Name, address, telephone listing, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, the most recent previous school or institution attended by the student, or other similar information.

An organization requesting a student directory will be charged a five dollar fee to cover the cost of production. Organizations for which a charge is to be waived include: military recruiters, PTA, booster clubs, parent council.

XVI. COURSE AUDIT REQUEST

A student may request to audit a course by completing a "Course Audit Request" form in the Guidance Center. The student will receive neither credit nor a grade, but the audit status will be recorded on his/her permanent record with the symbol "N". A student must declare his/her intention to audit a class by completing this form not later than the first day of class attendance. An audited class must be taken as a seventh (7th) subject exclusive of physical education and will not apply toward any KHS graduation requirements, grade point average and class rank computations.

XVII. TRANSCRIPTS

Students desiring transcripts should make their requests in the Principal's office or with the Guidance Center Secretary. There is no charge for transcripts while the student is in school. After graduation there is a charge of \$3.00 for each transcript. All official transcripts are mailed to a designated party; official transcripts are not given to students or graduates directly.

XVIII. SECTION 504 of the AMERICAN WITH DISABILITIES ACT (ADA)

A student who has a mental or physical impairment which substantially limits one or more of his/her major life activities may qualify for special help in school. "Major life activities" may include caring for one's self, walking, seeing, speaking, learning, hearing, breathing, working, or performing manual tasks. Such help as an eligible student might receive in school does not fall within the realm of special education. Students within a special education program receive services provided from a certified special education teacher.

Parents who feel that their child may qualify for school assistance under Section 504 should contact their child's counselor and provide professional documentation of the child's disabling condition. Eligibility for and the nature of such assistance would be determined by a staffing group which might include all or some of the following: student, parent, counselor, administrator, the student's classroom teachers, and/or a representative of Great Prairie Area Education Agency.

IVIV. CAREER PLANNING

WHAT IS CAREER FOCUS PLANNING?

Career Focus Planning is an educational approach which helps students focus their education toward career development while allowing flexibility. The six career pathways identified within this Academic and Career Planning and Course Description Guide are clusters of occupations or careers that have been grouped based on similar interests that people share. Each career pathway includes a sequence of courses which have common foundational skills (core academic, thinking, personal qualities) and varying specific occupational skills.

WHY CAREER FOCUS PLANNING?

Career Focus Planning provides a plan for all students, regardless of their interests, abilities, talents, or desired levels of education. All pathways have equal dignity.

IS CAREER FOCUS PLANNING REALLY FOR ME?

Career Focus Planning is for ALL STUDENTS. By selecting a career pathway you are taking your first step in preparing yourself for the future, regardless of your interests, abilities, or talents.

WHAT ARE THE BENEFITS OF CAREER PLANNING?

- You'll have assistance from parents/guardian(s) and adults as careers and course selections are discussed.
- You'll develop the skills needed in the future.
- You'll have a road map for the future.
- You'll see relevance in your selected courses making high school more meaningful.
- You'll be able to better compete in a global economy.

CAN I CHANGE MY MIND?

Career focus planning is not a permanent commitment. As you mature and gain new experiences, it will become necessary to make the appropriate changes in your career focus planning. Students are encouraged to discuss changes with their parents/guardian(s) and their guidance counselor, so course selections will align with your new career interests.

CAREER PATHWAYS

Agriscience and Natural Resources

Careers in this pathway are related to the environment and natural resources, including occupations in agribusiness, agriculture, animal science, forestry, horticulture, and wildlife management. Careers include those from agricultural procedure to veterinarian.

Arts and Communications

Careers in this pathway are linked to the humanities and include performing, visual and literary arts as well as the communication media. Some occupations include those in creative writing, dance, editing, film, fine arts, graphic arts, journalism, modeling, music, photography, radio, telecommunications, theater, and translating.

Business/information Management and Marketing

Careers in this pathway are in the fields of business and marketing. Some occupations include those in accounting, administrative support staff, advertising, computer science, distribution, finance, insurance, international business, management, marketing research, merchandising, personnel, purchasing, real estate, sales, and tourism.

Engineering/Industrial and Technological Sciences

Careers in this pathway are related to engineering, science, technology, construction, manufacturing, and transportation. Some occupations include airline pilots, archeologists, architects, assemblers, carpenters, drafters, engineers, machinists, mechanics, scientists, tool and die makers, and truck drivers.

Family and Human Services

Careers in this pathway are linked to family/consumer, economics, politics, and social systems. Some occupations in this career focus area include those in hospitality and recreation, public and community service, and the broad field of social services. Careers such as those in child care, cosmetology, economics, education, fire protection, food service, government, history, hotel and restaurant services, law, law enforcement, the military, and recreation may be found in this career pathway.

Health Sciences

Careers in this pathway are part of the health services field. They include occupations in hospital services, medical technology, medicine, nursing, optometry, pharmacy, psychiatry, psychology and therapy.

WHICH CAREER PATHWAY BEST FITS YOUR NEEDS?

As you make career path decisions, the Academic and Career Planning/Course Description Guide is designed to help you. Consider careers in each pathway based on your interests, abilities, and talents. Once you find a career of interest, refer to the following career pathway pages and course descriptions or talk to your counselor, guidance staff, teachers, and other knowledgeable people about this career opportunity. You should consider using resources in the Career Center.

Decide which career pathway seems to fit you best. It is not important to decide on specific occupations at this time. Decide which high school courses are related to your career pathway. Suggested course offerings for each focus area are listed on the following pages.

THE CRITICAL STEPS FOR PLANNING YOUR HIGH SCHOOL COURSE PROGRAM

Career Pathways have a recommended list of required/elective classes from which to choose. The proper selection of courses is the critical component of the career focus planning process.

- Get valuable insights and assistance from adult family members, guidance staff, teachers and other knowledgeable adults.
- Refer to the next series of pages to find the career focus area/career pathway selected.
- Review possible careers/occupations under professional careers, skilled careers, and entry-level careers.
- Look at the **Required Courses** section and review the academic courses that are required of all students in the Keokuk High School.
- Review the **Career Choice Courses** section and review the academic courses that are recommended for your chosen pathway.
- Review **Course Descriptions** to ensure the courses you choose are right for you. Determine which high school courses are in your career pathway and begin your course selection.

GRADUATION REQUIREMENTS FOR KEOKUK HIGH SCHOOL

To ensure that all students have a sound education in fundamentals, the Board of Education requires that certain courses be taken for graduation. Other courses may be chosen to fit individual needs and plans. Students' programs of study should be the result of cooperative planning by the students with their parents, teachers, and the School-to-Career advisor.

Beginning with the Class of 2016 forty-five (45) credits will be required to graduate. One credit is given for each subject satisfactorily pursued five days a week for a semester. Classes meeting less than one semester are credited proportionately. Credits in grades 9-12 are included in computing graduation requirements.

ALL GRADUATION REQUIREMENTS MUST BE MET BEFORE A STUDENT IS PERMITTED TO PARTICIPATE IN THE GRADUATION CEREMONY AND RECEIVE A DIPLOMA.

The entire forty-five (45) credits required for graduation must be taken at the high school. However, courses taken away from the high school may, under certain circumstances, meet specific requirements. Courses taken under the Postsecondary Enrollment Options Act or courses taken at an approved alternative school may also count toward high school graduation.

Be especially alert to the requirements of the three state universities in Iowa. These are listed on page 13-14.

A student's high school schedule must include six courses or combination of courses and credited activities which occupy the student each day for each semester in which they are enrolled in school. Each student is also urged to participate in the extra-curricular activity program of the school. However, no student should be overloaded with classes and extra-curricular activities to the detriment of his or her physical and mental health and/or scholarship.

TRANSFER STUDENTS

Students who transfer into the school district must meet the immunization and age requirements set out for students who initially enroll in the school district. The school district reserves the right to deny admission to any nonresident student unless the student is complying with open enrollment procedures. The Board may deny admission if the student is not willing to provide the Board with the necessary information. The school district shall request the student's cumulative records from the previous school district. If the student cannot offer proof of grade level, the principal will make the grade level determination. The administration may require testing or other information to determine the grade level.

Student services shall determine the amount of credits to be transferred based on the transcripts of the previous district. If the student has not previously attended an accredited school, it is within the Superintendent's discretion to accept or reject credits or grades. If a student has been suspended or expelled from his/her former school and has not met the conditions of the suspension or expulsion, such student may not enroll in this district, even though the student or his/her parent or guardian changes residence to this district, until the Board by majority vote approves such enrollment.

HIGH SCHOOL DIPLOMA CREDIT REQUIREMENTS

English	8 semester credits are required. These include Literature/Composition I (9), Literature/Composition II (10), Literature/Composition III (11), and electives within department. It is recommended that these credits be distributed among reading, speaking, and writing courses.
Mathematics	6 semester credits are required.
Science	6 semester credits are required.
Social Science	6 semester credits are required. These include Civics, American History, World Geography, U.S. Government and Politics.
*Physical Education	
Electives	In addition to the above required course work a student will have to take enough electives to fulfill the remainder of the 45 semester credits required for graduation. Any course that is not used to meet a requirement above is considered an elective. All electives are listed on the pages named "Career Choice Courses (Electives)" in each of the six Pathway sections. Electives are listed according to that particular pathway. If you have any questions, please contact your counselor.

*Department of Education requirements shall be followed. A student excused by a doctor's statement or exempt by approved activity participation will receive a designation (EX) and will not earn credit. One (1) credit will be awarded for each semester of physical education/health passed with a grade of D or better. Physical education/health letter grades are calculated in a student's grade point average (GPA) and the credit is applied toward the forty (40) credits required for graduation.

KEOKUK HIGH SCHOOL COURSE POLICIES

Written below are several policies relating to such things as the number of courses you must take and when you may add or drop courses. These policies are in effect for the 2015-2016 school year.

MINIMUM COURSE LOAD

All students are required to take a minimum of six (6) classes each of the two semesters of the school year. Physical education may count as one of the seven courses. For the remaining period in the school day a student may select an additional class or choose to have a study hall.

CHANGING/DROPPING COURSES

Students will be given multiple opportunities to change their schedule prior to the first day of both semesters. Once the semester begins, a student will not be allowed to change his/her schedule without a meeting between student, parent, and administrator.

A student who is taking six (6) classes (physical education may count as a class) in a semester may drop one non-required academic class without grade penalty so long as the drop is agreed upon between the teacher, parent, and administrator within the first week of class.

A student who is taking six (6) classes (physical education may count as a class) in a semester may drop one non-required academic class with a grade of "W" so long as he/she presents a note from a parent requesting the change no later than the midpoint of the term of the class.

A student who is taking six (6) classes (physical education may count as a class) in a semester may drop a class after the midpoint of the term of the class with a grade of "F" so long as he/she presents a note from a parent requesting the change and clearly stating the parent understands that a grade of "F" will result.

A student who is taking six (6) or fewer classes in a semester may drop a class with a grade of "F" so long as he/she presents a note from a parent requesting the change and clearly stating the parent understands that a grade of "F" will result.

**CAREER PLANNING SECTION
POST HIGH SCHOOL TRAINING
*COLLEGE CORE ADMISSIONS REQUIREMENTS**

COURSES FOR ENTERING/ College Liberal Arts	College Science/Math	Vocational/ Technical Training	University of Iowa Liberal Arts	University of Iowa, College of Engineering
ENGLISH 4 Years Literature/Comp I Literature/Comp II Literature Comp III Speech Journalism	ENGLISH 4 Years Literature/Comp I Literature/Comp II Literature/Comp III Speech Journalism	ENGLISH 4 Years Literature/Comp I Literature/Comp II Literature/Comp III Speech Journalism	ENGLISH 4 Years Literature/Comp I Literature/Comp II Literature/Comp III Creative Writing Mass Communications Speech I & II Journalism Advanced Journalism Publications (1 Yr)	ENGLISH 4 Years Literature/Comp I Literature/Comp II Literature/Comp III Speech I & II Creative Writing Mass Communications Journalism Advanced Journalism Publications (1 Yr)
SCIENCE 3 Years Earth Science Biology Chemistry Physics	SCIENCE 4 Years Earth Science Biology Chemistry Physics	SCIENCE 3 Years Earth Science Biology Chemistry Physics	SCIENCE 3 Years Earth Science Biology Chemistry Physics	SCIENCE 3 Years Biology Chemistry Physics
MATH 3 Years Algebra I Geometry Algebra II/Trig	MATH 4 Years Algebra I Geometry Algebra II/Trig Pre-Calculus Calculus	MATH 3/4 Years Algebra I Geometry Algebra II/Trig Pre-Calculus	MATH 3 Years Algebra I Geometry Algebra II/Trig Pre Calculus Calculus I & II	MATH 4 Years Algebra I Geometry Algebra II/Trig Pre Calculus Calculus I & II
SOCIAL STUDIES 3 Years American History Civics Geography US Government World History	SOCIAL STUDIES 3 Years American History Civics Geography US Government World History	SOCIAL STUDIES 3 Years American History Civics Geography US Government World History	SOCIAL STUDIES 3 Years American History Civics, Geography US Government World History I & II Sociology	SOCIAL STUDIES 2 Years American History Civics, Geography US Government World History I & II Sociology
FOREIGN LANG 4 Years of same language	FOREIGN LANG 2 Years of same language		FOREIGN LANGUAGE 2 Years of same language	FOREIGN LANGUAGE 2 Years of same language
OTHER Basic Computer Skills Adv. Computer Skills	OTHER Basic Computer Skills Adv. Computer Skills	OTHER Industrial Technology, Business, Family/Consumer Science		

*These listings represent the most recent information provided by the college. Students should annually consult their counselor or specific college for the most recent recommendations. Individual departments or colleges may specify additional high school courses.

**CAREER PLANNING SECTION
POST HIGH SCHOOL TRAINING
*COLLEGE CORE ADMISSIONS REQUIREMENTS**

COURSES FOR ENTERING			
Iowa State University, College of Liberal Arts & Sciences	Iowa State Univ. Colleges of Agric., Design, Education, Engineering, Family & Cons Science, Business	University of Northern Iowa, Liberal Arts	Western Illinois University
<u>ENGLISH</u> 4 Years Literature/Comp I Literature/Comp II Literature Comp III Creative Writing Speech I & II Journalism Adv Journalism	<u>ENGLISH</u> 4 Years Literature/Comp I Literature/Comp II Literature/Comp III Creative Writing Speech I & II Journalism Adv Journalism	<u>ENGLISH</u> 4 Years Literature/Comp I Literature/Comp II Literature/Comp III Creative Writing Speech I & II Journalism (1 semester)	<u>ENGLISH</u> 4 Years Literature/Comp I Literature/Comp II Literature/Comp III Creative Writing Speech I & II Journalism Adv Journalism
<u>SCIENCE</u> 3 Years Earth Science Biology Chemistry Physics	<u>SCIENCE</u> 3 Years Biology Chemistry Physics	<u>SCIENCE</u> 3 Years Earth Science Physical Science Biology Chemistry, Physics Anatomy/Physiology Environmental Science	<u>SCIENCE</u> 3 Years Earth Science Physical Science Biology Chemistry, Physics Anatomy/Physiology Environmental Science
<u>MATH</u> 3 Years Algebra I Geometry Algebra II/Trig Pre Calculus Calculus I & II	<u>MATH</u> 4 Years Algebra I Geometry Algebra II/Trig Pre Calculus Calculus I & II	<u>MATH</u> 3 Years Algebra I Geometry Algebra II/Trig Pre-Calculus Calculus I & II	<u>MATH</u> 3 Years Algebra I Geometry Algebra II/Trig Pre Calculus Calculus I & II
<u>SOCIAL STUDIES</u> 3 Years American History Civics, Geography US Government World History I & II Sociology	<u>SOCIAL STUDIES</u> 2 Years American History Civics, Geography US Government World History I & II Sociology	<u>SOCIAL STUDIES</u> 3 Years American History Civics, Geography US Government World History I & II Sociology	<u>SOCIAL STUDIES</u> 3 Years American History Civics, Geography US Government World History I & II Sociology
<u>FOREIGN LANG</u> 2 Years of same language			
		<u>OTHER</u> 2 Years of Electives from above list or Art I & II, Art Problems, Instrumental Music, Mixed Choir, Spanish	<u>OTHER</u> 2 Years of Electives: Art I & II, Art Problems, Instrumental Music, Choir, Photography, Spanish I-IV, Publications, Mass Communication, Any Voc Classes

*These listings represent the most recent information provided by the school. Students should annually consult their counselor or specific college for the most recent recommendations. Individual departments or colleges may specify additional high school courses.

POSTSECONDARY ACCELERATED CREDIT EXPERIENCE GUIDELINES

1. Students physically attend PACE (Postsecondary Accelerated Credit Experience) classes at the SCC campus or here at our high school. PACE classes are also completed via computer or through a correspondence format from the KHS campus. Students receive both high school and college credit for both kinds of classes.
2. Eligibility: All KHS juniors and seniors plus freshmen or sophomores who have previously been identified for a Talented and Gifted (TAG) program are eligible to take SCC PACE classes with the following stipulations.
 - A student must have an overall minimum high school grade point average of 2.5 or have scored at or above the
 - 50thile (IA norms) on the most recent ITED. The principal may waive this requirement in the case of a student wishing to take a SCC class in which the student has displayed a special talent.
 - It is required that the student complete the ACT, the COMPASS, or the ASSET test prior to registering for certain SCC classes. Any student who has not taken one of these tests should contact a Guidance counselor to arrange to take the COMPASS. When test results are available the student can proceed with the registration steps detailed below.
3. Course Load: A student must enroll in a minimum of 7.0 credits and a maximum of 8.0 total credits which can be a combination of SCC and KHS classes. The law states that a student must be considered “part time” at both institutions. SCC defines part time as fewer than 12.0 semester hours. KHS defines part time as fewer than 5.0 credits. SCC semester hours are converted to KHS credits by dividing SCC hours by three (3). For example 3.0 SCC hours = 1.0 KHS credit.
4. Interscholastic Activity Eligibility: Students must be passing at least four classes, two of which must be KHS classes.
5. If a desired PACE class is offered at a time that conflicts with a desired KHS class, the student must choose between the classes. He/she may not “negotiate” missing class time to attend the other class. If a student elects to take a PACE class that is offered for high school or dual credit, the student will be responsible for payment of that class.

Cost: KHS will pay the actual cost of tuition and fees for all PACE classes in which the student enrolls. The student may be required to pay for books, uniforms, materials, or equipment that becomes the student's property. The student is responsible for all transportation costs to and from SCC for PACE classes.

Procedures to enroll in SCC PACE classes

1. Carefully read the information above to insure understanding of eligibility requirements and policies.
2. Examine the list of classes offered to determine interest in taking a class(es).
3. Meet with your KHS counselor to seek advice about classes, determine how your schedule would be affected, and receive the necessary paperwork to complete. You may also wish to talk to a SCC counselor about collegiate issues (such as Transferability) in regard to classes.
4. Complete all required paperwork and return it to your counselor. At that time your schedule will be adjusted and paperwork will be returned to you with the authorizing KHS signatures in place.
5. Schedule an appointment with a SCC counselor to register for your class(es). **SCC will not register you for a class(es) without paperwork with authorizing KHS signatures.**

Agriscience and Natural Resources

Career Focus Planning

Agriscience/Natural Resources

Professional Careers*
 Agricultural Business/Law
 Biological Science
 Education/Extension
 Environmental Science
 Forestry
 Horticulture
 Resource Management
 Soil & Crop Science
 Veterinary Medicine
 Wildlife Management

Skilled Careers*
 Agribusiness/Natural Resources
 Agricultural Mechanics
 Dairy Herd Management
 Fire Protection Technician
 Horticultural Aide
 Landscape Management
 Natural Resources Technician
 Production Agriculture
 Taxidermy
 Veterinary Technician

Entry-Level Careers*
 Animal Groomer-Caretaker
 Dispatcher
 Equipment Handler & Assembler
 Equipment Operator
 Farm Worker
 Grader & Sorter
 Groundskeeper & Gardener
 Inventory Control Clerk
 Meat, Poultry & Fish Processor
 Greenhouse Worker

*Not an inclusive list. For more information, contact your counselor for additional career choices.

Keokuk High School Graduation Requirements

SCIENCE (6 Semesters)	SOCIAL STUDIES (6 Semesters)	MATH (6 Semesters)	ENGLISH (8 Semesters)
<p>EARTH SCIENCE (2 sem)</p> <p>BIOLOGY (2 sem)</p> <p>Two additional semesters of science must come from the courses listed below:</p> <p>ANATOMY/PHYSIOLOGY CHEMISTRY Environmental Science PHYSICS Microbiology/Genetics I PHYSICAL SCIENCE</p>	<p>WORLD GEOGRAPHY (2 sem)</p> <p>AMERICAN HISTORY (2 sem)</p> <p>Civics (1 sem) U.S. Government and Politics (1 sem)</p> <hr/> <p style="text-align: center;">Physical Education</p>	<p>Six semesters of math are required from the choices below:</p> <p>ALGEBRA I ALGEBRA II/TRIG GEOMETRY SCC PRE-CALCULUS SCC CALCULUS I SCC CALCULUS II MATHEMATICAL IDEAS</p>	<p>LIT/COMP I - 9 (2 sem) LIT/COMP II - 10 (2 sem) LIT/COMP III - 11 (2 sem)</p> <p>Two additional semesters of English are required from the choices listed below:</p> <p>Journalism Advanced Journalism Publications Speech I Speech & Drama Creative Writing Mass Communications Reading Improvement Multi-Cultural Literature</p> <p>ALL CAPS = FULL YEAR COURSE Lower Case = Semester Course Boldface = Required for all students</p>

In addition to the above required course work a student will have to take enough electives to fulfill the remainder of the 45 credits required for graduation.

Career Focus Planning

**Agriscience/Natural Resources
Career Choice Courses (Electives)**

Career choice courses are those elective courses that best fit the needs of students interested in pursuing the Agriscience/Natural Resources career pathway.

CAREER CHOICE COURSE ELECTIVES

12 or 11	Anatomy & Physiology Physics Environmental Science Chemistry Microbiology/Genetics I & II Physical Science	Manufacturing Tech Welding Fabrication AC/DC Electricity Foods I Foods II Health Sociology	Spanish Instrumental Music Mixed Choir Art Problems Art I Art II Photography
10		Manufacturing Technology Woods I Woods II Carpentry	Spanish Instrumental Music Mixed Choir Art I Art II
9	Basic Computer Skills Intro to Business	Manufacturing Technology Woods I Woods II	Spanish Instrumental Music Mixed Choir

**Agriscience/Natural Resources Pathway
Available Careers**

<u>Professional</u>	<u>Skilled</u>	<u>Entry-Level</u>
<p>Careers that require experience, apprenticeships, community college, college, and/or university training)</p> <p><u>Agriculture</u> Agriculture Engineer Agriculture Extension Educator Agriculture Inspector Agriculture Marketing Agriculture Teacher Agriculture-Business Person Agronomist Aqua-Cultural Engineer Banker Biotechnology Engineer Botanist Conservationist Farm Manager Farm Products Purchasing Agent Financial Manager Livestock Buyer Master Brewer Nursery Owner Seed Analyst Water Resource Director</p> <p><u>Natural Resources</u> Environmental Analyst Fish Hatchery Manager Forester/Conservation Science Operations Manager Park Historian Park Ranger Program Administrator Naturalist Range Manager Recreation Resource Specialist Soil Conservationist Wildlife Manager</p> <p><u>Natural Sciences</u> Anatomist Biological Scientist Entomologist Horticulturist Landscape Architect/Sports Fields/Golf Course Design Geneticist Veterinarian Zoologist</p>	<p>(Careers that require experience, apprenticeships, and/or community college or technical school)</p> <p><u>Agriculture</u> Agriculture Engineer Technician Diesel Mechanic Welder/Machinist</p>	<p>(Careers that require on-the-job training and or specialized training)</p> <p><u>Agriculture</u> Farm Equipment Salesperson/Mechanic Farm Machine Operator Fam Supply Salesperson Farmer, General Field Worker Grader Grain Elevator Superintendent Harvester Product Inspector Sorter, Agriculture Products Tester</p> <p>Please see your counselor for more available careers. *Not an inclusive list</p>

Arts & Communications

Career Focus Planning
Arts and Communication

Professional Careers*

Art History
Art and Music Therapy
Broadcast Tech Management
Communication & the Arts
Education
Foreign Language
Graphic Arts Management
Humanistic Studies
Journalism
Theater & Drama

Skilled Careers*

Commercial Art
Computer Graphics
Court & Conference Reporting
Industrial Screen Printing
Interior Design
Marketing Communications
Printing & Publishing
Radio Broadcasting
Technical Communications
Visual Communications

Entry-Level Careers*

Camera Operator
Directory Assistance Operator
Dispatcher
Printing Press Setter
Telephone & TV Line Installer
Photographer
Photographic Process Worker
Screen Printing Machine Setter
Switchboard Operator

*Not an inclusive list. For more information, contact your counselor for additional career choices.

Keokuk High School Graduation Requirements

SCIENCE (6 Semesters)	SOCIAL STUDIES (6 Semesters)	MATH (6 Semesters)	ENGLISH (8 Semesters)
EARTH SCIENCE (2 sem) BIOLOGY (2 sem) Two additional semesters of science must come from the courses listed below: ANATOMY/PHYSIOLOGY Environmental Science CHEMISTRY PHYSICS Microbiology/Genetics I PHYSICAL SCIENCE	WORLD GEOGRAPHY (2 sem) AMERICAN HISTORY (2 sem) Civics (1 sem) U.S. Government and Politics (1 sem) Physical Education	Six semesters of math are required from the choices below: ALGEBRA I ALGEBRA II/TRIG GEOMETRY SCC PRE-CALCULUS SCC CALCULUS I SCC CALCULUS II MATHMETICAL IDEAS	LIT/COMP I - 9 (2 sem) LIT/COMP II - 10 (2 sem) LIT/COMP III - 11 (2 sem) Two additional semesters of English are required from the choices listed below: Journalism Advanced Journalism Publications Speech I Speech & Drama Creative Writing Mass Communications Reading Improvement Multi-Cultural Literature ALL CAPS = FULL YEAR COURSE Lower Case = Semester Course Boldface = Required for all students
In addition to the above required course work a student will have to take enough electives to fulfill the remainder of the 45 credits required for graduation.			

Career Focus Planning

**Arts and Communications
Career Choice Courses (Electives)**

Career choice courses are those elective courses that best fit the needs of students interested in pursuing the Arts and Communications career pathway.

CAREER CHOICE COURSE ELECTIVES

12 or 11	Publications Speech I Speech & Drama Journalism	Computer Aided Drafting Welding/Metal Fabrication Woods I Woods II Sociology World History I World History II	Spanish Instrumental Music Mixed Choir Art Problems Art I Art II Photography
<u>10</u>	Advanced Journalism Journalism Speech & Drama	Engineering Technology	Spanish Instrumental Music Mixed Choir Art I Art II
<u>9</u>	Basic Computer Skills Intro to Business Journalism Speech I		Spanish Instrumental Music Mixed Choir Art I Art II

Business/ Information Management/ Marketing

Career Focus Planning

Business/Information Management and Marketing

Professional Careers*

Accounting/Finance
 Administrative Management
 Business Administration
 Computer Science & Statistics
 Education
 Hospitality/Tourism Management
 Information Systems
 International Business
 Personnel/Human Resources

Skilled Careers*

Accounting Assistant
 Administrative Assistant
 Business Support Specialist
 Banking & Financial Services
 Computer Programmer/Analyst
 Data Processing
 Information Processing
 Hotel/Motel Management
 Medical Records Technician
 Small Business Management

Entry-Level Careers*

Adjustments Clerk
 Billing and Posting Operator
 Dispatcher
 File Clerks
 Food Service & Lodging Manager
 General Office Clerks
 Letterpress Setters
 Mail Clerks
 Receptionist
 Warehouse Stock Clerk

*Not an inclusive list. For more information, contact your counselor for additional career choices.

Keokuk High School Graduation Requirements

<u>SCIENCE</u> (6 Semesters)	<u>SOCIAL STUDIES</u> (6 Semesters)	<u>MATH</u> (6 Semesters)	<u>ENGLISH</u> (8 Semesters)
EARTH SCIENCE (2 sem) BIOLOGY (2 sem) (2 sem) Two additional semesters of science must come from the courses listed below: ANATOMY/PHYSIOLOGY Environmental Science CHEMISTRY PHYSICS Microbiology/Genetics I PHYSICAL SCIENCE	WORLD GEOGRAPHY (2 sem) AMERICAN HISTORY (2 sem) Civics (1 sem) U.S. Government and Politics (1 sem) Physical Education	Six semesters of math are required from the choices below: ALGEBRA I ALGEBRA II/TRIG GEOMETRY SCC PRE-CALCULUS SCC CALCULUS I SCC CALCULUS II MATHMETICAL IDEAS	LIT/COMP I - 9 (2 sem) LIT/COMP II - 10 (2 sem) LIT/COMP III - 11 (2 sem) Two additional semesters of English are required from the choices listed below: Journalism Advanced Journalism Publications Speech I Speech & Drama Creative Writing Mass Communications Reading Improvement Multi-Cultural Literature ALL CAPS = FULL YEAR COURSE Lower Case = Semester Course Boldface = Required for all students

In addition to the above required course work a student will have to take enough electives to fulfill the remainder of the 45 credits required for graduation.

Career Focus Planning

**Business/Information Management and Marketing
Career Choice Courses (Electives)**

Career choice courses are those elective courses that best fit the needs of students interested in pursuing the Business/Information Management and Marketing career pathway.

CAREER CHOICE COURSE ELECTIVES

12 or 11	<p>Speech I Speech & Drama</p> <p>Management Workplace Experience</p>	<p>Manufacturing Tech AC/DC Electricity</p> <p>Foods I Foods II</p>	<p>Spanish</p> <p>Instrumental Music Mixed Choir Art Problems Art I Art II Photography</p>
10	<p>Publications Advanced Journalism Speech & Drama</p> <p>Advanced Computer Skills Accounting I (S1) Accounting II (S2) Law for Business & Personal Use</p>	<p>Manufacturing Technology</p> <p>Foods I</p>	<p>Spanish</p> <p>Instrumental Music Mixed Choir Art I Art II</p>
9	<p>Basic Computer Skills Intro to Business</p> <p>Speech I Journalism</p>		<p>Spanish</p> <p>Instrumental Music Mixed Choir Art I Art II</p>

**Business/Information Management and Marketing Pathway
Available Careers**

<p align="center">Professional* (Careers that require experience, apprenticeships, community college, and/or university training)</p>	<p align="center">Skilled* (Careers that require experience, apprenticeships, and/or community college)</p>	<p align="center">Entry-Level* (Career that require on-the-job training and/or specialized training)</p>
<p><u>Administrative & Administrative Support</u> Business Education Instructor General Manager Labor Relations Specialist Management Analyst Medical/Health Service Manager Office Records Administrator Office Planner Personnel Recruiter</p> <p><u>Marketing and Sales</u> Advertising Account Executive Advertising Manager Distribution Manager Import/Export Worker Information Marketing Specialist Insurance Claim Examiner Marketing Research Worker Media Buyer Media Time Sales Purchasing Agent Sales Manager</p> <p><u>Computer Operations</u> Computer Consultant Computer Database Manager Computer Network Engineer Computer Programmer Data Processing Manager Information Scientist Management Information Systems Professional Systems Analyst</p> <p><u>Financial Transactions</u> Accountant Actuary Auditor Bank Officer Claim Examiner Controller Credit Official Financial Analyst Financial Planner Investment Banker Loan Officer Securities Broker Statistician Underwriter</p>	<p><u>Administrative & Administrative Support</u> Administrative Service Manager Budget Analyst Court Reporter Human Resource Manager Legal Secretary Medical Transcriptionist Paralegal Secretary Union Business Agent Utilities Manager</p> <p><u>Marketing & Sales</u> Auctioneer Buyer (Wholesale/Retail) Hotel Manager Insurance Agent/Broker Manufacturer's Sales Worker Marketing Instructor Real Estate Sales/Broker Restaurant Manager Sales Engineer Sales Representative Small Business Owner Store Manager Title Examiner Travel Agent</p> <p><u>Computer Operations</u> CAD, CAM, & CNC Operator Computer Aided Design Technician Computer Operator Computer Programmer Computer Repair Technician Computer Software Documentation Writer Data communication Technician Desktop Publisher Digitizer Operator Peripheral Equipment Operator</p> <p><u>Financial Transactions</u> Bookkeeper Budget Analyst Claim Adjuster Tax Preparer Title Examiner</p>	<p><u>Administrative & Administrative Support</u> Cost Clerk Correspondence Clerk Court Clerk Dispatcher File Clerk Hospital Admitting Clerk Insurance Claim Clerk Library Assistant Mail Clerk Mail Service Worker Messenger Meter Reader Office Clerk Order Clerk Payroll Clerk Personnel Clerk Postal Mail Carrier Production clerk Receptionist Secretary Shipping/Receiving Clerk Stenographer Stock Clerk Typist Weigher/Checker</p> <p><u>Computer Operations</u> Computer Assembly Computer Testing Data Entry File Clerk Information Clerk Word Processor</p> <p><u>Marketing & Sales</u> Advertising Clerk Cashier Comparison Shopper Counter Clerk Direct Sales Distributor Equipment Rental Agent Interview Clerk Personal Shopper Postal Clerk</p> <p>Please see your counselor for more available careers. *Not an inclusive list</p>

Engineering/Industrial & Technological Sciences

Career Focus Planning

Engineering/Industrial and Technological Science

Professional Careers*

Applied Math & Physics
Applied Science
Applied Technology
Computer Science
Education
Engineering
Genetics
Geology
Paper Science
Scientist

Skilled Careers*

Auto Body Repair/Paint Technician
Air Conditioning & Heating
Appliance Service
Architectural Drafting
Bricklaying/Masonry
Cabinetmaker/Millwork
Carpentry
Electronic Design Technician
Engine Technology
Industrial Engineering Technician

Entry-Level Careers*

Mason & Tile Assistant
Carpet Installer
Drywall Installer
Excavating Machine Operator
Grader & Dozer Operator
Hoist & Winch Operator
Mechanic & Repair Helper
Painter & Pipe Fitter Helper
Welding Machine Tender

*Not an inclusive list. For more information, contact your counselor for additional career choices.

Keokuk High School Graduation Requirements

SCIENCE (6 Semesters)	SOCIAL STUDIES (6 Semesters)	MATH (6 Semesters)	ENGLISH (8 Semesters)
<p>EARTH SCIENCE (2 sem)</p> <p>BIOLOGY (2 sem)</p> <p>Two additional semesters of science must come from the courses listed below:</p> <p>ANATOMY/PHYSIOLOGY Environmental Science CHEMISTRY PHYSICS Microbiology/Genetics I PHYSICAL SCIENCE</p>	<p>WORLD GEOGRAPHY (2 sem)</p> <p>AMERICAN HISTORY (2 sem)</p> <p>Civics (1 sem)</p> <p>U.S. Government and Politics (1 sem)</p> <hr/> <p>Physical Education</p>	<p>Six semesters of math are required from the choices below:</p> <p>ALGEBRA I ALGEBRA II/TRIG GEOMETRY SCC PRE-CALCULUS SCC CALCULUS I SCC CALCULUS II MATHMETICAL IDEAS</p>	<p>LIT/COMP I - 9 (2 sem) LIT/COMP II - 10 (2 sem) LIT/COMP III - 11 (2 sem)</p> <p>Two additional semesters of English are required from the choices listed below:</p> <p>Journalism Advanced Journalism Publications Speech I Speech & Drama Creative Writing Mass Communications Reading Improvement Multi-Cultural Literature</p> <p>ALL CAPS = FULL YEAR COURSE Lower Case = Semester Course Boldface = Required for all students</p>
<p>In addition to the above required course work a student will have to take enough electives to fulfill the remainder of the 45 credits required for graduation.</p>			

Career Focus Planning

Engineering/Industrial and Technological Sciences Career Choice Courses (Electives)
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Career Choice courses are those elective courses that best fit the needs of students interested in pursuing the Engineering/Industrial and Technological Sciences career pathway.

CAREER CHOICE COURSE ELECTIVES

12 or 11	Pre-Calculus Calculus I Calculus II Mathematical Ideas Physics Chemistry Speech & Drama	CAD Welding Fabrication Carpentry	Spanish Instrumental Music Mixed Choir
10	Geometry Algebra II/Trigonometry Speech & Drama	Advanced Drafting AC/DC Electricity Woods I Woods II	Spanish Instrumental Music Mixed Choir
9	Algebra I Geometry Speech I	Engineering Technology Manufacturing Technology Woods I	Spanish Instrumental Music Mixed Choir Art I Art II

Engineering/Industrial and Technological Sciences Pathway Available Careers

<u>Professional*</u> Careers that require experience, apprenticeships, community college, and/or university training)	<u>Skilled*</u> (Careers that require experience, apprenticeships, and/or community college)	<u>Entry-Level*</u> (Careers that require on-the-job training and/or specialized training)
<p><u>Engineering & Related Technologies</u> Anthropologist Ceramic Engineer Chemical Engineer Electrical/Electronic Engineer Industrial Hygienist Manufacturing Engineer Marine Architect Nuclear Engineer Plant Manager Quality Control Engineer Robotics Engineer Systems Engineer</p> <p><u>Vehicle Operation & Repair</u> Air Traffic Controller Airline Dispatcher Flight Engineer Helicopter Pilot Merchant Marine Purser Ship Engineer Traffic Engineer Transportation Engineer</p> <p><u>Construction & Maintenance</u> Architect Air Conditioning/Heat Contractor Building Inspector Civil Engineer Construction Manager Highway Contractor Highway Engineer Landscape Engineer</p> <p><u>Technological Science</u> Anatomist Anthropologist Biochemist Biomedical Engineer Chemical Engineer Entomologist Forensic Scientist Geophysicist Mathematical Engineer Metallurgical Engineer Nuclear Engineer Oceanographer Petroleum Engineer Pollution Control Engineer</p>	<p><u>Engineering & Related Technologies</u> Biomedical Equipment Repairer CAD Specialist Chemical Technician Die Setter Drafter/Design Technician Electric Motor Repair Electronics Drafter Electronics Technician Gunsmith Industrial Machinery Repairer Industrial Truck Operator Letter Press Setup Operator Mathematical Technician Mechanical Engineering Technician Nuclear Technician Printer Production Supervisor Robotics Technician Surveying Technician Watch Repairer</p> <p><u>Vehicle Operation & Repair</u> Aircraft Engineer Mechanic Airline Flight Attendant Ambulance Attendant Automobile Body Repairer Avionics Technician Diesel Mechanic Electrical Repairer Merchant Marine Railroad Conductor Steward/Cook Traffic Technician Transportation Manager Truck Terminal Manager</p> <p><u>Construction & Maintenance</u> Architectural Drafter Carpenter Construction Electrician cost Estimator Drywall Finisher Electro Mechanical Technician Expediter Lumberyard Manager Plumber/Pipe Cleaner Specification Writer</p>	<p><u>Engineering & Related Technologies</u> Appliance Repairer Bindery Worker Boilermaker Welder Chemical Equipment Operator Crane Operator Drilling Machine Setup Oper5ator Crane Operator Drilling Machine Setup Operator Electronics Assembler Electronic Semiconductor Processor Freight Handler Hydraulic Maintenance Technician Industrial Machinery Operator Lathe Operator Lithographic Press Operator Machine Cutter Mechanic/Repairer Paint Mixer Precision Aircraft Assembler Precision Woodworker Press Operator Production Supervisor Soldering Machine Operator Textile Machine/Setup Operator Tool/Die Maker Treatment Plant Worker Upholster Welder</p> <p><u>Vehicle Operation & Repair</u> Airline Reservation Agent Airline Ticket Agent Bicycle Repairer Bus Driver Car Rental Agent Chauffeur Equipment Cleaner Highway Maintenance Worker Motorboat Operator Motorcycle Operator Railroad Maintenance Worker School Bus Driver Service Station Attendant Small Engine Specialist, Truck Driver, Tractor Operator Tire Repairer/Changer</p> <p>Please see your counselor for more available careers. *Not an inclusive list</p>

Family and Human Services



Career Focus Planning
Family Human Services

Professional Careers*

Apparel Design Manufacturing
Behavior Science
Communications Disorders
Criminal Justice
Education
Hospitality/Tourism
Management
Law
Nutritional Science
Psychology
Public Administration

Skilled Careers*

Barber/Cosmetologist
Chef
Child Care Services
Clothing Design & Sales
Corrections Services
Facility Maintenance Service
Food Technician
Interior Design
Paramedic
Police Science

Entry-Level Careers*

Cashier
Counter & Rental Clerk
Custodian & Cleaner
Dining & Cafeteria Attendant
Food Service 7 Lodging
Manager
General Office Clerk
Postal Service Clerk
Private Child Care Worker
Refuse Collector
Welfare Eligibility Worker

*Not and Inclusive list. For more information, contact your advisor for additional career choices.

Keokuk High School Graduation Requirements

<u>SCIENCE</u> (6 Semesters)	<u>SOCIAL STUDIES</u> (6 Semesters)	<u>MATH</u> (6 Semesters)	<u>ENGLISH</u> (8 Semesters)
EARTH SCIENCE (2 sem) BIOLOGY (2 sem) Two additional semesters of science must come from the courses listed below: ANATOMY/PHYSIOLOGY Environmental Science CHEMISTRY PHYSICS Microbiology/Genetics I PHYSICAL SCIENCE	WORLD GEOGRAPHY (2 sem) AMERICAN HISTORY (2 sem) Civics (1 sem) U.S. Government and Politics (1 sem) <hr/> Physical Education	Six semesters of math are required from the choices below: STRATEGIC MATH ALGEBRA I ALGEBRA II/TRIG GEOMETRY SCC PRE-CALCULUS SCC CALCULUS I SCC CALCULUS II MATHEMATICAL IDEAS	LIT/COMP I - 9 (2 sem) LIT/COMP II - 10 (2 sem) LIT/COMP III - 11 (2 sem) Two additional semesters of English are required from the choices listed below: Journalism Advanced Journalism Publications Speech I Speech & Drama Creative Writing Mass Communications Reading Improvement Multi-Cultural Literature ALL CAPS = FULL YEAR COURSE Lower Case = Semester Course Boldface = Required for all students

In addition to the above required course work a student will have to take enough electives to fulfill the remainder of the 45 credits required for graduation.

Career Focus Planning
Family and Human Services
Career Choice Courses (Electives)

Career choice courses are those elective courses that best fit the needs of students interested in pursuing the Family and Human Services career pathway.

CAREER CHOICE COURSE ELECTIVES

12 or 11	Mathematical Ideas Publications Multi-Cultural Literature	Woods I Woods II Sociology SCC Psychology SCC Advanced Psychology	Spanish Instrumental Music Mixed Choir Art Problems Photography
10	Advanced Journalism Speech & Drama	Woods I Woods II Foods I Foods II Child Development Parenting	Spanish Instrumental Music Mixed Choir Art I Art II
9	Basic Computer Skills Intro to Business Speech I Journalism	Health	Spanish Instrumental Music Mixed Choir Art I Art II

**Family and Human Services Pathway
Available Careers**

<p align="center">Professional * (Careers that require experience, apprenticeships, community college, and or university training)</p>	<p align="center">Skilled* (Careers that require experience, apprenticeships, and/or community college)</p>	<p align="center">Entry-Level* (Careers that require on-the-job training and/or specialized training)</p>
<p><u>Social Services</u> Architect Buyer Cruise Director Hotel Executive Housekeeper Hotel Manager Interior Designer Parole/Probation Officer Political Scientist Social Services Manager Urban Regional Planner</p> <p><u>Personal/Customer Services</u> Athletic Trainer Business Home Economist Consultant Consumer Advocate Costumer Dietitian/Nutritionist Extension Agent Fashion Designer Fashion Photographer Food/Beverage Manager Food Photographer/Stylist Food Technician Marriage/Family Counselor Menu Planner Research Home Economist Restaurant Manager Retail Buyer Retail Store Manager</p> <p><u>Education & Related Services</u> Archivist/Curator Child Care Director Coach College Administrator Family & Consumer Educator Instructional Coordinator Librarian Mathematician Principal School Social Worker Social Psychologist Sociologist Teacher (Kindergarten, Elementary, Secondary) Technical Training Coordinator</p>	<p><u>Social Services</u> Appraiser Convention Specialist Director of Religious Activities Flight Attendant Head Housekeeper Human Service Technician Interior Designer Real Estate Agent Social Director Travel Agent Visual Display Specialist</p> <p><u>Personal/Customer Services</u> Barber Bridal Consultant Caterer Clothing Sales Representative Consumer Credit Counselor Cook/Chef (Institutional) Cosmetologist Dietetic Technician Embalmer Employment Interviewer Fashion Designer Flight Attendant Food Technician Funeral Director Head Waiter/Waitress Health/Fitness Worker Hotel/Motel Manager Massage Therapist Model Pastry Chef/Baker Personal Exercise Trainer Recreations Facility Manager Restaurant Manager Retail Jeweler Retail Sales Retail Sales Manager</p> <p><u>Education & Related Services</u> Business/Group Nanny Child Care Director Child Care Worker Library Technician</p>	<p><u>Social Services</u> Hospitality Cashier Hotel Bellhop/Porter Hotel Desk Clerk Housekeeper, Domestic Janitor/Maid/Cleaner Recreation worker Rug & Carpet Cleaner Tour Escort Window Cleaner</p> <p><u>Personal/Customer Services</u> Alterations Helper Baker Bellhop Bus Driver Butcher/Meat Cutter Car Wash Attendant Career Guidance Technician Chauffeur Custom Tailor Customer Service Clerk Dining Room Attendant Dishwasher Dry Cleaning Worker Food Service Worker Geriatric Aide Host/Hostess Hotel/Motel Clerk Laundry Worker Masseur/Masseuse Personal/Home Care Aide Photographer Retail Sales Restaurant Attendant Usher Waiter/Waitress Youth Organization Worker</p> <p><u>Education & Related Services</u> Career Guidance Technician Child Care Worker (Private) Nanny Teacher Assistant/Aide</p> <p>Please see your counselor for more available careers. *Not an inclusive list</p>

Health Sciences

Career Focus Planning

Health Sciences

Professional Careers*

Art/Music Therapy
Clinical Laboratory
Education
Health Care Administration
Medical Science
Medicine
Microbiology
Nursing
Pharmacy
Physical Therapy

Skilled Careers*

Dental Hygienist
Dispensing Optician
Emergency Medical Services
Health Unit Coordinator
Human Services Associate
Medical Laboratory Technician
Pharmacy Technician
Practical Nurse

Entry-Level Careers*

Dental Assistant
Dental Laboratory Technician
Dietary Aide
Home Health Aide
Interviewing Clerk
Orderly and/or Attendant

*Not and inclusive list. For more information, contact your counselor for additional career choices.

Keokuk High School Graduation Requirements

<u>SCIENCE</u> (6 Semesters)	<u>SOCIAL STUDIES</u> (6 Semesters)	<u>MATH</u> (6 Semesters)	<u>ENGLISH</u> (8 Semesters)
EARTH SCIENCE (2 sem) BIOLOGY (2 sem) Two additional semesters of science must come from the courses listed below: ANATOMY/PHYSIOLOGY Environmental Science CHEMISTRY PHYSICS Microbiology/Genetics I PHYSICAL SCIENCE	WORLD GEOGRAPHY (2 sem) AMERICAN HISTORY (2 sem) Civics (1 sem) U.S. Government and Politics (1 sem) Physical Education	Six semesters of math are required from the choices below: ALGEBRA I ALGEBRA II/TRIG GEOMETRY SCC PRE-CALCULUS SCC CALCULUS I SCC CALCULUS II MATHEMATICAL IDEAS	LIT/COMP I - 9 (2 sem) LIT/COMP II - 10 (2 sem) LIT/COMP III - 11 (2 sem) Two additional semesters of English are required from the choices listed below: Journalism Advanced Journalism Publications Speech I Speech & Drama Creative Writing Mass Communications Reading Improvement Multi-Cultural Literature ALL CAPS = FULL YEAR COURSE Lower Case = Semester Course Boldface = Required for all students

In addition to the above required course work a student will have to take enough electives to fulfill the remainder of the 45 credits required for graduation.

Career Focus Planning

Health Sciences Career Choice Courses (Electives)
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Career Choice Courses are those elective courses that best fit the needs of students interested in pursuing the Health Sciences career pathway.

CAREER CHOICE COURSE ELECTIVES

12 or 11	Anatomy & Physiology Chemistry Physics Accounting I (S1) Accounting II (S2)	Sociology SCC Medical Terminology SCC Certified Nurses Assistant Introduction to Health Occupations II	Spanish Instrumental Music Mixed Choir Art Problems Art I Art II Photography
10	Speech & Drama	Child Development Parenting Foods I Foods II Introduction to Health Occupations I	Spanish Instrumental Music Mixed Choir Art I Art II
9	Basic Computer Skills Intro to Business Speech I	Foods I	Spanish Instrumental Music Mixed Choir Art I Art II

Health Sciences Pathway Available Careers

<u>Professional*</u> (Careers that require experience, apprenticeships, community college, and/or university training)	<u>Skilled*</u> (Careers that require experience, apprenticeships, and/or community college)	<u>Entry-Level*</u> (Careers that require on-the-job training and/or specialized training)
<p><u>Medical Specialist & Technologies</u> Dietitian Hospital Administrator Medical Record Administrator Medical Scientist Mortician Occupational Therapist Ophthalmologist Pathologist Physical Therapist Podiatrist Psychiatrist Radio Pharmacist Recreation Therapist Speech Therapist Surgeon Toxicologist</p> <p><u>Health Assessment & Treatment</u> Acupuncturist Allergist Anesthesiologist Audiologist Cardiologist Chiropractor Dentist Dermatologist Gynecologist Hematologist Medical Technician Obstetrician Ophthalmologist Optometrist Oral Surgeon Orthodontist Osteopath Physician/General Practitioner Plastic Surgeon Podiatrist Prosthetist/Orthotist Psychiatrist Psychologist Registered Nurse Urologist Veterinarian</p>	<p><u>Medical Specialist & Technologies</u> Biomedical Equipment Technician Dental/Medical Secretary Dental Lab Technician Diagnostic Medical Sonographer Dialysis Technician Electrocardiograph Technician Electroencephalograph Technician Embalmer Inhalation Therapist Medical Record Technician Microbiology Technician Nuclear Medicine Technologist Occupational Therapy Assistant Physical Therapy Assistant Radiation Therapy Technologist Radiologic Technologist Respiratory Therapist Surgical Technician</p> <p><u>Health Assessment & Treatment</u> Certified Medical Technician Dental Hygienist Licensed Practical Nurse Optometric Assistant Physicians Assistant</p> <p><u>Health Diagnostics</u> Biological Photographer Cardiology Technologist Clinical Laboratory Technician Cytotechnologist Diagnostic Medical Sonographer Histologic Technician Medical Technologist Veterinary Technician</p> <p><u>General Health Care</u> Emergency Medical Technician Paramedic Pharmaceutical Detail Representative Pharmacy Assistant Psychiatric Technician</p>	<p><u>Medical Specialist & Technologies</u> Admitting Clerk Central Service Technician Dietetic Assistant EEG/EKG Technologist Ward Clerk</p> <p><u>Health Assessment Treatment</u> Dental Assistant Medical Assistant Nurse's Aide/Orderly Nursing Technician</p> <p><u>Health Diagnostics</u> Certified Laboratory Assistant Laboratory Animal Health Care</p> <p><u>General Health Care</u> Aerobics Instructor Ambulance Driver Home Health Aide Hospice Worker Psychiatric Aide</p> <p>Please see your counselor for more available careers.</p> <p>*Not an inclusive list.</p>

ENGLISH - 1000'S

LITERATURE/COMPOSITION I (Year)

9

This course emphasizes the basic skills of reading and writing. Included are paragraph development, correct usage, spelling and vocabulary development. Students study different types of literature: drama, short story, novel, and poetry. At least one semester of this course will concentrate heavily on writing and related skills.

LITERATURE/COMPOSITION II (Year)

10

This course focuses on a survey of classic and contemporary American literature and expository writing. Equal emphasis will be placed on reading and writing skills. A research paper will develop both research skills and documentation techniques.

LITERATURE/COMPOSITION III (Year)

11

This course provides students the opportunity to improve their reading, writing, listening and speaking skills. Attention to basic skills is an important part of the course. A variety of selections from world literature provides numerous opportunities for critical thinking. There is a concentration on writing and related skills throughout the year. A research paper is required.

JOURNALISM (1st or 2nd Semester)

9-10-11-12

The students study and practice the methods of journalistic writing. They also study the technical aspects of design, layout, interviewing, leads, copyediting, computer skills, and headlines needed for newspaper and yearbook production.

ADVANCED JOURNALISM (1st and/or 2nd Semester)

9-10-11-12

Prerequisite - Journalism

This course is designed to train students to practice clear, concise, accurate written expression; to organize their thinking; to distinguish fact from propaganda; to exercise initiative, ingenuity, and good judgment; to utilize their talents through a worthy outlet; to develop an understanding of the true significance of journalism and free press; to explore journalism as a possible career. Students will publish the Smoke Signals. The work involves aspects of publications including writing, business management and desk top publishing skills. A student may elect to enroll for five semesters of credit.

PUBLICATIONS (1st or 2nd Semester)

9-10-11-12

Students enrolled in this class are all Chief staff members. Their common goal is to produce and distribute the school yearbook. This task will involve publications skills such as writing layout & design, copyediting, interviewing, photography, business management and desktop publishing skills. Students not enrolled in the class may still participate in Chief production. A student may elect to enroll for additional semesters of credit. Students are strongly urged to take Journalism or Photography prior to Publications.

SPEECH I (1st or 2nd Semester)

9-10-11-12

All types of communication are considered in this class. Students begin by looking at the process of communicating and examine communication in the world around them. Primary consideration is given to formal speaking for a group. Also covered is the informal speaking that is done each day. Besides speaking skills students learn about "body language," nonverbal communication and group communication. Every class member **is expected to participate in class activities** and to learn more about herself/himself through constructive feedback.

SPEECH and DRAMA (1st or 2nd Semester)**10-11-12****Prerequisite - Speech I or Instructor Approval**

This class will include a variety of communication skills. Key areas of concentration will include interpretive reading and speaking, debate, persuasive speaking, acting, Student Congress and discussion skills. Students who wish to one their reading, writing, speaking and research skills will benefit from this course. Students may take this course for two semesters.

MASS COMMUNICATIONS (1st or 2nd Semester)**9-10-11-12**

The course is designed to acquaint the student with a variety of media forms: radio, advertising, magazines, music, film, newspaper and television. This is a project-oriented class dealing with commercial writing, news writing, film criticism and advertising campaign organization.

READING IMPROVEMENT I (1st and/or 2nd Semester)**9-10-11-12****READING IMPROVEMENT II (1st and/or 2nd Semester)****10-11-12****READING IMPROVEMENT III (1st and/or 2nd Semester)****11-12**

This course is designed to help students who experience difficulty with reading. The goal is to move each student from his/her present reading level to a higher level. Those who apply themselves should expect to advance more than one reading level in a year. Students may enroll in this course only with permission of the department and instructor.

MULTI-CULTURAL LITERATURE (1st or 2nd Semester)**10-11-12**

Multicultural literature is a thematic course that will enable students to develop an understanding of their world through an examination of a variety of cultures and literature. This semester course will study literature by writers of cultures from North America, Central and South America, Europe, Asia, Africa, and the Middle East. By examining these cultures through reading, writing, speaking, and listening, students will gain an appreciation of the vast diversity of the human experience and the richness of human cultures.

CREATIVE WRITING (1st or 2nd Semester)**10-11-12**

This course emphasizes imaginative and creative writing, primarily in such forms as poems, short stories, plays, and personal narratives. Students examine all types of creative writing in order to analyze the writers' style, tone, and other literary techniques employed. The writing process will also be examined and discussed. Group and individual conferences will be utilized to provide improvement and evaluation of student work. Students will be encouraged to publish their pieces in the Chief Literary Magazine and enter writing contests. A student editor is appointed for an independent study credit. The editor must have previously earned an [A] in the class.

LITERATURE IN ACTION (1st or 2nd Semester)**11-12**

This independent reading class encourages students to develop an enjoyment of reading and to recognize the power of literature to help them learn about themselves. Students will read a variety of reading genres and evaluate and discuss setting, plot, characterization, theme and style within their selections. Students will reflect on their reading both orally and with a variety of writing responses. Current award-winning Young Adult literature will be stressed. The goal of this class is to encourage students to enjoy reading and to develop a lifelong reading habit.

AMERICAN STUDIES (2016-2017, 2018-2019)

Students will study history through primary sources, nonfiction, fiction and film in an intensive reading and writing course. The political, social, economic, military, diplomatic and scientific history of each time period will be examined as well as how the arts (especially literature) reflect that era. The course will consist of classroom discussions, guest lectures, field trips, on-line assignments, and daily writing activities. For each unit students will complete and present for an audience a major project in their area of interest--the arts, the sciences, mathematics, and the social studies. The course meets the Lit/Comp II and U.S. History requirements.

Note: American Studies and World Studies are open to students in the Talented and Gifted program and students that apply and meet the required academic criteria.

These courses are intended to be for students who intend to go on to college and who are looking for opportunities to prepare for themselves for the next phase of their education.

The course:

1. has a syllabus that will be a “college-type” document.
2. has daily in-class writing activities.
3. has a novel as the core (e.g. The Grapes of Wrath) and supplemental readings.
4. has a considerable amount of outside of class reading (25 pages a day).
5. has guest lectures and presentations by “experts” in the field and local people interested in the topic.
6. has an online component where students will post their assignments and participate in online discussions.
7. has at least major paper for each “topic” (e.g. The Depression).
8. allows the students to determine the specific focus of a major project that will be presented to an audience (will include the class members and guests invited by the students).

WORLD STUDIES (2015-2016, 2017-2018)

Students will study history through primary sources, nonfiction, fiction and film in an intensive reading and writing course. The political, social, economic, military, diplomatic and scientific history of each time period will be examined as well as how the arts (especially literature) reflect that era. The course will consist of classroom discussions, guest lectures, field trips, on-line assignments, and daily writing activities. For each unit students will complete and present for an audience a major project in their area of interest--the arts, the sciences, mathematics and the social studies. This course meets World History (elective) or World Geography (required) and Lit/Comp III.

Note: American Studies and World Studies are open to students in the Talented and Gifted program and students that apply and meet the required academic criteria.

These courses are intended to be for students who intend to go on to college and who are looking for opportunities to prepare for themselves for the next phase of their education.

The course:

1. has a syllabus that will be a “college-type” document.
2. has daily in-class writing activities.
3. has a novel as the core (e.g. The Grapes of Wrath) and supplemental readings.
4. has a considerable amount of outside of class reading (25 pages a day).
5. has guest lectures and presentations by “experts” in the field and local people interested in the topic.
6. has an online component where students will post their assignments and participate in online discussions.
7. has at least major paper for each “topic” (e.g. The Depression).
8. allows the students to determine the specific focus of a major project that will be presented to an audience (will include the class members and guests invited by the students).

SCC DUAL CREDIT ENGLISH OFFERINGS

Keokuk High School offers students a variety of opportunities to earn college credit while attending high school. These include PACE classes (the student leaves the KHS campus to attend classes on the Southeastern Community College campus) and Dual Credit classes (college level classes taught on the KHS campus). Generally a student must have a 2.5 high school grade point average or have achieved at the 50th percentile (Iowa norms) on the most recent ITED test to qualify for most (but not all) of these classes. Some of the classes have additional requirements (see individual class listings). Any student who pre-registers for a PACE or Dual Credit class must take the ACT, COMPASS or ASSET test prior to the end of the school year preceding the class. Students may register to take the ACT either by completing a written registration form (available from the KHS Guidance Center) or by registering online at www.act.org. Registration to take either the COMPASS or the ASSET is arranged by contacting the Guidance office. Students who desire to take advantage of these opportunities should meet with their counselor for more information and to complete the necessary enrollment procedures.

ENG-105 ENGLISH COMPOSITION I (1st Semester) 12

Lecture: 3 Lab: 0 Credit: 3 hours SCC and 1 KHS semester credit

Pre-requisite: Achieve one of these test scores: ACT Writing = 20; COMPASS Writing = 81; ASSET Writing = 45

A study of the principles of writing with emphasis on rhetoric, mechanics, and development of expository patterns: narration, description, illustration, comparison/contrast, classification, process and cause/effect. This course is required for AA and AS Degrees.

ENG-106 ENGLISH COMPOSITION II (2nd Semester) 12

Lecture: 3 Lab: 0 Credit: 3 hours SCC and 1 KHS semester credit

Pre-requisite: C- or above in EN:101 English Composition I

A continuation of study of the principles of writing begun in ENG-105 with emphasis is placed on persuasive writing as well as literary analysis and the students will write a research paper utilizing the MLA format. Time will also be spent exploring the research sources available from the library. Required for AA and AS Degrees.

SPC-112 PUBLIC SPEAKING (2nd Semester) 11-12

Lecture: 3 Lab: 0 Credit: 3 hours SCC and 1 KHS semester credit

This course examines both the theoretical and practical basis of speech communication, particularly public speaking. Emphasis is on speech preparation, organization, support, delivery, and audience analysis. This course is required for AA and AS degrees.

ENG-111 TECHNICAL WRITING 11-12

Lecture: 3 Lab: 0 Credit: 3

Prerequisites: Mandatory COMPASS or ACT test score and mandatory eWrite score (per SCC Writing Scores & Mandatory Course Placement Chart), or a C- or above in ENG-061, College Preparatory Writing II. No waivers.

Description: Studies the rhetorical techniques specifically oriented to industrial requirements. Applies expository patterns as incorporated within the report apparatus, including such specialized formats as process analysis, progress/ lab reports, feasibility study, and the proposal. Also includes correspondence and application of basic library research skills. Course designed to satisfy specified career program requirements.

MODERN LANGUAGES 1000'S

SPANISH I (Year)

9-10-11-12

Pre-requisite: students wishing to enroll in Spanish I must have scored proficient in reading comprehension in the Iowa Norms of their last Iowa Tests of Basic Skills or Iowa Tests of Educational Development.

Spanish I consists of a foundation in listening, speaking, reading and writing. Vocabulary for numbers, time, dates, and specific vocabulary related to the units are studied. In addition, cultural information and basic grammar structures are studied. In addition, internet resources immerse students in authentic language and culture.

SPANISH II (Year)

10-11-12

Pre-requisite: Spanish I

This course continues the development of the four aspects of language learning: listening, speaking, reading and writing. More advanced vocabulary and grammar are emphasized. In addition, internet resources immerse students in authentic language and culture.

SPANISH III (Year)

11-12

Pre-requisite: Spanish I and Spanish II

More stress is placed on speaking, reading and writing the language. Broader aspects of grammatical structures are introduced. In addition, internet resources immerse students in authentic language and culture.

SPANISH IV (Year)

12

Pre-requisite: Spanish I, Spanish II, and Spanish III

Comprehension of spoken and written Spanish is stressed with the use of more advanced grammatical structure. Modern cultural aspects and historical aspects of the Spanish people and countries are studied. In addition, internet resources immerse students in authentic language and culture.

SOCIAL STUDIES - 2000'S

CIVICS (1st or 2nd Semester)

9

Civics deals with the skills and knowledge needed to assume the role of a productive citizen of the nation and the community. The United States Constitution will be studied. The nature and application of laws in our society will also be considered. Special attention will be given to the practical application of laws to everyday life. A community service project will be required each quarter. The accelerated class will include more in-depth study and the use of legal case studies. An out-of-class activity will be required each quarter.

AMERICAN HISTORY (Year)

10

American History is the study of the history of the United States from the period after Reconstruction through the present time. In this course the student will study problems pertinent to the social, political, and economic life of people of the United States. These problems are studied and discussed in the light of their effect on our lives today and their possible effect on the future. Topics discussed include: Industrial Revolution, Immigration, World War I, The Great Depression, World War II, The Cold War, The Modern Era, and Global Interactions. The course is designed to meet the state requirement for U.S. History. It is required of all tenth grade students.

WORLD GEOGRAPHY (Year)

11

World Geography is designed to help students better understand the world in which they live. Emphasis will be placed on the fact that Americans are a part of a global society and that we are dependent on one another. This course looks at the world using a regional approach. The culture, history, topography, climate, natural resources, and economics of each region will be studied. Current events and the specific problems of each region will be included. Considerable map work will be required.

US GOVERNMENT AND POLITICS (1st or 2nd Semester)

12

US Government and Politics provides an overview of American constitutional government, federalism, political beliefs and behaviors, political parties, and the government of the State of Iowa. It focuses considerable attention on how and why people behave politically to get what they want from individuals and institutions that have the ability to meet those desires. Attention will be given to providing knowledge and skills that will allow individuals to participate fully in democratic government including instruction in voting procedures. A project will be required each quarter. Community service will be strongly encouraged. Each student will also study current events on a regular basis and apply knowledge gained in US Government and Politics to those current events.

SOCIOLOGY (1 Semester)

11-12

This course will examine socialization through various sociological perspectives including childhood, family, gender roles, individualism, community dynamics and other relationships. This is a college prep course.

CURRENT ISSUES AND THE COMMUNITY (1st or 2nd Semester)

10-11-12

This course examines the major issues of the day and how those issues affect our community. Various news sources, including daily newspapers, magazines, radio, and television, will be utilized. This is a lively, group-oriented course offering something to all students, not just those planning to attend college. It does require a commitment of time, however. Each student will be expected to spend time each day studying current issues.

WORLD HISTORY I (1st Semester)

10-11-12

World History I involves the study of the beginnings of civilizations through the development of the East and West. Included are the Middle Ages, the emergence of Modern Europe, the Enlightenment, the Revolution, the Age of Unification and Nationalism. This is a college preparatory course.

WORLD HISTORY II (2nd Semester)**10-11-12**

World History II covers Western Imperialism, World Wars I and II, the growth of science and technology, dictatorship and democracies, and the changing world since 1945. This is a college preparatory course.

SCC DUAL CREDIT COURSES

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PSY-111 GENERAL PSYCHOLOGY (1st Semester)

Lecture: 3 Lab: 0 Credit: 3 hours SCC and 1 KHS semester credit

A basic course in the understanding of behavior, designed to give the student a fundamental background in the fundamental problems and techniques covered in the field of psychology.

PSY-241 ABNORMAL PSYCHOLOGY (2nd Semester)

Lecture: 3 Lab: 0 Credit: 3 hours SCC and 1 KHS semester credit

Pre-requisite: PSY-111 General Psychology

A survey of the history of mental illness including a study of normal and abnormal behavior as related to various cultures. Personality development, individual adjustment, and description of various clinical entities and their relevance to present day life will be covered. Students study character disorders and personality structures which cause maladjustment and a review of the theories of personalities.

HIS-151 US HISTORY TO 1877**11-12**

Lecture: 3 Lab: 0 Credit: 3

Description: A survey of American social, political, economic and intellectual developments from the Colonial period to 1877.

HIS-152 US HISTORY SINCE 1877**11-12**

Lecture: 3 Lab: 0 Credit: 3

Description: A survey of American social, political, economic and intellectual developments since 1877.

SCIENCE - 3000'S

The Class of 2015 and Beyond

Required for graduation 6 semesters of Science

<u>Grade level</u>		<u>Course</u>	
9		Earth Science	(required)
10		Biology	(required)
11	Track A¹	Physical Science	(required)
11	Track B²	Chemistry**	
		AP Chemistry****	
12	Track B²	Physics***	
		AP Physics B ****	
11-12		Anatomy and Physiology	(elective)
		Microbiology/Genetics*	(elective)
		Environmental Science	(elective)
		Chemistry**	(elective)
		Physics***	(elective)

* Permission of Instructor required

** Algebra II Trig or Mathematical Ideas as a parallel or prerequisite

*** Algebra II Trig or Mathematical Ideas as a prerequisite

**** A minimum of Algebra II Trig as a prerequisite

¹Track A

Physical Science is designed to meet the needs of regular and special education students.

Physical Science will cover the Core Curriculum requirements in Physics and Chemistry.

²Track B

Chemistry and Physics will cover the Core Curriculum requirements at a more challenging level. These courses are designed to meet the needs of regular education students.

KCSD will offer AP course ONLY if enough students enroll. Students who do enroll in an AP course are EXPECTED to complete the course.

STUDENTS/PARENTS/COUNSELORS WOULD SELECT THE APPROPRIATE TRACK.

EARTH SCIENCE (Year)

9

Earth Science is a course in which the student will engage in scientific inquiry, demonstrate proficiency in scientific disciplines, and acquire the facts, concepts, principles, and approaches through which he/she can understand the earth, its inhabitants and its relationship to the universe.

Curriculum: There are four major areas of study in this course:

Energy in the earth system - internal and external sources of energy, plate tectonics, and energy transfer in the atmosphere and ocean.

Geochemical cycles - elements/atoms within Earth reservoirs: solid earth, oceans, atmosphere, and organisms and movement of elements/atoms between reservoirs.

Origin and evolution of the earth system - formation of solar system, geologic time, interactions among hydrosphere, lithosphere and atmosphere, and life: origin, evolution, and effect on Earth systems.

Origin and evolution of the Universe - age and origin of the universe, universe and galaxies, and star formation.

BIOLOGY (Year)**10**

Come explore the wonders of biology in this course. This is a survey class in which cell biology, genetics, human anatomy and physiology, and the six scientific kingdoms are studied. In addition, the relationship of living things and the response to their environment is explored. Laboratory work will be part of the student's learning experience.

PHYSICAL SCIENCE (Year)**11-12**

Physical Science is an introduction to the basic ideas in physics and chemistry. This course is presented through lecture and laboratory instruction. The greatest emphasis falls on the student-centered, activity-oriented, and laboratory instruction.

ENVIRONMENTAL SCIENCE (Year)**11-12**

The first semester covers ecology which is the study of plants, animals and how they live in the various ecosystems of the Earth. Students also study the living and non-living factors that contribute to the health of the biosphere. The second semester is directed towards human impact on the planet Earth. Students will study human overpopulation and the consequences it has on the environment.

ANATOMY & PHYSIOLOGY (Year)**11-12****Pre-requisite: Biology**

This course will benefit students who will major in a science or in science related fields, especially those who are going into a health field. Basic structures (anatomy) and functions (physiology) will be discussed for each system covered. Laboratory work will be part of the student's learning experience including the required study and detailed dissection of a small mammal to compare it with that of the human anatomy.

CHEMISTRY (Year)**11-12****CO/Pre-requisite: Algebra II/Trig or Mathematical Ideas**

Study matter, its structure, properties, composition, and the changes matter undergoes. The results of chemistry are all about you. The plastics in your stereo, the toothpaste you brush with, the hair spray that fogs your room, the foods you eat, and even the medicines that cure you; are all products of chemistry. Chemistry will provide the background that you will need for more specialized training at a college or technical school.

PHYSICS (Year)**Pre-requisite: Algebra II/Trig or Mathematic Ideas**

A person breathes...A bridge spans a mile-wide river...A child sees a flower...A giant city is lit...A rocket soars to the stars...From the simplest human act to the most complex technical marvel, everything humankind does, sees, or hears depends on the workings of the laws of physics. Physics is the basic science of matter and motion. Come learn from Newton, Galileo, Edison, Einstein, Maxwell, Ohm, and Lawrence as mankind defines the limits of the universe. Please bring an open mind, imagination, and curiosity. Physics will provide the background that you will need for more specialized courses at a college or technical school.

MICROBIOLOGY/GENETICS I (1st or 2nd semester)**9-10-11-12****(Instructor permission preferred)****Pre-requisite: earning a C or better in Lit. Comp 1 or recommendation**

How do we feed, fuel, and heal our world? Biotechnology provides breakthrough products, technologies, and research to fight debilitating and rare diseases, reduce our environmental impact, feed the hungry, and have safer, cleaner, and more efficient industrial processes. This is an advanced science course designed to expose students to lab skills and careers associated with Biotechnology. The class will expose students to concepts and lab techniques associated with a biological laboratory setting. The class will include a mixture of research activities, and a considerable amount of technical writing. The class will be broken down into two units: microbiology and Biotechnology.

MICROBIOLOGY/GENETICS II (1st or 2nd semester)**10-11-12****Pre-requisite: (Microbiology/Genetics I or Biotechnology I)**

Biotech is a global industry in a rapid growth phase. Biotech jobs are highly skilled and highly paid. This course is a continuation of Biotechnology I and will continue to explore this vast area. The class will include college and career exploration, literature review, applications of biotechnology, bioethics, and the funding and research process. The class will be broken down into four units: your future, applications of biotechnology, research and funding, and bioethics.

AP CHEMISTRY (Year)**11-12****Pre-requisite: Algebra II/Trig**

This course is designed to provide a solid, first-year college chemistry experience, both conceptually and in the laboratory. The labs serve to supplement the learning in the lecture section of the course. Emphasis is put on problem-solving skills, both on paper and in the lab. The exams are reviewed in class to increase student's awareness of test-taking strategies. For most students a course in AP Chemistry will provide some of the greatest intellectual challenges of their high school and early college career.

This course is taught with two goals in mind:

- Students will learn more chemistry than they would in a High School course and build upon this understanding of chemical concepts.
- Students will prepare to take AP Exam in May.

AP PHYSICS B (Year)**11-12****Pre-requisite: Algebra II/Trig Parallel: Pre-Calculus**

AP Physics B is a year long course that teaches the concepts of physics using algebra and trigonometry, and upon occasion calculus. Students need to be enrolled in Pre-Calculus or higher math. This course focuses on the application of mathematics in the field of physical science. Class time consists of lecture, demonstration, and problem solving.

Course Goals: This course is designed to give students a solid foundation in the principles of physics. Students enrolled in this course should take the AP Exam Physics B in May. Students who complete AP Physics should have a solid understanding and appreciation of the physical world around them. Topics covered include mechanics, Newton's Laws, fluids, electricity, magnetism, waves, optics, light, modern physics, and nuclear physics.

MATHEMATICS - 4000'S

MATHEMATICAL SEQUENCES

Pre-Algebra (Year)

9-10-11-12

Pre-Algebra topics include algebraic expressions; all operations with integers; coordinate plane with ordered pairs; solving 1, 2 & multi-step equations and inequalities; mean, median & mode; using formulas; factors, fractions, and exponents; all operations with fractions; linear functions and graphing; area & volume of various solids.

ALGEBRA I (Year)

9-10-11-12

Pre-requisite: Pre-Algebra

Algebra I will be presented as a computer based class on the KUNO. Included topics are the study of properties and operations of the real number system; evaluating rational algebraic expressions; solving and graphing first degree equations; inequalities and systems of equations; operations (+, -, x, /) with polynomials and factoring of polynomials; simplifying rational expressions plus all operations and complex expressions; factoring binomials, trinomials and solving equations by factoring; simplifying and solving radical expressions plus all operations with radicals; solving & graphing simple quadratic equations; simplifying radical expressions; operations with positive and negative exponents and scientific notation; quadratics including extracting square roots; using the quadratic formula and graphing parabolas.

GEOMETRY (Year)

10-11-12

Pre-requisite: Algebra I

Geometry will emphasize an abstract, formal approach to the study of geometry, including topics such as properties of plane and solid figures; deductive methods of reasoning and use of logic; geometry as an axiomatic system including the study of postulates, theorems, and formal proofs; rules of congruence, similarity, parallelism, and perpendicularity; and rules of angle measurement in triangles including trigonometry, coordinate geometry, and transformational geometry. The class continues building on the basic Algebra topics including basic measurement, perimeter, area, volume, and inductive methods of reasoning. Geometry also introduces the topics of locus, and non-Euclidean geometries.

Students interested in pursuing post-secondary educational opportunities should strongly consider Geometry as it is a requirement for most four year colleges and universities.

ALGEBRA II/TRIGONOMETRY (Year)

10-11-12

Pre-requisite: Geometry

Algebra II/Trigonometry courses combine topics from both of these courses for students who have attained Algebra I and Geometry objectives. Topics include linear equations; systems of linear equations and inequalities; matrices; quadratic equations and parabolas; functions; powers, roots, and radicals; exponential and logarithmic functions; polynomials and polynomial functions; rational functions; quadratic relations; sequences and series; trigonometric ratios and functions; trigonometric graphs, identities, and equations; probability and statistics.

Students interested in pursuing post-secondary educational opportunities should strongly consider Algebra II as it is a requirement for most four year colleges and universities.

MATHEMATICAL IDEAS I (Year)**10-11-12****Pre-requisite: Algebra I**

This course is intended as a year course to be taken instead of Geometry. Topics include problem solving & critical thinking; number theory & the real number system; Algebra: equations, inequalities, functions, & linear systems.

MATHEMATICAL IDEAS II (Year)**10-11-12****Pre-requisite: Math Ideas I and/or Geometry**

This course is intended to be taken as a continuation of Math Ideas I or can be taken instead of Geometry and Algebra II/Trig. Topics include problem solving & critical thinking; set theory; measurement; geometry; consumer math & financial management; counting methods & probability theory.

21st CENTURY MATH (Fall or Spring Semester)**11-12****Pre-requisite: Algebra I**

The understanding and the application of home management becomes more complex with the passing of time. Therefore, the objectives of this course will be to provide experience, contact with, and an understanding of those mathematical and economic factors which are important to the handling of personal financial affairs. These will include probability; statistics; income, purchasing and budgeting; personal and consumer credit and banking; buying, operating and using an automobile; renting, buying, and building a home; and taxes, insurance, and investments. While this course may apply toward the graduation requirement, other students may find it beneficial for developing their personal financial plan.

PRE-CALCULUS (Fall Semester)**11-12****Pre-requisite: Algebra II/Trig**

Pre-calculus fall semester is intended as a pre-requisite for MAT-128 Pre-Calculus (SCC concurrent class). This course will build on the Algebra II/Trig course and will include the study of linear and quadratic functions and their graphs, polynomials and rational functions, and exponential and logarithmic functions.

SCC CONCURRENT ENROLLMENT COURSES

The Keokuk High School mathematics department offers students the opportunity to enroll in Southeastern Community College Concurrent Enrollment classes. Any student who pre-registers for a class must take the ACT or COMPASS test prior to the end of the semester preceding the class. Students may register to take the ACT either by completing a written registration form (available from the KHS Guidance Center) or by registering online at www.act.org. Registration to take the COMPASS test is arranged by contacting the Admissions Office at Southeastern Community College. Students who desire to take advantage of these opportunities should meet with their counselor for more information and to complete the necessary enrollment procedures.

MAT-128 PRE-CALCULUS MATHEMATICS (Spring Semester)**11-12****Lecture: 4 Lab: 0 Credit: 4 hours SCC and 1 KHS credit****Pre-requisite: Pre-Calculus (Semester 1), and ACT math = 25 or COMPASS Algebra = 73**

Pre-calculus encompasses an in-depth review of mathematical concepts necessary in preparing students for calculus. Problem solving is emphasized. Topics from algebra, trigonometry, and analytic geometry essential in calculus are covered in this course. Topics include: properties of lines and quadratics, absolute value equations and inequalities, functions and their graphs, polynomial and rational functions, exponential and logarithmic functions, trigonometric functions, analytic trigonometry, vectors, conics in both the rectangular and polar coordinate systems, parametric equations, systems of equations and inequalities, matrices, three-dimensional coordinate geometry, partial fractions, sequences and mathematical induction.

MAT-210 CALCULUS I (Fall Semester)**12****Lecture: 4 Lab: 0 Credit: 4 hours SCC and 1 KHS credit****Pre-requisite: MA-128 Pre-Calculus, or ACT Math = 29 or COMPASS Algebra = 93**

Calculus I includes the study of limits and continuity, derivatives and differentiation, differentials, maximum and minimum function values and techniques of graphing, applications, and an introduction to integration.

MAT-216 CALCULUS II (Spring Semester)**12****Lecture: 4 Lab: 0 Credit: 4 hours SCC and 1 KHS credit****Pre-requisite: MA-210 Calculus I**

Calculus II involves the study of integration, techniques of integration, applications and accompanying mathematical structure.

MAT-110 MATH FOR LIBERAL ARTS (Fall Semester)**11-12****Lecture: 3 Lab: 0 Credit: 3 hours SCC and 1 KHS credit****Pre-requisite: Algebra II, and ACT Math = 20 or COMPASS Algebra = 20**

Math for Liberal Arts is a survey course for students not pursuing a career needing upper level mathematics courses. Topics include survey of sets, numbers, algebra, geometry, probability, and statistics.

MAT-156 STATISTICS (Spring Semester)**11-12****Lecture: 3 Lab: 0 Credit: 3 hours SCC and 1 KHS credit****Pre-requisite: Algebra II, and ACT Math = 22 or COMPASS Algebra = 55**

Statistics is an applied course in statistics, designed to introduce students to some of the concepts, symbols, procedures, and vocabulary used in the field of statistics. Topics covered in this course include: organizing and graphing data, descriptive statistics, probability, various distributions, the sampling distribution of the mean, estimating a population mean, confidence intervals, inferential statistics (hypothesis testing), comparing two population parameters, analysis of variance, correlation, simple linear and multiple regression, contingency tables, and nonparametric statistics.

BUSINESS - 5000'S

Be a Completer – Take and pass 3 classes in the Business/Computer Department

INTRODUCTION TO BUSINESS (1 semester)

9-10-11-12

This course will give students an introduction to the global business world. Students will have an understanding of how the American business economy operates as well as the importance of understanding the influences of businesses from around the world. Students will learn about the free enterprise system, how businesses are organized, business marketing, business technology and the pros and cons of owning your own business. This course is a good introduction course and a must for anyone interested in a career in business.

BASIC COMPUTER SKILLS (1 semester)

9-10-11-12

Students will “learn by doing” to understand the various word processing skills. Students will learn and be proficient in basic Windows operating system, Microsoft Word, Microsoft Excel and PowerPoint presentation software. Upon completion of this course the student will be able to format various types of business correspondence, format tables, reports in MLA style and design presentations. Emphasis will be on developing 21st Century technology skills as stated by the State of Iowa.

ADVANCED COMPUTER SKILLS (1 semester)

10-11-12

Pre-requisite pass Basic Computer Skills

This course is an advanced class in Microsoft Office programs and other types of desktop publishing and technology programs. It is important that students are proficient in keyboarding and understand basic computer software. Students will “learn by doing” to understand the various software. The class will introduce programs such as Microsoft Excel, Microsoft Access, Microsoft Publisher, Adobe Photoshop, Adobe Illustrator and Adobe InDesign. Other software may be included as time permits. Emphasis is on the development of 21st Century technology skills that could be used in the business world.

ACCOUNTING I (1 semester)

10-11-12

This course will provide students with the background and foundation to utilize basic business accounting procedures. Students will learn the basics of double entry bookkeeping as well as how to analyze and record financial transactions. Students will understand how day to day business transactions affect owner’s equity and various business accounts. Students will understand the terms and activities associated with assets, liabilities, double entry accounting how to journalize, posting of entries, usage of special journals, adjustments, and closing entries. Students will understand and be able to utilize the complete business accounting cycle.

ACCOUNTING II (1 semester)

10-11-12

Pre-requisite: pass Accounting I

This course is a continuation of 1st semester Accounting. Students will continue to focus on the accounting cycle for a merchandise business, recording inventory and processing business payroll. Students will learn how to operate QuickBooks Accounting 2012 software to complete business transactions. QuickBooks is used by many businesses to record their day to day transactions, prepare inventory lists, payroll summaries and purchase orders.

LAW FOR BUSINESS AND PERSONAL USE (1 semester)

10-11-12

This unique course is organized to create an understanding of our legal system and to show respect both for the law and those responsible for enforcing the law. Students will study criminal, civil and business law. Topics that will be covered include legal history, current legal issues, contracts, insurance, consumer law, case analyses, and the court system. Students will learn from analyzing cases, participating in class discussions, viewing videos, field trips and guest speakers.

WORKPLACE MANAGEMENT EXPERIENCE (1 semester)

12

(Approval by School personnel)***Students must have completed and passed with a C average 2 business courses prior to admittance.**

This class is for students who want to learn skills to be successful on the job. This is a unique class that will include in class and online instruction as well as job shadowing work experience. A school store will be operated by students as part of instruction. 21st Century Employability Skills as stated by the State of Iowa will be the focus and include but are not limited to effective communication, problem solving, good listening skills, teamwork, cooperation and human relations skills. Students will use a variety of computer programs in completing assignments. Grading will be based on their on the job performance and class assignments. *This is a great class if you are to ready to experience the "real world". * Students may be admitted to this course with approval from the instructor.*

ENTREPRENEURSHIP (1 semester)

10-11-12

Pre-requisite: Introduction to Business

This unique class will utilize an online learning format provided by The University of Iowa Jacobson Institute. Students will learn the "entrepreneurial mindset" by encouraging creativity, innovation, critical thinking and problem solving skills. This class will equip students with the skills necessary to excel in the world of business entrepreneurship.

FINE ARTS - 6000'S

ART I (1st and/or 2nd Semester)

9-10-11-12

Fundamentals of Art

First semester will consist of 2D Art which includes beginning drawing, painting and art appreciation. The emphasis will be on still-life, figure drawing, color study, basic perspective, and elements of design. Second semester will consist of 3D Art which includes subtractive sculpture, ceramics and printmaking. A sketchbook is required. This course stresses fundamentals and a general survey of techniques.

ART II (1st and/or 2nd Semester)

10-11-12

Prerequisite: First and Second Semester of Art I

Intermediate Art

The first semester will consist of 2D Art which includes drawing, painting and art history. The emphasis will be on creative problem solving and composition.

Second semester will consist of 3D Art in plaster, ceramics and printing with emphasis on creative problem solving and developing personal perspective. A sketchbook is required.

ART PROBLEMS (1st and/or 2nd Semester) (Up to 4 Semesters)

11-12

Prerequisite: Art I and Art II, Instructor's Recommendation

Drawing, painting, graphics, ceramics, sculpture, digital media and art history will be the core of this course. The emphasis will be on developing an individual style and ideas in several areas chosen by the student. Individual style will be developed by working in a series and by developing an awareness of art history and aesthetic values. Concentration in a medium of the student's choice will be required as well as individually exhibiting work during the year. A sketchbook is also required.

GRAPHIC ARTS (1st or 2nd Semester)

10-11-12

Prerequisite: Art 1, Instructor's Recommendation

This course takes a visual arts approach to photography, graphic design and digital arts. Students will experiment with composition and design principles and learn about the technical aspects of digital arts using Photoshop. The importance of photographs and modern digital images and the impact they have had on society will be presented along with current careers in digital media. The student will be financially responsible for any camera and computer equipment used during the course.

DIGITAL PHOTOGRAPHY (1st or 2nd Semester)

11-12

This course is designed to give the student technical preparation in aspects of digital photography. Special emphasis will be placed on a visual arts approach to seeing the technical layout and functions of the digital camera and exploring the technical aspects of Adobe Photoshop to manipulate the photographic image. The goal is to raise the student's appreciation and understanding of the photographic medium. The student will be financially responsible for any camera equipment used during the course.

INSTRUMENTAL MUSIC (Year)

9-10-11-12

Uniform Fee – Established Each Fall

Instrumental rental fee for school instruments 9-10-11-12

This course offers students an instrumental music experience and continued growth in music theory, instruction, leadership, musical instrument skills, and performance. Students perform alone and with others. Instrumental music includes lessons, marching band, concert band and pep band. Students will develop a high level of teamwork and responsibility skills. Confidence and pride will be gained through successful performances in local, state, and national festivals. Student assessment will include the evaluation of skill levels through class participation and performance of literature studied in class. All scheduled performances (i.e. concerts, state contest, etc.) are required. Extra-curricular opportunities offered in conjunction with Instrumental Music are: Honor Bands, All-State, Solo and Ensemble Contest, Jazz Band, and Jazz Combo.

PERCUSSION ENSEMBLE (2nd Semester)**9-10-11-12**

Drum line/Percussion Ensemble is for percussionists during the year. Percussion Ensemble provides an opportunity for all percussion students to participate in Concert Band. Students will receive training in marching band, small ensemble, and concert band percussion. Students will learn the concepts of rhythm, rudiments, technique, develop and master musical concepts on their main percussion instrument and explore proper playing technique on secondary instruments as they develop their role as ensemble members. All performances and camps are required in order to participate in the Drum Line/Percussion Ensemble. Continuous participation in percussion ensemble, middle school band, or concert band is required to participate in the Drum line/Percussion Ensemble. Students who have not been in band before are encouraged to sign up but must have permission to do so. Those who are not percussionists should sign up for instrumental music but may take percussion ensemble concurrently with instrumental music.

MIXED CHOIR (Year)**9-10-11-12****Robe Fee - Established Each Fall**

Mixed Choir is a two-semester course open to all students interested in singing. Major projects include the Conference Vocal Festival in the Fall, Winter Concert, Pops Concert, and Spring Concert. Students are encouraged to participate in many extra activities such as state contests, and various honor choirs.

JV SHOW CHOIR VIBRATIONS (Year)**9-10-11-12****Pre-requisite: Audition****Uniform Fee- Established Each Fall**

Show Choir will study the production and performance aspects of a pop music style show in a choral setting. The course will include singing, choreography, stage blocking, costumes, and all other aspects of a musical production with emphasis placed on singing techniques and choreographed movements. Audition is required and students will be required to pay uniform fees. Performances will be required.

VARSITY SHOW CHOIR PURPLE HARMONY (Year)**9-10-11-12****Pre-requisite: Audition****Uniform Fee- Established Each Fall**

Show Choir will study the production and performance aspects of a pop music style show in a choral setting. The course will include singing, choreography, stage blocking, costumes, and all other aspects of a musical production with emphasis placed on singing techniques and choreographed movements. Audition is required and students will be required to pay uniform fees. Performances will be required.

INDUSTRIAL TECHNOLOGY - 7000'S

HEALTH & SAFETY

The Code of Iowa 280.20 requires that all persons shall wear industrial quality eye protective devices at all times while participating in any phase of activity in a course which may subject the student, teacher, or visitor to the risk or hazard of eye injury from materials or processes used in a course. It shall be the duty of the teacher or person supervising students in such a course to see that the above requirements are complied with. Any student failing to comply with the requirements may be temporarily suspended from participating in said course. The registration of a student for such a course may be canceled for willful, flagrant or repeated failure to observe the above requirements.

ENGINEERING TECHNOLOGY (1st or 2nd Semester)

9-10-11-12

This semester course is offered to students who are interested in engineering related careers and is the first step in a sequence. It is divided into two modules: architectural drafting and mechanical drafting and will include an introduction to (CAD) computer aided drafting. Each module will allow students to obtain basic experiences in these occupational fields. Relative units of study will include house plans and multi view drawings. Some learning experiences may include computer software for floor plan layouts.

MANUFACTURING TECHNOLOGY (1st or 2nd Semester)

9-10-11-12

This semester course is offered to students interested in machine tool or welding related careers and is the first step in a sequence of five courses that will lead to a vocational certificate in the manufacturing program. The course is divided into two modules: welding and general metals. Units of study include: welding methods, materials, machine tool processes, welding equipment, types of welds, metallurgy, manufacturing processes, cost estimating, layout procedures and safety procedures. Some learning experiences may include related computer software for cost estimating and project design.

NOTE: This is a blocked course which meets daily, thus earning 2 credits in a semester.

WELDING /METAL FABRICATION (1st or 2nd Semester)

10-11-12

Pre-requisite: Manufacturing Technology

Co-requisite: AC/DC Electricity

This semester course is designed to give students advanced experiences in gas, electric arc, MIG and TIG welding of metals in various positions and applications. This course also addresses advanced use of the lathe, grinder, drill press, band saws, bench tools and layout tools

WEL-131 OXYACETYLENE WELDING (2nd Semester)

11-12

Pre-requisite: At least Manufacturing Technology

To provide a thorough technical understanding of oxyacetylene welding, flame cutting and brazing fundamentals and to develop skills necessary to produce high quality fillet and square groove welds in 3/16th plate and schedule 50 carbon steel pipe. Students develop understanding of weld hazards and safety procedures throughout the course.

ADVANCED DRAFTING (1st or 2nd Semester)

10-11-12

Pre-requisite: Engineering Technology

This class combines mechanical and structural drafting. The first half of the semester will concentrate on mechanical drafting techniques including but not limited to: section drawings, advanced dimensioning, isometric views, multi-view drawings, and developments. The second half of the semester will focus on structural drafting techniques including but not limited to: structural design and architecture of bridges, towers, commercial buildings and homes. This class will include the opportunity to design a house plan. Drafting will be done on drawing boards.

CAD (1st or 2nd Semester) (up to 2 semesters)**10-11-12****Pre-requisite: Advanced Drafting, Instructor's Recommendation**

This semester course is designed to give students basic experiences in Computer Aided Drafting. This may include basic computer knowledge, care of CAD equipment, developing computer aided working drawings, 3-D drawings using drawing entities, dimensioning, creation of block files, setting drawing files and plotting.

AC/DC ELECTRICITY (1st or 2nd Semester)**10-11-12**

The course is designed to give students experiences in AC/DC electricity theory and applications. Related experiences may include house wiring, electric motor, wiring and controls, test equipment, electronic project assembly, series and parallel circuits, power supplies, and math. Some learning experiences may include computer software training for circuit design simulation. Some projects may cost extra.

WOODS I (1st or 2nd Semester)**9-10-11-12**

This course in woodworking is the basic course for learning about the tools, machines, materials, and processes used when working with wood. Each student will study and learn about various hand and power tools as well as power machines used to make wood products. Each student will make a working drawing, bill of materials, and a procedure of a project of their choice. Safety is a very important factor in this class.

WOODS II (2nd Semester)**10-11-12****Pre-requisite: Basic Construction or Woods I with a grade of C or higher****Projects costs: Students must furnish their own materials for their projects.**

Woods II class will work with machines and tools introduced in Woods I. This class will use more complex design, joinery and cabinet making. Students will be required to plan and design a project of their own choosing with instructor approval.

NOTE: This is a blocked course which meets daily, thus earning 2 credits in a semester.

CARPENTRY (1st or 2nd Semester)**10-11-12****Pre-requisite: Woods I & II****Students are required to provide their own nail apron, hammer, tape measure, and safety glasses.**

This semester course is the third step in a sequence of four courses and is designed to give students experiences using building materials, tools, and equipment necessary to complete residential structures and related cabinetmaking and is designed to give students experiences in construction planning, materials, and cost estimating. Related experiences may include blueprint reading, site layout, costing, building construction, remodeling, concrete finishing, and math. Some learning experiences include computer software training for architectural drawings and cost estimation. Projects may cost extra.

DUAL CREDIT CLASSES**SCC INDUSTRIAL MAINTENANCE****11-12****SCC CARPENTRY****10-11-12****SCC WELDING****11-12**

FAMILY CONSUMER SCIENCE - 8000'S

CHILD DEVELOPMENT (1st or 2nd Semester)

10-11-12

This course will emphasize learning about the developmental stages of children. Students will examine the physical, social and psychological and intellectual development from infancy through the preschool years. Students will evaluate a variety of toys appropriate for different ages of children. The sequence of skills learned from this course should provide a foundation for exploring career opportunities in the field of child care.

PARENTING (1st or 2nd Semester)

10-11-12

This course will cover family relationships as they relate to the development of children. There will be emphasis on the many responsibilities of parenthood. The curriculum includes a study of the family life cycle and the variety of family structures. Other topics emphasized will be discipline, child abuse, the exceptional child, the handicapped child, and children of other cultures. This course will include the "Baby Think It Over" project where students will "parent" the simulator for a weekend during the quarter. A study of the preparation for parenthood will include the topics of prenatal development and the birth process.

FOODS I (1st or 2nd Semester)

9-10-11-12

This course includes a study of the basic facts of nutrition, meal planning and food preparation for the family and simple entertaining.

FOODS II (1st or 2nd Semester)

10-11-12

Pre-requisite: Foods and Nutrition I

This course presents a study of nutrition as it affects the health of the individual and future family. Meal planning, food purchasing, food preparation, cultural and foreign cookery are also included in the course. Research on world foods is done on the computer in the tech lab.

CULINARY ARTS OPPORTUNITIES

11-12

Pre-requisite: Foods/Nutrition I

This class will be open to juniors and seniors and have a prerequisite of Foods/Nutrition I. It will be broken up into two semesters. Both will be a block class (2 periods) and will be scheduled 4th and 5th hour (the period before and during lunch); this will allow us to serve the meal during the regular lunch period in the (student created café). Semester two, students will also have the opportunity to experience job shadowing in culinary career areas along with running the Café.

Course Description: This course will allow students to work in situations involving quantity food preparation catering and management with both "back-of –the house" and "front-of-the-house" experiences. This is the class that operates the in house "Café". Second semester students will have the opportunity to experience job shadowing in the culinary career areas. Students will need to provide their own transportation for the job shadowing. Class members will be involved in many projects; therefore, teamwork is very important. Required daily class attendance and reliability are essential. This is an ideal course for anyone considering or preparing for a food-related career.

TEXTILES I (1st or 2nd Semester)

9-10-11-12

Students will be responsible for providing material for projects

This course is designed to introduce the student to the use of fabrics and the sewing machine. The student will develop skill and make projects demonstrating proficiency in the following areas: counted cross stitch, doll making, quilting, and constructing a garment. Students must provide materials for each project.

TEXTILES II (1st or 2nd Semester)**10-11-12****Pre-requisite: Textiles I****Students will be responsible for providing materials for projects**

Want to improve your wardrobe? This one semester course will provide instruction in identifying a variety of fibers and their characteristics, how fabrics are manufactured, wardrobe planning, clothing construction, wardrobe maintenance, and shopping for specific clothing needs. Skills in alterations and clothing repair will be included. Students must provide materials for projects.

FASHION MERCHANDISING (2nd Semester)**10-11-12****Pre-requisite: Textiles I & II**

This course is a study of the fashion industry which includes a combination of text and hands-on lab experience. The primary goal of this curriculum is to prepare secondary students for a future, or better understanding of, in the field of retail merchandising and service with an emphasis on fashion. Students will be introduced to: various retail organizations; management; retail math; construction; visual merchandising; employability preparation; sales and promotions with an application format. The planned sequence of learning skills acquired from this curriculum should provide a foundation for exploring career opportunities in the field of fashion beyond high school.

INDEPENDENT LIVING (1st or 2nd Semester)**12**

The Independent Living class is designed for the individual who will be living independently after high school. The class will include such units as budgeting, insurance, renting, applying for and keeping a job, and other aspects of daily life.

DRIVER EDUCATION (See Drive Tek website)

PHYSICAL EDUCATION/HEALTH SCIENCES - 9000'S

PHYSICAL EDUCATION

The State of Iowa requires all students to receive instruction in physical education and health. Health topics will be incorporated throughout physical education. Students must enroll in two semesters of physical education per year. The only exemptions are for medical reasons or participation in a sport or activity approved for the state of Iowa.

PHYSICAL EDUCATION (Semester)

9-10-11-12

Each student will participate in a individual and lifetime fitness activities. This course is designed for them to participate in competitive team sports as a recreational outlet in their adult life. Team and individual sports will be covered in order for students to gain skills and knowledge necessary to continue being active after high school. Performance and knowledge of skills, rules, and strategy will be assessed. Emphasis will be placed on cooperation and sportsmanship in recreationally.

ATHLETIC ENHANCEMENT- (Semester)

9-10-11-12

Students will learn and perform exercises designed to enhance their athletic performance. Emphasis will be placed on strength training, agility and speed training, and aerobic fitness. Performance and knowledge assessments will take place each quarter. All athletes are required to take Athletic Enhancement.

WALKING FOR FITNESS (Semester)

9-10-11-12

Students will improve their personal level of fitness through walking. They will learn about the five components of fitness, how to assess them, and how to improve each component. Students will use pedometers to track the number of steps each day. They will learn to monitor their heart rate and determine if their walking rate will increase their cardiorespiratory fitness. Students will participate in semester physical fitness and knowledge assessments.

EXEMPTION PROVISIONS PHYSICAL EDUCATION 2014-15

PE waivers of any kind WILL NOT BE OFFERED to any incoming freshman or sophomore to be.

Juniors and Seniors involved in marching band or show choir WILL HAVE THE OPTION to waive PE for the 2015-16 school year. PE waivers for solely athletic purposes WILL NOT BE GRANTED.

PE waviars will still be considered for those who have a full academic course load not including PE (will need counselor verification and approval).

***Healthy Kids Act 2008 may affect PE exemptions**

LEADERSHIP

Students are selected through an interview process. Students receive training in the areas of service learning, leadership and organization management. Students will demonstrate these skills throughout the year at various school and community events.

HEALTH OCCUPATIONS

INTRO TO HEALTH OCCUPATIONS I (1st Semester)

10-11-12

Description: This course is designed to introduce students to a wide variety of health related careers, such as nursing, dental care, respiratory care and animal care. Health careers are currently the most rapidly expanding careers in our area and offer many opportunities. This course will help students decide whether the health care field is right for them and can also help students choose the right health career to meet their specific skills and interests. This first of two semester courses will provide a foundation for all health related careers.

INTRO TO HEALTH OCCUPATIONS II (2nd Semester)

10-11-12

Pre-requisite: Intro to Health Occupations I

Description: This course is designed to introduce students to a wide variety of health related careers, such as nursing, dental care, respiratory care and animal care. Health careers are currently the most rapidly expanding careers in our area and offer many opportunities. This course will help students decide whether the health care field is right for them and can also help students choose the right health career to meet their specific skills and interests.

DUAL CREDIT CLASSES

HSC-114 MEDICAL TERMINOLOGY (1st Semester)

11-12

Lecture: 2 Lab: 2 Credit: 3 Credit: 3 Hours SCC and 1 KHS Credit

Recommended: Intro to Health Occupations I & II, Biology, Anatomy and Physiology be taken prior to this course

Description: This course is designed to study the basic language related to medical science with emphasis on word analysis, construction, definitions, pronunciations, spelling and standard abbreviations

HSC-132 FIRST AID/CPR (Semester)

11-12

This course is designed to teach the skills needed to care for injuries and how to handle emergencies when assistance is not readily available. Also presented are procedures to restore breathing and heartbeat to victims of cardiac arrest and first aid for obstructed airways.

HSC-176 NURSE AIDE (2nd Semester) *Instructor Approval Required

11-12

Lecture: 2.5 Lab: 4.6 Credit: 4.0 Hours SCC and 1.33 KHS Credits

Pre-requisite: Medical Terminology

Description: Emphasis of this course is on students gaining a basic level of knowledge and demonstrating skills to provide safe, effective resident care. This course meets the Iowa Department of Inspection and Appeals requirements for nurse aides working in a long-term care and skilled facilities. Upon completion, students are eligible to take the written/oral and skills performance competency tests to become a Certified Nurse Aide.

MAP-401 MEDICAL LAW & ETHICS/

HUMAN RELATIONS FOR HEALTH CARE PROVIDER (2nd Semester)

11-12

Description: This course is designed to expose the student to legal concepts of standard of care, scope of employment, criminal and civil acts, contract, negligence and ethical concepts in health care. This course also includes fundamental principles related to human relations. Basic psychological and developmental theorists, factors that influence behavior, professional attitudes and behavior, self-improvement and communication in the health care setting are emphasized.

EMERGENCY RESPONDER

12

WORK STUDY (Year)**9-10-11-12**

In cooperation with the Special Needs Division, Department of Education, the Vocational Awareness Program offers various options to the existing program at the high school. The purpose of the program is to prepare students for a job or occupation that they may or may not discover from the regular school program. It acquaints students with different vocations and the real job.

SPECIAL EDUCATION SERVICES**9-10-11-12**

Special Education Services are designed to meet the unique individual needs of students with disabilities. The amount of time and supports provided by special education services are determined by the student's Individual Educational Plan (IEP). Providing services in the least restrictive environment, school success as well as meeting the student's IEP transition goals, are the primary focus of the program.

STUDENT ASSISTANTS (1st and/or 2nd Semester)**11-12****Pre-requisite: Teacher/Counselor Recommendation****Academic areas may allow advanced students to help the instructor in some of the non-teaching activities.**

A student must be recommended by the particular teacher for each semester and receives no credit. This class must be taken as a sixth (6th) subject exclusive of Physical Education.

LEARNING CENTER (Year)**9-10-11-12**

The Learning Center serves at-risk students who are credit deficient, academically "in trouble," have social problems or are, past the age of "Senior status". A regular high school diploma is offered upon completion of the required credits set forth by Keokuk High School. Students must earn five credits per semester and meet attendance guidelines.

INDEPENDENT STUDY (1st and/or 2nd Semester)**10-11-12**

Students will receive special instruction in a specific skill area to develop in-depth knowledge. Teacher recommendation is required!

iJAG COURSE**10-11-12**

iJAG (Iowa Jobs for America's Graduates) 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, and interviewing) and work place "survival" skills (interpersonal relations and team work). 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 (including a couple to state iJAG events in Des Moines), and career exploration through job shadowing and/or an internship. Students will also participate in the iJAG Career Association in various activities focused on career and leadership development, service learning, and civic/social awareness.

PEER TUTORING COURSE

The peer tutoring program at KHS will help build a sense of pride and community in our school. Peer tutors will be role models for other students through their dedication to our school and willingness to help other students. Peer tutors will need a recommendation to participate from a teacher in one of the core subjects (math, social studies, English or science). Peer tutors will receive training in leadership and current teaching strategies to better help other students with their academic issues. This experience is more than a resume builder (which it will be good for), or a credit elective (which it will be as a pass/fail), it will be a highly rewarding and valuable learning experience. Peer tutors will assist other students within our intervention program to achieve their academic potential.

ADVANCED LEARNING OPPORTUNITIES

Concurrent Enrollment and PACE (Postsecondary Accelerated Credit Experience)

A student interested in enrolling in a course through concurrent enrollment or PACE [PSEO] should talk with their guidance counselor. The counselor will assist the student in completing the appropriate application materials and arranging a class schedule. A student shall not be eligible for participation until the school district verifies all student, institution, and course eligibility requirements.

To enroll in a course offered through concurrent enrollment or PACE, a student must be proficient in reading, mathematics, and science as demonstrated by the student's scores on the most recent administration of the Iowa Assessments (see pages 9-10 of the [Senior Year Plus guide](#)). In addition, the student must satisfy any enrollment requirements established by the postsecondary institution.

An eligible student may not enroll through concurrent enrollment and PACE in 24 or more postsecondary credit hours in any one postsecondary institution in one academic year. A student who successfully completes a concurrent enrollment or PACE course will be awarded both high school and college credit. Likewise, a failing grade, as determined by the postsecondary institution, will be reflected on the student's high school and postsecondary transcripts. The following credit ratios will apply to credit earned through both concurrent enrollment and PACE:

College Semester Hours	High School Credit
1.0	.333
1.5	.500
2.0	.666
3.0	1.000
4.0	1.333
5.0	1.666

Additional provisions for the Concurrent Enrollment and PACE programs:

- A student must be enrolled in a minimum of 5.0 high school credits including PE each semester. These credits may be any combination of KHS and SCC classes.
- If a postsecondary course is scheduled at the same time as a KHS course, the student must choose to either take the KHS class at its scheduled time or the postsecondary course at its scheduled time.
- A student must be passing at least 4 classes in order to be eligible for participation in interscholastic activity participation. This provision applies to courses taken through concurrent enrollment and PACE.

Concurrent Enrollment Credit Programs

Eligible students in grades 9 through 12 may enroll in certain college credit courses offered through an arrangement with Southeastern Community College (SCC). These courses are college courses, taught by qualified college-level instructors, and utilize the college's curriculum. Students fill out an application for admission to SCC the first week of class and are awarded SCC student privileges. Students who enroll in a concurrent enrollment course:

- Save time and money with the chance to get a jump start on college.
- Gain experiences that lead directly to degrees, diplomas, certification and/or apprenticeship.
- Receive SCC privileges, including use of the library and free admission to Blackhawk Basketball games and other sporting events.

Additional program components and requirements:

- High school credit and college credit will be awarded upon successful completion of each class. The school district may determine whether credit earned through successful completion of a concurrent enrollment course

applies toward high school graduation requirements. Concurrent enrollment grades and credits will be calculated into both the KHS and SCC cumulative grade point average.

- The school district will purchase and retain ownership of concurrent enrollment textbooks. Per school district policy, a \$50 book rental fee will be assessed for each concurrent enrollment class a student takes. A student may be eligible for a waiver of this rental fee if the student or the student's family has limited ability to pay or is experiencing financial hardship. Please contact the school district for more information.
- If transportation to the college class is required, the student and parent are responsible for transportation.
- If a student decides not to take a SCC Class after registration, the student must follow SCC's and KHS' published course withdrawal procedures.
- The college to which the student is transferring will determine the transferability of SCC credit. Credits earned in courses numbered 010 to 099 are intended to meet other specific college diploma and associate degree programs.
- The listing of possible concurrent enrollment courses listed on the next two pages is subject to change. See your school counselor for information.

PACE (Postsecondary Accelerated Credit Experience)

The **PACE (Postsecondary Accelerated Credit Experience) Agreement** enables eligible juniors, seniors, and TAG freshmen and sophomores to enroll in any course offered through an eligible postsecondary institution, **online or on campus**, with tuition covered by the district. The purpose of this program is to promote rigorous academic pursuits and provide a wider variety of options for students. Students will receive dual (both high school and college) credit for these courses. Students will need to check eligibility requirements and handle registration/scheduling with a high school guidance counselor. The online courses are included in the student's schedule as part of their regular day. Courses taken on the postsecondary institution's campus will be worked in, if possible.

Student must complete the PACE Form and an application to the postsecondary institution with his/her KHS counselor. In addition, each student needs to arrange an appropriate KHS schedule with his/her counselor. A student shall not be eligible for participation until the school district completes the certification of eligibility.

- The PE waiver may be requested to allow for participation in postsecondary courses offered during daytime hours, but does not apply for evening classes or internet classes.
- High school credit and college credit will be awarded upon successful completion of each class. High school credit earned through successful completion of a PACE course will apply toward the appropriate high school subject area and graduation requirements.
- The student and parent are responsible for transportation to the postsecondary institution.
- If a student decided withdraw from the postsecondary course after registration, the student must follow the postsecondary institution's and KHS's published course withdrawal procedures. A student should see his/her counselor for schedule adjustments.
- The college to which a student is transferring will determine the transferability of any postsecondary credit earned through PACE.
- The KCSD will pay the actual cost of tuition, textbooks, materials and fees or \$250, whichever is less. If the student fails to successfully complete the course, the student or the student's parent/guardian shall reimburse the KCSD for its costs up to \$250.
- KCSD will retain ownership of any textbook(s) used in a course offered through PACE. Students shall return any textbook(s) to KCSD upon completion of or withdrawal from a course offered through PACE. Failure to return the PACE textbook(s) upon completion or withdrawal from a course offered through PACE will result in a charge for the cost of the textbook(s) to the student or the student's parent/guardian. This provision shall be included in the PACE agreement signed by the student at the outset of the course.
- The student may be required to purchase uniforms, project materials or equipment that become the property of the student.

IOWA ONLINE AP ACADEMY

The Iowa Online Advanced Placement Academy (IOAPA) is to provide students with access to Advanced Placement curriculum, not to take the place of AP courses taught at KHS. The IOAPA provides students the following opportunities:

- Free online course review and exam prep in 11 course areas. For the most part, AP courses are equivalent to a full-year college course.

- Fully subsidized AP tuition and required material costs for students enrolled in Academy courses. Students may be required to purchase some textbooks.
- AP access through Apex Learning online courses.

A student should:

- be committed to a workload of at least 12 hours weekly per AP class.
- have a 3.0 cumulative GPA or have demonstrated high proficiency in a discipline.
- have mastery of both writing and analytical skills and be academically prepared.
- have access to a Pentium PC or Power Macintosh outside of school.
- enroll in only one (1) Iowa Online AP Academy Course per semester.

Enrollment deadline is June 1st prior to each fall term.

NOTE: If the student fails to complete and receive credit for the course, the student will be ineligible to register for an additional AP Online Course.

Students are eligible to receive college credit for the AP courses by earning a passing grade on the end of the year AP exam. AP exams are ordered in the spring and cost \$91 per exam. NOTE: College credit is awarded by the college your student attends. Not all colleges recognize AP exams scores for credit, so research potential post-secondary admissions requirements prior to ordering the exam.

AP ONLINE COURSES

AP CALCULUS A

AP CALCULUS B

AP CHEMISTRY

AP ENGLISH LITERATURE AND COMPOSITION

AP ENGLISH LANGUAGE AND COMPOSITION (3)

ELECTIVE

Pre-requisite: Literature/Composition III with a grade of “B” or above. Minimum 3.0 cumulative GPA

AP English Language and Composition explores the richness of our language, including syntax, imitation, word choice, and tone. Students learn about their own composition style and process, starting with exploration, planning, and writing, and continuing through editing, rewriting, and polishing. The equivalent of an introductory college-level survey course, AP English Language and Composition prepares students for the AP Exam and for further study in communications, creative writing, journalism, literature, and composition. Students will learn to understand and analyze complex styles of writing by reading works from a variety of authors, including other students.

AP PHYSICS B

AP STATISTICS

AP US HISTORY (3)

ELECTIVE

Pre-requisite: American History and Civics with “B” Average. Minimum 3.0 cumulative GPA

Mastery of historical knowledge and critical analysis are the cornerstones of AP U.S. History. Learn how decisions and events of the past continue to have profound effects on the world today and how knowledge of the causes behind past events can influence future decisions. Put factual knowledge to work by weighing evidence and interpreting problems presented by historians. The equivalent of an introductory college-level course, AP U.S. History prepares students for the AP Exam and for further study in history, political science, economics, and sociology. Studying history is more than just memorizing facts. AP U.S. History analyzes and explores the economic, political, and social changes in America since Columbus first landed. Build essential reading, writing, and communication skills and discover how historical events have contributed to American culture.

EXTRA CURRICULAR ACTIVITIES

The Keokuk High School is a member of Iowa High School Athletic Association, Iowa High School Girls Athletic Union, Iowa High School Music Association, and Iowa High School Speech Association.

ATHLETICS

Keokuk High School competes in the following sports:

GIRLS:

Softball

(Varsity, Junior Varsity)

Bowling

Golf

Track

Volleyball

(Varsity, Junior Varsity, Freshman)

Swimming

Tennis

Basketball

(Varsity, Junior Varsity, Freshman)

Cross Country

Soccer

BOYS:

Baseball

(Varsity, Junior Varsity)

Bowling

Golf

Track

Football

(Varsity, Junior Varsity, Freshman)

Wrestling

(Varsity, Junior Varsity, Freshman)

Tennis

Basketball

(Varsity, Junior Varsity, Freshman)

Cross Country

Soccer

Swimming

STANDARDS FOR PARTICIPATION IN EXTRA-CURRICULAR ACTIVITIES

Purpose: Participation in extra-curricular activities is a privilege provided to students as an enrichment of the total educational program. The program shall be designed to: "...meet the needs and interests and challenge the abilities of all pupils consistent with their individual stages of development; contribute to the physical, mental, athletic, civic, social, moral, and emotional growth of all pupils; offer opportunities for both individual and group activities; be integrated with the instructional program; and provide balance so a limited number of activities will not be perpetuated at the expense of others." [Standards for Iowa Schools, 12.6(1).]

Therefore, standards of eligibility for extra-curricular participation shall include academic, as well as, conduct in and out of school. It is the responsibility of the student for self, team, school, and community to be prepared both mentally and physically to perform at the highest level of competition.

IMPORTANT NOTES:

• Every year each student shall present to the Activities Director:

1. A health certificate signed by a licensed physician. (A physical)
2. Concussion Paperwork

• The principal or activities director may declare a student ineligible whose academic standing or conduct is in violation of the standards for participation in extra-curricular activities. To insure the fair administration of the standards, the principal may consider unusual circumstances.

ACADEMIC ELIGIBILITY

In order for a student to participate in extracurricular activities he/she must meet eligibility guidelines set forth by the state and the local school district. Those guidelines are listed below:

1. All contestants must be enrolled and in good standing in a school that is a member or associate member in good standing of the school sponsoring the event.
2. All contestants must be under the age of 20.
1. A student must pass all classes each semester to remain in good standing. They shall receive credit in at least 4 subjects, each of one period or "hour" or the equivalent thereof at all times. To qualify under this rule a "subject" must meet the requirements of 281-Chapter 12. Course work taken under the provisions of the Iowa Code Chapter 261C, post-secondary enrollment options, for which a school district or accredited non-public school grants academic credit toward high school graduation shall be used in determining eligibility. No school shall be denied eligibility if the student's school program deviates from the traditional two semester school year. A grading period shall be based on semester grades.

- a.) If an athlete has a failing grade at the end of a semester, he/she is ineligible according to the Iowa Scholarship rule. He/she is ineligible for 30 consecutive calendar days in the sport or activity in which the student is a participant.
 - b.) An athlete's period of ineligibility begins on the first legal playing date of a season unless the season is in progress when grades are given. If the season is in progress, ineligibility begins the first day of the new quarter per Iowa's Scholarship rule. The following events are considered athletics: football, cross country, volleyball, swimming, basketball, wrestling, bowling, golf, tennis, soccer, track, baseball, softball, and cheerleading.
 - c.) If at the end of any semester, a student who participates in extracurricular activities other than athletics, (i.e., music, speech, drama, Little Feathers) is given a failing grade, the participant is ineligible for 30 consecutive calendar days. Ineligibility begins on the first day of the next semester per Iowa's Scholarship Rule.
5. A student with a disability who has an individualized education program (IEP) shall not be denied eligibility on the basis of scholarship **IF** the student is making adequate progress, as determined by school officials, towards the goals and objectives on the student's IEP.
 6. A student who meets all other qualifications may be eligible to participate in athletics for a period of eight consecutive semesters upon entering the ninth grade for the first time. However, a student who engages in athletics during the summer immediately following eighth grade is also eligible to compete during the summer following the twelfth grade.
 7. A student is academically eligible upon entering the 9th grade.
 8. No student shall be eligible to participate in any athletic sport if the student has engaged in that sport professionally.
 9. Students who finish a semester with an Incomplete (I) on their report card will be considered ineligible until the work is made up. If a student has passed all courses when the Incomplete is made up, he/she may become eligible immediately. Note: Teachers must have administrative approval before issuing an Incomplete.

GOOD CONDUCT RULES AND ELIGIBILITY

The conduct of the student, both in school and in the community, should reflect the ideals of the activities program. The Good Conduct Rules policy will be uniformly followed by all students, as well as participants in extra-curricular activities sponsored by Keokuk Community Schools. The following conduct shall result in a student being declared ineligible to represent Keokuk in extra-curricular activities:

1. Violation of Good Conduct Rule (includes on school grounds, attending school sponsored activities and off school grounds): **VERIFICATION OF VIOLATION:** Verification of the violation will occur through formal citation by the Police Department, County Sheriff's Department, Iowa State Patrol, or Juvenile Court Services; when a school employee witnesses a student violating the Good Conduct Rule; or when a student admits to violating the Good Conduct Rule. This will be in effect for all violations defined in the policy (1. a-i).
 - a. Use of tobacco or like products – any student using or possessing tobacco shall be denied the privilege of participating in all extra-curricular activities
 - b. Alcoholic beverages – any student using or in possession of an alcoholic beverage shall be denied the privilege of participating in all extra-curricular activities
 - c. Controlled substance and/or narcotics – any student using or in possession of a controlled substance and/or narcotics shall be denied the privilege of participation in extra-curricular activities. (Controlled substances and/or narcotics does not include a doctor's prescription of one's personal use, but the exchange of prescription drugs or the selling of such drugs will be in violation of the Good Conduct Rule.)
 - d. In the event that a student comes under the jurisdiction of any court for criminal activity or is convicted or adjudicated of a felony or serious or aggravated misdemeanor, he/she shall be declared ineligible to participate in co-curricular activities contingent upon school investigation regarding charges filed pertaining to the case.
 - e. Good Citizenship: Students whose actions, habits, or conduct create a negative image of the school or the community in general may be declared ineligible by the principal or his/her designee.
 - f. Harassment of students: Students involved in physical violence or any form of harassment or bullying of other students will be subject to the Good Conduct Policy. Students who are found to be defending themselves against a physical attack or bullying will not be subject to the Good Conduct Policy.

- g. All transfer students, except incoming ninth graders at the beginning of the school year, must present evidence of conduct eligibility from their previous school. If a student enrolls who was ineligible for conduct at his/her previous school, that student must complete the term of ineligibility for the violation as defined in the Good Conduct Rules and Eligibility for Keokuk High School. The number of previous violations of conduct eligibility at the previous school will determine which penalty applies to the student.
- h. Any student who receives an Out-of-School Suspension will be withheld from practices and competitions during the time of the suspension.
2. Dispensation for violating the Good Conduct Policy will be as follows:
The Good Conduct Policy will be in effect for the entire calendar year (12 months) and will encompass the four-year career of students in athletics and activities. Students will fall under this jurisdiction of the high school's Good Conduct Policy following completion of the 8th grade (summer proceeding the student's 9th grade year). Student athletes/participants are covered by the policy regardless of being in or out-of-season during their four-year career. The penalties shall carry over from one activity to the next in which they participate.

The policy for athletics and activities will be administered by the Activities Director under the same administrative regulations for the Good Conduct Policy (the policy covers cases of misuse involving alcohol, drugs, or tobacco).

In addition to discipline related to the activity, students will also be subject to regular school rules and regulations if the rule violation takes place on school district property or at a school sponsored event at some other location. The penalty for each violation has been established by these administrative regulations and will be strictly enforced.

List of Activities

The penalty for violation of conduct standards shall be determined by the category of the activity. Activities are divided into the following categories:

Category I Activities-

Football	Basketball	Track	Softball	Baseball	Golf	Wrestling
Swimming	Soccer	Cheerleading	Volleyball	Bowling	Cross Country	

Category II Activities-

Speech – Individual Contest Events
Music – Contest Solos, Optional Events which include All-State, Honor Groups, Show Choir, Jazz Band
Little Feathers - Drill Team

Category III Activities-

Drama
Speech – Group Contest or Plays
Music – Contest Ensembles and Large Groups
*Music – Core/Attendance events which include Concerts, Conference Vocal Festival, Pep Band and Marching Band Performances

First Violation

CATEGORY 1 – PENALTY: The student will be ineligible for 25 percent of school-sponsored interscholastic contests/events; two or more events on the same day count as one date.

CATEGORY II – PENALTY: The student shall be withdrawn from competition.

CATEGORY III – PENALTY: The student will complete the present obligation to the group and will not be eligible to compete in the next individual or group event of the activity.

Second Violation

CATEGORY 1 – PENALTY: The student will be ineligible for 50 percent of school-sponsored interscholastic contests/events; two or more events on the same day count as one date.

CATEGORY II – PENALTY: The student shall be withdrawn from competition in individual or solo events and may not participate in future events for one full semester.

CATEGORY III – PENALTY: The student will complete the present obligation to the group and will not be eligible to participate in future events for one full semester in the activity.

Third Violation

ALL CATEGORIES – PENALTY: The student shall not be eligible for one calendar year.

Fourth Violation

ALL CATEGORIES - PENALTY: The student will not be eligible again.

- The principal or activities director may declare a student ineligible whose academic standing or conduct is in violation of the standards for participation in extra-curricular activities.

A student-athlete must be a bona fide member of a team/activity in order to serve a penalty in that particular activity (meaning he/she must have had participation in that particular activity prior to violation of the Good Conduct Policy). When a period of ineligibility cannot be completed before the end of the season or school year, the period of ineligibility will carry over to the next activity in which the student participates. A student must complete the activity in which he/she is serving their ineligibility in good standing. Failure to complete the activity in good standing will result in the period of ineligibility being served again in the next activity.

SELF REPORTING OPTION

Students in violation of the Good Conduct Policy have an option for an alternative/reduction in penalty as listed:

- A student who is in-season must self-report his/her violation to the head coach or the Activities Director before the violation is made public (i.e. newspaper, Police Report) or within 72 hours of the violation, whichever comes first.
- A student not participating in an activity may self-report a violation. This report must be made to the Activities Director or another member of the high school administration team before the matter becomes public (i.e. newspaper, Police Report) or within 72 hours of the violation, whichever comes first.

Students who self-report will be eligible for a reduction in penalty up to half of the original penalty. This exact amount of reduction will be determined by the high school administration.

RULES FOR ACTIVITY PARTICIPATION

A. School Attendance:

1. A student who is absent from school may not participate in a game or event that day, unless excused by the school prior to the absence.
2. In case of an illness the student must have attended at least one-half of their school day.
3. Attendance rules for each activity will be established by the coach/director.
4. The Activities Director is to be informed in advance of decisions made concerning student attendance.
5. A student under suspension shall not be allowed to participate in extra-curricular activities.

B. Physical Examination:

A student participating in an athletic activity shall have a current physical examination on file in the Activities Office. An examination is valid for twelve calendar months plus one month.

C. Association Eligibility:

A student competing in an event sponsored or sanctioned by a state activity association shall meet the requirements of that association.

D. Non-school Athletic Participation

A high school student (grades 9-12 or in the case of summer activities completion of the 8th grade or the immediate summer after graduation) who participates in school-sponsored athletics may participate in a non-school sponsored sport during the same season with prior approval in writing by the Activities Director. Such outside participation shall not conflict with the school-sponsored athletic activity.

E. Concussion Form

F. Medical Release

ACTIVITIES AND ORGANIZATIONS

STUDENT COUNCIL

Purpose: To represent the best interests of the student body, to promote good student-faculty-administration relations, to promote better student relations, to provide services that will be beneficial and to support the school in helping to attain maximum educational growth and development.

Membership: Officers and representatives petition the Student Council in April to have their names placed on a ballot in a general election. Classes and organizations elect representatives to the council.

MATH CLUB

Purpose: To plan some fun activities, to further understanding of math fundamentals.

Membership: Open to any student currently enrolled in any math class.

SPANISH CLUB

Purpose: If you like Spanish and want to learn more you need to come to Spanish Club. Club members socialize, go to restaurants, go on picnics, work, have fun and learn more about Spanish customs and traditions.

Membership: Open to all students currently enrolled in Spanish.

NATIONAL HONOR SOCIETY (TORCH CLUB)

Purpose: The purpose of the National Honor Society is to recognize scholastic and service achievement.

Membership: The Torch Club is the local name given to this chapter of the National Honor Society. Members are chosen from 11th and 12th grade students. The National Charter requires that members have a cumulative grade point average of 3.2 or better. The list of eligible students is then voted on by a faculty committee. Those selected are then initiated into the chapter. Not only scholarship, but service, character, and leadership are the factors on which each student is judged.

LITTLE FEATHERS

Purpose: The Little Feathers appear with the marching band and perform at half-time of home games. The Little Feathers compete every year at the Iowa State Drill Team Competition. They also appear by invitation at such events as the Girls State Basketball Tournament. The Little Feathers are self governing within the guidelines established by the Board of Education.

Membership: Open to all girls enrolled in high school. The size of the group is determined by the scores obtained in try-outs. It varies from 10 to 25 girls depending on the judge's decision.

YEARBOOK

Purpose: The Comment staff is responsible for planning and preparing the high school yearbook, the Chief. This involves photography, layout and design, copyrighting, proofreading, selling subscriptions, soliciting community patronage, and other aspects of yearbook production.

Membership: Open to all high school students.

NEWSPAPER-SMOKE SIGNALS

Purpose: The newspaper staff is responsible for planning and publishing the high school newspaper, Smoke Signals. This involves photography, layout and design, proofreading, selling subscriptions, soliciting advertisers, and other aspects of production.

Membership: Open to all high school students.

LITERARY MAGAZINE

Purpose:

- 1-To put out a student literary magazine.
- 2-To train students in writing, proofreading, editing, layout, cartooning, and typing.
- 3-To encourage student participation in the written arts be it poetry, short stories, reviews, etc.
- 4-The single event concerning the Literary Magazine is the two weeks in May when it is student assembled and student sold.

Membership: Open to all high school students.

SPEECH

Purpose:

- 1-To increase student facility in the act of oral communications.
- 2-To develop an appreciation of literature and drama through participation in dramatic production and interpretation.
- 3-To stimulate critical thinking and organizational skills through forensic and public speaking competition.

Speech activities include:

- 1-IHSSA Contest trips
 - a-Large Group Events

1-Readers Theatre	3-One Act Play	5-Group Improvisation	7-TV News
2-Ensemble Acting	4-Mime	6-Musical Theater	8- Choral Reading
 - b-Individual Events, thirteen possible areas of competition
 - c-Competition and practice are held late first semester and second semester
- 2-Other: Speech Contest/Activities

Membership: Open to all high school students, auditions may be required.

DRAMA ACTIVITIES

General and Special Events during Year:

- 1-Two major Three Act productions are produced
- 2-Speech and Drama banquet in the spring, to honor those students with K letters, pins, and certificates for outstanding leadership in the speech and drama activities.

Membership: Open to all high school students

BAND

Purpose: To offer students an instrumental music experience and continued growth in music theory, instruction and performance. This program is offered for credit, and students are evaluated by the letter grade system. The Band program provides students experience in instrumental music, pep band, symphonic concert band, jazz band, and color guard. A summer program is also provided for students. The band participates in numerous performances throughout the year.

Membership: Open to all high school students, auditions or lessons may be required.

COLOR GUARD

Purpose: The color guard performs with the marching band at half-time shows, parades, and field show competitions for the purpose of providing a visual representation of the music being performed. The color guard uses whatever props of equipment that is best suited for the visual representation of a particular song, including flags, swing flags, rifles, etc.

Membership: The color guard is open to all students. The size of the group is determined by the scores obtained in try-outs.

Requirement: Students selected must register for the class "color guard" which meets during first quarter at the same time as band. Students who are selected for color guard and also are a band member should only sign up for band. Flag camp and band camp are established annually before the beginning of school. This is the time when routines are learned. Attendance is required for participation.

WINTER GUARD

Purpose: The Winter guard performs at basketball games and at State Contest. Winter guard is an extension of color guard. Winter guard meets outside of school time for practice. There is no prerequisite other than attending practices and performances once selected.

VOCAL MUSIC

Purpose: The choir is the main performing group. It meets daily and performs periodically throughout the year. It is offered for credit, and letter grades are given.

Membership: Vocal music is open to all students; auditions may be required for some groups.

SHOW CHOIR

Purpose: Participation in Show Choir is by audition. It is a co-curricular group which performs at various events. Emphasis is put upon popular style music and movement.

Membership: Open to all high school music students, auditions are required.

GAY/STRAIGHT ALLIANCE

Purpose: To promote tolerance and acceptance within the KHS student body.

Membership: Open to all high school students.

ART CLUB

LAW CLUB

TECH CLUB

ROBOTICS CLUB