



## **Home of the Tigers**

**A special thanks goes to the Freshman Transition Committee for their hard work and dedication in creating this handbook as a resource for our ninth grade parents. Caroline Williams for designing the front cover, Maddy Kameny and Jamie Metzger for designing the back cover.**

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# FRESHMAN PARENT HANDBOOK

2009- 2010

CHAPEL HILL HIGH SCHOOL  
1709 HIGH SCHOOL ROAD  
CHAPEL HILL, NC 27516

(919) 929-2106 (office)

(919) 969- 2455 (fax)

## Chapel Hill High School Mission and Goal Statement

The CHHS mission is to provide a learning environment in which every student will experience success, achieve to his or her fullest potential, and become a lifelong learner ready to meet the challenges of responsible citizenship in a global, technical society. Students, parents, staff and the community are partners in this mission.

Our goal is to promote sensitivity, respect and appreciation of cultural, racial, and ethnic differences in order to create a more tolerant school community. Our students are from diverse cultural backgrounds and we respect these difference. The faculty and staff of CHHS are committed to providing an environment that helps prepare all students to cope with the complex demands and challenges of the future in their personal lives and in the communities in which they live. The responsibility for education belongs to the whole community, with parents and other community agencies having major roles. Our school shares with parents and the community the task of educating students mentally, physically, and morally, while students themselves are active participants and accept responsibility for their own learning. Our ultimate goal is to promote an on-going love for learning while helping students to develop independent learning patterns they will value throughout their lives. The four areas our faculty has identified as key to fostering this goal are motivation, the development of fundamental skills, personal growth and development, and social growth and development. Please see the CHHS course offerings booklet for a more detailed description.

## Message from the Principal, Dr. Jesse Dingle ([jdingle@chccs.k12.nc.us](mailto:jdingle@chccs.k12.nc.us))

It's hard to believe that the first eight weeks of school have passed so quickly. As I continue my first year as principal of CHHS, I will work diligently with parents and faculty to foster an atmosphere that promotes a learning community characterized by child centered instruction and decisions, academic excellence, trust, respect, community involvement, excellent communications, and recognition of both student and staff achievement.

It is important for students to enjoy coming to school, for teachers and staff to enjoy their work and to feel appreciated, and for parents to feel welcome and to know that CHHS is the best school for their children. I am committed to working in collaboration with you to continue to develop and implement this shared vision. Working together as a team we will move forward in our mission to create a nurturing, disciplined, and challenging environment in which all students can learn at optimum levels and become responsible members of society. We have so much to be proud of as a staff, family, and community.

My leadership style is to be a visible, accessible, and approachable presence in our learning community. Please feel free to contact or visit with me (919-929-2106 ext. 1109), my door is always open!

**Dr. Jesse Dingle, Principal**

**Message from the PTSA President Lynn Lehmann ([Charliemax@aol.com](mailto:Charliemax@aol.com); 968-3925)**

Welcome to Chapel Hill High School! As PTSA President, I have the pleasure of working with teachers, administrators and staff--as well as the heart and soul of the PTSA--an extremely active group of parent volunteers. Everyone is always welcome to attend the PTSA board meetings (see schedule below). The challenges that we face with the unprecedented budget cuts this year are many - but as parents - we can help soften the blow by becoming involved with our school and offering support.

If you would like to receive weekly CHHS updates, calendars and announcements via e-mail, please sign up at: [http:// www.chhstigers.blogspot.com](http://www.chhstigers.blogspot.com) . You may also sign up by sending your e-mail request and e-mail address to our electronic newsletter editor, Kelly Wayne, at [kdwayne63@nc.rr.com](mailto:kdwayne63@nc.rr.com) . \*\*Please note that e-mail addresses from aol.com have an incompatibility issue with our list serve. Please send an e-mail address that is not aol.com to receive the weekly electronic newsletter.\*\*

I look forward to working with all new parents who are interested in volunteer positions on the PTSA. Please contact me if you have questions and want to help make CHHS the best it can be for our students. Thank you.

***Lynn Lehmann, PTSA President***

Below is a list of important steps you can take to help support CHHS:

Attend PTSA Meetings: All meetings are held at 7 pm in the media center

Meeting Dates are: Sept. 2, Oct. 7, Nov. 4, Jan. 6, Mar. 3, Apr. 7, May 5

Join the PTSA – Membership forms are available in the front office

Fill out the volunteer interest form that is available in the front office

Sign up for the weekly electronic newsletter

Volunteer at the Thrift Shop and earn money for your child's class or club

Participate in the Grocery Script Certificate Program

Link your grocery cards to CHHS PTSA –Harris Teeter 1154—Food Lion can be relinked at their website

Support the Annual Holiday Plant Sale

Join and support PALS (PERFORMING ARTS LOVERS)

Join and support the CHHS Booster Club

***Lynn Lehmann has been on the CHHS PTSA Executive Board since 2005, serving as the secretary and VP prior to becoming president. She has served on the SIT at McDougle Middle School and Carrboro Elementary School. She is the past-president of the Chapel Hill/Carrboro Public School Foundation. Last year, Lynn was the fundraising co-chair for Project Graduation.***

## QUESTIONS PARENTS FREQUENTLY ASK!

***Q How does CHHS help my child make the transition into high school smoothly?***

Answer: CHHS has a Freshman Transition Committee that collaboratively works to help the 9<sup>th</sup> grade students make a successful transition to high school.

***Q This is the first time that my child is struggling academically in his or her classes. How do I arrange for a tutor or extra help?***

Answer: If your student needs additional academic support, a list of tutors is available in the CIC office. Some are volunteer tutors, some are paid. Teachers are also available during lunch for extra support. Your student's Tiger Link is another resource. Encourage your student to seek help, before he or she falls too far behind.

***Q My child was absent from school what should I do upon his or her return the next school day?***

Answer: Parents do not need to call to the office if a student is going to be out of school. Absences may be excused, with a written excuse signed by parent or guardian on the day the student returns from an absence for the following reasons only: doctor's excuses, court appointments, absences due to illness, isolation ordered by the State Board of Health, death in the immediate family, religious observance and other participation in valid educational opportunity with prior approval by the principal.

***Q My child will be out for two or more days from school due to an illness. What are the procedures in requesting assignments?***

Answer: Please contact your assistant principal's secretary to request homework assignments.

***Q I have always been involved in my child's school. Does CHHS welcome parent involvement?***

Answer: Yes! Our doors are always open. There are plenty of opportunities to get involved at Chapel Hill High School. All volunteers must register with the district through Lincoln Center. Volunteers are recruited and trained early in each semester, usually in September and January. Therefore, you will want to register early in the semester. For more information, please contact the Volunteer Office at 967-8211 ext. 28281.

***Q When my child is not with me, I insist that he has his cell phone with him in case of an emergency. Can he have a cell phone at school?***

Answer: Yes, but the cell phone must remain off and out of sight during the school day. The best way to reach your child during an emergency is to call the school office.

***Q How much homework should my child expect to complete as a ninth grade student?***

Answer: Homework assignments provide practice to strengthen skills that already have been taught in class and to enhance learning. Time guidelines for homework assignments shall be determined by the individual teachers and based upon their students' educational needs. These guidelines are typically communicated to parents/guardians and students by the classroom teachers at the beginning of each school year.

***Q What is the College / Career Information Center?***

Answer: Our College / Career Information Center (CIC) offers numerous resources and reference materials. We also schedule throughout the year various presentations on colleges, technical and professional training programs, the financial aid process, work, and military career options. We strongly encourage students and their families to visit the CIC website for weekly updates at

www.chccs.k12.nc.us/chhs. Other available resources include the following information: Lending Library, Career Fairs/Job Fairs, Employability Skills/Job Opportunities, Enrichment Programs & Summer Opportunities, Interview Workshops-Resume Design, Portfolio Design, Internships, Job Shadowing, Apprenticeships, Career/College/Financial Aid/Scholarship Information, Community College/Preparatory Schools/Alternative Schools after High School/ and Training Programs

***Q Does CHHS have a dress code policy?***

Answer: Students may not wear the following types of clothing to school or any school sponsored event or activity with items of profanity, suggestive graphics (e.g. graphics depicting death, dying, violence, promoting sex, making negative reference regarding race, ethnic origin, religious affiliation, etc) and items representing or displaying drug, alcohol, or tobacco use.

***Q What clubs, extra and co-curricular activities are available for my child to participate in or join?***

Answer: Extra and co-curricular activities are integral parts of the CHHS educational program. These activities include athletics, clubs and organizations, theater, concerts, assemblies, student publications, and dances. Students are encouraged to participate in extra and co-curricular activities each year. These activities allow student to become an active part of the school's community as well as identifying other possible future aspirations. Many colleges and scholarship committees do consider these types of activities that students join and participate in during their high school career. Please visit <http://www.chccs.k12.nc.us> for more information.

**Q What sports are available at CHHS?**

Answer: The following sports teams are offered for those students wishing to pursue their interest in athletics. *FALL*: Varsity & JV Football, Varsity & JV Volleyball, Cross Country, Golf, Cheer leading (Football & Competition). *WINTER*: Varsity & JV Boys Basketball, Varsity & JV Girls Basketball, Basketball Cheer leading, Wrestling, Boys & Girls Indoor Track, Boys & Girls Swimming. *SPRING*: Varsity & JV Baseball, Varsity & JV Softball, Boys & Girls Track, Boys & Girls Soccer, Boys & Girls Tennis

***Q What are the procedures if my child needs to leave school early for an appointment?***

Answer: If it is necessary for students to leave school early, they must bring a written statement to the appropriate assistant principal's secretary before first period. The statement must include the reason for leaving, the time of dismissal, parent/guardian signature, and a telephone number where the parent/guardian can be contacted. Once the note is verified by parent contact, the student will be given an early dismissal pass, which must be presented the next school day to the teachers of all classes missed. If the early release cannot be verified through parent contact, the student will not be permitted to leave.

***Q What are the procedures for dropping off and picking up my child as a car rider?***

Answer: Students may only be dropped off and picked up at the main entrance in front of the school. Due to safety concerns and traffic flow, do not drop off or pick up students in the parking lots near Hanes Auditorium. Please be courteous to other drivers by not blocking traffic. Pull forward in the line and watch carefully for pedestrians. Park only in marked parking spaces. Parking along the curb in front of the building blocks traffic and slows down the carpool line.

***Q How do I schedule an impromptu and semester conference with my child's teacher?***

Parent-Teacher Conferences are held twice a year - once in the fall and once in the spring. On these two occasions, you will receive notice that the school is now taking appointments for conferences; this notice will give you the school number to call as well as the extension to leave your request for a conference. When calling this extension, you will need to leave your name, your child's name, what grade they are in, the best way to reach you (preferably your email address), and which teachers you would like to schedule for a conference. Your request usually is handled within 24 hours. You will receive an email or phone call giving you the time for each conference you have requested. If you find you are unable to keep these appointments, please contact the teacher to let them know about the cancellation. These conferences usually last about 15 minutes. You may always request a conference with a teacher on your own at any point during the school year. Just get in touch with the teacher at their email address at CHHS to make this request. Please note that the teachers are available anytime to answer any questions or concerns you might have via email or phone call.

## **Bell Schedule**

1st Period – 8:45 am to 9:35 am

2<sup>nd</sup> period – 9:40 am to 10:30 am

3<sup>rd</sup> Period – 10:35 am to 11:25 am

4<sup>th</sup> Period – 11:30 am to 12:20 pm

LUNCH – 12:20 pm to 1:05 pm

5<sup>th</sup> Period – 1:10 pm to 2:00 pm

6<sup>th</sup> Period – 2:05 pm to 2:55 pm

7<sup>th</sup> Period – 3:00 pm to 3:50 pm

## **Important Dates & Schedules**

### Delayed Opening Dates

September 17

October 15

December 10

January 28

February 18

March 18

April 15

May 6

### Delayed Opening Bell Schedule

#### Thursday

2nd period 10:45 - 12:08

Lunch 12:08 - 12:54

4th Period 12:59 - 2:22

6th Period 2:27 - 3:50

#### Friday after Delayed Opening

1st Period 8:45 - 10:08

3rd Period 10:13 - 11:36

Monthly Meeting 11:41 - 12:09

5th Period 12:59 - 2:22

7th Period 2:27 - 3:50

### Progress Report and Report Card Dates

<b>September 22</b>	End of first progress report grading period
September 29	Progress reports distributed in homeroom
<b>October 22</b>	End of 1 <sup>st</sup> Quarter
October 30	Report cards distributed in homeroom
<b>November 19</b>	End of 2 <sup>nd</sup> progress report grading period
November 30	Progress reports distributed in homeroom
<b>January 15, 2010</b>	End of 2 <sup>nd</sup> Quarter
January 25	Reports cards distributed in homeroom
<b>February 19</b>	End of 3 <sup>rd</sup> progress report grading period
February 26	Progress reports distributed in homeroom
<b>March 26</b>	End of 3 <sup>rd</sup> Quarter
April 9	Report cards distributed in homeroom
<b>April 30</b>	End of 4 <sup>th</sup> Quarter progress report grading period
May 7	Progress reports distributed in homeroom
June 10	4 <sup>th</sup> Quarter report card, exam, 2 <sup>nd</sup> semester final

**Spring Break: March 29- April 2**

**Special Note: All report cards will be distributed on Thursdays for the 2009-2010 school year. In the event of a school closure, the report cards will be ready on the next available school date.**

### **Dates of Interest**

Labor Day Holiday	September 7
Teacher Workday	September 28
Teacher Workday	October 23
Teacher Workday	November 2
Veterans Day	November 11
Teacher Workday	November 25
Thanksgiving Holiday	November 25-27
Winter Break	December 21- January 1
M.L. King Jr. B-day Holiday	January 18
Teacher Workday	January 19
Teacher Workday	February 22
Spring Break	March 29- April
Teacher Workday	April 5
Teacher Workday	May 31
Last day of School	June 10

### **Chapel Hill High School Student Honor Pledge**

As a student of Chapel Hill High School, I affirm the value of academic integrity and responsible citizenship. I promise I will not lie, cheat or steal in my academic endeavors. I will follow the Honor Code that protects and supports all members of the Chapel Hill High School Community.

### **Grading Scale**

A	100-93	Superior Mastery
B	92-85	Above Average
C	84-77	Average
D	76-70	Below Average
F	69-0	Not Passing
FF	n/a	Failure Due to Absences

## **School Organization**

**Principal: Dr. Jesse Dingle**

Secretary: Frieda Whitehead ext. 1107

### **Assistant principals' alpha assignments and phone numbers:**

**A-Gi & AVID: Crystal Vaught**

Secretary: Vacant, ext. 1180

**Go-O & ESL: Dionne McLaughlin**

Secretary: Joyce Wilson, ext. 1232

**P-Z: Theodore Bickley**

Secretary: Pamela Morrison, ext. 1108

### **Counselors' alpha assignments and phone numbers:**

**A-Flowers**

Bill Allee, ext. 1274

**Floyd-Leake & AVID**

Jonathan Byers, ext. 1276

**Lee- Rogers**

Linda Klemmer, ext. 1277

**Rohe-Z**

Judy Andrews, ext. 1275

**Ninth Grade Counselor Except AVID**

Ivry Cheeks, ext. 1279

**Counseling Secretary**

Lacala Hall, ext. 1220

**Counseling Records Manager**

LeAnn McKenzie, ext. 1218

**NCWISE Data Manager**

Jerri Humphries, ext. 1112

**Career Development Specialist**

Sandra Murphy, ext. 1272

**Career Information Center Coordinator**

Linda Carmichael, ext. 1281

**Student Assistance Specialist**

Jim Wise, ext. 1270

**Family Specialist**

Teresa Pitts, ext. 1273

**Family Specialist**

Gloria Sanchez-Lane, ext. 1278

**Athletic Director**

Tod Morgan, ext. 2108

**504 Coordinator**

Jill O'Kane, ext. 1100

**Exceptional Children Program Facilitator**

Sandra McAdoo, ext. 1149

**Service Learning Coordinator**

Megan Everett, ext. 2404

**AVID Site Coordinator**

Joanne McClelland, ext. 1123

**Department Chairs:**

**Arts Education**

Hollie Novack, ext. 3103

**CTE**

Tammy Bradley, ext. 1124

**English:**

Susan Oliver, ext. 1221

**Mathematics**

Keith Copper, ext. 1176

**Media Center**

Kara Watson, ext. 1161

**Physical Education:**

Ben Reed, ext. 2112

**Science**

Sheila Wilkerson, ext. 1215

**Social Studies**

Kay Lawson-Demery, ext. 1133

**Special Services**

Carolyn Helfrich, ext. 1110

**World Languages**

Sue Stites, ext. 4234

**Student Government**

[studentgovernment@chccs.k12.nc.us](mailto:studentgovernment@chccs.k12.nc.us)

**President** - Weston Sutter

**Vice- President** - Helen Rolf

**Secretary** - Claire Mayes

**Treasurer** - Emma Marlatt

### **Freshman Transition Committee**

Students entering high school look forward to having more choices and making new and more friends; however, this is also a time of anxiety for many ninth grade students and parents. Therefore, to help address some of the concerns of the parents and students adjusting to high school CHHS has formed a Freshman Transition Committee. The Freshman Transition Committee consists of 14 members representing the faculty, staff, parents, and students. The Freshman Transition Committee plans activities throughout the school year such as the Freshman Orientation Day and parent meetings.

Our main objective for this year is empowering or parents on ways to make high school a very successful experience for their high school student. Ms. Ivry S. Cheeks is the current chairperson for the Freshman Transition Committee. If you would like to get involve or share any suggestions, ideas, or concerns please feel free to contact Ms. Cheeks at [icheeks@chccs.k12.nc.us](mailto:icheeks@chccs.k12.nc.us) or 919-929-2106 ext.1279.

### **Counseling Center**

The Guidance/Counseling Center provides assistance to students in the following areas: planning for a future career, selecting courses, discovering aptitudes and interests, and addressing personal issues. Parent meetings are scheduled each school year to discuss the program of studies and to answer questions. For other concerns, we recommend that students and parents who wish to meet with the ninth grade counselor request an appointment in advance.

### **How to Schedule an Appointment**

A student may schedule a conference with his/her counselor by coming in before school, after school, or during lunch to make an appointment. The secretary will give the student a pass to show to his or her teacher in order to be allowed to come for the scheduled appointment.

### **Class Change Request**

Most high school classes are scheduled at or near capacity. Schedule changes must be held at a minimum. To maintain a proper class size, requests for teacher changes and/or changes in class time cannot be honored. During the first five days of school, the High School Guidance/Counseling Center will only make the following schedule changes:

- (1) Schedule includes course which student has already completed during middle school.
- (2) Student is scheduled for course where prerequisite(s) have not successfully been completed.
- (3) Student has passed and received credit for the course completed during the summer.
- (4) A course, which is required for graduation, is omitted from schedule.
- (5) Course must be changed to accommodate an administrative need.

### **Family Specialist / School Social Worker**

Each school in the Chapel Hill-Carrboro City School District includes a full-time Family Specialist, also known as School Social Worker, who is trained and licensed with a Master's Degree. Family Specialists play a vital role in facilitating a positive and relevant educational experience for the rapidly changing student population. The skills and competencies of Family Specialists enable schools to carry out their primary functions of educating all students more effectively without regard to race, sex, ethnicity, and religion.

Family Specialists are charged to analyze barriers to learning and achievement, and develop and implement strategies which address and eliminate barriers to student learning. Family Specialists serve as an important link between school, home and community. They promote and support students'

academic and social success by providing specialized services that include:

- home visits
- social developmental assessments
- case management
- collaboration with staff
- advocacy for students and families
- individual/small group counseling (short term)
- staff development
- parent education
- crisis intervention/prevention
- information/referral service
- collaboration with community agencies
- de-briefing

### **Student Support Team (SST)**

Every school has a Student Support Team (SST). Its membership is diverse. The CHHS SST includes the following staff members as part of the permanent core team: administrator, family specialist, counselor, school psychologist, nurse, 504 facilitator and student assistance program coordinator. In addition school counselors serve as individual case managers. The team serves as the single "portal of entry" to consider an array of interventions and services within the district including 504 or Special Education.

The SST process helps teachers to develop interventions to assist the student. Specific areas of concern are identified; information is gathered through observation, interview, review of school records and informal assessment. The SST develops new strategies to address the concerns being exhibited in the classroom. Classroom teachers implement these strategies for several weeks. The SST then reconvenes to assess the student's progress. A teacher may implement a behavior contract for a child who has difficulty maintaining appropriate classroom behavior and completing classroom assignments. If the interventions are not successful, however, the SST may refer the student to the 504 Committee or the Exceptional Children (EC) team.

**Parents who have concerns about their child's academic achievement, behavior, health, or social competence should discuss their concerns with the classroom teachers first.** Teachers and parents working together often establish informal strategies that address the concerns.

**If these pre-referral strategies or interventions are not successful, a formal referral to the SST should be made. Referral forms are located in the main office, counseling office and assistant principal's offices. The CHHS SST recommends contacting the student's counselor (who will serve as case manager) or the SST Chair person (Jim Wise) to assist with questions about referrals or about the SST process.**

### **Service Learning Hours**

Megan Everett - Service Learning Coordinator

Students must complete **25 service learning hours** to graduate from any high school in CHCCS district and to receive a diploma. Students will be required to write a 1-2 page reflective essay as a senior to the finish service learning requirement. Service Learning is a teaching/learning method that

connects meaningful community service experiences with academic learning, personal growth, and civic responsibility. For students to be eligible for a parking spot as a Junior or off campus parking privileges as a Senior, they must have 25 service learning hours completed!

To get credit for service learning hours students MUST turn in Service Learning Documentation forms to A125 or Ms. Everett's mailbox in the main office. Documentation forms can be picked up in the main office, at Ms. Everett's office (A125), or in counseling. They can also be downloaded from the CHHS Service Learning website.

Ms. Everett tracks each student's service learning hours throughout their high school career. Turning in forms throughout your students high school career is beneficial for the student so that when the student is a senior and applying for colleges and scholarships, there is a complete record available from the Service Learning Office.

### **How do students earn service learning hours?**

- Volunteer at nonprofit organizations (ex: UNC Hospital, food banks, soup kitchens, animal shelter)
- Join a service club! To name a few....Youth Leadership Institute, Key Club, CHHS Booster Club, Green Tigers, Service Leaders, Habitat for Humanity
- CREATE YOUR OWN SERVICE PROJECT! Can be done individually, with a group, or in class
- Tutoring another student, volunteering for teachers or in an office at CHHS
- Many more opportunities to earn hours at the CHHS Service Learning website:  
<http://budurl.com/CHHServLearning>

### **How do students find out about service learning activities?**

- Check out the CHHS Service Learning website. Various organizations where you can volunteer are listed as well as upcoming opportunities
- **SIGN UP FOR THE WEEKLY SERVICE LEARNING EMAIL!!** This is the best way to learn about upcoming volunteer opportunities for students and parents. To subscribe visit:  
<http://budurl.com/SLSubscribe>
- Service learning is on Twitter! <http://twitter.com/ServLearningCHH>
- Service learning updates are also posted on Facebook and can be included in your news feed by becoming a fan. <http://budurl.com/FBServLearningCHHS>

If your student is participating in a project and you want to know if it can count towards the service learning requirement, check with Ms. Everett by sending her an email or giving her a call.

### **Tiger Link Program**

Tiger Links is a mentoring program designed to help ninth grade students with the transition to high school. The Tiger Links are a group of juniors who are selected to serve as mentors to the freshmen class. Each Tiger Link has about five freshmen assigned to them. The Links will meet with their group throughout the year to discuss certain topics that might range from how to manage time, how to develop good study habits, how to get involved at CHHS, and how to get help through tutoring. The Links also will stay in touch with their freshmen throughout the year on a casual basis to check on

classes and the adjustment to high school. This program was started in 2002 and has evolved into a significant tool for freshman transition.

The Senior Links is an advisory group that helps to pick the topics for the monthly meetings of Tiger Links and freshmen. This selective group of about 14 seniors who were a part of the Links program the preceding year also serve as advisors to the Tiger Links to help make certain the program is working smoothly and to help with any issues. Mr. Tom Stanfa serves as the faculty advisor for both the Senior and Tiger Links groups.

### **New Graduation Requirement Standards**

The North Carolina Future-Ready Core Course of Study requires all students, beginning with the Freshman Class of 2009-10, to complete The Future- Ready Core Course of Study for graduation. The new course of study is more than a change in credits. The new requirements are based on the acknowledgement that graduates need different knowledge and skills to continue their education and to enter the work world than in the past. In addition, recent State actions support others changes in traditional graduation requirements including options to receive high school credit in middle school and expansion of on-line learning opportunities. (Please refer to the High School Graduation Future Ready Core Check-Off Sheet for more information).

# High School Graduation Requirements Check-Off Sheet

## Future Ready Core

(students entering 9<sup>th</sup> grade 2009-2010 school year)  
High School Graduation Requirements Check-Off Sheet  
Enter student's letter grade on the line

### English – 4 units

- English I (EOC) \_\_\_\_\_
- English II \_\_\_\_\_
- English III \_\_\_\_\_
- English IV \_\_\_\_\_

### Mathematics – 4 units (Alg. I, Geometry, Algebra II plus a fourth higher level math)

- Algebra I (EOC) \_\_\_\_\_
- Algebra II \_\_\_\_\_
- Geometry \_\_\_\_\_
- Math \_\_\_\_\_

### Science – 3 units

- Biology (EOC) \_\_\_\_\_
- Physical Science \_\_\_\_\_
- Earth/Env. \_\_\_\_\_

### Social Studies – 3 units

- Civics/Economics (EOC) \_\_\_\_\_
- World History \_\_\_\_\_
- US History (EOC) \_\_\_\_\_

### Physical Education & Health: PE = 1 unit (.5 state and .5 local requirement) Health = .5 unit

- PE (1 unit) \_\_\_\_\_
- Health (.5 unit) \_\_\_\_\_

### Elective - 6 units

Required: **Two** electives must be a combination of CTE, Arts or World Language

**One** elective unit in CTE or Arts

The state highly recommends a 4-unit concentration for all students, but not required

- Required (1) \_\_\_\_\_
- Required (2) \_\_\_\_\_
- Req/Elective (3) \_\_\_\_\_
- Elective (4) \_\_\_\_\_
- Elective (5) \_\_\_\_\_
- Elective (6) \_\_\_\_\_

### Additional Requirements for Graduation

- Computer Skills (on line) \_\_\_\_\_
- Graduation Project \_\_\_\_\_
- Service Learning \_\_\_\_\_
- 21.5 total credits \_\_\_\_\_