

*Manteno*  
HIGH SCHOOL  
COURSE GUIDE  
2010-2011

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# GRADUATION REQUIREMENTS

1. Four years of high school attendance.<sup>1</sup>
2. Students are required to complete a minimum of twenty-eight (28) credits. These credits shall include:
  - 4 English
  - 3 Mathematics
  - 3 Science
  - 2 Social Sciences
  - 2 P.E. (.5 credit granted each semester enrolled) <sup>2</sup>
  - 1 Fine Arts (music, art, foreign language, vocational education)
  - .5 Health
  - 1 Technology
  - .25 Drivers Education
  - .25 Career Exploration
  - .5 Writing

Sophomore students will be required to pass the Sophomore Block of classes, consisting of one quarter credit for each of the following: Driver Education and Career Exploration with a semester of Writing.

Exclusive of transfer from other high schools, a student may earn up to three credits from an institution other than Manteno<sup>3</sup>. Approval must be obtained in advance from the Counseling Office.

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<sup>1</sup> Students may apply to the high school principal for early graduation upon completion of seven (7) semesters of school attendance and when they have met all graduation requirements. Students must have been in attendance at Manteno High School for at least one full year. The student shall file the petition by the first day of school. Additionally, students applying for early graduation should note that only classes taken during the regular school day count toward graduation. This means night classes and correspondence classes cannot be used as credits towards early graduation. If a student fails a course, he or she is no longer eligible for early graduation. As of the class of 2010, early graduates must enroll in a semester of English 12 during the summer before their senior year.

<sup>2</sup>Exemptions may be granted for eleventh and twelfth grade students on an individual basis. Such students must either need enroll in an academic requirement for college admission or participate in an IHSA sport.

<sup>3</sup>Acceptable forms of credit may be issued from a summer school course at Manteno High School, local school districts, or American School correspondence courses. In order to pursue one of these options, a student must have failed the course at Manteno High School first.

# GENERAL INFORMATION ON COURSES

## GRADE WEIGHTS

Weighted courses are advanced courses that are designed to be academically challenging. Weighted grades will be given to students receiving an A, B, or C only. Students receiving a D will not receive a weighted grade. Students desiring a rigorous program of study should take the courses listed below:

English 9 Honors  
English 10 Honors  
English 11 Honors  
English 12 Honors  
Engineering Physics/Advanced Statistics  
Geometry  
Algebra 2 Honors  
Trigonometry/Pre-Calculus  
AP Calculus

Biology 2  
AP Biology  
Chemistry 2  
AP Chemistry  
Physics 2  
Spanish II, III, IV  
World History

<u>Weighted Courses</u>	<u>General Courses</u>
A = 6 points	A = 5 points
B = 5 points	B = 4 points
C = 4 points	C = 3 points
D = 2 points	D = 2 points
F = 1 point	F = 1 point

"Weighted": course is grade weighted based upon defined acceleration in content and in expected student outcomes (achievement) when compared to other courses.

## GRADING SCALE

All grades on report cards will be letter grades. The following is our system of grading by letter:

<b>Grading Scale</b>	
A	92-100
B	83-91
C	75-82
D	65-74
F	64 and Below

# GUIDELINES FOR SCHEDULE CHANGES

## 2010-2011 School Year

Before **March 1, 2010**, the following policies apply:

Students are strongly encouraged to choose classes that will positively impact their post high school career goals. They should choose preferred and alternate classes that sincerely interest them. Students must be in class five periods per day (including homeroom). There are no exceptions.

Students may add or drop a course for the 2010-2011 school year with parent approval until March 1, 2010, as long as they meet minimum credit requirements. Forms for course changes are available in the Counseling Office. Students requesting course changes should:

- 1) Pick up a form from the Counseling Office
- 2) secure signatures of counselor and parent
- 3) return signed form to the Counseling Office prior to the deadline of March 1, 2010 (**Mrs. Rutledge – class of 2012 and 2014 and Mr. Mellin – class of 2011 and 2013**)

After **March 1, 2010**, the following policies apply:

Students may add or drop a course with parent approval five days after the first day of school, as long as they meet minimum credit requirements. The above-mentioned procedure applies. Such schedule changes will only be made if an appropriate, alternate placement is available. **The counselors reserve the right to not make a schedule change.** Schedule changes are only made for the following reasons:

1. Student took summer school or correspondence credit to meet requirement
2. Student needs class to graduate
3. Student needs class for admission into college (confirmation from college required)
4. Student is entering the school-to-work program
5. Student is taking a class at Kankakee Community College

The counselors will **not** be able to make schedule changes for the following reasons:

1. Teacher preference
2. Changed mind about elective choice

# COURSE OFFERINGS BY DEPARTMENT

## English

Fundamentals of English 9\*  
English 9  
English 9 Honors  
Fundamentals of English 10\*  
English 10  
English 10 Honors  
Fundamentals of English 11\*  
English 11  
English 11 Honors  
Fundamentals of English 12\*  
English 12  
English 12 Honors  
Public Speaking  
Broadcast Journalism 1 & 2  
Fundamentals of Public Speaking\*  
Creative Writing  
Mythology  
Freshman Experience  
Reading\*  
Fundamentals of Video Literature\*

## Math

Fundamentals of Math 3\*  
Fundamentals of Math 4\*  
Pre-Algebra  
Algebra 1  
Algebra 2  
Algebra 2 Honors  
Informal Geometry  
Geometry  
Discrete Math  
Trigonometry/Pre-Calculus  
AP Calculus  
Statistics

## Science

Biology 1B  
Biology 1A  
Biology 2  
AP Biology  
General Science  
Conceptual Science  
Chemistry 1  
Chemistry 2  
AP Chemistry  
Physics 1  
Physics 2  
Engineering Physics  
Botany

Environmental Science

## Social Sciences

Intro. to Social Sciences  
World History  
Fundamentals of U.S. History\*  
U.S. History  
Fundamentals of Consumer Economics\*  
Economics  
Fundamentals of Civics\*  
Civics  
Diversity Studies  
Psychology 1 & 2  
Fundamentals of Sociology\*  
Sociology 1 & 2  
Fundamentals of Geography\*

## Physical Education

Health  
Boys'/Girls Physical Education  
Advanced Physical Education

## Family & Consumer Sciences

Orient. to Family & Consumer Sci.  
Foods and Nutrition  
Gourmet Foods  
Advanced Sewing  
Child Development

## Agriculture

Introduction to Agriculture  
Agricultural Construction  
Horticulture Applications

## Music

Concert Band  
Wind Ensemble  
Vocal Ensemble  
Panther Chorus

## Art

Art 1  
Advanced Art

## Foreign Language

Spanish I  
Spanish II  
Spanish III  
Spanish IV

## Technology & Business

Fundamentals of Computer Apps.\*  
Computer Applications  
Information Management  
Web Design  
Programming  
Networking  
Introduction to Business  
Entrepreneurship & Business Mgmt.  
Marketing  
Accounting I  
Accounting II  
School-to-Work

## Industrial Technology

Industrial Technology  
Residential Maintenance  
Welding  
Construction Technology  
Drafting  
Auto Technology

## Sophomore Block

Writing  
Fundamentals of Writing\*  
Driver Education  
Career Exploration

## Special Education

Resource\*  
Work Study\*

## Kankakee Area Career Center

Construction Technology  
Fire Rescue  
Computer Technology 1 & 2  
Child Development/Playschool  
Drafting  
Business Technology & Mgmt.  
Collision Repair  
Cosmetology 1 & 2  
Health Occupations  
Automotive Technology  
Welding  
Law Enforcement

\*Special education courses requiring an IEP

# ENGLISH

ENGLISH COURSES BY GRADE LEVEL			
9	10	11	12
Fundamentals of English 9 English 9 English 9 Honors Freshman Experience Creative Writing Mythology Reading* Video Literature* Fundamentals of Public Speaking*	Fundamentals of English 10 English 10 English 10 Honors Creative Writing Mythology Writing Broadcast Journalism 1 Reading* Video Literature* Fundamentals of Public Speaking *	Fundamentals of English 11 English 11 English 11 Honors Creative Writing Mythology Public Speaking Broadcast Journalism 1 & 2 Reading* Video Literature* Fundamentals of Public Speaking *	Fundamentals of English 12 English 12 English 12 Honors Creative Writing Mythology Public Speaking Broadcast Journalism 1 & 2 Reading* Video Literature* Fundamentals of Public Speaking *
			*IEP Required

## **8001 – FUNDAMENTALS OF ENGLISH 9**

**Grade Level:** 9                      **Semesters:** 2

**Credits:** 1

**Prerequisite:** Eligibility for special education services determined on an Individualized Education Plan. This course teaches fundamentals in grammar and composition. Spelling and vocabulary development are emphasized. Comprehension skills are stressed through the reading of various types of literature.

## **1001 – ENGLISH 9**

**Grade Level:** 9                      **Semesters:** 2

**Credits:** 1

**Prerequisite:** None

This course includes the study of literature, grammar, and vocabulary. Units on the short story, nonfiction, drama, poetry, and the library are studied. A Shakespearean play and at least one novel are read and analyzed. Outside reading is done from a reading list for a specified number of points.

## **1003 – ENGLISH 9 HONORS**

**Grade Level:** 9                      **Semesters:** 2

**Credits:** 1

**Prerequisite:** 8<sup>th</sup> grade teacher recommendation

This course includes the study of literature, grammar, and vocabulary. Units on the short story, nonfiction, drama, poetry, and the library are studied. A Shakespearean play and at least two novels are read and analyzed. Outside reading is done from a reading list for a specified number of points. Compared to English 9, the pace is faster, the tests are formatted differently, and the outside reading points are doubled.

## **1026 /1027 – FRESHMAN EXPERIENCE**

**Grade Level:** 9                      **Semesters:** 2

**Credits:** 1

**Prerequisite:** None

Dual enrollment in this course is required for all regular English 9 students. This curriculum will include reading comprehension, study skills, learning styles, oral communication, and writing skills. It also serves as enrichment to the English 9 class through cross-curricular study emphasizing literature, vocabulary, grammar, and outside reading. Students will have the opportunity to complete multi-media presentations based on research. Two novels are also read and analyzed.

### **8003 – FUNDAMENTALS OF ENGLISH 10**

**Grade Level:** 10                      **Semesters:** 2

**Credits:** 1

**Prerequisite:** English 9, Eligibility for special education services determined on an Individualized Education Plan

This course continues the grammar and vocabulary development from English 9. Writing skills are emphasized as students study paragraph development, and essay writing. Everyday writing skills are also developed. Reading skills are strengthened through the reading of various forms of literature.

### **1005 – ENGLISH 10**

**Grade Level:** 10                      **Semesters:** 2

**Credits:** 1

**Prerequisite:** English 9

This course includes the study of literature, grammar and vocabulary. Units of short stories, nonfiction, poetry, and drama are studied. At least one novel and one Shakespearean play are read and analyzed. Outside reading will be required from a specified list.

### **1007 – ENGLISH 10 HONORS**

**Grade Level:** 10                      **Semesters:** 2

**Credits:** 1

**Prerequisite:** English 9 Honors

This course includes the study of literature, grammar and vocabulary. Units of short stories, nonfiction, poetry, and drama are studied. Two novels and one Shakespearean play are read and analyzed. Outside reading will be required from a reading list for a specified number of points. As compared to English 10, the pace is faster, the tests are formatted differently, and the outside reading points are doubled.

### **8005 – FUNDAMENTALS OF ENGLISH 11**

**Grade Level:** 11                      **Semesters:** 2

**Credits:** 1

**Prerequisite:** English 10, Eligibility for special education services determined on an Individualized Education Plan

This course reviews grammar and composition and teaches English skills necessary in the working world. Writing is stressed as students produce different types of written work including essays. Vocabulary development is stressed and a variety of literature forms are studied.

### **1009 – ENGLISH 11**

**Grade Level:** 11                      **Semesters:** 2

**Credits:** 1

**Prerequisite:** English 10

This course will focus on the study of American literature. It will also include vocabulary, grammar, and PSAE preparation. Outside reading is done from a list for a specified number of points.

### **1011 – ENGLISH 11 HONORS**

**Grade Level:** 11                      **Semesters:** 2

**Credits:** 1

**Prerequisite:** English 10 Honors

This course will focus on the study of American Literature. It will also include vocabulary, grammar, and PSAE preparation. Outside reading is done from a list for a specified number of points. As compared to English 11, the pace is faster, the tests are formatted differently, and the outside reading points are doubled.

### **8007 – FUNDAMENTALS OF ENGLISH 12**

**Grade Level:** 12                      **Semesters:** 2

**Credits:** 1

**Prerequisite:** English 11, Eligibility for special education services determined on an Individualized Education Plan

In this course students review the grammar and composition skills needed after high school. Students also study a variety of literature. Writing skills and vocabulary development continue to be stressed.

### **8049 – FUNDAMENTALS OF PUBLIC SPEAKING**

**Grade Level:** 9-12      **Semesters:** 1

**Credits:** 0.5

**Prerequisite:** Eligibility for special education services determined on an Individualized Education Plan

This 18 week course will provide students with the opportunity to develop and present a variety of speeches. The course will teach students how and why humans communicate. Students will increase their knowledge of all aspects of communication both verbal and nonverbal.

### **1014 – ENGLISH 12**

**Grade Level:** 12      **Semesters:** 2

**Credits:** 1

**Prerequisite:** English 11

This course includes the study of British literature and history from the Anglo-Saxon Period through the Modern Age, with reading that covers nonfiction, short stories, poetry, one Shakespearean play, and a novel. Vocabulary development continues with bi-monthly lessons and a cumulative review of English 9-11 roots, suffixes, and prefixes. Writing instruction centers on applying grammar knowledge to create effective persuasive research writing and literary analysis. Quarterly outside reading is required from a reading list.

### **1015/1016 – ENGLISH 12 HONORS**

**Grade Level:** 12      **Semesters:** 2

**Credits:** 1

**Prerequisite:** English 11 Honors

This course includes the study of literature, grammar, and vocabulary. Units focus on the literature from the various time periods including short stories, nonfiction, drama, and poetry. A Shakespearean play and at least one novel are read and analyzed. One persuasive research paper with substantial support and persuasion is completed. Outside reading is done from a reading list for a specified number of points.

### **1022 – PUBLIC SPEAKING**

**Grade Level:** 11-12      **Semesters:** 1

**Credits:** 0.5

**Prerequisite:** Grade of C or higher in both semesters of English.

This 18 week course will cover a variety of skills associated with communication. Students will learn how to plan, present, and analyze a variety of speeches including informative, persuasive, personal experience, special occasion, and impromptu. Students will also gain interpersonal speaking skills through reading, journaling, and class discussion.

### **1017 – BROADCAST JOURNALISM 1**

**Grade Level:** 10-12      **Semesters:** 2

**Credits:** 1

**Prerequisite:** Grade of "B" or better in English or written permission from the instructor. Application required.

This course is designed for students to learn more about and develop their written and spoken communication skills. Students will devote their time to the production of the school newspaper, the Paw Print, as well as the news and entertainment program, Panther Vision. Students will learn the basics of producing, writing, and directing news and entertainment segments for the regular broadcast show.

### **1019 – BROADCAST JOURNALISM 2**

**Grade Level:** 11-12      **Semesters:** 2

**Credits:** 1

**Prerequisite:** Broadcast Journalism 1.

A year-long, hands-on course dedicated to the production of a number of televised specials including the Senior Video and Winter Break Special.

**1024 – MYTHOLOGY****Grade Level:** 9-12      **Semesters:** 1**Credits:** 0.5**Prerequisite:** None

This course provides an introduction to Greek mythology. It covers the major gods and goddesses, the most popular Greek myths, and the main Greek writers of mythology. In addition, students research the influence of Greek mythology on literature and advertising today.

**1025 – CREATIVE WRITING****Grade Level:** 9-12      **Semesters:** 1**Credits:** 0.5**Prerequisite:** Students must have at least a B in previous English classes or have written consent from the teacher.

In this course, students will learn the art of writing creatively in three genres: poetry, short stories, and drama. Students will also read, study, and respond to various authors to enhance their own writing skills as well as learning new literary devices.

**8017 – FUNDAMENTALS OF VIDEO LITERATURE****Grade Level:** 9-12      **Semesters:** 2**Credits:** 1**Prerequisite:** Eligibility for special education services determined on an Individualized Education Plan

Video literature will provide students the opportunity to be exposed to literature through the medium of video in addition to printed books. Emphasis will be placed on analyzing videos, doing character analyses, character descriptions, character motivations, and studying plot development. Students will also compare and contrast novels and videos. Writing analyses and reviews of the stories will be done extensively with special attention placed on grammar and paragraph development.

**8008 – READING****Grade Level:** 9-12      **Semesters:** 2**Credits:** 1**Prerequisite:** Eligibility for special education services determined on an Individualized Education Plan and teacher recommendation. Course may be repeated with teacher permission.

This course is designed to help the students improve basic reading competencies. Topics to be covered include a review of decoding skills, vocabulary activities, reading strategies, and reading comprehension activities that can be applied to academic subject areas.

# MATHEMATICS

## CALCULATOR POLICY

Students enrolled in Algebra I, Pre-Algebra, and Informal Geometry classes are encouraged to have a scientific TI-30X calculator or a TI-83+. Students enrolled in Algebra II, Pre-Calculus, and Calculus classes are encouraged to have a TI-83+. It is also expected that all math students use a pencil in class at all times.

MATHEMATICS COURSES BY GRADE LEVEL			
9	10	11	12
Pre-Algebra Algebra 1 Geometry	Algebra 1 Informal Geometry Geometry Algebra 2 Algebra 2 Honors	Informal Geometry Geometry Algebra 2 Algebra 2 Honors Trigonometry/Pre-Calculus Statistics Discrete Math Math 3* Math 4*	Informal Geometry Geometry Algebra 2 Algebra 2 Honors Trigonometry/Pre-Calculus AP Calculus Statistics Discrete Math Math 3* Math 4*
			*IEP Required

### **8044 – FUNDAMENTALS OF MATH 3**

**Grade Level:** 11-12      **Semesters:** 2

**Credits:** 1

**Prerequisite:** Eligibility for special education services determined on an Individualized Education Plan

This course is designed to help students transition from basic to more advanced math. This class is for the beginning algebra student as basic algebra and geometry concepts are introduced.

### **8046 – FUNDAMENTALS OF MATH 4**

**Grade Level:** 11-12      **Semesters:** 2

**Credits:** 1

**Prerequisites:** Eligibility for special education services determined on an Individualized Education Plan

This class is for advanced math students. Concepts of algebra and geometry are studied.

### **2003 – PRE-ALGEBRA**

**Grade Level:** 9-12      **Semesters:** 2

**Credits:** 1

**Prerequisite:** None

A beginning study of the topics of Algebra. This course includes selected topics of Algebra 1, with a greater emphasis on the review of arithmetic skills. This course does not count as an Algebra credit towards college requirements.

### **2005/2006 – ALGEBRA 1 (Double Block)**

**Grade Level:** 9-12      **Semesters:** 2

**Credits:** 1

**Prerequisite:** None

Algebra is a continuation and a generalization of arithmetic. It is a study of the relations and properties of numbers by means of symbols. It includes the study of polynomials, fractions, sets and the solution of equations.

**2017 – ALGEBRA 2****Grade Level:** 10-12      **Semesters:** 2**Credits:** 1**Prerequisite:** Algebra 1

This course is designed to strengthen algebraic skills while advancing to new topics. The introduction and use of a graphing calculator is heavily incorporated into the curriculum as well. First semester topics studied will include linear equations and inequalities, absolute value equations and inequalities, quadratic equations, sequence and series, functions and relations, systems of equations, and matrices. Second semester topics are exponents and radicals, exponential and logarithmic functions, polynomials and polynomial functions, rational expressions, and permutations and combinations. In this course, students will also review geometric ideas in algebraic and trigonometric contexts; tie algebra to statistics, combinatorics, and probability; and strengthen inductive and deductive reasoning skills.

**2007 – ALGEBRA 2 HONORS****Grade Level:** 10-12      **Semesters:** 2**Credits:** 1**Prerequisite:** Algebra 1 with a grade of “A” or “B”

This class expands on topics from Algebra 1. Students will be exposed to solving advanced Algebraic and graphing problems more in depth. This class is formatted for students who will be taking Trigonometry/Pre-Calculus.

**2012 – INFORMAL GEOMETRY****Grade Level:** 10-12      **Semesters:** 2**Credits:** 1**Prerequisite:** Algebra 1

This is a study of the two and three-dimensional world from a mathematical point of view. Content includes: communication of mathematics through modeling, diagrams, and equations. Measurement with a variety of instruments and conversion of units of measure. Introduction to logic and reasoning. Lines and angles both in the plane and in the space. Polygons including angles, perimeter, and area. Similarity with ratio and proportions. Circles including angles, segments, circumference, and area. Solid geometry including surface area and volume. This course does not satisfy the geometry requirement for the per-calculus course or for college admissions.

**2011 – GEOMETRY****Grade Level:** 10-12      **Semesters:** 2**Credits:** 1**Prerequisite:** Algebra 1

Geometry is the study of the properties of points, lines, planes, and angles. Students will relate and apply geometric concepts to algebra, statistics, probability, and discrete mathematics.

**2019 – DISCRETE MATH****Grade Level:** 11-12      **Semesters:** 2**Credits:** 1**Prerequisite:** Algebra 2

This course is designed for four-year college-intending students who neither require trigonometry for admission nor intend to study Calculus. However, students who intend to pursue mathematics, science, or engineering majors can enrich their secondary mathematics experience in this course. Topics covered in the first semester will include modeling, applications, election theory, fair division algorithms, matrices, graph theory, tree diagrams, counting and probability, and recursion. The entire second semester is devoted to the study of statistics with a review of some probability. The semester course offerings are non-sequential. A TI-83 PLUS or TI-84 PLUS graphing calculator is required.

**2013 – TRIGONOMETRY/PRE-CALCULUS****Grade Level:** 11-12      **Semesters:** 2**Credits:** 1**Prerequisite:** Algebra 1, Algebra 2, and Geometry

Primary attention is given to the study of the trigonometric functions. Trigonometry is a preparation for the study of calculus and other high mathematics, and is essential for the study of physics and engineering. Study is made of both the analytic and practical applications of trigonometry. This course is also presented as a preparation for Calculus using an algebraic background. The content covered in this class will include the understanding and application of polynomial, exponential, logarithmic, and trigonometric functions. There will be an introduction to limits, derivatives, and integrals.

### **2015 – ADVANCED PLACEMENT CALCULUS**

**Grade Level:** 12                      **Semesters:** 2

**Credits:** 1

**Prerequisite:** Trigonometry and Geometry; Senior standing

The curriculum of the Calculus course is designed to prepare each student for the Advanced Placement Calculus Exam in May. By taking this exam, each student has the chance to earn college credit. Three main areas will be covered: 1) Functions, including limits of functions; 2) Differential Calculus and applications of differentiation; and 3) Integral Calculus and its applications – Transcendental functions (such as trigonometric, logarithmic, and exponential functions) will also be covered.

### **3026 –STATISTICS**

**Grade Level:** 10-12                      **Semesters:** 1

**Credits:** 1

**Prerequisite:** Grade of C in Physics 1 or permission of instructor

Students will learn basic statistical techniques and then apply them in order to evaluate scientific research, advertising claims and economic decisions such as buying a house, buying a car or investing money. Although math will be a constant presence in this course, critical thinking and problem solving will be emphasized.

# SCIENCE

SCIENCE COURSES BY GRADE LEVEL			
9	10	11	12
Biology 1B Biology 1A Physics 1	General Science Botany Conceptual Science Physics 1 Chemistry 1 Engineering Physics/Stats	General Science Botany Conceptual Science Environmental Science Physics 1 Physics 2 Engineering Physics Chemistry 1 Chemistry 2 AP Chemistry Biology 2 AP Biology	General Science Botany Conceptual Science Environmental Science Physics 1 Physics 2 Engineering Physics Chemistry 1 Chemistry 2 AP Chemistry Biology 2 AP Biology

### **3001 – BIOLOGY 1B**

**Grade Level:** 9                      **Semesters:** 2

**Credits:** 1

**Prerequisite:** None

Biology 1B is the study of living things from the tiniest bacterium to the largest tree. In addition, basic laboratory skills and techniques are introduced, organisms are dissected, and math and writing skills are implemented. If a student has received credit for Biology 1A, he or she may not receive credit for this course.

### **3007 – BIOLOGY 1A**

**Grade Level:** 9                      **Semesters:** 2

**Credits:** 1

**Prerequisite:** None

Biology 1A is a stepped up version of Biology 1B designed for students who are college bound. It is run at a faster pace with more detail required in the laboratory work. The study of living things is backed up with dissections, research reports and product comparison labs. If a student has received credit for Biology 1B, he/she may not receive credit for this course.

### **3011 - BIOLOGY 2**

**Grade Level:** 11-12                      **Semesters:** 2

**Credits:** 1

**Prerequisite:** Grade of C in Biology 1 or permission from the instructor. Must take before or simultaneously: Physics 1 and Chemistry 1

This course gives an overview of the human body with some comparative anatomy. In addition, basic laboratory skills and techniques are applied, dissections are performed, and writing skills are implemented.

### **3003 – GENERAL SCIENCE**

**Grade Level:** 10-12                      **Semesters:** 2

**Credits:** 1

**Prerequisite:** None

General Science focuses on the study of the earth, the atmosphere, and space. Basic laboratory skills are introduced as students build models, react chemicals with rocks, and use chemicals to produce 'volcanoes' and many other activities. This course is offered as an alternative to Physics 1 or Chemistry 1 for those students who do not have the required math.

### **3021 – CONCEPTUAL SCIENCE**

**Grade Level:** 10-12      **Semesters:** 2

**Credits:** 1

**Prerequisite:** None

Conceptual Science is a basic study of physics and chemistry. Laboratory skills are continued as students utilize activities to inquire into the basic laws of motion and matter. This course is offered as an alternative to Physics 1 and chemistry 1 for those students who do not have the required math.

### **3023/3024 – PHYSICS 1**

**Grade Level:** 9-12      **Semesters:** 2

**Credits:** 1

**Prerequisite:** Biology 1, Algebra 1 (co-requisite)

Physics 1 is a lab course in the study of physics. Topics covered in this course include the fundamentals of motion and forces, energy and work, waves, sound, electricity and magnetism.

### **3015 – PHYSICS 2**

**Grade Level:** 10-12      **Semesters:** 2

**Credits:** 1

**Prerequisite:** Grade of C in Physics 1 or permission of instructor. Must take before or simultaneously: Biology 1, Chemistry 1, and Algebra 2 (co-requisite)

This course studies the relationship of matter and energy as expressed in moving objects, light, sound, magnetism, and electricity. There are numerous lab activities.

### **3025 – ENGINEERING PHYSICS AND ADVANCED STATISTICS**

**Grade Level:** 10-12      **Semesters:** 2

**Credits:** 1

**Prerequisite:** Grade of C in Physics 1 or permission of instructor

Engineering Physics is a course designed to encourage student application of scientific knowledge to real life situations. During the first semester, students will be presented with a robotics project from the BEST robotics competition. To successfully complete this project, the students will have to research the problem, design a solution that incorporates scientific knowledge, and construct an apparatus which demonstrates their solution to the stated problem. Problem solving skills will be emphasized through this process. Students will also be required to submit an engineering report, create a display table, create a webpage and present their findings to a group of experts. A great deal of time outside of class is required to successfully complete this project. Students should be aware of this before signing up for the course.

During the second semester, students will learn basic statistical techniques and then apply them in order to evaluate scientific research, advertising claims and economic decisions such as buying a house, buying a car or investing money. Although math will be a constant presence in this course, critical thinking and problem solving will be emphasized.

### **3005/3006 – CHEMISTRY 1**

**Grade Level:** 10-12      **Semesters:** 2

**Credits:** 1

**Prerequisite:** Algebra 1, Biology 1 (May take simultaneously)

Chemistry is the study of matter. Chemistry 1 focuses on the basics of the metric system, the factor-label method of problem solving, the atom, chemical nomenclature, chemical reactions and stoichiometry. The concepts are backed up by projects and lab activities.

### **3013 – CHEMISTRY 2**

**Grade Level:** 10-12      **Semesters:** 2

**Credits:** 1

**Prerequisite:** Grade of C in Chemistry 1 or permission of the instructor. Must take before or simultaneously: Biology 1, Physics 1, and Algebra 2

This is an advanced course in the study of matter. A thorough investigation of reactions including stoichiometry, thermochemistry, reaction rates, and electrochemistry are covered in this course.

### **3017 – ADVANCED PLACEMENT CHEMISTRY**

**Grade Level:** 10-12      **Semesters:** 2

**Credits:** 1

**Prerequisite:** Grade of B in Chemistry 1 (Chemistry 2 Recommended). Must take before or simultaneously: Physics 1, Biology 1, and Algebra 2

This is a very fast paced, intense course in the study of matter. This class prepares students for the AP Chemistry exam which is given in May. Students may receive college credit for an introductory chemistry course at most universities if they score well on the exam. Students should expect to do the same work as they would in a freshman college chemistry course. The advanced placement exam must be taken as a part of this course.

### **9007 – BOTANY**

**Grade Level:** 10-12      **Semesters:** 2

**Credits:** 1

**Prerequisite:** Grade of C or better in previous science class

The fall semester begins with covering plant identification and how plants grow in relation to science. The principles of Botany are heavily emphasized throughout the year by using biological plant science experiments. Labs would include managing plant growth, reproduction in plants, stimulation plant growth, hydroponics and understanding the effects of soil on plant growth to name a few. Hands on opportunities will allow students an experience on how plants affect their lives through floral design, experience program and research project required. FFA membership is also required.

OBJECTIVES: Students will be able to –

1. Explain the process of photosynthesis
2. Describe the process of respiration in plants
3. Identify 150 different plant species
4. Explain the factors that affect plant growth
5. Design a garden
6. Apply horticultural skills into their lives
7. Understand the role of research in horticulture
8. Explain how plants grow, reproduce, and germinate

### **9003 – ENVIRONMENTAL SCIENCE**

**Grade Level:** 10-12      **Semesters:** 2

**Credits:** 1

**Prerequisite:** Grade of C or better in previous science class

The fall semester begins with the study of our ecosystem and how it operates. Then we cover the principles of forestry. Topics include tree identification, timbers of Illinois, physical properties of wood and the production of wood products. Wildlife and recreation management emphasize the benefits of wildlife with the ecosystem in addition to population management and recreational enterprises. The first nine weeks of the spring semester include Food Technology and meat science. Then we study water quality and sewage treatment and its effects on the environment. We wrap the year up by looking at aquaculture which is research involved in producing and marketing products grown in water. Supervised experience program or home research project is required. FFA membership is also required.

OBJECTIVES: Students will be able to –

1. Identify 30 trees by leaf identification
2. Explain the role of the forest and the products it produces
3. Understand the ecosystem in which we live and its principles
4. Understand the role of wildlife in our environment
5. Identify the needs of wildlife and how we can help out
6. Explain how wildlife populations are managed
7. Identify the parts of a fish
8. Develop skills and understand the various processes of food science
9. Appreciate the need for water and the conservation of this natural resource

### **3025 – ENGINEERING PHYSICS (ROBOTICS)**

**Grade Level:** 10-12      **Semesters:** 2

**Credits:** 1

**Prerequisite:** Grade of C in Physics 1 or permission of instructor

Engineering Physics is a course designed to encourage student application of scientific knowledge to real life situations. During the first semester, students will be presented with a robotics project from the BEST robotics competition. To successfully complete this project, the students will have to research the problem, design a solution that incorporates scientific knowledge, and construct an apparatus which demonstrates their solution to the stated problem. Problem solving skills will be emphasized through this process. Students will also be required to submit an engineering report, create a display table, create a webpage and present their findings to a group of experts. A great deal of time outside of class is required to successfully complete this project. Students should be aware of this before signing up for the course.

# SOCIAL SCIENCES

SOCIAL SCIENCE COURSES BY GRADE LEVEL			
9	10	11	12
Intro to Social Sciences World History Geography*	Intro to Social Sciences World History Geography*	Intro to Social Sciences World History United States History Psychology 1 & 2 Sociology 1 & 2 Diversity Studies Geography*	Intro to Social Sciences World History United States History Civics Economics Psychology 1 & 2 Sociology 1 & 2 Diversity Studies Geography*  *IEP Required

**4001 – INTRODUCTION TO SOCIAL SCIENCES**

**Grade Level:** 9-12      **Semesters:** 2

**Credits:** 1

**Prerequisite:** None

This course is offered to any student. The student is introduced to seven different social sciences such as psychology, sociology, and political science. Units on thinking and study skills are also included. Experiments in and out of class are done to develop a fuller understanding of the different readings. Students will also learn how life is influenced by each of the social science disciplines.

**4003 – WORLD HISTORY**

**Grade Level:** 9-12      **Semesters:** 2

**Credits:** 1

**Prerequisite:** None

This is a weighted history elective open to any Freshman, Sophomore, Junior or Senior. This course emphasizes the history of Western Civilization. Students will analyze important events from the Prehistoric Age through World War I. Items covered will include Ancient Egypt, The Roman Empire, The Middle Ages, The Enlightenment, The French Revolution, and Exploration and Colonization.

**8013 – FUNDAMENTALS OF UNITED STATES HISTORY**

**Grade Level:** 11-12      **Semesters:** 2

**Credits:** 1

**Prerequisite:** Eligibility for special education services determined on an Individualized Education Plan

This course traces the rise of the United States as a nation to its position of world leadership. Emphasis is placed on U.S. History since the Civil War. This course is required for graduation.

**4005/4006 – UNITED STATES HISTORY**

**Grade Level:** 11-12      **Semesters:** 2

**Credits:** 1

**Prerequisite:** Junior or Senior standing

U.S. History is a required course for graduation and is offered in the Junior year. This course traces the rise of the United States as a nation to its position of world leadership. Emphasis is placed on the U.S. History since the Civil War.

### **8016 – FUNDAMENTALS OF CONSUMER ECONOMICS**

**Grade Level:** 11-12      **Semesters:** 1

**Credits:** .5

**Prerequisite:** None

This course will help students develop the skills necessary to become a wise consumer. Concepts covered include career planning, payroll and personal income taxes, banking services, investing, credit, budgeting, insurance, housing, owning and operating an automobile, and consumer rights. Real life simulations will be incorporated into the class. This course is required for graduation.

### **4012 – ECONOMICS**

**Grade Level:** 12      **Semesters:** 1

**Credits:** .5

**Prerequisite:** None

This is the study of economics as a social science. This course includes heritage, production, income, money and banking, government finance, trade, and insurance. Economics is required for graduation.

### **8015 – FUNDAMENTALS OF CIVICS**

**Grade Level:** 12      **Semesters:** 1

**Credits:** .5

**Prerequisite:** Eligibility for special education services determined on an Individualized Education Plan

All government structures – federal, state, and local – will be discussed. The course explains their functions and powers. In addition, this course discusses the responsibilities and privileges of American citizenship. This class is required for graduation and students must pass tests on the Flag, the United States Constitution, and the Illinois Constitution.

### **4011 – CIVICS**

**Grade Level:** 12      **Semesters:** 1

**Credits:** .5

**Prerequisite:** Senior class standing

Civics is a required semester course mandated by the state and Manteno High School. The course outlines good citizenship, the foundation of our government, how our government works today at the federal, state, and local levels, and what is going on in the world around us through current events. Students must take and pass the U.S. Constitution, Illinois Constitution, and Flag tests.

### **4007 – PSYCHOLOGY 1**

**Grade Level:** 11-12      **Semesters:** 1

**Credits:** .5

**Prerequisite:** Junior or Senior standing

This course will examine human nature, personality, clinical psychology, and contemporary areas of research. It will study the history and applications of the four major schools of psychology and their leaders. This class will also explore concepts of behavior and emotion and will encourage students to relate the study of psychology to themselves and to their society and culture.

### **4008 – PSYCHOLOGY 2**

**Grade Level:** 11-12      **Semesters:** 1

**Credits:** .5

**Prerequisite:** Junior or Senior standing

This course is an introduction to psychology that will examine personality, human development from infancy to adulthood, abnormal psychology, clinical psychology and the relevance of the study of psychology to the individual and their choices in life.

### **8051 – FUNDAMENTALS OF SOCIOLOGY**

**Grade Level:** 9-12      **Semesters:** 1

**Credits:** .5

**Prerequisite:** Eligibility for special education services determined on an Individualized Education Plan

This course will study groups as they relate to society and the issues they raise. We will examine social issues important to students, as well as studying social structure, and social interaction.

### **4013 – SOCIOLOGY 1**

**Grade Level:** 11-12      **Semesters:** 1

**Credits:** .5

**Prerequisite:** Junior or Senior standing

This course will study groups as they relate to society and the issues that they raise. We will examine social issues pertinent to the students, as well as study social structure, social interaction, social organization, population and ecology.

### **4014 – SOCIOLOGY 2**

**Grade Level:** 11-12      **Semesters:** 1

**Credits:** .5

**Prerequisite:** Junior or Senior standing

This course will examine society as it relates to the individual and how it affects groups and individuals. We will study social stratification by comparing many different theories of society. We will study race and ethnicity as well as gender inequality and age divisions. We will study social movements and we will conclude with the study of communities and the ideal social change.

### **4015 – DIVERSITY STUDIES**

**Grade Level:** 10-12      **Semesters:** 1

**Credits:** .5

**Prerequisite:** None

This course surveys the present day and historical diversity of the United States. The course will focus on the tradition of diversity, present and future diversity, prejudice and discrimination and their effects on the individual and society, assimilation vs. pluralism, hate crimes, the importance of the civil rights movement, and religion tolerance and intolerance. Specific minorities will be examined such as Hispanic-Americans, African-Americans, Native Americans, and women. The course is designed to help students develop an appreciation for our diversity and to recognize it as a strength. The student will be challenged to answer the question, "How will I deal with cultural diversity?"

### **8051 – FUNDAMENTALS OF GEOGRAPHY**

**Grade Level:** 9-12      **Semesters:** 1

**Credits:** .5

**Prerequisite:** Eligibility for special education services determined on an Individualized Education Plan

The Five Themes of Geography are stressed as students learn about the regions of the World. Map work is included in all units.

# PHYSICAL AND HEALTH EDUCATION

PHYSICAL EDUCATION COURSES BY GRADE LEVEL			
9	10	11	12
Girls' Physical Education Boys' Physical Education Health	Girls' Physical Education Boys' Physical Education Health	Girls' Physical Education Boys' Physical Education Advanced Physical Training	Girls' Physical Education Boys' Physical Education Advanced Physical Training

## Physical Education Rules/Grading

**Dress** – All students who take P.E. must obtain and bring to P.E. each day the proper gym clothing and shoes. The required uniform is the school physical education uniform which is ordered during the pre-registration process or from one of the physical education teachers. Proper shoes will be clean athletic shoes made for use on a gymnasium floor only. Students are advised to bring an older pair of shoes to be worn outside.

**Dressing in ANY clothing other than the required uniform will be considered NO DRESS, and the student will receive a zero for the day.** P.E. shirt must have sleeves and be in suitable condition. P. E. Short's waist band must be worn on or above the hip bone.

**Tardiness** – Students are expected to be dressed and on time for the beginning of each class period.

**Participation** – Students are expected to participate in all activities on a daily basis unless he/she is excused for medical reasons. **Please note that any student who needs to be excused for more than one class day must have a note from a physician. Students who are medically exempt for class will be required to complete a written or other academic assignment on a day-to-day or week-to-week basis.** In accordance with the student handbook, please note that "If a student cannot participate in P.E., he/she will also not be allowed to participate in an athletic activity."

**Skills/Skills Tests** – throughout the course of the year, students will be participating in a variety of activities. At various times students will be required to perform skills tests as a portion of their grade for the unit. At other times, their participation will be used as a basis for this portion of the grade.

**Written Tests** – Because we are teaching a variety of lifetime activities, it is important that students know and understand the rules of the activity. Therefore, written tests will be given over rules, regulations, and game play strategies.

**Grading** – Students will be graded on each of the areas listed above, dress, tardiness, participation, Skills/Skills tests, and written tests. Dress, Tardiness and Participation will be daily grades worth a total of 10 points per day. These areas will be worth 80% of the final grade. Skills/Skills Test and Written Tests will be worth 20% of the final grade.

- Daily Grades – Grades will be taken daily on a 10 point basis
- 4 points for fitness activity
- 5 points for game participation activity
- 1 point for showering

**Discipline** – Any student not dressed will received the following discipline

- 1<sup>st</sup> offense – 0 for the day and parent contacted
- 2<sup>nd</sup> offense – 0 for the day and after school detention
- 3<sup>rd</sup> offense and all after – 0 for the day, Saturday detention issued and grade is lowered one letter grade

**Conduct** – Physical Education is a class and is calculated into the grade point average; therefore, students are expected to conduct themselves in a manner that is conducive to learning. Inappropriate behaviors will be dealt with through warnings, detentions, or dismissal from class depending upon the severity of the misbehavior.

## Physical Education Exemptions

Eleventh and twelfth grade students, on an individual basis, may be excused from physical education to enroll in an extra class which is required as an entrance requirement for a college he or she wishes to attend or fulfillment of graduation requirements necessitating he or she take another academic course. **\*\*All exemptions are only given**

**with the approval of the principal**

*Any student who is medically exempt from physical education will be placed on academic P.E. status; this requires reports, tests, etc. Extended situations may result in the student being placed in an alternative class.*

### **9905 – HEALTH EDUCATION**

**Grade Level:** 9-10      **Semesters:** 1

**Credits:** .5

**Prerequisite:** None

This course provides practical information to the use/misuse of alcohol, tobacco, and drugs. It also provides basic awareness of infectious diseases, mental health, safety, nutrition, consumer education, and ecology. The objectives are to provide the student with factual information in the above areas so that when he/she is confronted with a given situation, an informed choice can be made.

### **9901/9902 – BOYS' PHYSICAL EDUCATION**

**Grade Level:** 9-12      **Semesters:** 1

**Credits:** .5

**Prerequisite:** None

A physical education goal is to have the body physically fit. Physical fitness is the ability of the whole body, muscles, skeleton, heart, and all other body parts, to work together efficiently. Efficiency is the ability to do the most work with the least amount of effort. The good health that accompanies a physically fit body will allow for participation in school and recreational activities. Daily exercise will be done to condition and improve muscles and muscle reflexes. Different activities and games will be introduced throughout the course of the year. A physical fitness test will be given to students in the fall of the school year and again near the end of the school year to show the student his progress throughout the course.

### **9903/9904 – GIRLS' PHYSICAL EDUCATION**

**Grade Level:** 9-12      **Semesters:** 1

**Credits:** .5

**Prerequisite:** None

The main goal of girls' physical education is to teach lifetime fitness skills. The outdoor sports and activities taught are soccer, softball, golf, fitness, walking, and flag football. Indoor activities include aerobic workouts, recreational activities, volleyball, dance, weight lifting, badminton, basketball, and different games incorporating these skills.

### **9939/9940 – ADVANCED PHYSICAL TRAINING**

**Grade Level:** 11-12      **Semesters:** 2

**Credits:** 1

**Prerequisite:** Successful completion of P.E. 9<sup>th</sup> and 10<sup>th</sup> and teacher/counselor recommendation. Participation in sophomore athletics

Advanced Physical Training is a course based on the five fundamentals of physical fitness. Muscular endurance, flexibility, cardiovascular endurance, muscular strength, and body composition are the five components that will be emphasized in this course. Students will be provided with a sport specific individualized training regimen put together by coaches and training staff. Each student will be expected to focus on the speed, flexibility, strength, conditioning, and nutrition aspect of physical fitness. This course is designed to increase performance of athletes or rehabilitate those athletes coming back from an injury. Students will be expected to meet or exceed the state goals for physical development as set by The Illinois State Board of Education. **ONLY FOR THOSE STUDENTS WISHING TO BE PHYSICALLY CHALLENGED!**

# AGRICULTURE

AGRICULTURE COURSES BY GRADE LEVEL			
9	10	11	12
Introduction to Agriculture	Introduction to Agriculture Botany Horticulture Applications	Introduction to Agriculture Botany Horticulture Applications Agricultural Construction	Introduction to Agriculture Botany Horticulture Applications Agricultural Construction

## **9001 – INTRODUCTION TO AGRICULTURE**

**Grade Level:** 9-12      **Semesters:** 2

**Credits:** 1

**Prerequisite:** None

This is a beginning course that introduces the student to major areas of the agriculture industry. Subject matter includes horses and horse judging practices, livestock and livestock judging practices, crops and agronomy, FFA record keeping systems, leadership skills, basic shop skills and procedures including a wood and/or metal shop project, small animal care. The student is required to be a member of the FFA.

## **9012 – AGRICULTURAL CONSTRUCTION**

**Grade Level:** 11-12      **Semesters:** 2

**Credits:** 1

**Prerequisite:** Introduction to Agriculture is recommended; Junior or Senior standing

In this full year course students will learn the practical application of construction and building trades. Students will plan in the classroom and then build in the shop a “bedroom”. Students will layout and install floor joists, floor sheeting, build a studded wall, learn to drywall, paint, and wallpaper. A door and window will be installed. The room will be completely wired electrically which will include a ceiling fan with a light kit and wall outlets. When completed the room will be completed finished down to the window trim. Students will gain practical knowledge of calculating materials, costs, and estimating building projects. Students will help plan and design and then build their “bedroom”. FFA involvement is also part of the class.

Build a 10 foot by 10 foot “bedroom”

- a. layout floor joists
- b. put down floor sheeting
- c. build studs walls
- d. install 1 window and 1 door
- e. drywall interior walls
- f. paint drywall
- g. install wallpaper below the chair rail or install a wallpaper border
- h. wire outlets and lights
- i. install a ceiling fan with light kit

## **9011 – HORTICULTURAL APPLICATIONS**

**Grade Level:** 10-12      **Semesters:** 2

**Credits:** 1

**Prerequisite:** Botany

This class is designed to follow Botany. Areas of study will include poinsettia production, sales and marketing, greenhouse operation and sales, hydroponic crop production, sales and processing of herbs and spices. Students will be actively involved in growing and selling plants. Plant identification and landscape design skills will also be taught. Students are required to be members of the FFA.

# FAMILY AND CONSUMER SCIENCES

FAMILY AND CONSUMER SCIENCE COURSES BY GRADE LEVEL			
9	10	11	12
Orient. to Family & Consumer	Orient. to Family & Consumer Foods and Nutrition Advanced Sewing	Orient. to Family & Consumer Foods and Nutrition Advanced Sewing Gourmet Foods Child Development	Orient. to Family & Consumer Foods and Nutrition Advanced Sewing Gourmet Foods Child Development

## **6001 – ORIENTATION TO FAMILY AND CONSUMER SCIENCES**

**Grade Level:** 10-12

**Semesters:** 2

**Credits:** 1

**Prerequisite:** None

This is a beginning course that introduces the students to relationships, clothing construction, foods and nutrition, and vocational opportunities.

OBJECTIVES: Students will be able to –

1. Develop an understanding of Family and Consumer Sciences in their lives
2. Learn about careers that are offered in Family and Consumer Sciences
3. Develop proficiency in use of kitchen equipment and safety
4. Plan balanced meals using the Food Pyramid and Dietary guidelines
5. Develop the ability to prepare basic foods and meals
6. Learn the parts of the sewing machine and construct beginning projects
7. Make a simple garment on the sewing machine
8. Understand the personal and family relationships

## **6003 – FOODS AND NUTRITION**

**Grade Level:** 10-12

**Semesters:** 2

**Credits:** 1

**Prerequisite:** Orientation to Family and Consumer Sciences

The fall semester begins with a review of equipment, safety, and sanitation in the kitchen, and proper food choices. Other units that are covered consist of microwave cooking, fruits, vegetables, quick breads, yeast breads, cookies, meats and poultry, and candies. The foods labs apply the principles studied in the various food units. In December groups will plan a Christmas meal and make it as a part of their final exam grade. The foods course requires each student to keep a folder with all his/her work in it. Second semester begins with a study of nutrition and digestion. Other units that are covered consist of milk, eggs, cheese, cakes, and beverages. Labs covering the basic principles covered in each unit are also done. Each kitchen also plans and decorates a cake. The 4<sup>th</sup> nine weeks consists of several units in foreign cookery – Mexican, Italian, French, German, and Chinese.

## **6007 – GOURMET FOODS**

**Grade Level:** 11-12

**Semesters:** 1

**Credits:** .5

**Prerequisite:** Orientation to Family and Consumer Sciences, Foods and Nutrition

This is a one semester advanced foods course that deals with gourmet cooking techniques, cooking terms, and advanced cooking equipment. Some of the units that will be covered are preservation, herbs and spices, Christmas customs and cookies from other countries, gingerbread houses, and foreign cookery units. Through the labs, the students will prepare unusual food dishes and each student will be expected to eat the prepared food.

**6005 – ADVANCED SEWING****Grade Level:** 10-12      **Semesters:** 1**Credits:** .5**Prerequisite:** Orientation to Family and Consumer Sciences

This course provides students with knowledge about clothing and textiles, fashion, sewing equipment and the sewing machine, and care of clothing. The students will select and sew more difficult clothing projects – shirt and pants, stuffed animals, pillows, and a simple quilt.

**6011 – CHILD DEVELOPMENT****Grade Level:** 10-12      **Semesters:** 1**Credits:** .5**Prerequisite:** Orientation to Family and Consumer Sciences

This child development course covers information about living in families, effective parenting skills, teen pregnancy, prenatal development, preparing for birth and the baby's arrival. The baby's first year of physical, emotional, social and intellectual development will also be covered. This course also covers information about the physical, emotional, social and intellectual development of a child from ages 1 – 3 and 4 -6. The last part of the course consists of information about the prevention of accidents, handling emergencies, caring for a sick child and careers related to children.

# ART

ART COURSES BY GRADE LEVEL			
9	10	11	12
Art 1	Art 1 Advanced Art	Art 1 Advanced Art	Art 1 Advanced Art

## **4020 – ART 1**

**Grade Level:** 9-12

**Semesters:** 2

**Credits:** 1

**Prerequisite:** None

### **First nine weeks: Basic drawing and design**

- Elements of design: line, shape, form, value, texture, and space
- Principles of design: balance, movement, repetition, emphasis, contrast, unity
- Drawing: figure, perspective

### **Second nine weeks: Basic painting**

- Color and color theory: cooler relationships, primary, secondary, intermediate, complimentary, hue, value, intensity, warm and cool
- Watercolor techniques
- Pastel techniques

### **Third nine weeks: Basic pottery**

- Identification of pottery tools, terms, and techniques, wedging and preparation of clay, simple pinch pot, simple coil pot, simple slab pot, combination pots, basic glazing techniques

### **Fourth nine weeks: Basic sculpture (5 weeks), Landscape drawing (5 weeks), Craft (if time permits)**

- Sculpture: clay building process
- Landscape drawing: vanishing points, measuring system
- Craft: scratchboard designs, preparing the board, scratching techniques

## **4022 – ADVANCED ART**

**Grade Level:** 10-12

**Semesters:** 2

**Credits:** 1

**Prerequisite:** Art 1

### **First nine weeks: Drawing**

- Still life in pencil, still life in charcoal, figure drawing in pencil, charcoal, pen and ink

### **Second nine weeks: Painting**

- Advanced watercolor techniques, still life painting, landscape painting

### **Third nine weeks: Pottery (hand building)**

- Advanced hand-building pottery techniques: all combination pots, lid construction
- Advanced glazing techniques: designing, overlapping colors
- Pottery: throwing pots on the potter's wheel, trimming pots on the potter's wheel, instruction in kiln loading and firing (actual firing done only by the instructor).

### **Fourth nine weeks: Advanced sculpture and advanced landscape drawing**

- Craft if time permits

**4024 – ADVANCED ART**

**Grade Level:** 11-12      **Semesters:** 2

**Credits:** 1

**Prerequisite:** Art 2

Art 3 is divided into two semesters (four nine-week units) with students choosing one of the areas of art listed below and doing a concentrated study of that area for nine weeks. The possible areas are: drawing, painting, sculpture, printmaking, craft (area to be named), pottery, lettering, and history.

**4026 – ADVANCED ART**

**Grade Level:** 11-12      **Semesters:** 2

**Credits:** 1

**Prerequisite:** Art 3

Art 4 is divided into two semesters (four nine-week units) with students choosing one of the areas of art listed below and doing a concentrated study of that area for nine weeks. The possible areas are: drawing, painting, sculpture, printmaking, craft (area to be named), pottery, lettering, and history.

# MUSIC

MUSIC COURSES BY GRADE LEVEL			
9	10	11	12
Concert Band Vocal Ensemble Wind Ensemble*	Concert Band Vocal Ensemble Wind Ensemble*	Wind Ensemble Panther Chorus	Wind Ensemble Panther Chorus
*By audition only	*By audition only		

## **9910 – CONCERT BAND**

**Grade Level:** 9-10      **Semesters:** 2

**Credits:** 1

**Prerequisite:** Ability to play an instrument.

Concert band is a full instrumental ensemble that performs classical and contemporary concert band literature. Participation in concerts, contests, as well as basketball and football pep band are required for this course.

## **9911 – WIND ENSEMBLE**

**Grade Level:** 9-12      **Semesters:** 2

**Credits:** 1

**Prerequisite:** Ability to play an instrument. Audition required.

Wind Ensemble is a full instrumental ensemble that performs classical and contemporary concert band literature. Participation in concerts, contests, as well as basketball and football pep band are required for this course.

## **9907 – VOCAL ENSEMBLE**

**Grade Level:** 9-12      **Semesters:** 2

**Credits:** 1

**Prerequisite:** None. Grade level – Freshman & Sophomore

Vocal ensemble is a choral organization of developing voices that performs classical and contemporary choral literature. Participation in concerts and contests is required.

## **9906 – PANTHER CHORUS**

**Grade Level:** 9-12      **Semesters:** 2

**Credits:** 1

**Prerequisite:** Audition required. Grade level – Junior & Senior

Panther Chorus is a choral organization of developing voices that performs classical and contemporary choral literature. Participation in concerts and contests is required.

# TECHNOLOGY AND BUSINESS

TECHNOLOGY AND BUSINESS COURSES BY GRADE LEVEL			
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9	10	11	12
Computer Applications Introduction to Business F.O. Computer Applications*	Computer Applications Introduction to Business F.O. Computer Applications* Information Management Computer Programming Computer Networking Web Design Drafting Accounting I Marketing	Computer Applications Introduction to Business F.O. Computer Applications* Information Management Computer Programming Computer Networking Web Design Drafting Accounting I Accounting II Marketing Entrep. & Small Bus. Mgmt.	Computer Applications Introduction to Business F.O. Computer Applications* Information Management Computer Programming Computer Networking Web Design Drafting Accounting I Accounting II Marketing Entrep. & Small Bus. Mgmt.

\*IEP Required

**8019 – FUNDAMENTALS OF COMPUTER APPLICATIONS**

**Grade Level:** 9-12      **Semesters:** 1

**Credits:** .5

**Prerequisite:** Eligibility for special education services determined on an Individualized Education Plan  
 This course provides an overview of the Microsoft Office software, which includes Word, Excel, Access, and PowerPoint. Introduction to the internet as a research tool will also be covered.

**5001 – COMPUTER APPLICATIONS**

**Grade Level:** 9-12      **Semesters:** 2

**Credits:** 1

**Prerequisite:** None

This one year required course provides a continuation of middle school computer basics. It will include hands-on use of business software packages for Windows, word processing, spreadsheets, Internet access, presentation graphics, database, and desktop publishing. The course will prepare students to use all aspects of Microsoft software in their high school classes, throughout college, and in the workforce.

**5006 – INFORMATION MANAGEMENT**

**Grade Level:** 10-12      **Semesters:** 1

**Credits:** .5

**Prerequisite:** Computer Applications

This course will develop a more in-depth understanding of the Microsoft Excel software package. Lessons contain objective, step-by-step instructions, screen illustrations, tips, notes, internet coverage, chapter summaries, end of chapter exercises, and projects. Also included is a Microsoft approved study guide for the Microsoft Office Specialist certification exam (Excel Expert Level). Takes a SCANS correlated and skills based approach. Students will also use Microsoft Access to create their own database. Students will learn how to find one particular item from thousands by mastering filtering techniques. Students will learn to put ideas to work in the form of charts, graphs, and tables.

**5007 – COMPUTER NETWORKING**

**Grade Level:** 10-12      **Semesters:** 1

**Credits:** .5

**Prerequisite:** Computer Applications

Computer Networking introduces the basic building blocks of a network then shows how they fit together to form a computer network. It also presents networking vocabulary and concepts, systems, configurations, the hardware

and software that into building a network and much more.

### **5008 – COMPUTER PROGRAMMING**

**Grade Level:** 10-12      **Semesters:** 1

**Credits:** .5

**Prerequisite:** Computer Applications

Using Visual Basic to create Windows-oriented applications, and will include graphical user interfaces, forms, controls, properties, loops, events and objects. Analytical thinking skills and problem solving Skills are essential, along with keyboarding proficiency.

### **5009 – WEB DESIGN**

**Grade Level:** 10-12      **Semesters:** 1

**Credits:** .5

**Prerequisite:** Computer Applications

Students will learn the different aspects of web development from basic design elements, using html and html editors, to integrating JavaScript and software tools to create a dynamic web presence. The goal of this course is to plan and develop a well designed web site that combines effective navigation with a balanced use of graphics, text and color. The site will enable individuals to easily and quickly access information, regardless of browser type, connection speed, or computing platform.

### **5020 – INTRODUCTION TO BUSINESS**

**Grade Level:** 9-12      **Semesters:** 2

**Credits:** 1

**Prerequisite:** None

This course provides students with a general overview of the many aspects of business. It allows them to gain an understanding and background knowledge of specialized areas available for further study at the high school or college level.

### **5026 – ENTREPRENEURSHIP & SMALL BUSINESS MANAGEMENT**

**Grade Level:** 11-12      **Semesters:** 1

**Credits:** .5

**Prerequisite:** Junior or Senior standing

Can you see yourself owning a business or operating a small business someday? Small Business Management and Entrepreneurship is a comprehensive understanding of duties, responsibilities, and problems of small business owners and managers. Entrepreneurship is designed to provide students with information on how to recognize the role of small business/entrepreneurship in our economy. The course will help students identify their potential for small business ownership and will prepare them for entering the job market. As part of this course, students will prepare a business plan with the notion that they may set up and run a small business.

### **5024 – MARKETING**

**Grade Level:** 10-12      **Semesters:** 1

**Credits:** .5

**Prerequisite:** Sophomore, Junior, or Senior standing, grade of C or better in Algebra I

This course stresses the basic principles of marketing. It introduces and develops the skills needed by students interested in business careers with an emphasis in marketing.

### **5022 – ACCOUNTING I**

**Grade Level:** 10-12      **Semesters:** 2

**Credits:** 1

**Prerequisite:** None. Fee charged.

This is an introductory level course that is valuable to students interested in pursuing a degree in any area of business. The course develops basic skills for record keeping and accounting. Students also gain experience with automated accounting procedures and hands-on business simulations.

**5027 – ACCOUNTING II**

**Grade Level:** 11-12      **Semesters:** 2

**Credits:** 1

**Prerequisite:** None. Fee charged.

This is an introductory level course that is valuable to students interested in pursuing a degree in any area of business. The course develops basic skills for record keeping and accounting. Students also gain experience with automated accounting procedures and hands-on business simulations.

# FOREIGN LANGUAGE

Students who are planning to attend college should enroll in at least a two level sequence of the Spanish language in order to meet some college entrance requirements. If you have previously studied a language other than Spanish, note that many colleges require two years of the same language. Students should check the requirements of the college of their choice. A four level sequence is recommended for the student who desires to achieve a degree of mastery and fluency and have the opportunity to test out of the language requirement of a university or college.

SPANISH COURSES BY GRADE LEVEL			
9	10	11	12
Spanish I	Spanish II	Spanish III	Spanish IV

## **1028/1029 – SPANISH I**

**Grade Level:** 9-12      **Semesters:** 2

**Credits:** 1

**Prerequisite:** None

This course is open to any student desiring to begin the study of Spanish. The focus of this course is basic conversation skills and basic reading and writing skills, with an emphasis on vocabulary and basic grammar structures. Cultural explorations, games, and listening activities, including music, supplement the study of language structures.

## **1030 – SPANISH II**

**Grade Level:** 10-12      **Semesters:** 2

**Credits:** 1

**Prerequisite:** Spanish I with a grade of C or better

This course reviews skills learned in Spanish I. Conversational skills continue to be emphasized, with a focus on discussing past events. This course also places additional emphasis on reading and writing skills. Cultural studies include the geography, history, and current societies of the Spanish speaking world.

## **1032 – SPANISH III**

**Grade Level:** 11-12      **Semesters:** 2

**Credits:** 1

**Prerequisite:** Spanish II with a grade of C or better

This course included the study of the remaining grammatical structures, reviews past grammar concepts, and develops active conversational skills. Cultural units emphasizing the people, society, and life, including current

This course includes the study of remaining grammatical structures, reviews past grammar concepts, and develops active conversational skills. Cultural units emphasizing the people, society, and life, including current events, in various Spanish speaking countries are an important part of the course.

## **1034 – SPANISH IV**

**Grade Level:** 11-12      **Semesters:** 2

**Credits:** 1

**Prerequisite:** Spanish III with a grade of C or better

This course includes a review of all grammar concepts previously studied. Specialized usages, including the subjunctive, are emphasized. Language skills are enriched through the study of idioms and a variety of literature, as well as through individual and group projects. Individual communication skills are refined throughout this course.

# INDUSTRIAL TECHNOLOGY

INDUSTRIAL TECHNOLOGY COURSES BY GRADE LEVEL			
9	10	11	12
Industrial Technology Residential Maintenance Drafting	Industrial Technology Residential Maintenance Construction Technology Welding Drafting	Industrial Technology Residential Maintenance Construction Technology Welding Drafting	Industrial Technology Residential Maintenance Construction Technology Welding Drafting

## **7001 – INDUSTRIAL TECHNOLOGY**

**Grade Level:** 9-12      **Semesters:** 2

**Credits:** 1

**Prerequisite:** None. Fee Charged.

This course is an orientation course into the world of work, science and industry. Woodworking, welding, electricity, mechanics, and hydraulics will be studied. Woodworking projects will be done.

### 1<sup>st</sup> Nine Weeks

1. Safety
2. Intro. Welding
3. Shop Welding
4. Identify ferrous/ nonferrous
- 5.
- 6.
- 7.
8. Drafting, project design
9. Procedure sheets
10. Intro. Wood shop safety
11. Shop work - Wood selection
12. Shop work - Types of joints
13. Shop work - Adhesives
14. Shop work - Screws, dowel
15. Shop work - Finishes
- 16.
- 17.
- 18.

### 2<sup>nd</sup> Nine Weeks

- ELECTRICITY: volt, amp, watt  
Power formula  
Resisters, Ohms' law  
Circuits, switches  
Series, parallel circuits  
Multi-meters  
Magnets, fixed, electric  
MECHANICS: force, pressure  
Friction, inertia  
Planes, levers  
Gears, wheels, pulleys  
HYDRAULICS: gas pressure, vacuum  
Pressure, flow  
Pipes, valves  
THERMODYNAMICS: heat  
Conduction, convection  
Thermal expansion, boil, freeze  
Heat exchangers

## **7003 – RESIDENTIAL MAINTENANCE**

**Grade Level:** 9-12      **Semesters:** 2

**Credits:** 1

**Prerequisite:** Industrial Technology (or co-requisite). Fee charged.

This course is designed to give every student the basic knowledge and hands-on skills required to make many of the basic repairs found in the average home. Students will also study the job market in which many will earn their living.

## **7005 – WELDING**

**Grade Level:** 10-12      **Semesters:** 1

**Credits:** .5

**Prerequisite:** Industrial Technology. Fee charged.

This course is designed to instruct the student in the basic skills required in the field. Welding safety, job market, types and application of welders and rods, and how the advancements in this form of technology has changed modern manufacturing. Also, this course will allow the students to develop an understanding of how welding interacts with other forms of technology, such as robotics. The students will develop skills in oxyacetylene, arc, and mig welding.

**7007 - CONSTRUCTION TECHNOLOGY**

**Grade Level:** 10-12      **Semesters:** 1

**Credits:** .5

**Prerequisite:** Industrial Technology. Fee charged.

This course provides learning experiences related to the building, installation, maintenance, and repair of exterior structures, buildings, and related fixtures and utilities. Planned learning activities include fundamental principles and methods and to develop practical skills related to carpentry, masonry, painting, electrical work, plumbing and pipe fitting, heating, and inside finishing. Instruction will include safety principles and practices, standard lumber sizes, foundation layout methods, concrete finishing, building concepts and procedures, local, state and national codes, information on problems of labor and management, the use and care of hand and power tools, cost estimation, and blueprint reading.

**7009 – DRAFTING**

**Grade Level:** 9-12      **Semesters:** 2

**Credits:** 1

**Prerequisite:** None. Fee charged.

This course is set up to give the students the knowledge of how to communicate with others through an alternative form of communication. This is an orientation course that teaches the basics of how to create understanding through graphics. The students will be instructed in both mechanical and architectural developments, learning not only to create, but to read and print. The students will also be introduced to CADD so that they can understand how technology has changed this field of study.

# SOPHOMORE BLOCK

*The Sophomore Block consists of four nine-week courses that make up one full credit upon completion. It is offered to students who are Sophomores and older, but Freshmen who meet the age requirement for Driver Education may be enrolled in Sophomore Block.*

## **9920-9923 – CAREER EXPLORATION**

**Grade Level:** 10-12      **Semesters:** 1/4

**Credits:** .25

**Prerequisite:** None

This course provides an opportunity for students to explore various career opportunities. They learn about resume preparation, job application guidelines and interviewing techniques.

## **9958/9961 – FUNDAMENTALS OF WRITING**

**Grade Level:** 10-12      **Semesters:** 1/4

**Credits:** .25

**Prerequisite:** Eligibility for special education services determined on an Individualized Education Plan

This nine-week course will cover the writing skills necessary for academic success in high school including paragraph development and essay writing. This course is required for graduation.

## **9924/9925 – WRITING**

**Grade Level:** 10-12      **Semesters:** 1

**Credits:** .5

**Prerequisite:** None

This semester course will cover writing skills such as effective thesis and method statements, outlining, paragraph development, proofreading, editing, and MLA documentation. The students will use technology to produce a variety of essays and enhance their writing proficiency.

## **9912-9915 – DRIVERS EDUCATION**

**Grade Level:** 10-12      **Semesters:** 1/4

**Credits:** .25

**Prerequisite:** Meet age requirement and one of the three criteria listed below. Age requirement: Students must be 15 years. Preference is given to students by age priority. Fees: \$150.00

This course will prepare a student for becoming a competent driver. The course involves classroom and behind-the-wheel driving. Each student receives the state required minimum of 30 hours of classroom instruction and 6 hours of behind-the-wheel driving experience. The student's learning experiences are centered around such teaching methods as discussion, guest speakers, lectures, and audio-visual aids. Students will not be issued permits until they have driven at least one time (in order of age). The purpose of driver education is:

1. To learn the rules and regulations of driving.
2. To emphasize the proper use of safety restraints.
3. To help develop the proper attitudes towards driving.
4. To be aware of the interactions of a driver's physical, mental, and social characteristics when driving a motor vehicle.
5. To develop driving skills.
6. To enhance decision making skills based on driving situations.

***Illinois state law requires that students who enroll in Driver Education must have passed a minimum of eight courses prior to the semester in which they enroll in Driver Education.***

# STUDENT SUPPORT SERVICES

SPECIAL EDUCATION COURSES BY GRADE LEVEL			
9	10	11	12
Resource Adult Living	Resource Adult Living	Resource Adult Living Work Study	Resource Adult Living Work Study

A variety of Special Education programs and services are available to meet the needs of students with Individual Education Plans (IEPs). Specialized services are provided for the following categories of disabilities: Specific Learning Disability, Emotional Distordered, Mental Retardation, Speech/Language Impaired, Hearing Impaired, Visually Impaired, and Physically Disabled. Placement decisions and the amount of services needed are determined by the IEP team, which includes the parents and the student. Special education students should be exposed to the regular education curriculum as much as possible and when appropriate. Instruction in the regular education setting, with reasonable accommodations, increases students' knowledge of academic concepts and assists them in performing well on standardized tests. Each student's IEP is reviewed annually or by the request of the parent.

**Behavioral Intervention Policy for Students with Disabilities having an active Individual Education Plan (IEP) –**  
(See Board Policy 7:230)

School District #5 shall maintain a Behavioral Intervention Committee to implement the district’s policy on use of behavior intervention. This policy has been developed based on a review of the document entitled "Behavioral Interventions in Schools: Guidelines for Development of District Policies for Students with Disabilities." A copy of these guidelines may be requested from the Illinois State Board of Education, 100 North First Street, Springfield, IL 64777-001. This policy is reviewed annually by the Behavioral Intervention Committee. The Behavioral Intervention Policy addresses disciplinary procedures related to the specific needs of children with disabilities.

**Special Education Programs and Accommodations** (See Board Policy 6:120)

The district shall provide an appropriate education and related services to all handicapped children, defined in The School Code of Illinois (Article 14) and Public Laws 94-142, residing within the District.

**SECTION 504/ADA POLICY STATEMENT**

In accordance with the various Federal and State Laws, discrimination on the basis of race, religion, sex, creed, handicap, pregnancy or parenthood, with respect to all educational activities and employment practices is prohibited in District #5. A complete copy of the Section 504/ADA Policy is available in the principal’s office. Mr. Andy Furbee is our District’s coordinator of Section 504/ADA activities.

Specialized programs available include:

**COLLABORATIVE SERVICES:** Upon recommendation of the IEP team, students are placed in regular education courses. Special education staff members will teach collaboratively with the regular education teachers and make appropriate accommodations for students in the regular education setting. Special education teachers will consistently plan with regular education teachers and direct teacher assistants in implementing accommodations for students.

**SPECIAL EDUCATION COURSES:** Special education students who require more individualized, slower paced instruction in the core curricula areas will be placed in self-contained programs. Various levels of math, English, social studies, and electives are offered for students. Mainstream opportunities are available through Assisted Instruction (AI) math and science classes in addition to elective classes. To view these options, refer to the subject

areas throughout this course guide. Specific special education electives are listed below:

**9955 – RESOURCE**

**Grade Level:** 9-12

**Semesters:** 2

**Credits:** 1

**Prerequisite:** Eligibility for special education services determined on an Individualized Education Plan. Course may be repeated with teacher permission.

This course is designed to help students succeed in their academic classes. Regular communication between the student, resource teacher, classroom teacher, and case manager is maintained. Study skills and test taking skills are discussed. Independent working will be also stressed. Opportunity is given to ask questions, review/preview course material, complete assignments, and prepare for tests.

**8034 – WORK STUDY**

**Grade Level:** 11-12

**Semesters:** 2

**Credits:** 1

**Prerequisite:** Eligibility for special education services determined on an Individualized Education Plan. Completion of Workplace Readiness, registered client of ORS. Course may be repeated with teacher permission.

This program is designed to develop successful employment skills through actual work experiences. Work placements can be within the school district (work study) or out in the community (work release). Students enrolled in this program agree to certain behavior and academic standards in order to continue in the program. Both employer and district staff evaluate students frequently.

**9953 – FUNDAMENTALS OF ADULT LIVING**

**Grade Level:** 9-12

**Semesters:** 2

**Credits:** .1

**Prerequisite:** Eligibility for special education services determined on an Individualized Education Plan.

Major aspects of personal and family life are discussed to provide students the information necessary to make decisions on one's own. Learning experiences will be provided to help students be successful in their multiple roles in the home, community, and work place. Topics to be covered include effective communication skills, developing relationships, marriage roles, parenting skills, crisis management, career planning and decision-making skills. This course is offered in alternating years.

## SCHOOL-TO-WORK PROGRAM

In order to participate in the school-to-work program, students must complete a training agreement and student agreement given to them by Mrs. Ertel and schedule a conference with her during two dates to be determined in August before the school year begins.

### **9400 – SCHOOL-TO-WORK INTERNSHIP**

**Grade Level:** 12 **Semesters:** 2

**Credits:** 1

**Prerequisite:** Senior standing. **Prior to registration, students must complete the contract and application form from Mrs. Ertel. All forms must be shown to the counselors in order to make a schedule change.**

This program is designed to provide students with on the job training. Students may be released from school at 1:38 p.m. on A Day, B Day, or both. The student may also work non-school hours. Students may earn high school credit while acquiring personalized experience in the actual work setting. The school-to-work internship program helps students to develop good work habits and attitudes in realistic adult work situations. Employers can show students the practical application and meaning of the courses they are taking in school. The school-to-work program makes it possible for students to earn as well as learn, while at the same time exploring a possible career for the future.

# KANKAKEE AREA CAREER CENTER

Kankakee Area Career Center is a program that allows seniors and juniors to take advantage of the resources of the Career Center courses while at Manteno. Students must reach junior standing (14 credits earned) before they are eligible for Kankakee Area Career Center. Career Center is limited to the number of slots allocated by the Board of Education, the availability of programs as determined by the Career Center, GPA and school attendance. Returning senior Career Center students are given priority. See your counselor for applications and additional information. In order to participate in one of these courses, students must complete the application form given to them by their counselor.

- Students will be transported by bus from Manteno High School to the Kankakee Area Career Center and back each morning.
- Students are responsible for fees, and personal equipment as required.
- Many programs lead to certification in career fields which means the possibility of immediate employability. Others lead to a degree program at Kankakee Community College and beyond.
- Manteno students who take KACC classes are subject to the expectations of the teachers while adhering to the same general behavior and discipline guidelines that apply to courses taken at Manteno High School.
- Career Center is a year-long program; therefore early graduates do not qualify for Career Center for 1<sup>st</sup> semester.
- A student can earn 3 credits for the entire year while attending KACC.

<b>COURSE NAME</b>
Pre-Engineering
Automotive Technology
Business Management and Technology
Child Development/Playschool
Collision Repair
Computer Technology I
Computer Technology II
Construction Technology
Cosmetology
Fire/Rescue
Health Occupations
Law Enforcement
Mechanical and Architectural Drafting
Welding

\* Fees are subject to change and additional fees may be applied (see course descriptions below)

### **0101 – AUTOMOTIVE TECHNOLOGY**

**Grade Level:** 11-12      **Semesters:** 2

**Credits:** 3

**Prerequisite:** Junior or Senior standing and Lab Fees/Textbook Rental

Technology in the automotive field has changed tremendously since the 1970's when solid state ignition and finally computerization has come into full operation in new vehicles. The "shade tree mechanic" has become a part of history. The mechanic of today needs to understand principles of diagnosing problems before attempting repair. The Career Center utilizes an interrogator that not only diagnoses, but takes the technician mechanic step by step through the process giving verbal instructions.

The course begins at the basics of auto mechanic repair and maintenance of automotive equipment. The principle of automotive mechanics is preventive maintenance of automotive equipment. The principle of automotive mechanics is preventive maintenance through diagnosis of failure, necessary adjustment, and repair/replacement of required parts. Most mechanics are responsible to work on the total vehicle, but some choose to specialize in such areas as transmission maintenance, brakes, front-end alignment, exhaust systems, drivability, etc.

As the automotive mechanics program is designed to prepare the student to enter the field of auto service, emphasis is placed on learning to work as much as possible as a mechanic meeting new and different problems with each vehicle encountered. All of the various components and systems of the automobile are covered including the engine and drive train, fuel systems, brake systems, and electrical systems, etc.

### **0113 – BUSINESS TECHNOLOGY/MANGAGEMENT**

**Grade Level:** 11-12      **Semesters:** 2

**Credits:** 3

**Prerequisite:** Junior or Senior standing and Lab Fees/Textbook Rental

The Business Technology/Management Program at KACC is designed to introduce students to the planning, marketing, operation and management of a business. Program content will include general principles and practices of business planning, organization, management, entrepreneurship, information systems, communication, finances and marketing. Interpersonal skills, brainstorming techniques, problem-solving and conflict management will also be covered. In addition, students will utilize Microsoft Office programs to build written communication, desktop publishing, presentation, document and database management, and financial recordkeeping skills. Students will develop their own electronic career portfolio, with resumes, references, job and college search results and interest/skill inventories.

Teaching techniques include textbook lessons and review, classroom discussion and role playing, teamwork, special group and individual project work, research and Virtual Business Management and Retail Marketing simulation programs. In addition, students will meet and learn from business leaders in the community through guest speakers in the classroom, job shadowing, and field trips.

Students will have the opportunity to work on several Career Center projects throughout the year. Students will have the opportunity to apply event planning and organization skills through the 8<sup>th</sup> Grade Career Awareness Days project. This project includes development of an event booklet, written communications with businesses, database and information management, and working directly with businesses, students and staff at the event.

Second-year students will have an opportunity to do an internship at a local business to extend their classroom learning directly to the community. Internships are customized to students' future career goals and skill sets.

Students will also participate in the Future Business Leaders of America (FBLA) and Skills/USA leadership programs. These programs offer the opportunity for students to network, share ideas and participate in local, state and national competitions in various business-related areas.

### **0102 – CHILD DEVELOPMENT/PLAYSCHOOL**

**Grade Level:** 11-12      **Semesters:** 2

**Credits:** 3

**Prerequisite:** Junior or Senior standing and Lab Fees/Textbook Rental

The Child Development/Playschool Program offers an opportunity for training, experience and time with children as students learn a variety of skills in the childcare field. In addition to developing professional skills in this rewarding field, students have an opportunity to develop observation and analytical skills, competency in basic principles of child growth and development, engage in hands-on experiences with 3, 4 and 5 year-olds in KACC's onsite childcare lab and actively participate in planning and implementing activities within our lab. .

Students gain skills and knowledge in areas such as guiding the behavior of children, observing and recording behavior, child growth and development, preschool operation, safety procedures, first aid knowledge and are exposed to a variety of career profiles. The student plans and implements activities in the preschool, acting as both a teaching team member and as a leader. Students have the opportunity to gain experience through internship/job shadowing within the childcare field at an assigned day care facility during their second year.

### **0103 – COLLISION REPAIR**

**Grade Level:** 11-12      **Semesters:** 2

**Credits:** 3

**Prerequisite:** Junior or Senior standing and Lab Fees/Textbook Rental

The Collision Repair Program provides learning experiences designed to allow students to gain knowledge and skills in repairing automotive bodies. Planned learning activities in this course will be balanced to allow students to become knowledgeable about the fundamental aspects of auto body repair methods and techniques, and to develop practical skills in the basic operations required to prepare the automobile for final paint application. Instruction will emphasize safety principles and practices, handling hazardous materials; auto body nomenclature, function of individual components, use of auto body fillers, use of plastic/glass fillers and special body repair tools, refinishing problems and paint preparation procedures.

Practical activities will relate to experiences in removing and installing body panels, trim and glass, straightening by using hammers, dollies and jacks, smoothing by filing, grinding and using fillers, and using a MIG welder. Students will learn to prime the area to be painted and prepare the surface for final paint application. These skills and experiences will be related to metal, fiberglass or urethane components.

### **0104 – COMPUTER TECHNOLOGY I (MAINTENANCE, REPAIR AND BUILDING)**

**Grade Level:** 11-12      **Semesters:** 2

**Credits:** 3

**Prerequisite:** Junior or Senior standing and Lab Fees/Textbook Rental

In this program, students receive instruction and hands-on experience in repairing or replacing faulty mechanical or electronic parts and giving technical advice on ways to keep equipment in good operating condition. A solid foundation of theory on how a computer and other peripherals work is covered. After completing this program the student will have an opportunity to go on to become A+ Certified. Advanced students receive instruction in the area of installing and servicing networks, diagnosing/replacing faulty mechanical or electronic parts, and giving technical advice on ways to keep equipment/systems in good operating condition.

### **0104 – COMPUTER TECHNOLOGY II (NETWORKING, WEB PAGE AND THE INTERNET)**

**Grade Level:** 11-12      **Semesters:** 2

**Credits:** 3

**Prerequisite:** Junior or Senior standing and Lab Fees/Textbook Rental

The largest network in the world is the Internet. Computer Technology II introduces students to it by showing the working of small Intranets (networks), network-to-network communication. HTML, CGI, XML, and JavaScript are the languages of the Internet and the Intranet. Students will be introduced to the construction of web pages using these languages and will take part in a web page construction contest. Using the standard protocols of the

Internet TCP/IP, students will be shown how data is made ready, transmitted, and error checked through Intranets and Internet setups. The relationship between Novell, AppleTalk, and other operating systems will be examined and how they interface with TCP/IP to communicate over the Internet. Students will examine the setting up of a small network within the school network; examine various network troubleshooting tools, how they are used, and the results that can be expected. Application software will be examined and its interface with the computer network. The way in which a server based network and a peer-to-peer network would treat the same application software. Where applicable the class will be responsible for maintaining the classroom network and the school network.

### **0105 – CONSTRUCTION TECHNOLOGY**

**Grade Level:** 11-12      **Semesters:** 2

**Credits:** 3

**Prerequisite:** Junior or Senior standing and Lab Fees/Textbook Rental

Students in construction technology build and maintain structures ranging from rough scaffolds and concrete forms to homes that require exact finish work. They work with wood, metal, plastic and concrete. Using both hand and power tools, people in the construction trade erect wood frameworks for buildings, install window frames, apply exterior siding and install moldings, cabinets, doors, heating and cooling systems, plumbing and hardware finish. Construction Technology education gives the student the opportunity to participate in the different phases of residential construction. This helps the student decide which trade or craft they would like to serve an apprenticeship.

During the training program, students construct houses on-site and will be involved in all phases of construction. The program is designed as pre-apprentice training and will include the following areas of construction: carpentry, masonry, plumbing, heating, roofing, landscaping, painting, decorating and electrical wiring. The student receives both classroom and on the job training.

### **0106/0107 – COSMETOLOGY**

**Grade Level:** 11-12      **Semesters:** 2

**Credits:** 3

**Prerequisite:** Junior or Senior standing and Lab Fees/Textbook Rental

Cosmetologists help their customers look attractive by shaping, setting and tinting hair. They also give manicures, scalp and facial treatments, provide make-up analysis, clean and style wigs and hair pieces. The KACC School of Cosmetology program is a Pivot Point member school and provides the training necessary to become a licensed cosmetologist. Students have the opportunity to acquire skills performed on customers in the clinic area. Units of instruction included in the program are shampooing, make-up facials, hair treatment, hairdressing and hair shaping, hair chemistry, manicuring, pedicuring, sculpture nails, and permanent waving/chemical straightening.

The Cosmetology Program is under the instruction of teachers licensed by the Department of Professional Regulation and will comply with all the rules and regulations of the Illinois Beauty Culture Act. The program provides for 1500 hours of training that is the minimum requirement met prior to taking the State Board Exam for licensing. This includes two full school years, Saturday hours, summer session between junior and senior year and approximately 4 weeks during the summer following graduation from high school. KACC School of Cosmetology provides a full service clinic open to the public.

### **0108 – FIRE/RESCUE**

**Grade Level:** 11-12      **Semesters:** 2

**Credits:** 3

**Prerequisite:** Junior or Senior standing and Lab Fees/Textbook Rental

The Fire Rescue program is set to follow the State of Illinois Fire Marshall's Office Division of Standards for entry level in the fire and rescue field. Following IFSTA Essential Manual, first- year students will learn the basics of the fire service. Students will learn how to use self-contained breathing apparatus, ropes and knots, ladders, and hoses. Using a special smoke trailer, students will be exposed to simulated fire conditions under a safe environment. They will learn how to do search and rescue, auto extrication, and how to safely remove victims of

automobile crashes. Students will also participate in a rigorous physical exercise program to prepare them for fire service CPAT testing.

Second-year students will start their leadership skill training, training as a company officer and Incident Commander. Students will also learn how to operate a fire pump with our on site fire department pumper. Students will go through Hazardous Materials for the First Responder, CPR for the Health Care Provider through the American Heart Association, and AED Training.

Second-year students can do internships with area fire departments. With excellent attendance and a "B" average or better during their first year, they will qualify to earn up to 14 hours of college credit in escrow through Joliet Junior College, Prairie State Junior College, and Kankakee Community College. All classes will follow the standards of the Illinois State Fire Marshall, Illinois Department of Public Health, and Illinois Department of Transportation.

Please Note: This program is very physically demanding during practical (hands on) evolutions.

### **0111 – HEALTH OCCUPATIONS**

**Grade Level:** 11-12      **Semesters:** 2

**Credits:** 3

**Prerequisite:** Junior or Senior standing and Lab Fees/Textbook Rental

Students enrolled in the Health Occupations Program at KACC can become a CNA (Certified Nurse Assistant) and receive training in CPR and use of AED for certification. The Health Occupations program at KACC is taught by two RN's (registered nurses) who are certified through the Department of Public Health to teach the CNA Program. The program prepares students for their continued education at local community colleges in the following healthcare fields:

LPN	Radiology	Respiratory Therapy
RN	EMT-Basic	Occupational Therapy
Medical Technologist	Physical Therapy	

In addition, students are prepared to continue on to 4+ year related programs in nursing and pre-med at the university level. The CNA program at KACC is approved by the Department of Public Health. After successful completion, the student is eligible to take the Illinois CNA Test to become certified as a nurse assistant. In the CNA program, students learn basic nursing skills such as vital signs, nutrition, rehabilitation and personal care of patients. During the second year of the program, students will have the opportunity to serve an internship in local health care facilities and study medical terminology in the classroom.

### **0109 – LAW ENFORCEMENT**

**Grade Level:** 11-12      **Semesters:** 2

**Credits:** 3

**Prerequisite:** Junior or Senior standing and Lab Fees/Textbook Rental

The two-year Career Center Law Enforcement Program provides students with a basic introduction to all facets of law enforcement. Upon completion of the program, students should have a working knowledge of law enforcement procedures and activities that will enhance their skills on the community college and university levels.

Students will be given the opportunity to achieve some proficiency in the following areas: Traffic & Accident Investigation; Vehicle Stops and Approach; Patrol & Arrest Techniques; Telecommunications Skills; Illinois Vehicle Code; Corrections; Drug Identification/Drug Laws; Courts & Legal System; Interview Techniques; Search & Seizure/Evidence Procedures/Crime Scene Investigation; Illinois Criminal Code; Fingerprint Techniques; Criminal Investigation; Report Writing; and, Private Security.

Also included in the program will be interview and interrogation techniques, arrest and handcuffing procedures, and defensive tactics. In this pre-law enforcement course, student experiences will involve simulations, demonstrations, guest lectures, tours of various law enforcement departments, and a shadowing program developed with the cooperation of the Kankakee County Sheriffs Police.

### **0114 – DRAFTING/CAD (COMPUTER AIDED DRAFTING)**

**Grade Level:** 11-12      **Semesters:** 2

**Credits:** 3

**Prerequisite:** Junior or Senior standing and Lab Fees/Textbook Rental

The Drafting/CAD profession is where an individual takes ideas and then transfers them to a drawing which enables other workers to produce the product or construct the project. Today, a very high percentage of these drawings are produced with computers and computer-aided software. However, in some situations, some drawings are still being drawn with manual drafting tools. If it wasn't for this profession, products could not be manufactured or built.

The Drafting/CAD program is designed around a two-year curriculum. The students, for the first semester, will be introduced to manual drafting techniques and computer-aided-drafting (CAD), doing both mechanical and architectural drawings. The third quarter, students work on a project designing an actual business site, working with a student from KACC's Business Management/Technology, to compliment their business plan. During the fourth quarter, students work on two projects, a home design and a mechanical assembly project.

Second year students may choose to focus on either mechanical or architectural drafting and will learn three-dimensional drawings and assembly drawings. They will also learn how to properly measure a part and replicate it in a drawing. During their final quarter at KACC, architectural students will design their own home and mechanical students will design a go cart frame.

### **0110 – WELDING**

**Grade Level:** 11-12      **Semesters:** 2

**Credits:** 3

**Prerequisite:** Junior or Senior standing and Lab Fees/Textbook Rental

Welding plays a major role in the aircraft, shipbuilding, construction and storage-transportation of various products such as petroleum, natural gas, water, etc. Fabrication of race cars and custom vehicles also rely on the talents and abilities of a skilled welder.

Careers in the field of welding are almost unlimited. Salary opportunities in welding are excellent. You can go as far as your ability and knowledge will take you.

During the first year the Welding program will include laboratory experience in oxy-acetylene; shielded metal arc, and gas metal arc welding. Also included will be experience in oxy-fuel semi-automatic and plasma cutting, weld testing, braze welding, and preparing for/and taking weld tests.

The second year of Welding will be an in-depth study of the above processes. Also included in the second year will be blueprint reading for welders, welding symbols, weld testing and inspection, air carbon arc gouging, and introduction to pipe welding.

# KANKAKEE COMMUNITY COLLEGE

Manteno High School allows the opportunity for seniors to leave during regularly scheduled school hours to take credit-in-escrow at Kankakee Community College. Students interested in taking credit-in-escrow must follow these steps:

1. Fill out a KCC application and Credit-In-Escrow form.
2. Send these items to KCC with an official transcript (from your counselor).
3. Make an appointment with KCC to take placement exams and register for courses.
4. Choose courses that will fit into your school day schedule either the first few blocks in the morning or the last two blocks in the afternoon. **You must meet with your Manteno High School counselor to confirm schedule before registering.**
5. Bring proof of course registration and fee payment to your counselor.
6. Your counselor will then put the KCC course into your schedule from Manteno High School.

Several guidelines apply to registration for courses at Kankakee Community College. See below for details:

## GUIDELINES:

- Students must be in good standing academically with a grade point average of at least 3.0 and have a good attendance record.
- Seniors enrolled in 6 hours or more of course work at the community college may request a reduction in their class load to a maximum of four classes with the principal's approval. No high school credit is awarded for these courses. These students must still meet graduation requirements and complete the required number of credits needed for graduation (28 credits).
- The student confirms that he/she has met all prerequisite requirements pertaining to the course(s) for which he/she is applying.
- The student will be responsible for all travel to and from classes at Kankakee Community College.
- The student must take the Kankakee Community College placement exams required for participation. The results of those exams will determine whether the student is placed into the requested program.
- The student is eligible to participate in only two college courses during Manteno High School hours.
- The student agrees to participate in the program based on the school calendar for the course determined by the community college, regardless of how that calendar may diverge from that of Manteno High School.
- The student is responsible for all fees associated with these courses. Students are also responsible for the cost of any personal materials including uniforms, tools, and other required consumable materials.
- When enrolling for these courses, students and parents or guardians should note that students are registering for college courses and are expected to perform and behave in a way commensurate with that designation.

MANTENO HIGH SCHOOL

## Advanced Placement Course Enrollment Contract

\_\_\_\_\_  
Student's Name

\_\_\_\_\_  
Grade

All students who wish to register for an Advanced Placement (AP) Course for the 2010-2011 school year, must read and sign this contract. If you have any questions or concerns, please contact your Guidance Counselor for clarification. Please review this material with your parents/guardians and have them sign this contract. You must return this contract and the attached AP Course Selection Form to your counselor by **March 1, 2010**.

To register for an AP course students must agree to the following:

1. Students must have a cumulative GPA of 4.25 or higher to register for an AP course. If you are not sure of your cumulative GPA, please contact your Guidance Counselor.
2. Students who enroll in an AP course **must take the AP Exam** given in May of each year. This exam will be included in the course, and will count for a percentage of the student's 4<sup>th</sup> quarter grade (as determined by individual teacher). The cost of the AP Exam is approximately \$80.00.
3. **Students must complete a Summer AP Work Packet**, which will be given to students at a meeting of AP students in May. Notification of this meeting will be given to students at a later date. Students who miss this meeting will be responsible for picking up this packet from you Guidance Counselor before June 8<sup>th</sup>. This packet will count as a percentage of the student's 1<sup>st</sup> quarter grade (as determined by individual teacher). *Only students who enroll at Manteno High School after August 1, 2010, will receive the packet on the first day of school. These students will have until two weeks prior to the end of the 1<sup>st</sup> quarter to complete the packet, and the packet will count as a percentage of that student's 1<sup>st</sup> quarter grade. Students who register for AP courses in the spring must return the AP summer coursework on set dates to be determined by their instructor or their schedule will be changed.*
4. Students will **NOT** be allowed to drop their AP course at semester. By signing this contract students are agreeing to take the AP course throughout the **ENTIRE** school year.

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I have read and understand the guidelines in this contract. I agree that I would like to be enrolled in one or more Advanced Placement courses and will abide by these guidelines.

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

MANTENO HIGH SCHOOL

**Advanced Placement  
Course Selection Form**

2010-2011 School Year

Name \_\_\_\_\_ Current Grade Level \_\_\_\_\_

**Directions:** (1) Put a check next to the AP course you would like to take. (2) Make sure you meet the needed prerequisites. (3) Obtain the necessary signatures. (4) Return form to your Guidance Counselor. Please ***do not disturb teachers*** during their classes to get their signatures. See teachers before school, after school, or another time when they are available. **DEADLINE: March 1, 2010**

Check ✓	AP Course	Pre-requisite Required	Signatures Required <i>Signatures of person verifying you have met the pre-requisite</i>
<input type="checkbox"/>	AP Biology	Completion of Biology I with a B or better, Physics I and Chemistry I	Mr. Haworth _____  Mrs. Morris _____
<input type="checkbox"/>	AP Calculus	Completion of Trigonometry and Geometry. Senior standing.	Mr. Leopold _____  Mr. Wenzel or Ms. Agee _____
<input type="checkbox"/>	AP Chemistry	Grade of B in Chemistry 1 (Chemistry 2 Recommended)  Must take before or simultaneously: Physics 1, Biology 1, and Algebra 2	Mrs. Butterfield _____