



# **POLICY OF NONDISCRIMINATION**

Students, parents, and citizens of the Troy School District:

Title IX of the Educational Amendments of 1972 provides that no person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving federal financial assistance except as may be permitted by law.

Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act (ADA) provides that no otherwise qualified handicapped individual shall, solely by reason of his or her handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

It is the policy of Troy School District not to discriminate on the basis of sex or handicap in admission or access to, treatment or employment in its programs and activities. Troy School District periodically reviews its educational and employment programs and activities to assure compliance with Title IX and Section 504/ADA.

Troy School District has established a grievance procedure to provide for the prompt and equitable resolution of complaints by students, employees, or members of the community alleging discrimination on the basis of sex or handicap. The grievance procedure is available through any school office or by contacting the Coordinator for Title IX and Section 504/ADA matters listed below. In addition, a Troy School District employee who is part of a bargaining unit may process a complaint through the grievance procedure established in the collective bargaining agreement.

In accordance with federal regulations, Troy School District has appointed Jasen M. Witt, J.D., Assistant Superintendent, Human Resources, as Title IX and Section 504/ADA Coordinator for employment and personnel matters. The district's Director of Special Education has been appointed as the Section 504/ADA Coordinator for handicapped and suspected handicapped students. Any questions, suggestions, or complaints should be directed to:

Jasen M. Witt, J.D.  
Title IX and Section 504/ADA Coordinator  
Assistant Superintendent, Human Resources  
Troy School District  
4400 Livernois Road  
Troy, Michigan 48098-4799  
248.823.4000 Voice  
248.823.4013 Fax



***Course Descriptions***  
***for***  
***Athens High School and Troy High School***

*Dr. Barbara A. Fowler*  
*Superintendent of Schools*

*Dr. Steve Matthews*  
*Director of Curriculum*

*Revised January 2008*



# Troy School District



## Athens High School

Ms. Lara Dixon, Principal  
4333 John R  
Troy, Michigan 48085  
248.823.2900 Main Office  
248.823.2913 Fax  
248.823.2915 Guidance  
248.823.2901 Attendance



## Troy High School

Mr. Mark Dziatczak, Principal  
4777 Northfield Parkway  
Troy, Michigan 48098  
248.823.2700 Main Office  
248.823.2713 Fax  
248.823.2715 Guidance  
248.823.2701 Attendance

# Troy School District High School Graduation Requirements

## Class of 2011 and beyond

CURRICULAR AREA	REQUIRED CREDITS	SPECIFIC COURSES	ADDITIONAL TSD REQUIREMENTS	MICHIGAN MERIT CORE PERSONAL CURRICULUM
ENGLISH	4	<ul style="list-style-type: none"> <li>• English 9 – 1 and 2</li> <li>• English 10 – 1 and 2</li> <li>• English 11 – 1 and 2</li> <li>• English Electives</li> </ul>	Student will need 1 additional English credit that may be taken anytime during his/her high school career. Students who take an additional credit of English as a modification may not count that credit as their fourth credit to fulfill graduation requirements.	<ul style="list-style-type: none"> <li>➤ No modification.</li> </ul>
SCIENCE	3	<ul style="list-style-type: none"> <li>• Biology</li> <li>• Chemistry or Physics</li> <li>• Science Elective</li> </ul>	Students must take 1 additional science credit.	<ul style="list-style-type: none"> <li>➤ No modification.</li> </ul>
MATHEMATICS	4	<ul style="list-style-type: none"> <li>• Algebra 9*</li> <li>• Geometry*</li> <li>• Advanced Algebra*</li> <li>• Math or math related course</li> </ul> <p>* Math credits may be earned in middle school, but 4 credits of math must be earned in high school.</p>	All students will meet the Michigan Merit Core math requirements and will take 3 credits of math in high school plus 1 additional math or math-related class during his/her final year of high school.	All students must: <ul style="list-style-type: none"> <li>➤ Complete at least 3.5 credits in high school</li> <li>➤ Complete a math credit in the final year.</li> </ul> Advanced Algebra modification options: <ul style="list-style-type: none"> <li>➤ Complete 2.5 credits including .5 credit of Advanced Algebra</li> <li style="text-align: center;">OR</li> <li>➤ Complete a two year Career and Technical education curriculum which includes .5 credit of Advanced Algebra content</li> <li style="text-align: center;">OR</li> <li>➤ Complete Advanced Algebra over 2 years with credit given for each year.</li> </ul>

<b>SOCIAL STUDIES</b>	3	<ul style="list-style-type: none"> <li>• .5 Civics - 9<sup>th</sup> grade</li> <li>• 1.0 American History/ Geography 1 and 2 - 10<sup>th</sup> grade</li> <li>• .5 Economics</li> <li>• 1.0 World History/ Geography 1 and 2</li> </ul>	It is recommended that Economics and World History/Geography 1 be taken in the junior year.	<ul style="list-style-type: none"> <li>➤ No modification of Civics.</li> <li>➤ 2 credits must be earned.</li> <li>➤ Modification only if student takes additional credit(s) beyond the required credits in English Language Arts, Math, Science, or World Languages.</li> </ul>
<b>PHYSICAL EDUCATION</b>	1	<ul style="list-style-type: none"> <li>• .5 - Intro to P.E</li> <li>• .5 - P.E. Elective</li> </ul>	Students are required to take an additional .5 elective in Physical Education.	<ul style="list-style-type: none"> <li>➤ Modification only if student takes additional credit(s) beyond the required credits in English Language Arts, Math, Science, or World Languages.</li> </ul>
<b>HEALTH</b>	.5	<ul style="list-style-type: none"> <li>• .5 - Health 1</li> </ul>	A .5 credit in Health earned in high school is required of all TSD students.	
<b>WORLD LANGUAGE FINE ARTS APPLIED ARTS CAREER AND TECHNICAL EDUCATION</b>	3		1 credit must be earned in visual/performing or applied arts as required in the Michigan Merit Core graduation requirements.	<ul style="list-style-type: none"> <li>➤ Modification only if student takes additional credit(s) beyond the required credits in English Language Arts, Math, Science, or World Languages.</li> </ul>
<b>ONLINE LEARNING EXPERIENCE</b>			A 20-hour online learning experience is required for graduation. This is a non-credit requirement. For most students, the Online Learning Experience will be completed in middle school. A committee has been developed to create online learning options for students who enter the Troy School District after 9 <sup>th</sup> grade and have not completed the online requirement.	
<b>MICHIGAN MERIT EXAM</b>			Participation in the Michigan Merit Exam is required for graduation.	

**18.5 Required Credits**

**4.0 Elective Credits**

**22.5 Total Credits**

# Course Description Sample and Key

Here is a sample course description. The following section is the key to reading it:

**0833 Japanese 2 (Troy High)**

*Grades 9-12, 2 Semesters, 1/2 Credit per Semester, No Retake, Prerequisite: C or better in Level 1.*

The student will be reacquainted with skills learned in *Japanese 1* through a systematic reentry of grammar and vocabulary. The student will continue to attain proficiency in the four skills of listening, speaking, reading, and writing. The language will be presented within the context of Japan and its culture.

1. The first item in every description is the course number followed by the course title. Following the title information, there may be a specific school identified which indicates where the course is offered. However, the course is open to students from both high schools. If a specific school is not identified, the course is offered at both high schools.
2. Under the course title is italicized information including:
  - the grade level(s) at which the course may be taken;
  - the length of the course and the number of credits it is worth;
  - information regarding retaking the course;
  - the prerequisite requirements [course(s) or conditions which must be completed or met before you may enroll in this course].
3. Below the italicized information is the actual course description. Information provided will describe the content, operation and/or objectives of the course. Students may check with their counselor, other students, and the teachers about specific details of operation and teacher expectations.
4. No courses may be retaken for additional credit unless specifically indicated, except for Independent Study. It is recommended that all students discuss their course selection with their present subject-area teacher.

## Business Department

Accounting knowledge is essential for all persons planning on a business career or majoring in business in college.

### Accounting and Finance

**5002 Accounting 1**

*Grades 9-12, 1 semester, 1/2 credit, No Retake.*

*Prerequisite: None.*

*Course satisfies .5 credit of the math-related graduation requirement.*

This is an exploratory accounting course providing students with the basic knowledge of the accounting cycle from business transactions to financial statements. The basic principles will be introduced using a service business owned by a sole proprietor. Students will put this knowledge to practical use by completing realistic simulations. Some computerized accounting may be introduced.

**5022 Accounting 2**

*Grades 9-12, 1 semester, 1/2 credit, No Retake.*

*Prerequisite: Accounting 1.*

*Course satisfies .5 credit of the math-related graduation requirement.*

Accounting principles will be introduced that relate to a merchandising business organized as a partnership. Specialized journals and payroll will be introduced with computerized accounting emphasized throughout the semester. Computerized

accounting simulations will be used extensively throughout the semester.

**5032 Accounting 3**

*Grades 10-12, 1 semester, 1/2 credit, No Retake.*

*Prerequisite: Accounting 2.*

*Course satisfies .5 credit of the math-related graduation requirement.*

Advanced accounting principles dealing with the corporate form of business will be presented. Bad debts, depreciation, notes and interest will be introduced. Computerized simulations will be emphasized extensively throughout the semester.

**5042 Accounting 4**

*Grades 10-12, 1 semester, 1/2 credit, No Retake.*

*Prerequisite: Accounting 3.*

*Course satisfies .5 credit of the math-related graduation requirement.*

Advanced accounting principles will be emphasized with managerial decision making, cost accounting, and auditing. Computerized simulations will be used extensively. Students will learn proficiency in computerized accounting programs (such as, Excel and Peachtree).

## Business Management

### 5122 Financial Management

*Grades 9-12, 1 semester, ½ credit, No Retake.*

*Prerequisite: None.*

*Course satisfies .5 credit of the math-related graduation requirement.*

Students will study financial planning, goals, how the market works, investment choices, tracking stocks, bonds, mutual funds, investment fraud, credit, insurance, income taxes, and banking activities. The students will participate in a ten-week statewide stock market game. In addition, this class will utilize financial publications and may have guest speakers from the financial world.

### 5052 Business & Personal Law 1

*Grades 9-12, 1 semester, ½ credit, No Retake.*

*Prerequisite: None.*

Students will study types of laws and legal systems, ethics in law, Constitutional law, the court system, criminal law, and employment contracts. The students may have the opportunity to meet the various law enforcement officials from the community thus developing a genuine respect for them. Also, the students may have the opportunity to visit a local court and jail. Another popular activity will be the in-class mock trial.

### 5062 Business & Personal Law 2

*Grades 9-12, 1 semester, ½ credit, No Retake.*

*Prerequisite: Business & Personal Law 1.*

Students will study torts, negligence, strict liability, offer and acceptance, genuine agreement, fraud, consideration, minors and contracts, consumer protection, and marriage and divorce. The students may have the opportunity to meet various law enforcement officials from the community. Also, the students may be given another chance to visit a local court and jail and also participate in the in-class mock trial.

### 5152 Business Math 1

*Grades 9-12, 1 semester, ½ credit, No Retake.*

*Prerequisite: None.*

*Course satisfies .5 credit of the math-related graduation requirement.*

This course requires students to solve mathematical problems in personal and workplace situations. There will be a basic math skills review at the beginning of the semester. The business and personal math topics that will be studied include: payroll records, calculating gross income, employee taxes and insurance deductions to calculated net income, record keeping for budgets, checking and savings accounts, loans, cash purchases, charge accounts and credit cards, purchasing and leasing vehicles, and housing costs.

### 5162 Business Math 2

*Grades 9-12, 1 semester, ½ credit, No Retake.*

*Prerequisite: Business Math 1.*

*Course satisfies .5 credit of the math-related graduation requirement.*

This semester course requires students to solve mathematical problems in personal and workplace situations. This course will be a continuation of Business Math 1. The business and personal math topics that will be studied include health and life insurance; investments; personnel with employee benefits, worker compensation, and unemployment insurance; production and manufacturing with quality control; purchasing with trade discounts and chain discounts; sales with markup and net profit; marketing, warehousing and distribution; services such as building rentals, equipment rentals, and professional services; accounting and accounting records; and corporate planning.

### 5102 Keyboarding

*Grades 9-12, 1 semester, ½ credit, No Retake.*

*Prerequisite: No previous keyboarding experience or weak keyboarding skills.*

A presentation of the keyboard with emphasis on skill development in speed and accuracy, memos, personal and business letters, reports, and tables. MicroTypePro will be used to teach the keyboard and Microsoft Office will be used for word processing. It is highly recommended for the college-bound student.

### 5082 Business Computer Applications 1

*Grades 9-12, 1 semester, ½ credit, No Retake.*

*Prerequisite: None.*

*Course satisfies .5 credit of the math-related graduation requirement.*

This course is designed for any student wanting exposure to hands-on business applications using Microsoft Office. This course will cover basic applications such as Word, Excel, PowerPoint software, e-mail and learning the Internet for business. Students wanting to take the Microsoft Office User Specialist Certification test should plan on taking this course.

### 5142 Foundations in Business

*Grades 9-12, 1 semester, ½ credit, No Retake.*

*Prerequisite: None.*

This course introduces students to the world of business concepts. It will give them an understanding of various disciplines in preparation for college courses and careers in business. Some of the topics include: management and operations, international business, insurance, business ethics, social responsibility in business, human resources, and diversity in the workplace.

### 5192 International Business

*Grades 9-12, 1 semester, ½ credit, No Retake.*

*Prerequisite: None.*

This course provides a foundation for learning about the global business environment and how it applies to the sales and marketing of products and services. Main topics include global entrepreneurship, cultural and economic factors that affect international business. Business structures, international finance, legal agreements, trade relations, and global enterprises are highlighted. Attention will focus on global business management, human resources, career planning, labor relations, and the challenges of managing global organizations. International Business keeps students up to date on the latest technology and communications in a global economy. Students are provided with basic information necessary for success in the global economy.

### 5024 Business Internship (Co-op)

*Grades 11-12, 2 semesters, 2-Hour class, 1 credit per semester, Retake.*

The student receives up to 2.0 credits for work experience (at least 15 hours per week and 300 hours per semester). The student must be concurrently enrolled in Accounting 1, 2, 3, or 4 or Web Page Creation 1 or 2. A student must make an application for this program through the Career/Technical Education Department, the Guidance Department, or with the Co-op coordinator. However, final admission to the program is dependent on the coordinator's approval.

### **5272 Web Page Creation 1**

*Grades 9-12, 1 semester, ½ credit, No Retake.*

*Prerequisite: Average or higher GPA recommended.*

The student will learn software that is currently available to produce and publish web pages on the Internet. These programs will enable the student to create and manage web pages.

The topics that will be covered include basic web concepts, terminology, and web page design. Hands-on activities will guide the student to use the tools available in the software applications to design and create awesome-looking web pages. E-commerce activities will enable the student to examine various web sites. Students who take this class should have basic computer skills.

### **5282 Web Page Creation 2**

*Grades 9-12, 1 semester, ½ credit, No Retake.*

*Prerequisite: Web Page Creation 1.*

*Course satisfies .5 credit of the math-related graduation requirement.*

The student who has mastered Web Page Creation and wants to learn advanced web page creation techniques will learn:

- 1) Dreamweaver—Students will take a static storefront web page to a large graphic multimedia web site with Dreamweaver. Students start from the bottom and progress into developing more complex web sites through hands-on projects and exercises.
- 2) JavaScript—An easy introduction to using this language to make and/or enhance web pages. The students will bridge the gap between web programming languages and web architecture.
- 3) Flash—animation program in which students will learn to make animated movies that can be added to web sites.

## **Marketing**

### **5222 Introduction to Marketing**

*Grades 9-12, 1 semester, ½ credit, No Retake.*

*Prerequisite: None.*

*Course satisfies .5 credit of the math-related graduation requirement.*

This course is a prerequisite for Marketing Lab (School Store). Students are introduced to basic marketing, principles of economics, sales, cash handling, management, promotion, human relations, and merchandising. See *Marketing Co-op* course description for possible co-op credit.

### **5252 Marketing 2**

*Grades 10-12, 1 semester, ½ credit, No Retake.*

*Prerequisite: Introduction to Marketing.*

*Course satisfies .5 credit of the math-related graduation requirement.*

*Marketing 2* is a one-semester course designed to allow students who have successfully completed *Introduction to Marketing* to continue their study of marketing. Students will be able to apply problem-solving, decision-making, and critical-thinking skills necessary to compete in the business world. See *Marketing Co-op* course description for possible co-op credit.

### **5232 Business Ownership**

*Grades 11-12, 1 semester, ½ credit, No Retake.*

*Prerequisite: None.*

*Course satisfies .5 credit of the math-related graduation requirement.*

Designed for the student considering a career as a business manager or entrepreneur, this course will explore the traits needed to be a successful business owner. Students will explore potential business opportunity and develop a plan to start and operate their own business. See *Marketing Co-op* course description for possible co-op credit.

### **5172 Fashion Merchandising**

*Grades 10-12, 1 semester, ½ credit, No Retake.*

*Prerequisite: None.*

*Course satisfies .5 credit of the math-related graduation requirement.*

This course will introduce students to careers available in the fashion industry, from design and manufacturing to sales. It will also present elements necessary for the proper marketing of fashion apparel. Project-based learning such as a student-run fashion show may be part of this class. See *Marketing Co-op* course description for possible co-op credit.

### **5182 Sports and Entertainment Marketing (Athens)**

*Grades 10-12, 1 semester, ½ credit, No Retake.*

*Prerequisite: Introduction to Marketing.*

This course is designed to teach students marketing and management concepts associated with the sports and entertainment industries. Students will learn techniques and practices used to make this a multibillion dollar per year industry. Strategies used by successful sports and entertainment marketing and management firms and businesses will be evaluated. Sports and Entertainment Marketing will prepare students for advanced studies in marketing/management and create an inside look at how and why the sports and entertainment industry operates. Much of this course's work will be accomplished with student teams. Students' teams will own their own professional sports franchise and participate in a Troy Athens Fantasy League. Students will research and make marketing and management decisions that will affect their individual teams (i.e., location of the franchise, team logos, team colors, team mascot, team nicknames, etc.). Other areas of sports and entertainment marketing and management that will be investigated will be the promotion of professional sports, NCAA non-revenue sports promotions, marketing history of professional sports drink sponsorship, and the movie/concert industry.

### **5103 Marketing Lab (School Store)**

*Grades 11-12, 2 semesters, ½ credit per semester, No Retake.*

*Prerequisite: Introduction to Marketing and consent of instructor.*

*Course satisfies 1 credit of the math-related graduation requirement.*

Students apply what they have learned in the *Introduction to Marketing* course to an actual retail operation. Students will gain actual on-the-job training by managing and operating a school store that sells school-related articles such as clothing, supplies, and novelties. See *Marketing Co-op* course description for possible co-op credit.

### **5214 Marketing Internship (Co-op)**

*Grades 11-12, 2 semesters, 2-hour class, 1 credit per semester, Retake. Prerequisite: Marketing class must be concurrent.*

This course is designed to place and train the student interested in a career in marketing such as sales, promotion, stock work, advertising and display. The student receives up to 2.0 credits for

work experience and also should be enrolled in marketing classes for a full year (1 credit). A student must make application for this program through the Career/Technical Education Department or the Guidance Department. However, final admission to the program is dependent on the co-op coordinator's approval.

**Information Technology  
Computer Networking Program**

**5303 Computer Networks and Repair (Athens)**

*Grades 11-12, 2 semesters, 1 credit, No Retake.*

*Prerequisite: Computer skill or experience.*

*Course satisfies 1 credit of the math-related graduation requirement.*

Students will study computer hardware, software, building and troubleshooting computers, local area networks (LANs), subnets and IP addressing, cat-5 cabling, physical and logical topologies, router and switch configuration, and network security.

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# English Department

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## **0012 9 English Literature and Composition 1**

*1 semester, ½ credit, No Retake, Prerequisite: None.*

This course is designed to further students' proficiency in reading, speaking, writing and listening. The course will increase students' knowledge of grammar and vocabulary as well as improve their skills in note taking, public speaking, listening and library research. The course will also focus on literature through the study of novels, non-fiction essays, and poetry.

## **0022 9 English Literature and Composition 2**

*1 semester, ½ credit, No Retake, Prerequisite: None.*

Students will continue to develop the skills learned in 9 English Literature and Composition 1. The focus of this semester will be on different forms of literature including drama, short stories, and novels. Students will also continue their study of writing, specifically the three-part essay, and further their vocabulary development.

## **0003 9 Basic Skills English**

*2 semesters, ½ credit per semester, Prerequisite: 8th grade teacher recommendation.*

This course is designed to aid students in becoming more successful in their reading, writing, listening, and speaking skills. Focus will be on using language to become successful communicators. Students will be expected to work independently and in groups in a variety of areas, ranging from vocabulary and grammar to reading and writing.

## **0002 9 Honors English Literature & Composition 1**

*1 semester, ½ credit, No Retake, Prerequisite: 8<sup>th</sup> or 9<sup>th</sup> grade English teacher recommendation.*

This course is designed for the motivated student with superior English skills. The goal of this course is to increase the advanced student's proficiency at essay writing as well as to improve his/her skills in grammar, note taking, research and public speaking. The course also introduces the student to the analysis of poetry and the classic novel. Summer Reading is Required.

## **0032 9 Honors English Literature & Composition 2**

*1 semester, ½ credit, No Retake, Prerequisite: 8<sup>th</sup> or 9<sup>th</sup> grade teacher recommendation.*

Students will continue to develop the skills they learned in 9 Honors Literature & Composition 1. The goal of the course is to increase advanced students' reading and writing proficiency through the study of the short story, drama, and the novel. The curriculum also emphasizes writing. Summer Reading is Required.

## **0062 10 English Literature & Composition 1**

*1 semester, ½ credit, No Retake, Prerequisite: 9<sup>th</sup> Grade English Lit. and Comp.*

This course is designed to help students write more effectively and accurately with emphasis on writing in response to literature and themes. The three-part essay will be addressed in terms of grammar, mechanics, diction and writing style. Literary genres include the novel, short stories, and poetry. Essay formats include classification, character analysis, cause/effect, comparison/contrast and in-class writing. SAT-type vocabulary will also be studied.

## **0042 10 English Literature & Composition 2**

*1 semester, ½ credit, No Retake,*

*Prerequisite: 9<sup>th</sup> Grade English Lit. and Comp.*

Students will continue to develop the skills learned in 10 English Literature and Composition 1. The focus of this semester will be on different forms of literature including drama, short stories, and novels. Students will also continue their study of writing and further their vocabulary development. Essay formats include research, persuasive and in-class writing.

## **0033 10 Basic Skills English**

*2 semesters, ½ credit per semester,*

*Prerequisite: 9<sup>th</sup> grade English and Teacher recommendation.*

This class is designed to aid students in becoming more successful in their reading, writing, listening, and speaking skills. There will be special help in applying language skills to practical, everyday problems. The student is expected to attend class regularly, attempt every assignment, and be willing to work in small-group situations.

## **0052 10 Honors English Literature & Composition 1**

*1 semester, ½ credit, No Retake, Prerequisite: 9 Honors English or teacher recommendation.*

This class is designed for students with superior English skills to advance the writing and reading proficiency acquired in 9 Honors Literature & Composition 1 and 2. The study of literature will focus on analysis of novels, drama, short stories, and poetry. SAT-type vocabulary will also be studied. Teacher recommendation is needed to take this in place of the required 10<sup>th</sup> grade English course. Summer Reading is Required.

## **0152 10 Honors English Literature & Composition 2**

*1 semester, ½ credit, No Retake, Prerequisite: 9 Honors English or teacher recommendation.*

This class is designed for students with superior English skills to advance the writing and reading proficiency acquired in 9 Honors Literature & Composition 1 and 2. The study of literature will focus on analysis of novels, drama, short stories, and poetry. SAT-type vocabulary will also be studied. Teacher recommendation is needed to take this in place of the required 10<sup>th</sup> grade English course. Summer Reading is Required.

## **0082 11 College Prep English**

*1 semester, ½ credit, No Retake, Prerequisite: 10 English Lit. and Comp.*

This course is a prerequisite for *12 College Prep English*. This class is designed both as a survey of major American writers and as a composition class. Critical and analytical papers and research-based activities of the American works will be the focus of the class. The literary focus of this course provides the necessary background to meet the demands of *12 College Prep English*.

## **0072 11 General English**

*1 semester, ½ credit, No Retake,*

*Prerequisite: 10 English Lit. and Comp. or 10 Basic Skills English with teacher recommendation.*

This class is designed for the student who will be going to a two-year community college or technical/vocational school (rather than to a four-year college or university) and who needs to strengthen language skills to be more efficient in the business world. This class encompasses some major writers in American

literature, but it also teaches the more practical side of English, such as filling out various forms, exploring different careers, writing resumes, and preparing for interviews. This class will fulfill the 11th grade requirement.

**0063 11 Basic Skills English**

2 semesters, ½ credit per semester, No Retake, Prerequisite: 9<sup>th</sup> and 10<sup>th</sup> grade required English courses.

This class is designed to help students become more successful readers and writers, while increasing knowledge of vocabulary and grammatical skills. The study of literature in this class requires critical and creative thinking skills. This course is geared primarily towards the student who will be going to a 2-year community college or technical/vocational school, or who plans to directly enter the work force after high school.

**0092 11 English - AP 1**

1 semester, ½ credit, No Retake, Prerequisite: B or better in 10 Honors or teacher recommendation.

This class is for advanced students who wish to begin their preparation for the AP Language and Composition Examination. Students will improve their writing through systematic study of literary devices used by American authors from major periods. The breadth of writing assignments will lay the foundation for the exam. Close reading for style and tone will be explored; timed, critical and analytical writing will be practiced frequently. Review of grammatical and syntactical structure of language will enhance student achievement. This course satisfies the 11th grade English requirement. Summer Reading is Required.

**0112 11 English - AP 2**

1 semester, ½ credit, No Retake, Prerequisite: B or better in 11 English - AP 1 or teacher recommendation.

This course is an elective continuation of 11 English - AP 1. In this course students will read a variety of nonfiction texts and examine basic elements of rhetoric: writing with a purpose, addressing an audience, creating appealing text structure and utilizing an appropriate style. Additional instruction in argumentation will teach the skills of synthesizing, paraphrasing and citing written secondary source material, including images, graphs, and photographs. The researched argumentative essay provides students the opportunity to sort through disparate interpretations as independent analytical thinkers and writers. The AP Language and Composition Examination is the logical culmination of this course.

**0113 12 College Prep English**

2 semesters, ½ credit per semester, No Retake, Prerequisite: 11 College Prep English.

This course is designed to be the final training ground for college-bound seniors. The entire course will emphasize the development of more sophisticated communication skills, including vocabulary

enrichment, expository composition skills, oral presentations, and research skills. World literature from a variety of periods will be analyzed in great depth.

**0102 12 General English**

1 semester, ½ credit, No Retake, Prerequisite: 9<sup>th</sup>, 10<sup>th</sup>, and 11<sup>th</sup> grade required English courses.

This course is offered for seniors who plan to attend a community college or technical institution after high school. Emphasis will be placed on vocabulary enrichment, critical thinking, and research skills. A mature interpretation of literature assignments will be stressed, using critical and analytical thinking and writing skills.

**0453 12 English - AP**

2 semesters, ½ credit per semester, No Retake, Prerequisite: 11 Honors English, 11 English-AP, or teacher recommendation.

Designed for seniors who excel in English language skills, this course emphasizes the following areas of study: analysis and composition of essays; the study of fiction and poetry; writing a college level research paper; reading a survey of world literature, including several novels. Students are prepared for and encouraged to take the AP exam in May. Summer Reading is Required.

**0442 Vocabulary Improvement**

Grades 10–12, 1 semester, ½ credit, Retakes for ELL Students only, Prerequisite: None.

This class is designed to expand and improve any student's English vocabulary. After being tested for entry level vocabulary comprehension, each student independently studies vocabulary in class using a workbook at his or her appropriate level of difficulty. Vocabulary is tested regularly. Vocabulary is also enriched in context, through reading and writing. By working at an individual level, the student should learn to use vocabulary better in all courses and situations, whether he/she is trying to improve test scores for college admission or is learning English as a second or third language.

**0372 Reading Strategies**

Grades 9-12, 1 semester, ½ credit, No Retake, Prerequisite: None.

This is a lab class. After diagnostic and placement tests, students will be able to analyze their reading skills and work toward increasing their reading skill levels. Students will be assigned to an individualized vocabulary program. Individual, pair and team projects using a variety of reading materials will comprise the substance of the course. "Active reading" exercises using newspaper and magazine articles, along with textual reading, will help raise reading comprehension. This class is designed to help below average and average readers improve their vocabulary, comprehension, reading and listening skills. Daily attendance and assignment completion are a must in this lab class situation.

	BASIC	GENERAL		COLLEGE BOUND		HONORS	
<b>GRADE 9</b>	9 Basic Skills	9 Lit & Comp 1	9 Lit & Comp 2	9 Lit & Comp 1	9 Lit & Comp 2	9 Honors Lit & Comp 1	9 Honors Lit & Comp 2
<b>GRADE 10</b>	10 Basic Skills	10 Lit & Comp 1	10 Lit & Comp 2	10 Lit & Comp 1	10 Lit & Comp 2	10 Honors Lit & Comp 1	10 Honors Lit & Comp 2
<b>GRADE 11</b>	11 Basic Skills	11 General English	Elective	11 College Prep	Elective	11 English-AP 1	11 English-AP 2 or Elective
<b>GRADE 12</b>	Elective	12 General English	Elective	12 College Prep		12 English - AP or 12 College Prep	

**0182 Creative Writing 1**

*Grades 10-12, 1 semester, ½ credit, No Retake,*

*Prerequisite: 9th grade English requirements.*

Students will develop a creative approach to writing by drafting, conferencing, editing, and completing a wide range of writing assignments. Some of the genres explored are poetry, the short story, the personal essay, and scripts. Students will be expected to write a great deal and to share, critique, and analyze each other's work. The creation of a writing portfolio is the final project.

**0192 Creative Writing 2**

*Grades 11-12, 1 semester, ½ credit, 1 Retake,*

*Prerequisite: Creative Writing 1 or instructor approval.*

This class is designed to inspire serious creative writers to further develop abilities and talents in various areas of writing, such as poetry, essays, and short stories. Independent projects are stressed so students have the opportunity to seriously delve into areas in which they have the most interest.

**0232 Classical Mythology and Drama**

*Grades 10-12, 1 semester, ½ credit, No Retake, Prerequisite:*

*None.*

The myths and drama of ancient Greece provide the basics of this enrichment course. An exploration of how the myths impact our own culture as well as the past will be part of the course. Dramatic studies will include the origin of plays as an art form. Creative, critical, and analytical writing assignments will focus on the literature of the course. Any student planning to attend college will find the content of this class helpful background material in college courses.

**0122 American Classics, Novels, and Short Stories**

*Grades 10-12, 1 semester, ½ credit, No Retake, Prerequisite:*

*None.*

Reading and learning more about short stories, novels, and biographies of a number of American authors are the main thrust of this course. Students will study the elements of the short story and novel and analyze examples of the genres in depth. Critical and analytical writing assignments will be given covering the literature being studied.

**0262 Modern Humanities**

*Grades 11-12, 1 semester, ½ credit, No Retake, Prerequisite: B average in English.*

Students develop an understanding of art, literature, music, and philosophy, and how these areas relate to everyday life and mankind in general. Themes will be assigned of an analytical and critical nature using course literature as the focus of the themes.

**0212 Film and Literature**

*Grades 10-12, 1 semester, ½ credit, No Retake,*

*Prerequisite: None.*

This course is designed as an English elective for students in grades 10-12. The focus of the course will be on the study of film genre, film history, film as an art form, and film as a style of communication in our society. Assignments will focus on film viewing, outside reading, and critical and analytical writing assignments on films viewed. At least two writing activities will be assigned each quarter.

**0312 Literature of Suspense**

*Grades 10-12, 1 semester, ½ credit, No Retake*

*Prerequisite: 9th Grade English requirements.*

This course is designed for the students who are fascinated with the mysterious and the "unexplained." Students will study ghost

and horror stories and investigate the lives of super-sleuths such as Sherlock Holmes and Agatha Christie. This course will try to explain the supernatural and unexplained phenomena of our world. Periodic tests on the material studied as well as critical and analytical writing assignments will be given.

**0382 Science Fiction**

*Grades 10-12, 1 semester, ½ credit, No Retake, Prerequisite:*

*None.*

This course is designed for students who enjoy speculative literature. Discover a new awareness of the past, present, and future through an overview of science fiction literature. Students will read several novels, see films, and present a final project. Periodic tests on the materials studied as well as analytical and critical writing assignments will be given.

**0352 Personal Communication**

*Grades 9-12, 1 semester, ½ credit, No Retake, Prerequisite: None.*

This course is designed to involve students in the study of communication. Students will explore interpersonal communication, nonverbal/verbal communication, listening and speaking skills. This class combines the psychology of communication with the practice of a variety of communication skills. Students will participate in small and large group activities as well as individual presentations of the various skills.

**0392 Speech 1**

*Grades 9-12, 1 semester, ½ credit, No Retake, Prerequisite: None.*

The class is designed to provide an opportunity for students to become comfortable in a variety of speaking situations by developing speaking and discussion techniques. The students will explore small group and large group discussion, informative, broadcasting, sales and persuasive speaking styles. It is especially recommended for students interested in careers in law, politics, education, and broadcasting.

**0142 Speech 2**

*Grades 9-12, 1 semester, ½ credit, 2 Retakes, Prerequisite: B or better in Speech 1 or teacher recommendation.*

This course is designed for potentially advanced public speakers. Students will have an opportunity to explore a variety of speaking styles including PowerPoint presentations, original oratory, persuasive and informative speaking. Speech outlines will be assigned on the material being studied. Emphasis is on the individual's strengths and weaknesses, delivery style, and a concentrated study to fine tune speaker delivery.

**0492 Debate 1**

*Grades 10-12, 1 semester, ½ credit, No Retake, Prerequisite: B or better in English or teacher recommendation.*

This course will provide an opportunity for developing an individual's ability to present formal debate. The subject material will deal with the national high school debate topic for the year. Students will learn how to research the debate topic and to participate in formal debate. Critical and analytical papers will be assigned to accompany the formal research topics. It is recommended for students who want to learn how to debate formally and for students who want to participate in competitive debate.

**0502 Debate 2**

*Grades 10-12, 1 semester, ½ credit, 2 Retakes, Prerequisite: Debate 1, teacher recommendation, or B or better in English.*

This course will provide an opportunity for improving an individual's ability to present formal debate. The subject matter will be the national high school debate topic for the year.

Students will be required to do extensive research on the debate topic as well as participate in formal debate, either in class or in league competition. Researched topics will also be written in critical and analytical papers. Participation on the Debate Team is recommended. Debate Team members are expected to take this class.

### **0292 Media**

*Grades 9-12, 1 semester, ½ credit, No Retake, Prerequisite: None.*

Students will study the histories of radio, television, magazines and newspapers. They will learn the influence of media and how it operates in America. Writing and speaking skill development will be stressed as it relates to the exciting world of communication.

### **0272 Writing for Publication: Journalism**

*Grades 9-12, 1 semester, ½ credit, No Retake, Prerequisite: None.*

This course is for the student who likes to write. Students will be taught the techniques of news writing and will be expected to research, report, and write news, feature, interview, review, and editorial articles. Students will arrange and conduct interviews inside and outside of school. They will also become proficient with copy editing symbols, lead writing, and headlines. This course explores the dynamics behind the expression of “power of the press” and examines press history, rights, and responsibilities. This course will briefly cover advertising, photojournalism and desktop publishing.

### **0333 Writing for Publication: Newspaper**

*Grades 10-12, 2 semesters, ½ credit per semester, 2 Retakes, Prerequisite: B average in Writing for Publication: Journalism and instructor approval.*

This course is designed to involve the student in all aspects of producing a newspaper/newsmagazine. The class will be organized as a newspaper staff. Students are responsible for reporting, writing and designing layout, and using desktop publishing for articles to be published in the school paper. They are also responsible for selling and designing advertising which appears in the publication. Accuracy in journalistic writing skills will be stressed.

### **0343 Writing for Publication: Yearbook**

*Grades 10-12, 2 semesters, ½ credit per semester, 3 Retakes, Prerequisite: B average in English and consent of instructor.*

This course is designed to involve the student in all aspects of producing a concise, historical yearbook. Students are responsible for reporting, writing, and designing layouts on computers. In addition, students will learn many marketable communication skills in such fields as journalism, photography, graphics, advertising, and publications. Desktop publishing will be used for creating copy to be published in the yearbook. Students will sell ads to the community and subscriptions to the student body. Accuracy in journalistic writing skills will be stressed. Students should be able to meet after school.

### **0342 Writing for Broadcasting**

*Grades 11-12, 1 semester, ½ credit, No Retake, Prerequisite: English teacher approval.*

*10th grade students may elect this course (with teacher approval) if they completed the Video Technology course in middle school with a grade of B or better.*

This course is designed to offer students an introduction into various aspects of video production. Focus of the course will be on the communication process. Writing assignments focus on critical viewing skills, scripts, and storyboards. The application of these concepts is present in the programs the students produce.

### **0362 Advanced Writing for Broadcasting**

*Grades 11-12, 1 semester, ½ credit, 2 Retakes Prerequisite: Writing for Broadcasting with an average grade of B or better and permission of instructor.*

This course is designed to offer students opportunities to work with advanced techniques and equipment. Focus of the course will be on the production of television programming that is not only technically sound, but also creative and aesthetically pleasing. Writing assignments focus on critical viewing skills, scripts, and storyboards. This course will allow students to do live studio programs as well as edited productions. Students may utilize advanced post-production processes, including title animation, sound effects editing, and more.

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## **Notes.....**

# ESL Department

## English as a Second Language

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The Troy School District offers a comprehensive English as a Second Language program. A variety of services are offered for students. Some students will be recommended for courses in specific content areas (Health, Science, and Social Studies) after evaluation and consultation with ESL teachers. The following ESL and language support courses are offered at each high school. Please consult with the counselor and ESL teacher before enrolling in these courses.

### **0522 Beginner ESL 1**

### **0532 Beginner ESL 2**

*Grades 9-12, 2 semesters, .5 English Language Arts credit per semester, Retakes*

*Prerequisite: Placement by ESL Coordinator.*

*Graded conventionally.*

For English Language Learners (ELLs) who are new to the United States.

This course will assist the non-native speaker in acquiring the basic skills of listening, speaking, reading, and writing in English. Immediate needs of communication and cultural adaptation are met in a setting that nurtures and refines beginning language acquisition. *Students may enroll concurrently in ELL Study Skills.*

### **0562 Intermediate LS 1**

### **0572 Intermediate LS 2**

*Grades 9-12, 2 semesters, .5 English Language Arts credit per semester, Retakes*

*Prerequisite: Placement by ESL Coordinator.*

Intermediate LS is the Language Arts class for intermediate English Language Learners. This class further develops the student's ability to listen, speak, read, and write in the target language. Attention is focused on both daily communication and academic preparedness for content-area classes.

Vocabulary building, refinement of grammar, increased reading comprehension, and overall fluency are addressed. *Students may enroll concurrently in ELL Study Skills.*

### **0542 ELL Study Skills 1**

### **0552 ELL Study Skills 2**

*Grades 9-12, 2 semesters, .5 English Language Arts credit per semester, Retakes*

*Prerequisite: Placement by ESL Coordinator.*

*Graded conventionally or G/H.*

This class helps second language learners to be more successful in their academic classes. Reading comprehension, vocabulary development, and writing for communication are stressed.

Study skill topics include: reading for information, note taking, effective listening, and test-taking skills. Time is built into the daily schedule to work on homework and to receive tutoring in all subjects from the ESL specialists.

## **LANGUAGE SUPPORT CONTENT CLASSES \***

**4002 LS Biology 1**

**4012 LS Biology 2**

**4313 LS Introductory Physics**

**2272 LS World History/Geography 1**

**2282 LS World History/Geography 2**

**2352 LS American History/Geography 1**

**2362 LS American History/Geography 2**

**2092 LS Government / Civics**

**2422 LS Economics**

**8862 LS Health**

## **LANGUAGE SUPPORT LANGUAGE ARTS CLASSES**

**0522 Beginner ESL 1**

**0532 Beginner ESL 2**

**0562 Intermediate LS 1**

**0572 Intermediate LS 2**

\*Note: ESL and LS content classes are not offered at all times. Please check with counselor or ESL Coordinator.

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# Fine Arts Department

## Visual Arts

### 6202 Fundamentals of Art

*Grades 9-12, 1 semester, 1/2 credit, No Retake, Prerequisite: None.*

This is an introductory art course designed to develop basic skills in drawing, color, and three-dimensional design. Included is the use and care of art materials and tools and the introduction and understanding of art terminology.

### 6232 Drawing 1

*Grades 9-12, 1 semester, 1/2 credit, No Retake, Prerequisite: Fundamentals of Art.*

This course is an introduction to basic drawing principles and techniques using primarily black and white media.

### 6242 Drawing 2

*Grades 10-12, 1 semester, 1/2 credit, 2 Retakes, Prerequisite: Drawing 1.*

This course is a continuation of Drawing 1 with emphasis on colored drawing media.

### 6252 Painting 1

*Grades 10-12, 1 semester, 1/2 credit, No Retake, Prerequisite: Drawing 1 or teacher approval.*

This course is an introduction to basic painting styles and techniques and to various water-soluble painting media.

### 6262 Painting 2

*Grades 10-12, 1 semester, 1/2 credit, 2 Retakes, Prerequisite: Painting 1.*

This is a course designed to build on the skills developed in Painting 1, using the water soluble media with an emphasis on more individual direction.

### 6272 Ceramics 1

*Grades 9-12, 1 semester, 1/2 credit, No Retake, Prerequisite: Fundamentals of Art.*

The aim of this course is to teach the following methods of working with clay: pinch, coil, slab and sculpture. All work will be done by hand; no plaster molds will be used.

### 6282 Ceramics 2

*Grades 10-12, 1 semester, 1/2 credit, 2 Retakes, Prerequisite: Ceramics 1.*

The aim of this course is to teach advanced work in ceramics, including the potter's wheel and all hand methods.

### 6292 Sculpture

*Grades 9-12, 1 semester, 1/2 credit, 1 Retake, Prerequisite: Fundamentals of Art.*

This course is an introduction to three-dimensional work using a variety of materials such as metal, wood, plaster, and clay. Students retaking the course will be able to choose more individual direction in their work.

### 6312 Metals 1 (Troy High)

*Grades 10-12, 1 semester, 1/2 credit, No Retake, Prerequisite: Fundamentals of Art.*

This course will introduce students to construction or fabrication techniques in jewelry. Students will learn basic soldering, sawing, forming, and finishing techniques.

### 6322 Metals 2 (Troy High)

*Grades 10-12, 1 semester, 1/2 credit, 2 Retakes, Prerequisite: Metals 1.*

Students will get instruction in advanced fabrication techniques. This class offers students the opportunity to build on basic skills covered in Metals 1.

### 6362 Lettering & Calligraphy

*Grades 9-12, 1 semester, 1/2 credit, 2 Retakes, Prerequisite: None.*

This course will present methods in lettering whereby skills can be perfected and the knowledge of letter forms mastered. The development of elegant handwriting, composition, and design skills is explored through a series of applied projects, such as certificates, posters, and greeting cards.

### 6373 Studio Art

*Grades 11-12, 2 semesters, 1 credit, 1 Retake, Prerequisite: Instructor approval.*

This course is designed to give the advanced student a chance to pursue individualized work in the medium of his/her choice. If the class is not taught, the student can be scheduled during Advanced Placement Art, per instructor. Portfolio preparation is the goal for the serious student.

### 6382 Advertising Art

*Grades 9-12, 1 semester, 1/2 credit, 1 Retake, Prerequisite: Fundamentals of Art.*

This course presents the use of and information about the many elements of art and graphic design, idea development, and layout combined with current marketing and advertising psychology. Students create their own advertisements utilizing these components. A field trip to a major ad agency is arranged.

### 6393 Advanced Art - AP

*Grades 11-12, 2 semesters, 1/2 credit per semester, 1 Retake, Prerequisite: Instructor approval.*

This individualized study course for advanced students is designed and geared toward fulfilling the criteria used in advanced placement college testing, i.e., quality, concentration (the pursuing of a single concern in depth), and breadth (using a variety of means and materials). Portfolio preparation.

### 6422 Computer Graphics 1

*Grades 9-12, 1 semester, 1/2 credit, No Retake, Prerequisite: Fundamentals of Art.*

This course teaches students how to use the computer as a medium in fine art. The software program, Photoshop, is taught along with art history and art theory. Students are challenged to apply Photoshop skills learned to create interesting works of art based on specific themes.

### 6432 Computer Graphics 2

Grades 10-12, 1 semester, 1/2 credit, No Retake, Prerequisite: Fundamentals of Art, Computer Graphics 1.

This course covers advanced applications of Photoshop, while introducing students to video editing. Students will create advanced mixed media art using the computer and video. The class will introduce students to the work of artists working in computer and video as a medium in fine art.

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## Instrumental Music

### 6003 Symphony Band

Grades 9-12, 2 semesters, 1/2 credit per semester, 3 Retakes, Prerequisite: Audition with band director, as well as previous experience playing a wind or percussion instrument.

This is an accelerated course of study in which band music of the highest quality is selected. Band members are expected to maintain a high level of musical proficiency in all related musical activities. Attendance is required at all scheduled activities. Football and basketball pep bands are organized from this ensemble. Students taking *Symphony Band* may request a waiver for 0.5 of the elective physical education credit if they participate in marching band for two seasons.

### 6013 Concert Band

Grades 9-12, 2 semesters, 1/2 credit per semester, 2 Retakes, Prerequisite: Audition with band director, as well as previous experience playing a wind or percussion instrument.

This course will stress the fundamentals of group performance and interpretation of fine band literature from all periods of history. Attendance is required at all scheduled activities. Football and basketball pep bands are organized from this ensemble. Students taking *Concert Band* may request a waiver for 0.5 of the elective physical education credit if they participate in marching band for two seasons.

### 6023 Campus Band

Grades 9-12, 2 semesters, 1/2 credit per semester, 2 Retakes, Prerequisite: Middle school / high school band director recommendation.

This course is primarily for incoming 9th graders. It may include students from other bands who wish to learn a secondary instrument, as well as upper classmen who do not have the same development as those in the Concert and Symphony Bands. This course will stress the fundamentals of music and deal with the challenges and complexities of group performance.

### 6033 Jazz Band

Grades 10-12, 2 semesters, 1/2 credit per semester, 2 Retakes, Prerequisite: Audition with band director.

Ensemble members must play one of the following instruments: saxophone, trumpet, trombone, piano, electric guitar, electric or acoustic bass, or drum set. Ensemble members need to be musically literate and maintain a high level of musical proficiency. Course of study will include improvisation and performances of original jazz charts plus mastery of the various techniques demanded by this type of ensemble.

### 6063 Symphony Orchestra

Grades 9-12\*, 2 semesters, 1/2 credit per semester, 2 Retakes at THS, 3 Retakes at AHS, Prerequisite: Previous orchestra experience and consent of instructor, based on audition.

This course is performance-oriented and open to all students who play violin, viola, cello, double bass, or harp. Course study will stress interpretation and execution of a variety of literature, Baroque to Contemporary. Ensembles will be formed to supplement full and string orchestra experiences. When necessary, students will be required to attend rehearsals before and after school to prepare for festivals, competitions, and concerts.

### 6073 Concert Orchestra

Grades 9-12\*, 2 semesters, 1/2 credit per semester, 2 Retakes at THS, 3 Retakes at AHS, Prerequisite: Previous orchestra experience and consent of instructor.

This course is open to all students who play violin, viola, cello, double bass, or harp. It may be complemented by concert band to form a full orchestra. Course study will prepare students for more advanced techniques and will cover a variety of literature, Baroque to Contemporary. Ensembles will be formed to supplement full or string orchestra experiences. When necessary, students will be required to attend rehearsals before and after school to prepare for festivals, competitions, and concerts.

### 6083 Freshman Orchestra (Troy High)

Grade 9, 2 semesters, 1/2 credit per semester, No Retake, Prerequisite: Previous orchestra experience or consent of instructor.

\* Due to the availability of a Freshman Orchestra at Troy High, incoming 9th grade students are not eligible for Concert or Symphony Orchestra.

This course is for all 9th grade students at Troy High who play violin, viola, cello, double bass, or harp. Course study will review basic techniques, prepare students for more advanced techniques and will cover a variety of literature, Baroque to Contemporary. Ensembles will be formed to supplement the string orchestra experience. When necessary, students will be required to attend rehearsals before and after school to prepare for festivals, competitions, and concerts.

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## Theatre Arts

### 0162 Youth Theatre

*Grades 9-12, 1 semester, 1/2 credit, 2 Retakes, Prerequisite: Introduction to Theatre or teacher approval.*

*Youth Theatre* is a performance-based class. Improvisation is taken to a new level in this class. *Youth Theatre* will give you the opportunity to perform children's plays for elementary school students. Field trips to area theatres are a possibility.

### 0402 Introduction to Theatre

*Grades 9-12, 1 semester, 1/2 credit, No Retake, Prerequisite: None.*

Characterization, improvisation, and pantomime will be part of your day in *Introduction to Theatre*. We will also explore stage movement, role-playing, theatre language, and short scenes. A memorized scene will be performed at the end of the semester. Field trips to area theatres are a possibility.

### 0412 Advanced Theatre Studies

*Grades 9-12, 1 semester, 1/2 credit, No Retake, Prerequisite: Introduction to Theatre or teacher approval.*

There are many activities involved in play production. This class will explore set design, lighting, costuming, make-up, directing, and acting at an advanced level. Field trips to area theatres are a possibility.

### 0422 Advanced Acting and Theatre Design

*Grades 10-12, 1 semester, 1/2 credit, 2 Retakes, Prerequisite: Advanced Theatre Studies or teacher approval.*

This is a course designed for advanced theatre students. Your course of study is planned around any aspect of theatre that interests you (i.e., acting, directing, technical work, theatre history, etc.). Explore and improve your theatrical skills through direct experience. Field trips to area theatres are a possibility.

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## Vocal Music

### 6123 Mixed Chorus

*Grades 9-12, 2 semesters, 1/2 credit per semester, 3 Retakes, Prerequisite: None.*

This is a beginning course for students with middle or high school choral experience or for those students wishing to gain the experience. Basic fundamentals of singing are stressed, and performances will be required during the school year.

### 6103 Concert Choir

*Grades 9-12, 2 semesters, 1/2 credit per semester, 3 Retakes, Prerequisite: Previous choral experience or audition and consent of instructor.*

*Concert Choir* is more advanced than *Mixed Chorus* and is, therefore, open to students who exhibit strong skills in sight reading and vocal accuracy. Three to five concerts are required of students plus festival participation and selected experiences.

### 6113 Treble Choir

*Grades 9-12, 2 semesters, 1/2 credit per semester, 3 Retakes, Prerequisite: None.*

This is a choir for girls with some previous choral experience and training. Sight-reading and other advanced singing techniques are stressed. A performance is given each semester. Special vocal ensembles are selected from the members. Performances will be required during the school year.

### 6133 Madrigal Singers

*Grades 10-12, 2 semesters, 1/2 credit per semester, 2 Retakes, Prerequisite: Audition and consent of instructor.*

This course is designed for the serious choral student interested in the performance of fine choral literature from the Renaissance to the present, specifically prepared for a small ensemble setting. Advanced musicianship, vocal training, and principles of performance will be the center of concentration. Three to five concerts are required of students plus festival participation and selected experiences.

### 6132 Chorus / Choir Accompanist

*Grades 9-12, 1 semester, 1/2 credit per semester, 7 Retakes, Prerequisite: Audition and consent of instructor.*

This is an opportunity for a student proficient in piano to accompany chorus or choir rehearsals and performances. It is a great way to build piano ability. Accompanists need not be a chorus or choir member or have previous choral experience. Time will be given for individual practice during class.

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# Health Department

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## **8852 Health 1**

*Grades 9-12, 1 semester, 1/2 credit, No Retake, Prerequisite: None.*

*Health 1* is designed to introduce a variety of current health concerns to today's teens. The course includes information and discussion of the following topics: healthy lifestyles; violence; sexual harassment; nutrition, fitness and weight control (including steroids/eating disorders); alcohol and drug abuse; tobacco; human sexuality; birth control; and sexually transmitted diseases (including HIV/AIDS). Textbook work, reading, videotapes, case studies, and projects will be part of the coursework. Students will be provided the opportunity to consider and personally apply course content. **THIS COURSE IS REQUIRED FOR GRADUATION.**

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# Industrial Technology Department

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## **7003 Auto Mechanics 1 (Troy High)**

*Grades 9-12, 2 semesters, 1 credit, No Retake, Prerequisite: None.*

*Course satisfies 1 credit of the math-related graduation requirement.*

The course will cover basic automobile fundamentals. Units on engine and its support systems, drive train, and suspension will be studied. Most information will be presented in demonstration and lecture form with visual aids employed. The students will apply what is learned through hands-on exercises.

## **7193 Auto Mechanics 2 (Troy High)**

*Grades 10-12, 2 semesters, 1 credit, No Retake, Prerequisite: Auto Mechanics 1.*

*Course satisfies 1 credit of the math-related graduation requirement.*

*Auto Mechanics 2* is a second-year, one-hour-per-day course. It will allow the student to further develop skills in the auto mechanics area. Topics covered in this class are: engine and clutch systems, chassis and suspension systems, fuel and exhaust systems, electrical systems, transmissions, brake systems, lubrication, and maintenance.

## **7213 Auto Mechanics 3 (Troy High)**

*Grades 11-12, 2 semesters, 1 credit, No Retake, Prerequisite: Auto Mechanics 2*

*Course satisfies 1 credit of the math-related graduation requirement.*

This course will provide a more complete overview of the internal combustion engine including emission systems, fuel injection, air and pollution control. The transmission, axle, brakes (including anti-lock brakes), and both front-end and four-wheel alignment will be studied. Hands-on experience with vehicles will be an integral part of this class.

## **7002 Basic Car Care - Female**

## **7012 Basic Car Care - Male**

*Grades 11-12, 1 semester, 1/2 credit, No Retake, Prerequisite: None.*

Basic automotive fundamentals. Students will be introduced to automotive systems, and the care required to maintain them. The topics include: shop safety, vehicle safety inspections, fluid checks, vehicle identification, wheels and tires, cooling and lubrication, exhaust system fundamentals, basic electrical, fuel system fundamentals, and brake system theory.

## **7023 Engineering Drawing 1**

*Grades 9-12, 2 semesters, 1 credit, No Retake, Prerequisite: None.*

This is an introductory drafting course in mechanical drawing for all grades. Primary emphasis is placed on mastering multi-view drawings using orthographic techniques of projection. Descriptive geometry and pictorial drawings will also be covered in the course outline. Each of these areas will be emphasizing accuracy, drafting standards, drawing presentation, and dimensioning. In addition, students will be introduced to a variety of Autodesk software programs that they will be using throughout the year. Students will be applying their drafting skills both on the computer and the board as they explore the world of engineering.

## **7173 CAD / Engineering Drawing 2**

*Grades 10-12, 2 semesters, 1 credit, No Retake, Prerequisite: Engineering Drawing 1.*

This course is a continuation of *Engineering Drafting 1* primarily using Autodesk software. New areas of drafting theory may be introduced using standard drafting equipment. In addition to reviewing the content of *Engineering 1*, students will cover areas such as sectioning, auxiliary views, assemblies, fasteners, descriptive geometry, geometric tolerancing, developments, product fabrication, and a variety of machine processes. Class material will be taught using both 2D orthographic projection and

3D parametric modeling. Once again emphasizing the importance of meeting universal drafting standards and expectations.

### **7093 Architectural Drawing**

*Grades 10-12, 2 semesters, 1 credit, Prerequisite: Engineering Drawing 1.*

This class is designed for students interested in architectural drafting for personal use and to explore architecture as a career option. Students will learn how to use architectural tools, concepts, and principles to draft residential structures. Students will draw a complete set of working drawings including: floor plans, elevation, plot plans, foundation plans, details, and an electrical plan. AutoCAD will be used as a tool to work with this class.

### **7283 Interior Design / CAD (Troy High)**

*Grades 9-12, 2 semesters, 1 credit, No Retake, Prerequisite: None.*

This class is designed to help the student learn the basics of architecture and space planning and interior decorating. Students will learn the elements of design necessary to design and decorate an office, residential and industrial spaces. Students will use Auto CAD as a tool for design.

### **7183 Advanced CAD / 3D Studio Vis**

*Grades 11-12, 2 semesters, 1 credit, Prerequisite: Engineering Drawing 2.*

This course examines 3D Studio Vis, a powerful three-dimensional rendering program used in design for engineering, architectural, and entertainment. The course will be divided into five sections, each building upon the skills learned in the previous sections. The five sections covered include: Getting Started, Moving to Realism, Making it Real, Objects in Motion, and Introduction to NURBS. 3-D Studio Vis is a professional program using computer graphics (creating visual images) meeting industrial standards for 3-D modeling, rendering, and animation.

### **7043 Electricity / Electronics 1 (Athens)**

*Grades 9-12, 2 semesters, 1 credit, No Retake, Prerequisite: None.*

Electronics is a one-year introductory course that offers instruction in the fundamentals of basic electricity and electronics. The student will gain a sound practical understanding of electrical theory as well as how to use mathematical formulas for circuit analysis. It is primarily a hands-on class where lecture material and mathematical formulas are reinforced with lab work. Each student is required to have his/her own calculator.

### **7053 Electricity / Electronics 2 (Athens)**

*Grades 10-12, 2 semesters, 1 credit, No Retake, Prerequisite: C or better in Electricity / Electronics 1.*

*Electronics 2* is a one-year course that builds on the fundamentals covered in *Electronics 1*. Students work in groups on various labs dealing with advanced areas of electronics.

### **7112 Principles of Photography 1 (Athens)**

*Grades 9-12, 1 Semester, 1/2 credit, No Retake, Prerequisite: None.*

This course is offered for the amateur photography enthusiast. It is an introductory course including theory and laboratory/studio work, each relating to all phases of camera uses, digital imaging, and photographic processing. Conventional black and white and basic digital photography skills and techniques will be introduced.

### **7132 Principles of Photography 2 (Athens)**

*Grades 9-12, 1 semester, 1/2 credit, 1 Retake, Prerequisite: Principles of Photography 1.*

This course is designed for the student who is serious about advanced photographic and darkroom techniques. It will provide the student with a sound working knowledge of camera types and functions. The course covers and refines Photoshop skills and techniques. Students produce final projects suitable for presentation, web pages, home display, or contest entries. There may be a charge for materials.

### **7133 Woods 1**

*Grades 9-12, 2 semesters, 1 credit, No Retake, Prerequisite: None.*

*Woods 1* is a class designed to introduce students to the designing, drawing, and manufacturing of both required and personal projects using different types of materials, tools, and construction techniques. Students will learn how to use and safely operate hand tools, power tools, and machine power tools. Projects will be manufactured according to specific drawings and plans provided by the instructor as well as drawings and plans designed by the students.

### **7143 Woods 2**

*Grades 10-12, 2 semesters, 1 credit, No Retake, Prerequisite: Woods 1 or teacher approval.*

*Woods 2* is a continuation of *Woods 1*. Students will be manufacturing advanced projects in furniture and cabinet making. Projects will be manufactured according to specific drawings and plans provided by the instructor as well as drawings and plans designed by the students.

### **7153 Woods 3 - Home Applications**

*Grades 11-12, 2 semesters, 1 credit, No Retake, Prerequisite: Woods 1 and 2.*

This course is designed to continue the knowledge of the woodworking curriculum and to introduce the skills, tools, and techniques needed to understand home maintenance and repair. Emphasis will be placed on large furniture design and construction. Students will become familiar with basic electrical, plumbing, drywall, trim, and cabinetry. As a result of this course, students gain an understanding of the skills needed to do repairs around the house.

### **7224 Construction Trades (Athens)**

*Grades 11-12, 2 semesters, 2 credits, Prerequisite: None.*

*Construction Trades* is a two-hour, one year vocational education course offered in coordination with the National Center for Construction Education and Research (NCCER). The NCCER has established a nationally standardized craft training program for the construction and maintenance industries. The curriculum consists of learning the basic skills and knowledge needed for an entry-level position in each of the following trades: carpentry, roofing and siding, masonry, electrical, plumbing, blueprint reading, and construction estimating. Students may enroll a second year where they will receive advanced instruction in each of the trades listed above.

### **7174 Trade & Industry Internship (Co-op)**

*Grades 12, 2 semesters, 2 credits, 1 Retake, Prerequisite: Any Career/Technical class and coordinator approval.*

The student receives up to 2.0 credits for work experience and also should be enrolled in at least one of the Industrial Technology, Career/Technical classes such as: *CAD / Engineering Drawing*. A student must make application for this program

through the T & I coordinator. Final admission to the program requires the approval of the student's guidance counselor.

**7175 General Motors Technical Academy - Drafting / Design 1**

*Grade 11, 2 semesters, 3 credits, No Retake, Prerequisite: Engineering Drawing 1.*

The General Motors Technical Academy is a 2-year, 6-credit program that combines a drafting/design curriculum with attendance at Athens or Troy High. The program begins in the 11th grade with the student attending the home high school for half the day and the academy for the other half of the day. It is planned for academy attendance in the afternoon. The academy includes a high school and pre-college paid co-op work experience. The curriculum will be auto industry-specific, using common processes and standards used in the drafting/design field. It will include hands-on learning using real-world projects, tours, and special seminars.

**7185 General Motors Technical Academy -Drafting / Design 2**

*Grade 12, 2 semesters, 3 credits, No Retake, Prerequisite: GM Technical Academy - Drafting / Design 1 - Course 7175.*

This is the continuation of the 2-year, 6-credit General Motors Technical Academy. It is planned for academy attendance in the morning, and attendance at Athens or Troy High is planned for the afternoon.



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# Life Skills Department

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## **7242 Parenthood / Child Development 1**

*Grades 10-12, 1 semester, 1/2 credit, No Retake, Prerequisite: None. This class is eligible for AP credit at Oakland Community College.*

The rewards and responsibilities of parenthood are tremendous. Both will be thoroughly explored in this course. Students will understand the changes parenthood brings and how to adjust to them. This course covers human reproduction, prenatal planning, preparation, care, and development; birth process and options for delivery; bonding, postnatal care, development and care of the child during the first year; and child care. Note: This elective semester course will contain family planning instruction (birth control methods).

## **7262 Parenthood / Child Development 2**

*Grades 10-12, 1 semester, 1/2 credit, No Retake, Prerequisite: Parenthood/Child Development 1. This class is eligible for AP credit at Oakland Community College.*

This course begins where *Parenthood/Child Development 1* stopped. Care and development of the child from the first birthday through adolescence are the focus of this course. The social, emotional, physical, and intellectual needs of the child at each age will be explored thoroughly. Child care will be more extensively discussed in terms of quality, options, and opportunities. Students will have an elementary school, hands-on opportunity.

## **7252 Personal Living**

*Grades 9-12, 1 semester, 1/2 credit, No Retake, Prerequisite: None.*

This course deals with the individual and the relationship with others. The course deals with basic human needs such as: self-awareness; coping; interpersonal relationships, roles, marriage; human sexuality; preparation for single living--food, clothing, shelter, money, health; and maximizing human potential--growth and achievement.

## **7272 Personal Money Management (Troy High)**

*Grades 9-12, 1 semester, 1/2 credit, No Retake, Prerequisite: None.*

This class helps students develop skills in consumer spending, from actual purchases to managing finances to understanding the role of the consumer in the marketplace. Areas covered will include: your consumer behavior-values, decision-making; managing finances; being an informed consumer--ads, advertising, getting information, planning a purchase, and complaining; purchase of basic necessities--food, clothing, health, grooming; purchase of big-ticket items--transportation, shelter, home furnishings, appliances; purchase of services--health, life insurance, legal services, personal services, leisure; and your role in the marketplace--economic system, effect on consumer.

## **7292 Foods and Culture (Troy High)**

*Grades 9-12, 1 Semester, 1/2 Credit, No Retake, Prerequisite: None.*

This class covers many areas of food preparation. All parts of the meal, safety, cleanliness in the kitchen, food selection, label analysis, nutrition, and table setting will be studied. A variety of foods will be prepared while learning food preparation skills. Foods from other cultures will be studied and prepared.

## **7282 Foods 2 (Troy High)**

*Grades 11-12, 1 semester, 1/2 credit, No Retake, Prerequisite: Foods and Culture.*

This class will build upon the skills learned in *Foods and Culture*. The students will learn advanced food preparation skills enabling them to prepare more challenging recipes. Students will be exposed to different equipment, how to use it, and how to care for it. Students will become more comfortable with planning meals and meeting specific dietary needs. More exposure to possible foods-related careers will occur in this class.

## **7332 Fashion Design 1 (Troy High)**

*Grades 9-12, 1 semester, 1/2 credit, No Retake, Prerequisite: None.*

*Course satisfies .5 credit of the math-related graduation requirement.*

Students will have an opportunity to apply the principles of line and design to create an original garment. Students will use the computer to aid in the fashion design process. This design will be based on the principles of color, design, texture, and fabric performance. The student will learn to draft a pattern for their design, then construct the garment.

## **7342 Fashion Design 2 (Troy High)**

*Grades 9-12, 1 semester, 1/2 credit, No Retake, Prerequisite: Fashion Design 1.*

*Course satisfies .5 credit of the math-related graduation requirement.*

*Fashion Design 2* will allow the student to design and sew more difficult garments. They will learn more advanced techniques. They will be required to use the serger and the embroidery machine. An original design will be created using computer software. This class will be entirely lab experience.

## **7372 Stitchery (Troy High)**

*Grades 9-12, 1 semester, 1/2 credit, No Retake, Prerequisite: None.*

Create a variety of textures with yarn, including crewel, needlepoint, embroidery, cross-stitch, quilting, knitting, and crocheting. Learn to block and finish items.

## **7283 Interior Design / CAD (Troy High)**

*Grades 9-12, 2 semesters, 1 credit, No Retake.*

*Prerequisite: None.*

*Course satisfies 1 credit of the math-related graduation requirement.*

This class is designed to help the student learn the basics of architecture and space planning and interior decorating. Students will learn the elements of design necessary to design and decorate an office, residential and industrial spaces. Students will use Auto CAD as a tool for design.

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# Child Care Occupations

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## **7394 Child Care Occupations 1 (Athens)**

*Grades 10-12, 2 semesters, 2 credits, Prerequisite: None.*

This course is a two-hour block (2 credits). *Child Care Occupations 1* involves training for entry-level positions in child care services with emphasis on preschool years (ages 3 to 5 years old). Students serve as teachers for the Troy-Athens Laboratory Nursery School. The Troy-Athens Laboratory Nursery is state licensed and open to Troy School District residents. All students are required to have an updated physical and TB test. Advanced placement credit at Oakland Community College, Baker College, or Macomb Community College may be earned.

## **7404 Child Care Occupations 2 (Athens)**

*Grades 11-12, 2 semesters, 2 credits, Prerequisite: Child Care Occupations 1*

This course is a two-hour block (2 credits). *Child Care Occupations 2* involves training for entry-level positions in child care services with the emphasis on infants and toddlers (prenatal through 2-1/2 years old). Students serve as teachers in the Toddler Nursery School. They will also do an internship assignment. All students are required to have an updated physical and TB test. Advanced placement credit at Oakland

Community College, Baker College, or Macomb Community College may be earned.

## **7414 Child Care Occupations 3 (Athens)**

*Grade 12, 2 semesters, 2 credits, Prerequisite: Child Care Occupations 1 and 2.*

Independent study and must be on co-op. All students are required to have an updated physical and TB test. Third-year students will receive a Nanny Certificate and can qualify for college credit at some institutions. Advanced placement credit at Oakland Community College, Baker College, or Macomb Community College may be earned.

## **7174 Trade & Industry Internship (Co-op) / Child Care**

*Grades 11-12, 2 semesters, 1 credit per semester, 1 Retake.*

The student receives up to 2.0 credits for work experience and also should be enrolled in a child-care related class.

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# Hospitality / Food Services Occupations

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## **Food Service Program**

This is a two- or three-hour class providing basic and advanced training in the food service industry. This course provides real-job situations in the food service industry with instruction and operation of the 75-seat "Terrace Cafe" restaurant lab. Second-year students will learn real-job situations in the food service industry with instruction and job-site visitations.

## **7384 Food Service - Block 1 (Athens)**

*Grades 10-12, 2 semesters, 2 credits, Retake.*

01 = Hours 2 and 3      03 = Hours 4 and 5  
02 = Hours 3 and 4      04 = Hours 5 and 6

Block 1 will consist of first- and second-year students. Instruction will cover job-specific skills and opportunities in the food service industry. Emphasis will be placed on applying employability skills, decision-making, problem-solving, and teamwork to job-specific skills, utilizing classroom instruction, job-site visitations, and operation of the "Terrace Cafe" restaurant lab.

## **7385 Food Service - Block 2 (Athens)**

*Grades 10-12, 2 semesters, 3 credits, Retake.*

01 = Hours 2, 3, and 4  
02 = Hours 3, 4, and 5  
03 = Hours 4, 5, and 6

Block 2 will consist primarily of second-year *Hospitality/Food Service* students. Instruction will cover all areas of Block 1, plus training in management skills and advanced, job-specific skills.

## **7383 Food Service Co-Op (Athens)**

*Grade 11-12, 2 semesters, 1/2 credit per semester, Prerequisite: Must be 2nd-year Hospitality/Food Service student.*

This course may be taken if the co-op coordinator feels the student has sufficient skills in the vocational area. The student must also have met the requirements of *Hospitality/Food Service*.

## **7174 Trade & Industry Internship (Co-op) / Food Service**

*Grades 11-12, 2 semesters, 1 credit per semester, 1 Retake.*

The student receives up to 2.0 credits for work experience and also should be enrolled in a food service related class.

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# Mathematics Department

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## **3043 Algebra 9**

*Grade 9, 2 semesters, 1/2 credit per semester, No retake.*

*Prerequisite: None*

This is a college-prep course. Content includes multiple representations of linear, quadratic, polynomial, power and exponential functions. Students will do calculations with real and complex numbers, solve various equations and inequalities.

## **3053 Informal Geometry**

*Grades 9-11, 2 semesters, 1/2 credit per semester, No Retake.*

*Prerequisite: Algebra 9 with a C or D.*

This course places less emphasis on proof writing and more emphasis on problem solving and is designed for students who intend to continue their studies in math with *Fundamentals of Algebra 2A* in the succeeding year. This course uses an informal approach to the study of shapes. Content includes points, lines, planes, polygons and prisms, angles, circles, perimeter, area, volume, ratios, similar polygons, coordinate systems, linear equations, and the Pythagorean Theorem.

## **3063 Geometry**

*Grades 9-11, 2 semesters, 1/2 credit per semester, No retake.*

*Prerequisite: Algebra 9 with a C or better.*

This is a one-year course in geometry in the college-prep sequence. The course begins by establishing definitions and familiarizing students with the language of geometry. Postulates and theorems are introduced and students learn to write formal proofs. Included in the course are triangles, quadrilaterals, circles, areas of plane figures, areas and volumes of solid figures, and coordinate geometry.

## **3263 Fundamentals of Algebra 2A**

*Grades 10-12, 2 semesters, 1/2 credit per semester, No Retake.*

*Prerequisite: Teacher recommendation, credit in Algebra 9, and credit in Geometry or Informal Geometry.*

This is a course offering a second year of algebra. Content includes the real number system, equations and inequalities, operations with polynomials, rational expressions, irrational and complex numbers, quadratic equations, functions, analytical geometry, and logarithms.

## **3273 Fundamentals of Algebra 2B**

*Grades 11-12, 2 semesters, 1/2 credit per semester, No Retake.*

*Prerequisite: Teacher recommendation, credit in Algebra 9, credit in Geometry or Informal Geometry, and credit in Fundamentals of Algebra 2A.*

Following *Fundamentals of Algebra 2A*, this course includes a year of work with discrete mathematics topics. Content includes statistics and data analysis, probability, combinatorics, vectors and determinants, matrices and networks. The course also includes a study of trigonometry including functions, circle and triangle trigonometry, and trigonometric applications. Successful completion of *Fundamentals of Algebra 2A and 2B* will give the student state credit for Algebra 2.

## **3093 Advanced Algebra**

*Grades 9-12, 2 semesters, 1/2 credit per semester, No Retake.*

*Prerequisite: C or better in Geometry.*

This is a college-prep course offering a second year of algebra. Content includes the real number system, equations and inequalities, operations with polynomials, rational expressions,

irrational and complex numbers, quadratic equations, functions, analytical geometry, and logarithms. Completion of this course gives the student half of the state credit for Algebra 2.

## **3183 Advanced Algebra Honors**

*Grade 9, 2 semesters, 1/2 credit per semester, No Retake.*

*Prerequisite: B or better in 8th Grade Geometry.*

This is the freshman course in the honors sequence at the high school level. This course includes all of the topics for *Advanced Algebra* at an advanced level with an emphasis on problem solving. Completion of this course gives the student half of the state credit for Algebra 2.

## **3113 Trigonometry / Discrete Mathematics**

*Grades 10-12, 2 semesters, 1/2 credit per semester, No Retake.*

*Prerequisite: C or better in Advanced Algebra.*

Following *Advanced Algebra*, this course includes a year of work with discrete mathematics topics. Content includes statistics and data analysis, probability, combinatorics, vectors and determinants, matrices and networks. The course also includes a study of trigonometry including functions, circle and triangle trigonometry, and trigonometric applications. Completion of this course gives the student half of the state credit for Algebra 2.

## **3243 Trigonometry / Discrete Mathematics Honors**

*Grade 9-10, 2 semesters, 1/2 credit per semester, No Retake.*

*Prerequisite: B or better in Advanced Algebra Honors.*

This is the sophomore course in the honors sequence. It includes a semester of trigonometry and additional work in statistics and probability, networks and matrices, polar coordinates, set theory, and geometric applications. Completion of this course gives the student half of the state credit for Algebra 2.

## **3233 Precalculus**

*Grade 11-12, 2 semesters, 1/2 credit per semester, No retake.*

*Prerequisite: C or better in Trigonometry / Discrete Mathematics.*

This course follows *Trigonometry / Discrete Mathematics*. It extends the function ideas of *Advanced Algebra* and trigonometry. Content includes coordinate geometry of points, lines, and conic sections, inequalities and their graphs, exponents and logarithms, trigonometric functions, graphs of functions and solving equations and inequalities. This course also includes polar coordinates, recursion, sequences and series, limits, and an introduction to calculus.

## **3253 Precalculus Honors**

*Grades 10-11, 2 semesters, 1/2 credit per semester, No Retake.*

*Prerequisite: B or better in Trigonometry/Discrete Honors.*

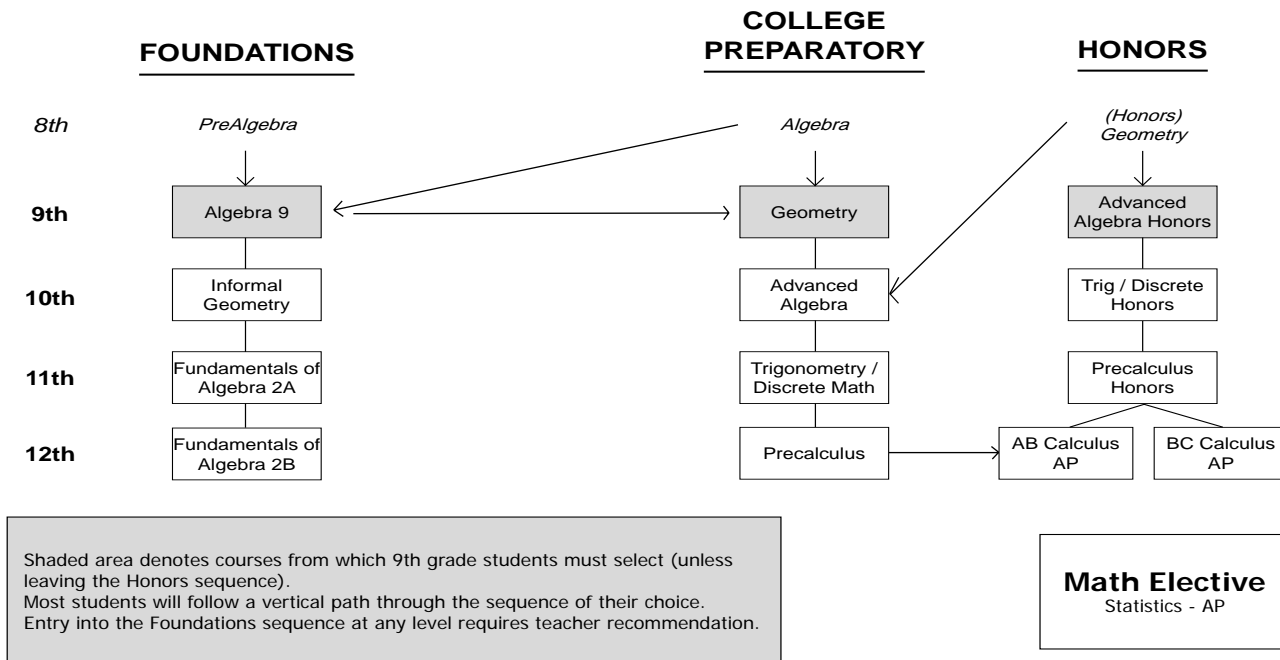
This is the junior course in the honors sequence. It is a precalculus study of function theory and includes logarithms, sequences and series, recursion, induction, vectors, logic, parametrics, theory of equations, limits, and polynomial calculus.

## **3173 Calculus AB - AP**

*Grades 11-12, 2 semesters, 1/2 credit per semester, No Retake.*

*Prerequisite: B or better in Precalculus or Precalculus Honors.*

*Calculus AB - AP* is an advanced placement course designed for the student with a very strong aptitude for mathematics. An advanced placement test is made available to the student if college credit is desired. The course includes both differential



and integral calculus with special emphasis on applications and manipulative skills.

### 3203 Calculus BC - AP

Grade 11-12, 2 semesters, 1/2 credit per semester, No Retake.  
Prerequisite: B or better in Precalculus Honors and teacher recommendation, and students should have a working knowledge of the graphing calculator to include graphing with arbitrary windows and finding zeroes of a function. (Students cannot receive credit in both Calculus AB and BC.)

Calculus BC - AP is a full-year course that includes both differential and integral calculus. It includes all topics covered in Calculus AB - AP plus additional topics including sequence and series, polar and parametric functions. It is expected that students take the AP Calculus test and attempt to place out of two semesters of college calculus.

### 3213 Statistics - AP

Grades 11-12, 2 semesters, 1/2 credit per semester, No Retake.  
Prerequisite: Completed Advanced Algebra with a B or better and currently or previously enrolled in Trigonometry / Discrete.

Statistics - AP is a one-year advanced placement course for students who wish to complete the equivalent of a one-semester, non-calculus-based college course in statistics. Students will be exposed to four broad conceptual themes: exploring data, planning a study, anticipating patterns using probability and simulations, and statistical inference, as they prepare for the advanced placement exam. Computers and graphing calculators will be used as statistical tools. Students are encouraged to take the AP exam.

### 3112 Computer Explorations (Troy High)

Grades 9-12, 1 semester, 1/2 credit, Prerequisite: None.

This course explores the use of computers in everyday applications such as word processing, database, spreadsheet, PowerPoint and desktop publishing. Students will integrate these applications to prepare presentations, resumes, reports, and to solve problems. Students who have difficulty with mathematics may elect this course. Keyboarding is beneficial but not required.

### 3142 Computer Science 1

Grades 9-12, 1 semester, 1/2 credit, Prerequisite: The student should have at least one credit in any algebra course.

No prior programming experience is necessary. Computer Science 1 is an introduction to computer programming in a structured language for the college bound student. Computer Science 1 is the standard course for students who wish to study programming techniques. The student may elect to continue the sequence with Computer Science 2 and Computer Science - AP.

### 3152 Computer Science 2

Grades 9-12, 1 semester, 1/2 credit, Prerequisite: Computer Science 1.

This is the second course in the college-prep series. It continues the study of programming techniques begun in Computer Science 1. This course begins with methods, vectors, and matrices, and continues into such topics as searching and sorting, records, and files.

### 3162 Computer Science - AP (Troy High)

Grades 10-12, 1 semester, 1/2 credit, Prerequisite: Computer Science 2.

This is the third level of the college-prep series. The student will explore advanced techniques leading to the College Advanced Placement Test in Computer Science.

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# Media Department

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## **8492 Media Center Services**

*Grades 9-12, 1 semester, 1/2 credit, 1 Retake, Prerequisite: Approval of media specialist.*

This course is designed to introduce the student to print and non-print materials, the organization of the media center, and the use of databases. Students will help maintain and organize library equipment and materials. They will also assist staff and students in locating and checking out materials.

## **8502 Media Center Techniques**

*Grades 10-12, 1 semester, 1/2 credit, 3 Retakes, Prerequisite: Approval of media specialist and successful completion of 8492.*

This course is designed to continue instruction on print materials, non-print materials, on-line databases, and other services provided by the Media Center. This course will give the student opportunities to learn and provide advanced Media Center services to students and staff.

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# Physical Education Department

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## **7942 Learning to Swim**

*Grades 9-12, 1 semester, 1/2 credit, Prerequisite: None.*

This course is designed for students who have a fear of water and need more individual attention in developing swimming skills. *This course is not designed for the student's continuation of beginning swimming skills.*

## **Introduction to Physical Activity**

### **7952-Level 1 or 7962-Level 2**

*Grades 9-12, 1 semester, 1/2 credit, No Retake, Required Course.*

This course is a required one-semester class. It will count as one half of the one-year physical education graduation requirement. The course will also include CPR training, physical fitness, and swimming testing, and team sports. The importance of physical activity will be taught. Choose course 7952 or 7962--student cannot take both courses for credit.

**7952 Level 1** - Low-impact conditioning and less-competitive activities will be the foundation of the *Level 1 Introduction* class. Individualized activities and fundamental skills will also be emphasized.

**7962 Level 2** - The *Level 2 Introduction* class is designed for the more competitive student in both team and individual activity situations. Advanced conditioning and skills will be emphasized. Students with medical limitations should not enroll in this level.

## **7972 Fall Team Sports & Fitness (Male)**

*Grades 10-12, 1 semester, 1/2 credit, Retake, Prerequisite: None.*

This course will give the student the opportunity to participate in sports such as football, soccer, speedball, volleyball, basketball, and physical fitness. Games and tournaments will take place during the semester.

## **7982 Fall Team Sports & Fitness (Female)**

*Grades 9-12, 1 semester, 1/2 credit, Retake, Prerequisite: None.*

This course will give the student the opportunity to participate in sports such as soccer, speedball, volleyball, basketball, aerobics, and physical fitness. Games and tournaments will take place during the semester.

## **7992 Spring Team Sports & Fitness (Male)**

*Grades 10-12, 1 semester, 1/2 credit, Retake, Prerequisite: None.*

This course will give the student the opportunity to participate in sports such as softball, volleyball, soccer, basketball, and physical fitness. Games and tournaments will take place during the semester.

## **8002 Spring Team Sports & Fitness (Female)**

*Grades 9-12, 1 semester, 1/2 credit, Retake, Prerequisite: None.*

This course will give the student the opportunity to participate in sports such as softball, volleyball, soccer, basketball, aerobics, and physical fitness. Games and tournaments will take place during the semester.

## **8012 Beginning Tennis - Lifetime Sports & Fitness**

*Grades 9-12, 1 semester, 1/2 credit, Retake, Prerequisite: None.*

This course will include the basic skills and rules of tennis. Lifetime sports will be taught during the time the class is indoors. The student will take part in various tournaments.

## **7932 Intermediate Tennis - Lifetime Sports & Fitness**

*Grades 9-12, 1 semester, 1/2 credit, Retake, Prerequisite: None.*

This course is designed for the serious tennis player who already can perform forehand and backhand ground strokes and the overhead serve. Singles and doubles matches will be emphasized, along with advanced court strategies. Lifetime sports will be taught during the time the class is indoors.

## **7922 Weight Training and Aerobics - Fall**

### **7912 Weight Training and Aerobics - Spring**

*Grades 9-12, 1 semester, 1/2 credit, Retake, Prerequisite: None.*

This course is designed for the student wishing to achieve optimum cardiovascular fitness via strength and flexibility exercise. Class emphasis will focus on group aerobic activities including but not limited to walking, jumping rope, jogging, running, stair climbing, and stationary biking and may also include circuit strength training, swimming, and a standardized fitness test. This course is not recommended for students with medical limitations.

**8032 Wrestling/Conditioning & Lifetime Sports/Fitness**  
*Grades 9-12, 1 semester, 1/2 credit, Retake, Prerequisite: None.*  
This course will include the basic fundamentals of wrestling rules and regulations. Students will also have the opportunity to use the weight machine. Students will also participate in lifetime activities and sports which may include walking, jogging, table tennis, and volleyball.

**8042 Beginning Tumbling & Gymnastics / Fitness**  
*Grades 9-12, 1 semester, 1/2 credit, Retake, Prerequisite: None.*  
This course will give the student an opportunity to work on floor exercise, balance beam, even and uneven bars, vault and tumbling.

**8022 Intermediate Tumbling & Gymnastics / Fitness**  
*Grades 9-12, 1 semester, 1/2 credit, Retake, Prerequisite: None.*  
Experience in all gymnastics events plus front and back walkovers. This course will include work in all gymnastics events at a more advanced level than beginning gymnastics. The student should have a strong interest in gymnastics.

**6162 Beginning Contemporary Dance (Athens)**  
*Grades 9-12, 1 semester, 1/2 credit. Prerequisite: None.*  
This course is an introduction to contemporary dance and includes creative movement, exercise, and dance techniques, all geared to the possibility of performance.

**8052 Beginning & Intermediate Swimming and Lifetime Sports & Fitness**  
*Grades 9-12, 1 semester, 1/2 credit, Retake, Prerequisite: None.*  
The students will work at their own level to learn the basic strokes, floating, and diving. Students will also participate in lifetime activities and sports which may include walking, jogging, table tennis, and volleyball.

**8062 Advanced Swimming and Lifetime Sports & Fitness**  
*Grades 9-12, 1 semester, 1/2 credit, Retake, Prerequisite: None.*  
This class is for students who know the basic swimming strokes and are good swimmers. Swimming endurance, diving, and water sports will be included. Students will also participate in lifetime activities and sports which may include walking, jogging, table tennis, and volleyball.

**8072 Lifeguarding and Lifetime Sports & Fitness (Troy High)**  
*Grades 9-12, 1 semester, 1/2 credit, Retake, Prerequisite: Must be 15 years of age.*  
The student will be given the opportunity to learn and perform swimming rescues, CPR, and first aid so that he/she may be certified as a Red Cross lifeguard. It is necessary that the student has strong swimming skills. A preliminary swim test will be given.

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**Notes:**

All courses in the Physical Education Department contain a fitness component. The President's Challenge Physical Fitness Test will be given in most physical education classes. One credit of physical education is required for graduation.

It is suggested that all 9th grade students take Introduction to Physical Activity.

All students are welcomed and encouraged to take any swim class at their skill level. Those students, however, who do not wish to take swim should sign up for other physical education classes to fulfill their one-credit requirement.



# Science Department

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## 4003 Introductory Biology A

*Grade 9, 2 semesters, 1/2 credit per semester, Prerequisite: Reading scores/8th grade science teacher's recommendation.*

Students will actively engage in studies of scientific methodology, cell and molecular biology, energy and metabolism, development and reproduction, evolution, and ecology. Current issues and problems will be used as the focus for concept development. There will be emphasis on laboratory experiences involving students in process problem solving.

## 4022 Introductory Biology B1 - Semester 1

*Grades 9-12, 1 semester, 1/2 credit, Prerequisite: Reading scores/8th grade science teacher's recommendation.*

Students will actively engage in studies of scientific methodology, ecology, cell and molecular biology, energy, and metabolism. Current issues and problems will be used as the focus for concept development. Practical laboratory experiences that focus on scientific literacy will be emphasized.

## 4032 Introductory Biology B2 - Semester 2

*Grades 9-12, 1 semester, 1/2 credit, Prerequisite: Introductory Biology B1.*

This is a continuation of the first semester. Students will study genetics, development, reproduction, evolution, and plant and animal physiology.

## 4053 Biology: Anatomy & Physiology

*Grades 10-12, 2 semesters, 1/2 credit per semester, No Retake, Prerequisite: 1 credit of Biology A with a minimum grade of C, or Biology B with a minimum grade of B, or consent of instructor.*

This class will examine the structure and functions of the tissues and organ systems of the human body. Laboratory work is emphasized and *includes dissection of the cat.*

## 4063 Genetics, Bacteriology, Biotechnology, and Embryology

*Grades 10-12, 2 semesters, 1/2 credit per semester, No Retake, Prerequisite: 1 credit of Biology A with a minimum grade of C or Biology B with a minimum grade of B or consent of instructor.*

This course will explore four areas of study. 1. *Genetics*--We will study genetics as a human endeavor that begins with the study of cells, chromosomes, and cell division including an in depth look at both mitosis and meiosis; asexual and sexual reproduction and their roles in life cycles. We will then focus on the transmission of genes from generation to generation and the various patterns of inheritance, including polygenes, multifactorial inheritance and the study of cytogenetics. 2. *Bacteriology*--Our look into the world of bacteria will prepare us for the Biotechnology portion of the course which will require a familiarity with bacteria. In this portion of the course, we will begin with the discovery of microbes and their relation to human affairs. We will look at the germ theory of disease; the morphology of bacterial cells; the various measurement techniques for measuring microbial growth; the use of antibiotics to inhibit microbial growth, antibiotic testing and resistance. We will also study bacterial metabolism, the evolution of microbes, microbial diversity, and we will use our learned skills to determine bacterial unknowns. 3. *Biotechnology*--This portion of the course will emphasize the structure of DNA, its historical structural analysis, viruses, DNA replication, gene expression, and how proteins relate to phenotypes. We will study mutation as another source of genetic variation, the

process of cloning, and recombinant DNA technology, including the transformation of bacterial cells, restriction enzymes, RFLPs and gel electrophoresis. 4. *Embryology*--In this final area of the course, we will focus on the phases of embryonic development of animals, including humans and chickens. We will look into the role that genes play in early development. The development of related laboratory skills will be emphasized throughout the course. Online activities and research opportunities are provided and evolutionary theory is a common thread that ties the course together.

## 4073 Biology - AP

*Grades 11-12, 2 semesters, 1/2 credit per semester, No Retake, Prerequisite: Two years of biology and Chemistry 1 or consent of instructor. GBBE (4063) is recommended.*

This class is introductory, college-level biology. Students may choose to take the Biology AP Test in May to qualify for college credit. Students will study molecular and cellular biology including genetics and recombinant DNA techniques (genetic engineering). At the organismal level, the body systems of animals and plants will be studied, as well as behavioral and hormonal responses. There will also be studies in evolution and ecology with an emphasis on population, current issues, and the science of water quality assessment. The development of advanced laboratory skills is an important course component.

## 4093 Chemistry 1

*Grades 10-12, 2 semesters, 1/2 credit per semester, No Retake, Prerequisite: Algebra 9 with a grade of B or better.*

Students will study theories and concepts in general introductory chemistry related to atomic structure, chemical reactions, solutions, energy, stoichiometry, bonding, gas laws, and acid/base chemistry. Many topics are developed through analytical problem solving and math applications. Laboratory experiments will be performed throughout the year which reinforce the concepts and demonstrate various laboratory techniques.

## 4102 Organic Chemistry

*Grades 11-12, 1 semester, 1/2 credit, No Retake, Prerequisite: Chemistry 1 with a grade of B or better.*

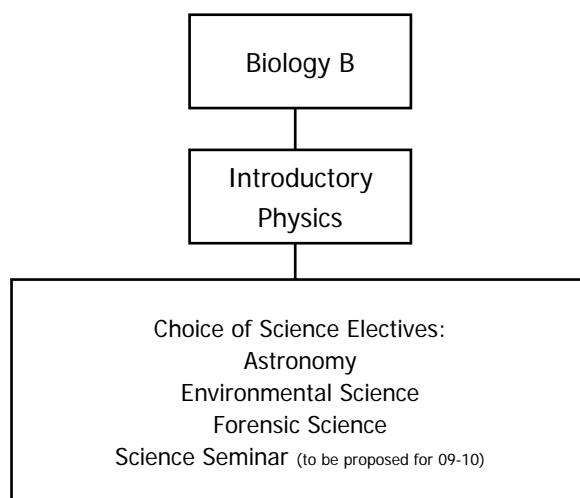
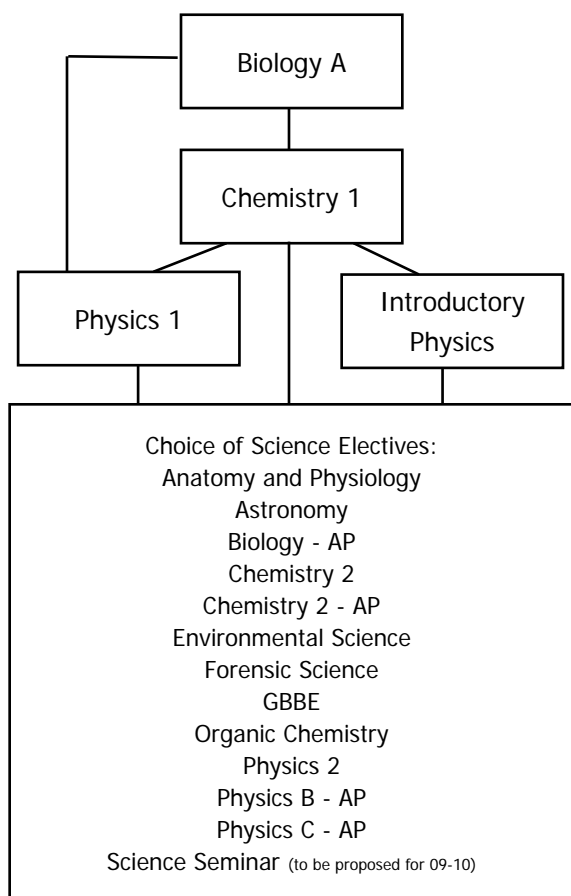
Students planning to pursue a career in the health sciences should consider this class. This course will emphasize the fundamentals of organic chemistry and biochemistry. Various organic and biochemistry laboratory techniques will be studied and used. These include the synthesis of nylon, aspirin, flavors and scents, the making of soap, and silver-plated test tubes. Students who have completed *Advanced Placement Chemistry* may take *Organic Chemistry*.

## 4123 Chemistry 2

*Grades 11-12, 2 semesters, 1/2 credit per semester, No Retake, Prerequisite: Chemistry 1 with a grade of B or better.*

The first semester of *Chemistry 2* will cover theoretical aspects of chemistry which will include stoichiometry, solutions, kinetics, equilibrium, acid-base theory, oxidation-reduction, and electrochemistry. All concepts will be reinforced with laboratory experiments. Second semester will be organic chemistry which is described above. Students who have completed *Chemistry 2 AP* may take the 2nd semester of *Chemistry 2*.

# Science Department



apply physical concepts to their personal experiences. A typical unit begins with open-ended inquiry. After the investigation, students are guided to build conceptual and mathematical models to explain the phenomena. Students then apply these models to solve problems. Collaborative work and discussion are emphasized throughout this process.

As a result of this course, students will gain an understanding of physics content in alignment with the Michigan High School Content Standards and Expectations. This course fulfills the one-year course requirement for a "chemistry or physics" class as required by the State of Michigan graduation requirements.

## 4243 Chemistry 2 - AP

*Grades 11-12, 2 semesters, 1/2 credit per semester, No Retake, Prerequisite: Chemistry 1 with a grade of B or better.*

This course will prepare the student for the Advanced Placement exam, which may entitle the student to college credit. Theoretical concepts will include stoichiometry, solutions, kinetics, equilibrium, acid-base theory, thermodynamics, electrochemistry, gas laws, atomic theory and bonding. Laboratory experiments will be performed throughout the year which will reinforce the concepts and demonstrate various laboratory techniques.

## 4212 Astronomy

*Grades 10-12, 1 semester, 1/2 credit, No Retake, Prerequisite: 1 year of Algebra.*

This course is a survey of current thought in astronomy. A lecture/laboratory format will allow presentation of ideas as diverse as telescope construction and extragalactic investigations. Attendance at two outdoor evening observation sessions is required.

## 4213 Introductory Physics

*Grades 10-12, 1 year, 1 credit, No Retake, Prerequisite: Passing grade for Biology A or B and Algebra 9.*

This course introduces students to concepts related to motion, forces, energy, scientific inquiry, and social implications. Emphasis is placed on a qualitative approach and problem solving is reinforced by quantitative analysis and technology. Students become familiar with nature's basic rules and learn how to

## 4223 Physics 1

*Grades 10-12, 2 semesters, 1/2 credit per semester, No Retake, Prerequisite: B or better in Geometry and concurrently taking Advanced Algebra or consent of instructor.*

This is the study of the interaction of energy and matter and will be centered around extensive laboratory work, with some emphasis on graphical analysis. Concepts include mechanics, sound, light, and electricity.

## 4233 Physics 2

*Grades 11-12, 2 semesters, 1/2 credit per semester, No Retake, Prerequisite: Physics 1 with a grade of B or better and completion of Chemistry 1 or consent of instructor.*

This course is for those students interested in a second year physics course but not necessarily interested in taking the AP test. The course is based on a series of projects that will be built throughout the year. The projects will build on the concepts learned in *Physics 1* and will include further study in rotational dynamics, statics, fluids, thermodynamics, electricity, and modern physics.

### **4253 Physics B - AP**

*Grades 11-12 or instructor approval, 2 semesters, 1 credit, 1 Retake, Prerequisite: Completion of Physics 1 with a B or better, completion of Chemistry 1 with a B or better, and must have completed with a B or better or be currently enrolled in Trigonometry / Discrete Mathematics.*

This course will prepare the student for the advanced placement Physics B exam. The *Physics B* course includes topics in classical mechanics, electricity and magnetism, thermodynamics, waves and optics, atomic and nuclear physics, and fluids. A knowledge of algebra and basic trigonometry is required for the course.

The basic ideas of calculus are introduced in the theoretical development of some physical concepts, such as acceleration and work. Students who are interested in life science, business, law or not sure of their college major should consider taking this course as it offers a broader range of topics. Most engineering colleges require the *Physics C* course.

### **4263 Physics C - AP**

*Grades 11-12 or instructor approval, 2 semesters, 1 credit, 1 Retake, Prerequisite: Completion of Physics 1 with a B or better, completion of Chemistry 1 with a B or better, and must have completed with a B or better or be concurrently enrolled in Calculus.*

This course will prepare the student for the advanced placement Physics C Exam. The *Physics C* course includes topics in mechanics, electricity, and magnetism with approximately equal emphasis on these two areas. With less subject area, the sequence is more intensive and analytic than that in the B course. Strong emphasis is placed on solving a variety of challenging problems. Calculus is used freely in formulating principles and in solving problems. This course is the one required by most engineering colleges.

### **4042 Forensic Science**

*Grades 11-12, 1 semester, 1/2 credit, No Retake, Prerequisite: Biology A or B and one year of Chemistry 1, or Physics 1 or Introductory Physics, with a grade of B or better; plus the completion of Algebra and Geometry with a grade of C or better.* This college preparatory course introduces forensics, crime scene investigation, law enforcement, and the scientific method. The semester-long class examines many topics: introduction to forensic science, crime scene procedures and the law, types of evidence, forensic chemistry, bone identification, entomology, blood typing analysis, firearms identification and ballistics, and arson. Forensic science is designed to be hands-on with many laboratory assignments and investigational studies.

### **4222 Environmental Science**

*Grades 11-12, 1 semester, 1/2 credit, No Retake, Prerequisite: 2 semesters of Biology A or B and 2 semesters of Physical Science (Chemistry or Introductory Physics) with a C or better.* *Environmental Science* is a field study course which will require students to perform water quality tests; develop an understanding of ecological relationships between organisms and their environment; recognize land formation and development using Michigan as a case study; analyze man's impact on the local and global environment; and identify local flora and fauna. Students have the opportunity to take the AP test in the spring.

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## **Social Studies Department**

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### **2072 Government and Civics**

*Grade 9, 1 semester, 1/2 credit, No Retake, Prerequisite: None.* The *Government and Civics* course prepares students for informed and responsible participation as citizens of our constitutional democracy. Students deepen their understanding of the democratic values expressed in the Declaration of Independence, the Constitution, and other foundational documents of the United States. They learn the purposes and structures of government within the federal system. They also learn how citizens exert influence on public affairs and decisions. As a result of this course, students are prepared to exercise the rights and responsibilities of American citizenship.

### **2012 American History / Geography 1**

### **2022 American History / Geography 2**

*Grade 10, 1 year, Course divided into 2 semesters, 1/2 credit per semester, No Retake, Prerequisite: None.*

*American History* provides students an opportunity to comprehend fundamental themes in history, geography, and economics that explain the development of the United States as a nation from 1877. It fosters an understanding of how our history has affected relationships between the United States and other nations and among the branches of government, levels of government, and groups of citizens here at home. Students explore diversity in American culture and the democratic values which unify the nation. Both orally and in writing, students construct carefully

reasoned views expressing their ideas on persisting public issues facing Americans. Issues are analyzed from economic, social, and political perspectives.

### **2232 World History / Geography 1**

*Grade 11, 1 semester, 1/2 credit, No Retake, Prerequisite: None.* The *World History 1* course helps students understand the development of the modern world. It begins with pre-history and ends with the Renaissance. Students construct meaningful understandings of fundamental themes in history, geography, and economics regarding persisting world problems and issues. The course is chronologically organized and worldwide in scope. It enables students to view themselves as members of a global community who appreciate diversity in the world and are prepared to make decisions about world affairs.

### **2062 Economics**

*Grade 11, 1 semester, 1/2 credit, No Retake, Prerequisite: None.* This course is designed to give the student an overview of the forces at work in a free enterprise system. Study will focus on economic systems, demand, supply, consumers and savers, trade, and the role of government. Financial choices that must be considered by individuals and businesses will be emphasized.

**2242 World History / Geography 2**

*Grade 12, 1 semester, 1/2 credit, No Retake, Prerequisite: None.*  
The *World History 2* course helps students understand the development of the modern world. It begins with Enlightenment and ends with the current issues of today. Students construct meaningful understandings of fundamental themes in history, geography, and economics regarding persisting world problems and issues. The course is chronologically organized and worldwide in scope. It enables students to view themselves as members of a global community who appreciate diversity in the world and are prepared to make decisions about world affairs.

**2013 American History / Geography - AP**

*Grade 10, 2 semesters, 1/2 credit per semester, No Retake, Prerequisite: a recommendation from both a social studies teacher and an advanced English teacher.*

This course will provide students with the opportunity to develop analytical skills and to acquire factual knowledge. Dealing with problems critically and conducting historical research will be emphasized. Students will write essay examinations and research papers, as well as learn the proper methods for citing sources and crediting the ideas of others. The demands placed upon students will be directly equivalent to those placed on students in college American History courses. At the end of the course, students will be given the opportunity to take an Advanced Placement examination in American History that may earn them college credit.

**2052 Government - AP**

*Grade 11-12, 1 semester, 1/2 credit, No Retake, Prerequisite: a recommendation from both a social studies teacher and an advanced English teacher.*

This *Government - AP* course will prepare students for the advanced placement exam that may entitle them to college credit. This course gives the students an analytical perspective on government and politics in the United States. It includes both the study of general concepts and specific case studies that allow for interpretation of United States politics and requires familiarity with the various institutions, groups, beliefs, and ideas that constitute the political reality of the United States.

**2032 History of American Criminal Law**

*Grades 9-12, 1 semester, 1/2 credit, No Retake, Prerequisite: None.*

This course will examine the history of law and the legal system in America. Emphasis will be placed on famous criminal law trials and landmark Supreme Court cases. In addition, students will learn about rights during an arrest, steps in a trial, and the punishment and rehabilitation of criminals. Students will have the opportunity to learn about criminal law through various teaching strategies including classroom discussions, videotapes, and mock trials.

**2102 Human Rights and The Law**

*Grades 10-12, 1 semester, 1/2 credit, No Retake, Prerequisite: None.*

*Human Rights and The Law* makes law and the legal system personally useful to students in their daily lives. While *Criminal Law* focuses on criminal law, *Human Rights and The Law* gives students the opportunity to learn their constitutional rights. Emphasis will be placed on civil rights and civil liberties, current issues, as well as student rights and responsibilities. Teaching strategies include case studies, videotapes, readings, lectures, and class discussions.

**2112 Mental Health**

*Grades 10-12, 1 semester, 1/2 credit, No Retake, Prerequisite: None.*

Students will study the various major emotional and mental illnesses with a focus on adaptive and maladaptive coping mechanisms. Topics include stress, depression, anxiety, substance abuse and codependency, anger, domestic violence, social psychology with topics including group behavior, cult formation, conformity and obedience, attitude formation and prejudice.

**2152 Psychology 1**

*Grades 10-12, 1 semester, 1/2 credit, No Retake, Prerequisite: None.*

This course provides a broad introduction to the various topics of psychology. This will include the basic methods of psychological research, learning theory, biological psychology and the brain, personality theory and psychoanalysis, memory, perception and sensation, abnormal psychology, and therapeutic techniques.

**2162 Psychology 2**

*Grades 10-12, 1 semester, 1/2 credit, No Retake, Prerequisite: Psychology 1.*

This course will be a continuation of *Psychology 1*. It will include the study of experimental psychology, social psychology and gender development, intelligence theory and testing, child development, attachment, temperament, and cognitive development.

**2163 Psychology - AP**

*Grades 11-12, 1 semester, 1/2 credit, No Retake, Prerequisite: Psychology 1 and 2.*

This AP Psychology course is designed to introduce students to the systematic and scientific study of the behavior and mental processes of human beings. Students learn about some of the explorations and discoveries made by psychologists over the past century. Students assess some of the differing approaches adopted by psychologists, including the biological, behavioral, cognitive, humanistic, psychodynamic, and sociocultural perspectives.

**2182 Sociology**

*Grades 10-12, 1 semester, 1/2 credit, No Retake, Prerequisite: None.*

This course will give students the opportunity to study major social problems that face contemporary society. The functioning of small groups, the family, and the community will be emphasized. Class participation is an important part of this class.

**2233 World History / Geography - AP**

*Grade 11-12, 2 semesters, 1/2 credit per semester, No Retake, Prerequisite: an A or B in Civics, American History, and English plus the signature of a social studies teacher.*

The *World History / Geography - AP* course will prepare the student for the advanced placement test which may entitle the student to college credit. *World History / Geography - AP* gives the student a chronological analysis of the events that shaped the world from middle ages to the present and satisfies the social studies graduation requirement for World History. It includes both the study of general concepts and specific case studies that allow for interpretation of historical data, themes, and movements that cross chronological periods. The student will gain an understanding of the principal themes of World History, an ability to analyze historical evidence, and an ability to analyze and express historical understanding in writing.

**2073 Economics - AP**

*Grades 11-12, 2 semesters, 1/2 credit per semester, No Retake, Prerequisite: Recommendation from a social studies teacher and a B or better in Advanced Algebra.*

This year-long course is designed to help students develop critical thinking skills through the understanding, application, and analysis of fundamental economic concepts. Students will be expected to apply qualitative and mathematical skills to economics. One semester will focus on macroeconomics and one semester will focus on microeconomics. This course will provide students with a thorough understanding of the principles of economics that apply to economic systems. Beyond the study of basic systems, emphasis is placed on the study of national income, fiscal and monetary policies, economic performance measures, economic growth and international economics. *Economics - AP* will prepare students for both the AP Macroeconomics and AP Microeconomics exams in May and is comparable to university courses in both areas.

**2322 Political Science**

*Grades 11-12, 1 semester, 1/2 credit, No Retake, Prerequisite: Government/Civics (9th Grade), American History (10th Grade).*

This course focuses on an introduction to political issues, comparative governments, and world politics through research and class discussions. Current issues and events will be discussed throughout the course. Topics include terrorism, military intervention, human rights, etc. Students will have the opportunity to use the Internet and computer applications such as PowerPoint.

**2082 Philosophy (Athens)**

*Grades 11-12, 1 semester, 1/2 credit, No Retake, Prerequisite: Government/Civics (9th Grade), American History (10th Grade).*

This course will give students the opportunity to survey the various themes and approaches in philosophy as well as develop their own personal philosophy. It will include the study of classic philosophy, the four major schools of philosophy, ethical philosophy, eastern philosophy, and contemporary American philosophers. Class participation is a vital part of this class.

# Social Studies Department

## Required Courses - 3 Credits

9th	Government / Civics
10th	American History / Geography 1 & 2 or American History - AP
11th	Economics and World History / Geography 1
12th	World History / Geography 2

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# World Language Department

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## **0603 French 1**

*Grades 9-12, 2 semesters, 1/2 credit per semester, Prerequisite: C or better in English.*

In *French 1*, the student will learn to function in an appropriate fashion in four linguistic skill areas: listening, speaking, reading, and writing. The student will be introduced to the French culture while studying the people and customs of French-speaking countries.

## **0613 French 2**

*Grades 9-12, 2 semesters, 1/2 credit per semester, Prerequisite: C or better in French 1.*

In *French 2*, the student will be reacquainted with skills learned in *French 1* through a systematic reentry of grammar and vocabulary. The student will continue to attain proficiency in the four skills of listening, speaking, reading, and writing. The language will be presented within the context of French-speaking countries and their cultures.

## **0623 French 3**

*Grades 10-12, 2 Semesters, 1/2 credit per semester, Prerequisite: C or better in French 2.*

The third-year French student will improve comprehension, reading, and communication skills. Study will include review, reinforcement, and refinement of grammar and vocabulary. Cultural readings and selected literary works will supplement the textbook.

## **0633 French 4**

*Grades 11-12, 2 semesters, 1/2 credit per semester, Prerequisite: C or better in French 3.*

In this course, the student will complete the study of the grammatical sequence. This study will include any necessary review. The student will become more knowledgeable about French culture and life through a brief survey of history and literature. The student will be exposed to the current French culture by means of newspapers, magazines, films, videos, radio broadcasts, and plays. Throughout all activities, emphasis will be given to communication, both oral and written, in the target language.

## **0643 French - AP**

*Grade 12 only, 2 semesters, 1/2 credit per semester, Prerequisite: French 4 with a B or better.*

The AP course will be a concentrated, in-depth study in French. This course is designed for highly motivated students who have already demonstrated advanced ability in previous classes and who are willing to undertake a commitment to prepare themselves for success in the AP French Language examination.

## **0653 German 1**

*Grades 9-12, 2 semesters, 1/2 credit per semester, Prerequisite: C or better in English.*

In *German 1*, the student will learn to function in an appropriate fashion in four linguistic skill areas: listening, speaking, reading, and writing. The student will be introduced to the German culture while studying the people and customs of German-speaking countries.

## **0663 German 2**

*Grades 9-12, 2 semesters, 1/2 credit per semester, Prerequisite: C or better in German 1.*

In *German 2*, the student will be reacquainted with skills learned in *German 1* through a systematic reentry of grammar and vocabulary. The student will continue to attain proficiency in the four skills of listening, speaking, reading, and writing. The language will be presented within the context of German-speaking countries and their cultures.

## **0673 German 3**

*Grades 10-12, 2 semesters, 1/2 credit per semester, Prerequisite: C or better in German 2.*

The third-year German student will improve comprehension, reading, and communication skills. Study will include review, reinforcement, and refinement of grammar and vocabulary. Cultural readings and selected literary works will supplement the textbook.

## **0683 German 4**

*Grades 11-12, 2 semesters, 1/2 credit per semester, Prerequisite: C or better in German 3.*

Students will complete the study of the grammatical sequence. This study will include any necessary review. The student will become more knowledgeable about German culture and life through a brief survey of history and literature. The student will be exposed to the current German culture by means of newspapers, magazines, films, videos, radio broadcasts, and plays. Throughout all activities, emphasis will be given to communication, both oral and written, in the target language.

## **0693 Spanish 1**

*Grades 9-12, 2 semesters, 1/2 credit per semester, Prerequisite: C or better in English.*

In *Spanish 1*, the student will learn to function in an appropriate fashion in four linguistic skill areas: listening, speaking, reading, and writing. The student will be introduced to the Spanish culture while studying the people and customs of Spanish-speaking countries.

## **0703 Spanish 2**

*Grades 9-12, 2 semesters, 1/2 credit per semester, Prerequisite: C or better in Spanish 1.*

In *Spanish 2*, the student will be reacquainted with skills learned in *Spanish 1* through a systematic reentry of grammar and vocabulary. The student will continue to attain proficiency in the four skills of listening, speaking, reading, and writing. The language will be presented within the context of Spanish-speaking countries and their cultures.

## **0713 Spanish 3**

*Grades 10-12, 2 semesters, 1/2 credit per semester, Prerequisite: C or better in Spanish 2.*

The third-year Spanish student will improve comprehension, reading, and communication skills. Study will include review, reinforcement, and refinement of grammar and vocabulary. Cultural readings and selected literary works will supplement the textbook.

**0723 Spanish 4**

*Grade 11-12, 2 Semesters, 1/2 credit per semester, Prerequisite: C or better in Spanish 3.*

In this course, the student will complete the study of the grammatical sequence. This study will include any necessary review. The student will become more knowledgeable about Spanish culture and life through a brief survey of history and literature. The student will be exposed to the current Spanish culture by means of newspapers, magazines, films, videos, radio broadcasts, and plays. Throughout all activities, emphasis will be given to communication, both oral and written, in the target language.

**0733 Spanish - AP**

*Grades 12 only, 2 semesters, 1/2 credit per semester, Prerequisite: Spanish 4 with a B or better.*

The AP course will be a concentrated, in-depth study in Spanish. This course is designed for highly motivated students who have already demonstrated advanced ability in previous classes and who are willing to undertake a commitment to prepare themselves for success in the AP Spanish Language Examination.

**0753 Latin 1 (Troy High)**

*Grades 9-12, 2 semesters, 1/2 credit per semester, Prerequisite: C or better in English.*

In *Latin 1*, the student will develop the vocabulary and grammatical skills necessary for reading the Latin literature presented. The student will also develop skills in recognizing Latin in modern languages and a knowledge of Roman history, culture, and mythology.

**0763 Latin 2 (Troy High)**

*Grades 9-12, 2 semesters, 1/2 credit per semester, Prerequisite: C or better in Latin 1.*

The student will continue to develop the vocabulary and grammar skills necessary for reading more advanced literature. The student will also develop a deeper knowledge and understanding of Roman history, culture, and mythology.

**0773 Latin 3 (Troy High)**

*Grades 10-12, 2 semesters, 1/2 credit per semester, Prerequisite: C or better in Latin 2.*

The student will read literature by Roman writers in Latin. The student will continue to become more knowledgeable and gain an advanced appreciation of Roman history, culture, and mythology.

**0743 Latin 4 (Troy High)**

*Grades 11-12, 2 semesters, 1/2 credit per semester, Prerequisite: C or better in Latin 3.*

The student will read literature by Roman writers in Latin, including Cicero and Vergil. The student will become more knowledgeable in the appreciation of Roman history, culture, and mythology begun in *Latin 3*.

**0823 Japanese 1**

*Grades 9-12, 2 semesters, 1/2 credit per semester. Prerequisite: C or better in English.*

The student will learn to function in an appropriate fashion in four linguistic skill areas: listening, speaking, reading, and writing. The student will be introduced to the Japanese culture while studying the people and customs of Japan.

**0833 Japanese 2**

*Grades 9-12, 2 semesters, 1/2 credit per semester. Prerequisite: C or better in Japanese 1.*

The student will be reacquainted with skills learned in *Japanese 1* through a systematic reentry of grammar and vocabulary. The

student will continue to attain proficiency in the four skills of listening, speaking, reading, and writing. The language will be presented within the context of Japan and its culture.

**0843 Japanese 3**

*Grades 10-12, 2 semesters, 1/2 credit per semester, No Retake, Prerequisite: C or better in Japanese 2.*

In *Japanese 3*, the student will be reacquainted with skills learned in *Japanese 1 and 2* through a systematic reentry of grammar, vocabulary, and the Chinese character system. The student will attain proficiency in the four skills of listening, speaking, reading, and writing. The language will be presented within the context of Japan and its culture.

**0863 Japanese 4**

*Grades 11-12, 2 semesters, 1/2 credit per semester. Prerequisite: C or better in Japanese 3.*

The student will become reacquainted with skills acquired in previous years through a systematic reentry of grammar, vocabulary, and the Chinese character system. The student will attain proficiency in the four skills of listening, speaking, reading, and writing. The language will be presented within the context of Japan and its culture.

**0853 Chinese 1 (Troy High)**

*Grades 9-12, 2 semesters, 1/2 credit per semester. Prerequisite: C or better in English.*

The student will learn to function in an appropriate fashion in four linguistic skill areas: listening, speaking, reading, and writing. The student will be introduced to the Chinese culture while studying the people and customs of China. If there is sufficient enrollment, this class will be offered at both high schools.

**0873 Chinese 2 (Troy High)**

*Grades 9-12, 2 semesters, 1/2 credit per semester. Prerequisite: C or better in Chinese 1.*

In *Chinese 2*, the student will continue to learn to function in an appropriate fashion in four linguistic skill areas: listening, speaking, reading, and writing. The student will be reintroduced to the Chinese culture while studying the people and customs of China.

**0883 Chinese 3 (Troy High)**

*Grades 10-12, 2 semesters, 1/2 credit per semester. Prerequisite: C or better in Chinese 2.*

In *Chinese 3*, the student will improve comprehension, reading, writing, and communication skills. Cultural readings and selected literary works will supplement the textbook. The student will be more knowledgeable in his/her appreciation of the Chinese characters, poetry, culture, and history. SAT II Chinese test material will be introduced.

**0893 Chinese 4 (Troy High)**

*Grades 11-12, 2 semesters, 1/2 credit per semester. Prerequisite: C or better in Chinese 3.*

In *Chinese 4*, the student will attain proficiency in four linguistic skill areas: listening, speaking, reading, and writing. The student will be exposed to the current Chinese culture and events by means of newspapers, magazines, books, videos, plays, and the Internet. Throughout all activities, emphasis will be given to communication, both oral and written, in the target language.

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# Oakland Schools Technical Campus Southeast

## Oakland Schools Technical Campus Southeast

(North of 14 Mile between Crooks and Coolidge)

5055 Delemere Street  
Royal Oak, MI 48073  
248.288.4020 Phone  
248.288.4071 Fax  
<http://www.oakland.k12.mi.us>

### Overview

Oakland Schools Technical Campus Southeast (OSTC-SE) is an extension of your high school. By attending your high school half of the day and the technical campus the other half of the day, you are experiencing a full academic day. The educational and training opportunities are structured with offerings called clusters. There are nine clusters which have been developed around broad occupational areas and contain many different, but related, career training options for students. A team of specialized instructors that possess both a Michigan Teaching Certificate and Vocational Authorization staffs these clusters. This ensures that the staff has both necessary technical expertise and the knowledge of best instructional methodology practices.

OSTC-SE offers students opportunities to explore career areas, prepare for specific college/advanced training majors, or acquire the skills to go directly into the job market. A number of the programs at OSTC-SE qualify students for advanced standing or college credit. Students may elect to attend OSTC-SE for one or two years or finish a program as a post graduate. The second year of a program is designed to provide advanced work, specialization, and a certificate of completion. Students may complete a program or attend OSTC-SE after graduation on a nominal tuition fee basis.

### Credit

The following programs are offered to juniors or seniors on a selective basis. OSTC-SE will recommend high school credit based on the local district requirement (generally 1.5 credits per semester) and issue a grade upon successful completion of the cluster requirements. There are limited prerequisites for attending OSTC-SE.

Remaining credits will be earned at the student's home school. All OSTC-SE students must carry a credit load comparable to regular high school students. If regular students carry six (6) credits, the

OSTC-SE students must carry three (3) credits at their home high school in addition to the three (3) credits at OSTC-SE.

### Sessions

There are two sessions at OSTC-SE:

Morning Session	Classes Begin	7:50 AM
	Classes Dismissed	10:20 AM
Afternoon Session	Classes Begin	12:00 PM
	Classes Dismissed	2:30 PM

### Who May Apply

Sophomores and juniors may apply for the following year.

### Transportation

A bus will be provided to transport students to OSTC-SE and back again. Students attending the afternoon session must provide their own transportation home from the OSTC-SE or the high schools. Students who elect to drive or ride with another assume all responsibilities connected with transportation.

### Procedure for Applying

Obtain an application from your counselor and return it as soon as possible to the Guidance Office. In order to receive equal consideration for placement into OSTC-SE, you must submit your application to the Guidance Office by March 1. Since all openings at OSTC-SE are controlled by quotas to each sending high school, only those students who have the highest recommendations will be placed initially. Once the initial selections are made and reported, there may be opportunities to place additional students in some programs later in the year or in the fall.

### Questions

Parents who have questions regarding information in this section should contact their student's counselor to request a Course Selection Guide for Oakland Schools Technical Campus-Southeast.

**Human Services / Cosmetology Program  
offered at:**

## Oakland Schools Technical Campus Northeast

1371 N. Perry Street  
Pontiac, MI 48340  
248-451-2700 Phone  
248-451-2720 Fax

<http://www.oakland.k12.mi.us>

## 8101 Session 1 AM

## 8102 Session 2 PM

Grades 11-12

### Agriscience and Natural Resources Technology

*1 or 2 Years, Prerequisite: None. Suggested classes: algebra, geometry, all sciences, and basic design (art).*

This program is designed to prepare students with the skills necessary to successfully enter into the following career areas: natural resources systems, environmental systems, animal systems, and plant systems. Agribusiness and marketing skills, customer service and biotechnology are provided as a significant portion of all curriculum areas. Technology is a significant component of the curriculum in the areas of aquaculture, hydroponics, tissue culture, and data transmission networking (meteorology, commodities and futures trading). The curriculum also includes greenhouse, organic garden, landscape management, schoolyard wildlife habitat, rain forest, animal laboratory, floristry, poultry habitat, and small business management.

### Business, Management, Marketing, and Technology

*1 or 2 Years, Prerequisite: None. Suggested classes: basic computer knowledge and keyboarding skills, basic math, reading comprehension and writing skills.*

This nationally recognized program offers a variety of career options that lead to business industry certifications and training in six different career opportunities (may vary by campus), including: Business Management and Ownership; Database Administration and Programming; E-Commerce and Web Development; Entertainment and Tourism Management; Finance, Real Estate Marketing and Property Management; Network Administration, PC support and Help desk. Also Microsoft Office Specialist training is available leading to a Microsoft Office Specialist and Master Certification. In addition to the technical skills needed in the workforce, students receive extensive training in oral and written communications, problem-solving and critical thinking, career preparation and development, research, leadership and teamwork.

### Construction Technology

*1 or 2 Years, Prerequisite: None. Recommend woods and drafting courses.*

This cluster provides students with opportunities to learn skills to work in all areas of the construction field including: carpentry, interior/exterior finishing, electrical, plumbing, masonry, HVAC/R, home repair, building and grounds maintenance, and construction management. Integral components of a student's training includes mathematics, good interpersonal skills, problem-solving, communications, and team-building skills.

### Culinary Arts / Hospitality

*1 or 2 Years, Prerequisite: None. Recommended courses include math, computer technology, written and verbal communication, accounting, business, chemistry, health, and hygiene.*

This cluster prepares students for a broad background of skills and knowledge utilizing industry based tools, equipment and technology required to be productive in a modern commercial kitchen with applications in business procedures for today's professional. Computer systems are used to maintain inventory, place orders, and produce communications through simulations of actual industry situations. Training is provided in cooking, menu design, staffing and scheduling, food preparation, and financial management. Students will experience the day-to-day operations of a restaurant and catering service.

### Education and Training

*Prerequisite: It is recommended that students have a 3.0 GPA in college prep courses and excellent interpersonal skills.*

This academy is considered an introduction to the teaching profession. It is an exciting hands-on exploration of learning, teaching, and the educational system. Activities include observation and participation in public school classrooms. Students will learn

various teaching methods; facilitated instruction, integration of instructional technology, discovery, problem-based learning, decision making, debate, etc. Students should have a strong desire to teach and an ability to work with individuals with varying abilities.

### Engineering / Emerging Technologies

*1 or 2 Years, Prerequisite: None. Good computer skills, strong background in math and science, excellent written and verbal communication skills, technical drafting, industrial arts, and good problem solving skills.*

This cluster is an intensive hands-on program designed to prepare the students with skills necessary to successfully enter engineering and manufacturing technology careers. In addition to completing core/foundation skills (hydraulics/pneumatics, computerized design processes, robotics, and electricity/electronics), students are trained in high tech engineering technologies including virtual simulation, computerized manufacturing, and rapid prototyping.

### Health / Medical Technology

*2 Year, Prerequisite: None. Keyboarding skills recommended. Science classes particularly biology and chemistry, basic math and computer technology are suggested.*

This cluster prepares students with the core and foundation skills for health fields such as medical assisting, laboratory, medical office technology, dental assisting, optical technology, nursing, and pharmacy. Students will also gain understanding in all the areas of the health core curriculum including safety, anatomy and physiology, asepsis, ethics, medical terminology, pharmacology, prevention, and office procedures. Additional training opportunities are available in veterinary assisting, phlebotomist, EKG technician, sports safety, radiology aide, surgical technical aide, respiratory therapy aide, occupational therapist, physical therapist, dietary aide, and medical records and billing.

### Transportation Technology

*1 or 2 Years, Prerequisite: None.*

This cluster is an intensive hands-on program designed to prepare students with skills necessary to successfully enter into transportation careers. Students will gain core and foundation skills related to gas and diesel engine theory, auto collision repair and refinishing, basic mechanical principles, and the use of computerized diagnostic tools and equipment. Students will gain competency in safety concepts, equipment operation, and measuring.

### Visual Imaging Technology

*1 or 2 Years, Prerequisite: None. Suggested classes: Basic computer knowledge, keyboarding, word processing, verbal and written communication skills.*

This cluster will provide students with training towards careers that communicate ideas and information to the public and include the areas of graphic communication, design communication, interactive multimedia/animation, audio, video and file production skills and processes. This cluster provides training opportunities in screen-printing, press operations and bindery; graphic layout, advertising design and marketing presentations used in "flat art" or the print publishing world.

### Northeast Campus (Pontiac)

#### 8172 Human Services / Cosmetology

*1 or 2 Years, Prerequisite: None.*

Successful completion of this program allows the student to apply for the state licensing exams. This course includes extensive hands-on instruction using an advanced integrated curriculum in academics, technical and workplace skills. Core skills include: entrepreneurship, salon ecology, safety and electricity, general anatomy and chemistry. Technical skills include hair care and treatments, esthetics, nail technology, hair cutting, and hair coloring. The goal is to allow students career options in cosmetology and related career pathways.

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# Alphabetical Listing of

## BUSINESS DEPARTMENT

5002	Accounting 1
5022	Accounting 2
5032	Accounting 3
5042	Accounting 4
5052	Business & Personal Law 1
5062	Business & Personal Law 2
5082	Business Computer Applications 1
5024	Business Internship (Co-op)
5152	Business Math 1
5162	Business Math 2
5232	Business Ownership
5303	Computer Networks and Repair (AHS)
5172	Fashion Merchandising
5122	Financial Management
5142	Foundations in Business
5192	International Business
5102	Keyboarding
5252	Marketing 2
5214	Marketing Internship (Co-op)
5222	Marketing, Introduction to
5103	Marketing Lab (School Store)
5182	Sports and Entertainment Marketing
5272	Web Page Creation 1
5282	Web Page Creation 2

## ENGLISH DEPARTMENT

0003	9 Basic Skills English
0012	9 English Lit. & Comp. 1
0022	9 English Lit. & Comp. 2
0002	9 Honors English Lit. & Comp. 1
0032	9 Honors English Lit. & Comp. 2
0033	10 Basic Skills English
0062	10 English Lit. & Comp. 1
0042	10 English Lit. & Comp. 2
0052	10 Honors English Lit. & Comp. 1
0152	10 Honors English Lit. & Comp. 2
0063	11 Basic Skills English
0082	11 College Prep English

0092	11 English - AP 1
0112	11 English - AP 2
0072	11 General English
0113	12 College Prep English
0453	12 English - AP
0102	12 General English
0122	American Classics, Novels, and Short Stories
0232	Classical Mythology/Drama
0182	Creative Writing 1
0192	Creative Writing 2
0492	Debate 1
0502	Debate 2
0212	Film and Literature
0312	Literature of Suspense
0292	Media
0262	Modern Humanities
0352	Personal Communication
0372	Reading Strategies
0382	Science Fiction
0392	Speech 1
0142	Speech 2
0442	Vocabulary Improvement
0342	Writing for Broadcasting
0362	Writing for Broadcasting, Advanced
0272	Writing for Publication: Journalism
0333	Writing for Publication: Newspaper
0343	Writing for Publication: Yearbook

## ESL DEPARTMENT

0522	Beginner ESL 1
0532	Beginner ESL 2
0542	ELL Study Skills 1
0552	ELL Study Skills 2
0562	Intermediate LS 1
0572	Intermediate LS 2
2352	LS American History/Geography 1
2362	LS American History/Geography 2
4002	LS Biology 1
4012	LS Biology 2
2422	LS Economics
2092	LS Government / Civics
8862	LS Health

4313	LS Introductory Physics
2272	LS World History/Geography 1
2282	LS World History/Geography 2

## FINE ARTS DEPARTMENT

0422	Advanced Acting and Theatre Design
6393	Advanced Art - AP
0412	Advanced Theatre Studies
6382	Advertising Art
6023	Campus Band
6272	Ceramics 1
6282	Ceramics 2
6132	Chorus/Choir Accompanist
6422	Computer Graphics 1
6432	Computer Graphics 2
6013	Concert Band
6103	Concert Choir
6073	Concert Orchestra
6232	Drawing 1
6242	Drawing 2
6083	Freshman Orchestra (THS)
6202	Fundamentals of Art
6033	Jazz Band
6362	Lettering and Calligraphy
6133	Madrigal Singers
6312	Metals 1 (THS)
6322	Metals 2 (THS)
6123	Mixed Chorus
6252	Painting 1
6262	Painting 2
6292	Sculpture
6373	Studio Art
6003	Symphony Band
6063	Symphony Orchestra
0402	Theatre, Introduction to
6113	Treble Choir
0162	Youth Theatre

## HEALTH DEPARTMENT

8852	Health 1
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## INDEPENDENT STUDY

5382	Business Independent Study
0592	English Independent Study
0752	Foreign Language Independent Study
3182	Mathematics Independent Study
4242	Science Independent Study
2392	Social Studies Independent Study
6182	Vocal Music Independent Study

## INDUSTRIAL TECH DEPARTMENT

7183	Advanced CAD / 3D Studio Vis
7093	Architectural Drawing
7003	Auto Mechanics 1 (THS)
7193	Auto Mechanics 2 (THS)
7213	Auto Mechanics 3 (THS)
7002	Basic Car Care - Female
7012	Basic Car Care - Male
7173	CAD / Engineering Drawing 2
7224	Construction Trades (AHS)
7043	Electricity / Electronics 1 (AHS)
7053	Electricity / Electronics 2 (AHS)
7023	Engineering Drawing 1
7175	GM Technical Academy - Drafting / Design 1
7185	GM Technical Academy - Drafting / Design 2
7283	Interior Design / CAD
7112	Principles of Photography 1 (AHS)
7132	Principles of Photography 2 (AHS)
7174	Trade & Industry Internship (Co-op)
7133	Woods 1
7143	Woods 2
7153	Woods 3 - Home Applications

# Courses by Department

## LIFE SKILLS DEPARTMENT

7394	Child Care Occupations 1 (AHS)
7404	Child Care Occupations 2 (AHS)
7414	Child Care Occupations 3 (AHS)
7332	Fashion Design 1 (THS)
7342	Fashion Design 2 (THS)
7282	Foods 2 (THS)
7383	Food Service Co-op (AHS)
7384	Food Service - Block 1 (AHS)
7385	Food Service - Block 2 (AHS)
7292	Foods and Culture (THS)
7283	Interior Design / CAD
7242	Parenthood / Child Development 1
7262	Parenthood / Child Development 2
7252	Personal Living
7272	Personal Money Management (THS)
7372	Stitchery (THS)
7174	Trade & Industry Internship (Co-op) / Food Service / Child Care

## MATHEMATICS DEPARTMENT

3093	Advanced Algebra
3183	Advanced Algebra Honors
3043	Algebra 9
3173	Calculus AB - AP
3203	Calculus BC - AP
3112	Computer Explorations (THS)
3142	Computer Science 1
3152	Computer Science 2
3162	Computer Science - AP (THS)
3263	Fundamentals of Algebra 2A
3273	Fundamentals of Algebra 2B
3063	Geometry
3053	Informal Geometry
3233	Precalculus
3253	Precalculus Honors
3213	Statistics - AP

3113 Trigonometry / Discrete Mathematics

3243 Trigonometry / Discrete Mathematics Honors

## MEDIA CENTER

8492	Media Center Services
8502	Media Center Techniques

## PHYSICAL EDUCATION DEPARTMENT

8062	Advanced Swimming
8052	Beginning & Intermediate Swimming
6162	Beginning Contemporary Dance (AHS)
8012	Beginning Tennis
8042	Beginning Tumbling & Gymnastics / Fitness
7982	Fall Team Sports & Fitness (Female)
7972	Fall Team Sports & Fitness (Male)
7932	Intermediate Tennis
8022	Intermediate Tumbling & Gymnastics / Fitness
7952	Introduction to Physical Activity - Level 1 or 2
7962	
7942	Learning to Swim
8072	Lifeguarding (THS)
8002	Spring Team Sports & Fitness (Female)
7992	Spring Team Sports & Fitness (Male)
7922	Weight Training and Aerobics - Fall
7912	Weight Training and Aerobics - Spring
8032	Wrestling / Conditioning

## SCHOOL-TO-WORK

8844	School-to-Work (Senior) Co-op
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## SCIENCE DEPARTMENT

4212	Astronomy
4003	Biology A, Introductory
4022	Biology B1, Introductory
4032	Biology B2, Introductory

4073	Biology - AP
4053	Biology: Anatomy & Physiology
4093	Chemistry 1
4123	Chemistry 2
4243	Chemistry 2 - AP
4222	Environmental Science
4042	Forensic Science
4063	Genetics, Bacteriology, Biotechnology, and Embryology
4102	Organic Chemistry
4223	Physics 1
4233	Physics 2
4253	Physics B - AP
4263	Physics C - AP
4213	Physics, Introductory

## SOCIAL STUDIES

2032	American Criminal Law, History of
2012	American History / Geography 1
2022	American History / Geography 2
2013	American History / Geography - AP
2062	Economics
2073	Economics - AP
2052	Government - AP
2072	Government / Civics
2102	Human Rights and The Law
2112	Mental Health
2082	Philosophy (AHS)
2322	Political Science
2152	Psychology 1
2162	Psychology 2
2163	Psychology - AP
2182	Sociology
2232	World History / Geography 1
2242	World History / Geography 2
2233	World History / Geography- AP

## WORLD LANGUAGE DEPARTMENT

0853	Chinese 1 (THS)
0873	Chinese 2 (THS)

0883	Chinese 3 (THS)
0893	Chinese 4 (THS)
0603	French 1
0613	French 2
0623	French 3
0633	French 4
0643	French - AP
0653	German 1
0663	German 2
0673	German 3
0683	German 4
0823	Japanese 1
0833	Japanese 2
0843	Japanese 3
0863	Japanese 4
0753	Latin 1 (THS)
0763	Latin 2 (THS)
0773	Latin 3 (THS)
0743	Latin 4 (THS)
0693	Spanish 1
0703	Spanish 2
0713	Spanish 3
0723	Spanish 4
0733	Spanish - AP

## OAKLAND SCHOOLS TECHNICAL CAMPUS-SOUTHEAST (Royal Oak)

8101	Session 1 AM
8102	Session 2 PM

## OAKLAND SCHOOLS TECHNICAL CAMPUS-NORTHEAST (Pontiac)

8172	Cosmetology
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# Numerical Listing of Courses

0002	9 HONORS ENG LIT & COMP 1
0003	9 BASIC SKILLS ENGLISH
0012	9 ENGLISH LIT & COMP 1
0022	9 ENGLISH LIT & COMP 2
0032	9 HONORS ENG LIT & COMP 2
0033	10 BASIC SKILLS ENGLISH
0042	10 ENGLISH LIT & COMP 2
0052	10 HONORS ENG LIT & COMP 1
0062	10 ENGLISH LIT & COMP 1
0063	11 BASIC SKILLS ENGLISH
0072	11 GENERAL ENGLISH
0082	11 COLLEGE PREP ENGLISH
0092	11 ENGLISH - AP 1
0102	12 GENERAL ENGLISH
0112	11 ENGLISH - AP 2
0113	12 COLLEGE PREP ENGLISH
0122	AMERICAN CLASSICS, NOVELS, AND SHORT STORIES
0142	SPEECH 2
0152	10 HONORS ENG LIT & COMP 2
0162	YOUTH THEATRE
0182	CREATIVE WRITING 1
0192	CREATIVE WRITING 2
0212	FILM AND LITERATURE
0232	CLASSICAL MYTHOLOGY / DRAMA
0262	MODERN HUMANITIES
0272	WRITING FOR PUBLICATION: JOURNALISM
0292	MEDIA
0312	LITERATURE OF SUSPENSE
0333	WRITING FOR PUBLICATION: NEWSPAPER
0342	WRITING FOR BROADCASTING
0343	WRITING FOR PUBLICATION: YEARBOOK
0352	PERSONAL COMMUNICATION
0362	WRITING FOR BROADCASTING, ADVANCED
0372	READING STRATEGIES
0382	SCIENCE FICTION
0392	SPEECH 1
0402	THEATRE, INTRODUCTION TO
0412	ADVANCED THEATRE STUDIES
0422	ADVANCED ACTING AND THEATRE DESIGN
0442	VOCABULARY IMPROVEMENT
0453	12 ENGLISH - AP
0492	DEBATE 1
0502	DEBATE 2
0522	BEGINNER ESL 1

0532	BEGINNER ESL 2
0542	ELL STUDY SKILLS 1
0552	ELL STUDY SKILLS 2
0562	INTERMEDIATE LS 1
0572	INTERMEDIATE LS 2
0592	ENGLISH IND STUDY
0603	FRENCH 1
0613	FRENCH 2
0623	FRENCH 3
0633	FRENCH 4
0643	FRENCH - AP
0653	GERMAN 1
0663	GERMAN 2
0673	GERMAN 3
0683	GERMAN 4
0693	SPANISH 1
0703	SPANISH 2
0713	SPANISH 3
0723	SPANISH 4
0733	SPANISH - AP
0743	LATIN 4 (THS)
0752	FOREIGN LANGUAGE INDEPENDENT STUDY
0753	LATIN 1 (THS)
0763	LATIN 2 (THS)
0773	LATIN 3 (THS)
0823	JAPANESE 1
0833	JAPANESE 2
0843	JAPANESE 3
0853	CHINESE 1 (THS)
0863	JAPANESE 4
0873	CHINESE 2 (THS)
0883	CHINESE 3 (THS)
0893	CHINESE 4 (THS)
2012	AMERICAN HISTORY / GEOGRAPHY 1
2013	AMERICAN HISTORY / GEOGRAPHY - AP
2022	AMERICAN HISTORY / GEOGRAPHY 2
2032	AMERICAN CRIMINAL LAW, HISTORY OF
2052	GOVERNMENT - AP
2062	ECONOMICS
2072	GOVERNMENT / CIVICS
2073	ECONOMICS - AP
2082	PHILOSOPHY (AHS)
2092	LS GOVERNMENT / CIVICS
2102	HUMAN RIGHTS AND THE LAW
2112	MENTAL HEALTH

2152	PSYCHOLOGY 1
2162	PSYCHOLOGY 2
2163	PSYCHOLOGY - AP
2182	SOCIOLOGY
2232	WORLD HISTORY / GEOGRAPHY 1
2233	WORLD HISTORY / GEOGRAPHY - AP
2242	WORLD HISTORY / GEOGRAPHY 2
2272	LS WORLD HISTORY / GEOGRAPHY 1
2282	LS WORLD HISTORY / GEOGRAPHY 2
2322	POLITICAL SCIENCE
2352	LS AMERICAN HISTORY / GEOGRAPHY 1
2362	LS AMERICAN HISTORY / GEOGRAPHY 2
2392	SOCIAL STUDIES IND STUDY
2422	LS ECONOMICS
3043	ALGEBRA 9
3053	INFORMAL GEOMETRY
3063	GEOMETRY
3093	ADVANCED ALGEBRA
3112	COMPUTER EXPLORATIONS (THS)
3113	TRIGONOMETRY / DISCRETE MATHEMATICS
3142	COMPUTER SCIENCE 1
3152	COMPUTER SCIENCE 2
3162	COMPUTER SCIENCE - AP (THS)
3173	CALCULUS AB - AP
3182	MATH INDEPENDENT STUDY
3183	ADVANCED ALGEBRA HONORS
3203	CALCULUS BC - AP
3213	STATISTICS - AP
3233	PRECALCULUS
3243	TRIGONOMETRY / DISCRETE MATHEMATICS HONORS
3253	PRECALCULUS HONORS
3263	FUND OF ALGEBRA 2A
3273	FUND OF ALGEBRA 2B
4002	LS BIOLOGY 1
4003	BIOLOGY A, INTRODUCTORY
4012	LS BIOLOGY 2
4022	BIOLOGY B1, INTRODUCTORY
4032	BIOLOGY B2, INTRODUCTORY
4042	FORENSIC SCIENCE
4053	BIOLOGY: ANATOMY & PHYSIOLOGY

4063	GENETICS, BACTERIOLOGY, BIOTECHNOLOGY, AND EMBRYOLOGY
4073	BIOLOGY - AP
4093	CHEMISTRY 1
4102	ORGANIC CHEMISTRY
4123	CHEMISTRY 2
4212	ASTRONOMY
4222	ENVIRONMENTAL SCIENCE
4223	PHYSICS 1
4233	PHYSICS 2
4242	SCIENCE INDEPENDENT STUDY
4243	CHEMISTRY 2 - AP
4253	PHYSICS B - AP
4263	PHYSICS C - AP
4313	LS INTRODUCTORY PHYSICS
5002	ACCOUNTING 1
5022	ACCOUNTING 2
5024	BUSINESS INTERNSHIP (CO-OP)
5032	ACCOUNTING 3
5042	ACCOUNTING 4
5052	BUSINESS & PERS LAW 1
5062	BUSINESS & PERS LAW 2
5082	BUS COMP APPLICATIONS 1
5102	KEYBOARDING
5103	MARKETING LAB (SCHOOL STORE)
5122	FINANCIAL MANAGEMENT
5142	FOUNDATIONS IN BUSINESS
5152	BUSINESS MATH 1
5162	BUSINESS MATH 2
5172	FASHION MERCHANDISING
5182	SPORTS AND ENTERTAINMENT MARKETING
5192	INTERNATIONAL BUSINESS
5214	MARKET INTERNSHIP (CO-OP)
5222	MARKETING, INTRODUCTION TO
5232	BUSINESS OWNERSHIP
5252	MARKETING 2
5272	WEB CREATION 1
5282	WEB CREATION 2
5303	COMPUTER NETWORKS AND REPAIR (AHS)
5382	BUSINESS INDEPENDENT STUDY
6003	SYMPHONY BAND
6013	CONCERT BAND
6023	CAMPUS BAND
6033	JAZZ BAND
6063	SYMPHONY ORCHESTRA
6073	CONCERT ORCHESTRA
6083	FRESHMAN ORCHESTRA (THS)
6103	CONCERT CHOIR

6113	TREBLE CHOIR
6123	MIXED CHORUS
6132	CHORUS/CHOIR ACCOMPANIST
6133	MADRIGAL SINGERS
6162	BEGINNING CONTEMPORARY DANCE (AHS)
6182	VOCAL MUSIC IND STUDY
6202	FUNDAMENTALS OF ART
6232	DRAWING 1
6242	DRAWING 2
6252	PAINTING 1
6262	PAINTING 2
6272	CERAMICS 1
6282	CERAMICS 2
6292	SCULPTURE
6312	METALS 1 (THS)
6322	METALS 2 (THS)
6362	LETTERING AND CALLIGRAPHY
6373	STUDIO ART
6382	ADVERTISING ART
6393	ADVANCED ART - AP
6422	COMPUTER GRAPHICS 1
6432	COMPUTER GRAPHICS 2
7002	BASIC CAR CARE - FEMALE
7003	AUTO MECHANICS 1 (THS)
7012	BASIC CAR CARE - MALE
7023	ENGINEERING DRAWING 1
7043	ELECTRICITY / ELECTRONICS 1 (AHS)
7053	ELECTRICITY / ELECTRONICS 2 (AHS)
7093	ARCHITECTURAL DRAWING
7112	PHOTOGRAPHY 1 (AHS)
7132	PHOTOGRAPHY 2 (AHS)
7133	WOODS 1
7143	WOODS 2
7153	WOODS 3 - HOME APPLICATIONS
7173	CAD / ENGINEERING DRAWING 2
7174	T & I INTERNSHIP (CO-OP)
7175	GM TECHNICAL ACADEMY - DRAFTING / DESIGN 1
7183	ADVANCED CAD / 3D STUDIO VIS
7185	GM TECHNICAL ACADEMY - DRAFTING / DESIGN 2
7193	AUTO MECHANICS 2 (THS)
7213	AUTO MECHANICS 3 (THS)
7224	CONSTRUCTION TRADES (AHS)
7242	PARENTHOOD / CHILD DEVELOPMENT 1
7252	PERSONAL LIVING
7262	PARENTHOOD / CHILD DEVELOPMENT 2

7272	PERSONAL MONEY MANAGEMENT (THS)
7282	FOODS 2 (THS)
7283	INTERIOR DESIGN / CAD
7292	FOODS AND CULTURE (THS)
7372	STITCHERY (THS)
7332	FASHION DESIGN 1 (THS)
7342	FASHION DESIGN 2 (THS)
7383	FOOD SERVICE CO-OP (AHS)
7384	FOOD SERVICE - BLOCK 1 (AHS)
7385	FOOD SERVICE - BLOCK 2 (AHS)
7394	CHILD CARE OCCUPATIONS 1 (AHS)
7404	CHILD CARE OCCUPATIONS 2 (AHS)
7414	CHILD CARE OCCUPATIONS 3 (AHS)
7912	WEIGHT TRAINING AND AEROBICS - SPRING
7922	WEIGHT TRAINING AND AEROBICS - FALL
7932	INTERMEDIATE TENNIS
7942	LEARNING TO SWIM
7952	INTRO TO PHYSICAL ACTIVITY - LEVEL 1
7962	INTRO TO PHYSICAL ACTIVITY - LEVEL 2
7972	FALL TEAM SPORTS & FITNESS (MALE)
7982	FALL TEAM SPORTS & FITNESS (FEMALE)
7992	SPRING TEAM SPORTS & FITNESS (MALE)
8002	SPRING TEAM SPORTS & FITNESS (FEMALE)
8012	BEGINNING TENNIS
8022	INTERMEDIATE TUMBLING & GYMNASTICS / FITNESS
8032	WRESTLING / CONDITIONING
8042	BEGINNING TUMBLING & GYMNASTICS / FITNESS
8052	BEGINNING & INTERMEDIATE SWIMMING
8062	ADVANCED SWIMMING
8072	LIFEGUARDING (THS)
8101	OSTC SE - SESSION 1 AM
8102	OSTC SE - SESSION 2 PM
8172	OSTC NE - COSMETOLOGY
8492	MEDIA CENTER SERVICES
8502	MEDIA CENTER TECHNIQUES
8844	SCHOOL TO WORK
8852	HEALTH 1
8862	LS HEALTH

# LIST OF NCAA APPROVED COURSES

## ENGLISH DEPARTMENT

0003	9 Basic Skills English
0012	9 English Lit. & Comp. 1
0022	9 English Lit. & Comp. 2
0002	9 Honors English Lit. & Comp. 1
0032	9 Honors English Lit. & Comp. 2
0033	10 Basic Skills English
0062	10 English Lit. & Comp. 1
0042	10 English Lit. & Comp. 2
0052	10 Honors English Lit. & Comp. 1
0152	10 Honors English Lit. & Comp. 2
0063	11 Basic Skills English
0072	11 General English
0082	11 College Prep English
0092	11 English - AP 1
0112	11 English - AP 2
0113	12 College Prep English
0453	12 English - AP
0102	12 General English
0122	American Classics, Novels, and Short Stories
0232	Classical Mythology/Drama
0182	Creative Writing 1
0192	Creative Writing 2
0492	Debate 1
0502	Debate 2
0212	Film and Literature
0312	Literature of Suspense
0292	Media
0262	Modern Humanities
0352	Personal Communication
0382	Science Fiction
0392	Speech 1
0142	Speech 2
0342	Writing for Broadcasting
0272	Writing for Publication: Journalism
0333	Writing for Publication: Newspaper
0442	Vocabulary Improvement

## FINE ARTS DEPARTMENT

0402 Theatre, Introduction to

## FOREIGN LANGUAGE DEPARTMENT

0853	Chinese 1 (THS)
0873	Chinese 2 (THS)
0883	Chinese 3 (THS)
0893	Chinese 4 (THS)
0603	French 1
0613	French 2
0623	French 3
0633	French 4
0643	French - AP
0653	German 1
0663	German 2
0673	German 3
0683	German 4
0823	Japanese 1
0833	Japanese 2
0843	Japanese 3
0863	Japanese 4
0753	Latin 1 (THS)
0763	Latin 2 (THS)
0773	Latin 3 (THS)
0743	Latin 4 (THS)
0693	Spanish 1
0703	Spanish 2
0713	Spanish 3
0723	Spanish 4
0733	Spanish - AP

## MATHEMATICS DEPARTMENT

3043	Algebra 9
3093	Advanced Algebra
3183	Advanced Algebra Honors
3173	Calculus AB - AP
3203	Calculus BC - AP
3112	Computer Explorations
3142	Computer Science 1
3152	Computer Science 2
3162	Computer Science - AP
3263	Fundamentals of Algebra 2
3063	Geometry
3053	Informal Geometry
3233	Precalculus
3253	Precalculus Honors
3213	Statistics - AP
3113	Trigonometry / Discrete Mathematics
3243	Trigonometry / Discrete Mathematics Honors

## SCIENCE DEPARTMENT

4212	Astronomy
4073	Biology - AP
4053	Biology: Anatomy & Physiology
4093	Chemistry 1
4123	Chemistry 2
4243	Chemistry 2 - AP
4222	Environmental Science
4063	Genetics, Bacteriology, Biotechnology, and Embryology
4003	Introductory Biology A
4022	Introductory Biology B1
4032	Introductory Biology B2
4102	Organic Chemistry
4223	Physics 1
4233	Physics 2
4253	Physics B - AP

## SOCIAL STUDIES

2032	American Criminal Law, History of
2012	American History / Geography 1
2022	American History / Geography 2
2013	American History / Geography - AP
2062	Economics
2073	Economics - AP
2052	Government - AP
2072	Government / Civics
2102	Human Rights and The Law
2322	Political Science
2152	Psychology 1
2162	Psychology 2
2182	Sociology
2232	World History / Geography 1
2242	World History / Geography 2
2233	World History / Geography - AP

# ANTIDISCRIMINATION GRIEVANCE PROCEDURE

Any student or employee of the District who believes that he or she has been discriminated against, denied a benefit, or excluded from participation in any District educational program or activity on the basis of sex (including sexual harassment), race, color, religion, national origin, age (employees only), height, weight, marital status, or handicap shall file a written grievance with Assistant Superintendent, Human Resources, who is the designated compliance administrator. Grievance forms may be obtained in the Human Resources Department. Individuals are encouraged to discuss their concern informally with the staff member involved before a formal grievance form is filed. The compliance administrator can often help in attempting to resolve the grievance and will, if the individual desires, accompany him or her at all meetings with staff members.

## Formal Grievance Procedure

**Step 1:** If a grievance is not resolved informally, the individual shall submit a written grievance form to the immediate supervisor or administrator within 10 work days of the incident. The procedure will then be as follows:

- (1) Not later than next work day - administrator or supervisor must send copy of grievance to Assistant Superintendent, Human Resources.
- (2) Within 5 work days of grievance filing date - supervisor or administrator meets with grievant.
- (3) Within 3 work days of meeting - supervisor or administrator gives written answer to grievant on grievance form.

## Step 2:

- (4) Within 3 work days of receipt of answer - grievant (if not satisfied) must appeal to the Assistant Superintendent, Human Resources.
- (5) Within 10 work days of receipt of appeal - Assistant Superintendent, Human Resources (or Deputy Superintendent, if appropriate) meets with grievant.
- (6) Within 5 work days of meeting - Assistant Superintendent, Human Resources or Deputy Superintendent gives written answer.

## Step 3:

- (7) Within 3 work days of receipt of answer - grievant (if not satisfied) must appeal to the Superintendent.
- (8) Within 10 work days of receipt of appeal - Superintendent meets with grievant.
- (9) Within 5 work days of meeting - Superintendent gives written answer. This decision is final and binding on all parties.

## Additional Provisions

The Superintendent, Deputy Superintendent, and Assistant Superintendent, Human Resources may designate representatives to act for them in their functions as described above.

A grievance not filed or appealed within the specified time limits will be conclusively deemed abandoned. Failure of any administrator or supervisor to hold a meeting or render a decision allows automatic appeal to the next level. Time limits may be extended only by mutual written agreement.

All records concerning a grievance will be treated confidentially. No record of a grievance will be kept in a staff member's personnel file if the final decision is that there was no reasonable basis for the grievance. No record of a grievance will be kept in the grievant's file.

# **TROY**

## **SCHOOL DISTRICT**

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Curriculum and Staff Development  
Steve Matthews, Ed.D., Director  
4420 Livernois  
Troy, Michigan 48098  
248.823.5221 Voice  
248.823.5051 Fax  
[www.troy.k12.mi.us](http://www.troy.k12.mi.us)