



Academic Catalog

2017-2018

This online version is the official version of the catalog.

CMCSS Academic Catalog 2017-2018

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Clarksville-Montgomery County Academic Catalog

This academic catalog is compiled to assist students and parents in planning high school courses to meet state graduation requirements and to help prepare students for their future careers. Choices made during the high school years have a major impact on a student's future. We hope this information will be helpful in making informed decisions. Since admission requirements of post-secondary schools differ widely, it is important that students and parents are well informed. Beginning in 9th grade, students and parents should start researching requirements for post-secondary schools of interest. Students and parents can then plan high school course selections appropriately.

Planning for High School and Future Careers

All students are required to have an **Educational Plan** designed to include four years of high school and a goal of at least two years of post-secondary training. This plan ensures that students and their parents, along with the school counselors, are planning properly to meet the requirements for earning a Tennessee high school diploma and beyond. The plan should be discussed before a student begins high school and should be updated each year as students register for classes. The plan will include **Core** courses and **Focused Electives** as well as post-high school educational and/or career plans.

All students earning a regular high school diploma are required to complete the ACT. It is given at each high school in the spring of the 11th grade year, and the cost is covered by the state of Tennessee. All other ACT administration dates fall on the ACT National Test Calendar.

ACT's College and Workforce Readiness Benchmarks are minimum scores that indicate college and workforce readiness. Students meeting these minimum scores have a 50 percent chance of earning a B or better and a 75 percent chance of earning a C or better in the corresponding entry-level college course. Research also indicates that students meeting or exceeding the benchmarks are better prepared for success in the workforce. Students can improve their test scores and knowledge base by completing more rigorous coursework and by using the information provided in the student score reports to develop specific skills in areas where there is room for improvement.

Students are encouraged to complete a **strong academic program** that will enable them to meet or exceed the ACT benchmark scores. While all students may not enter post-secondary education immediately following high school, they must be prepared for post-secondary training and lifelong learning.

ACT Readiness Benchmark Scores

Subject Test	ACT (11 th)
English	18
Mathematics	22
Reading	22
Science	23

***Students are required to meet all of the ACT readiness benchmark scores to graduate with an Honors or Highest Honors diploma.** (For more information, see diploma types on page xii.)

****ACT may periodically adjust benchmark scores to reflect changes in college and career readiness requirements.**

TENNESSEE GRADUATION REQUIREMENTS

Students are required to complete a minimum of 22 specified credits.

The state of Tennessee allows four years and a summer for students to complete their high school graduation requirements.

Core Course Requirements

Courses	Credits	Minimum Requirements
English	4	<ul style="list-style-type: none"> •English I •English II •English III •English IV
Math	4	<ul style="list-style-type: none"> •Tennessee students are required to be enrolled in a math course each year of high school. •Algebra I, Geometry, Algebra II •At least one additional math course beyond Algebra II
Science	3	<ul style="list-style-type: none"> •Biology •Chemistry or Physics •One additional lab science credit
Social Studies	3.5	<ul style="list-style-type: none"> •World History and Geography •US History and Geography •Economics (.5 credit) •US Government and Civics (.5 credit) •Personal Finance (.5 credit)
Wellness/PE	1.5	<ul style="list-style-type: none"> •Lifetime Wellness •Physical Education (May substitute 66 hours of documented participation in a CMCSS school-sponsored, after-school physical activity for this requirement.)

Additional Requirements

Courses	Credits	Minimum Requirements
Foreign Language	2	2 years of the same language
Fine Art	1	From Art, Music, or Theater selections
Focused Electives	3	From CMCSS approved list – See Chart (page iv)

Assessments	Requirement
ACT	Completed in the spring of 11 th grade
Citizenship Test	Completed in US Government & Civics or JROTC II

NOTES:

Credited core courses taken prior to 9th grade may count only as **elective** credit. In these cases, students would be required to take additional courses in high school from that subject area.

The **Fine Art and Foreign Language Requirements** may be waived for students who are sure they are not attending a university. These credits will be replaced with 3 **additional** focused elective courses (6 total) to prepare the student for his/her career choice. Parents and students will meet with the counselor to develop and sign this Alternate Graduation Contract **before** those requirements may be waived.

JROTC Course Substitutions (for students not choosing JROTC as their Focused Elective Group)

JROTC (2 years) = Lifetime Wellness (1 credit) and PE (.5 credit)

JROTC (3 years) = US Government and Civics (.5 credit) and Personal Finance (.5 credit)

Each credit requirement may be met only once. Taking a subsequent course that meets the same requirement is considered an “audit” and is not counted for credit or calculated in the GPA.

**CMCSS Focused Elective Groups
2017-2018**

ALL students must complete at least three (3) credits in one of the following Focused Elective Groups. (The FEG choice must be indicated in PowerSchool on the Modify Info page.)	
1. Science/Math	Students may complete 3 science and/or math credits other than those meeting core graduation requirements. High School science and math credits earned while in middle school may count toward this Focused Elective Group.
2. Intervention	Students that take RTI each year can use those classes as a FEG.
3. JROTC	Students may complete 3 credits in JROTC to meet the Focused Elective requirement. If this group is selected, students may NOT also use JROTC as core substitutions for Wellness, PE, Personal Finance, and US Government.
4. Fine Arts	Students may take any combination of 3 Fine Arts credits (music, art, or theater) beyond the 1 credit already required for graduation.
5. AP/Dual Enrollment	Students may take any combination of AP or dual enrollment college courses other than course credits already used for meeting core requirements. *NOTE: Students enrolled at the Middle College at APSU may earn dual enrollment credits that satisfy both core and focused elective credits. Please meet with the Middle College counselor for specific course information.
6. Academic	Students may take 3 additional courses in the areas of English, math, science, social studies, and/or foreign language other than courses already used for meeting core requirements. Remedial level courses are not included.
7. Business/ Computer	Transfer students may take any combination of 3 business and/or computer courses to complete this Focused Elective Group. This group is intended for students who have enrolled in more than one school and have difficulty completing a Career/Technical Program of Study.
8. CTE Focus (Career Technical Program of Study)	Students may choose one of the Programs of Study below to complete their Focused Elective Group requirements. Program of Study courses must be taken in sequence as indicated in the chart below.

Career Cluster	School(s) Offering Program of Study	Program of Study	Students must plan to take these courses sequentially and not skip around in the Program of Study sequence				Career Technical Student Organization
			Year 1	Year 2	Year 3	Year 4	
Advanced Manufacturing	CHS	Machining Technology	Principles of Manufacturing (5922)	Principles of Machining I (5929)	Principles of Machining II (5923)	Manufacturing Practicum (5926)	TSA
			Industry Certification: Machining Level I - Measurement, Materials, and Safety Certification (NIMS)	Industry Certification: Production Certification (CPT) Safety Module	Industry Certification: Production Certification (CPT) Quality Practices and Measurement Module	Industry Certification: Production Certification (CPT) Manufacturing Processes and Production Module and Maintenance Awareness Module	
Agriculture, Food, and Natural Resources	MCHS Academy NWHS	Veterinary & Animal Science	Agriscience (5957)	Small Animal Science (5958)	Large Animal Science (6116)	Veterinary Science (Not offered at MCHS Academy) (5961)	FFA
			Supervised Agricultural Experience (5964)				
	CHS MCHS Academy	Horticulture Science	Agriscience (5957)	Principles of Plant Science and Hydroculture (6119)	Greenhouse Management (5954)	Landscaping and Turf Science (Not offered at MCHS Academy)	FFA
			Supervised Agricultural Experience (5964)				
Architecture & Construction	MCHS NEHS RHS WCHS	Structural Systems	Fundamentals of Construction 6073)	Structural Systems I (6164)	Structural Systems II (6165) (2 Credits)	Career Practicum 6105	SKILLS USA
			Industry Certification: NCCER Core Curriculum	Industry Certification: NCCER Carpentry Level One	Industry Certification: NCCER Carpentry Level Two		
	KHS	Mechanical, Electrical, & Plumbing (MEP)	Fundamentals of Construction (6073)	MEP Systems (6161)	HVAC (6077)	Career Practicum 6105	SKILLS USA
			Industry Certification: NCCER Core Curriculum		Universal R-410A EPA Section 608 Universal		

Arts, Audio/Visual Technology & Communications	RHS Academy	Digital Arts & Design	Digital Arts & Design I (6084)	Digital Arts & Design II (6086)	Digital Arts & Design III (6087)	Career Practicum 6105	SKILLS USA	
	KHS WCHS	Audio/Visual Production	A/V Production I (6049)	A/V Production II (6050)	A/V Production III (6083) (2 Credits)		SKILLS USA	
	KHS	Fashion Design	Visual Art I (3501)	Foundations of Fashion Design (6120)	Fashion Design (6008)	Advanced Fashion Design (6009)	FCCLA	
Business Management & Administration	CHS Academy NWHS RHS	Business Management	Introduction to Business & Marketing (5905)	Business Communications (5888) and/or Accounting I (5910)	Business Management (5889)	Entrepreneurship Practicum (6159) - and/or Virtual Enterprise International (5900)	FBLA	
	CHS MCHS NEHS WCHS	Office Management	Computer Applications (5891)	Business Communications (5888)	Business Management (5889)	Advanced Computer Applications (5904) Industry Certification: Microsoft Office Specialist: (Excel) (PowerPoint) (Word) Microsoft Office Expert Microsoft Officer Master	FBLA	
Education & Training	CHS NWHS WCHS	Teaching as a Profession (K-12)	Fundamentals of Education (6123)	Teaching as a Profession I (6010)	Teaching as a Profession II (6125)	Teaching as a Profession III (6126)	FCCLA	
Finance	RHS	Accounting	Introduction to Business & Marketing (5905)	Accounting I (5910)	Accounting II (5911)	Statistics (3136) or AP Statistics (3129)	FBLA	
	CHS Academy	Banking & Finance	Introduction to Business & Marketing (5905)	Accounting I (5910)	Banking and Finance (5899)	Financial Planning (5890) Industry Certification: National Certified Compliance Officer (NCCO)	FBLA	
Health Science	MCHS NWHS Academy	Nursing Services	Health Science Education (5998)	Anatomy and Physiology (3251 or 5991)	Medical Therapeutics (5999)	Nursing Education (6000) and Clinical Internship (5993)	HOSA	
						Industry Certification: Certified Nursing Assistant (CNA)		
	NWHS Academy	Emergency Services	Health Science Education (5998)	Anatomy and Physiology (3251 or 5991)	Emergency Medical Services (5995)	Emergency Medical Services Practicum (TBD)	HOSA	
						Industry Certification: Emergency Medical Responder (First Responder)		
	NEHS	WCHS	Therapeutic Services	Health Science Education (5998)	Anatomy and Physiology (3251 or 5991)	Dental Science (6134)	Clinical Internship (5993)	HOSA
	WCHS		Therapeutic Services	Health Science Education (5998)	Anatomy and Physiology (3251 or 5991)	Medical Therapeutics (5999)	Career Practicum 6105	HOSA
	KHS		Diagnostic Services	Health Science Education (5998)	Anatomy and Physiology (3251 or 5991)	Diagnostic Medicine (5994)	Cardiovascular Services (6131) And/Or Clinical Internship (5993)	HOSA
							Industry Certification for 6131: Certified EKG Technician	
RHS		Exercise Physiology	Health Science Education (5998)	Anatomy and Physiology (3251 or 5991)	Rehabilitation Careers (5990)	Exercise Science (6170)	HOSA	
						Industry Certification: Certified Personal Trainer		

Hospitality & Tourism	RHS	Culinary Arts	Culinary Arts I (5979)	Culinary Arts II (5980)	Culinary Arts II (5980)	Culinary Arts IV (6167)	FCCLA
Human Services	MCBS RHS	Social Health Services	Introduction to Human Studies (6137)	Lifespan Development (6013)	Family Studies (6136)	Human Services Practicum (6138)	FCCLA
	CHS NEHS NWHS	Cosmetology	Cosmetology I (TBD)	Cosmetology II (TBD)	Cosmetology III (TBD)	Industry Certification: TN Board of Cosmetology & Barbering – TN Cosmetologist 1010	SKILLS USA
Information Technology	RHS	Web Design	Computer Science Foundations (6095)	Web Design Foundations (6100)	Web Site Development (6101)	Web Design Practicum (6171)	SKILLS USA
			Industry Certification: CompTIA IT Fundamentals		Industry Certification: CIW Web Design Specialist		
	NEHS Academy	Computer Information	Computer Science Foundations (6095)	Cybersecurity I TBD Or Coding I (6098)	Cybersecurity II TBD Or Coding II (6099)	Career Practicum (6105) Or AP Computer Science (3635)	TSA
Law, Public Safety, Corrections, & Security	KHS NEHS NWHS WCHS Academy	Law Enforcement Services	Principles of Law, Corrections, and Security (6155)	Criminal Justice I (5987)	Criminal Justice II (5988)	Criminal Justice III: Investigation (5989)	SKILLS USA
Marketing	KHS	Marketing Management	Introduction to Business & Marketing (5905)	Marketing and Management I: Principles (5931)	Marketing and Management II: Advanced Strategies (5932)	Event Planning & Management (6168)	DECCA
	NWHS	Entrepreneurship	Introduction to Business & Marketing (5905)	Marketing and Management I: Principles (5931)	Entrepreneurship (5934)	Business & Entrepreneurship Practicum (6159) or Virtual Enterprise International (5900)	DECCA
STEM	NEHS Academy	Technology	Principles of Engineering and Technology (5924)	Digital Electronics (5925)	Robotics & Automated Systems (6143)	Engineering Practicum (6141)	TSA
	KHS Academy	STEM Education	STEM I: Foundation (6144)	STEM II: Applications (6145)	STEM III: STEM in Context (6146)	STEM IV: STEM Practicum (6147)	TSA
	KHS Academy	Mechatronics	STEM I: Foundation (6144)	STEM II: Applications (6145)	Dual Enrollment Mechatronics (4063)	Dual Enrollment Mechatronics (4063)	TSA
					Industry Certification: Level 1 Siemens Certified Mechatronic Systems Assistant		

Transportation, Distribution, & Logistics	NWHS	Automotive Maintenance & Light Repair	Maintenance and Light Repair I (5879)	Maintenance and Light Repair II (5880)	Maintenance and Light Repair III (5881)	Maintenance and Light Repair IV (5882)	SKILLS USA
						Industry Certification: Automotive Service Excellence Student Certification: Maintenance & Light Repair	
	NWHS	Automotive Collision Repair	Introduction to Collision Repair (6172)	Collision Repair: Non-Structural (6062)	Collision Repair: Painting & Refinishing (6063)	Collision Repair: Damage Analysis, Estimating, & Customer Service (6149)	
					Industry Certification for 6062: I-CAR Refinish Technician ProLevel 1 or I-CAR NonStructural Technician ProLevel 1 or Automotive Service Excellence Student Certification: Nonstructural Analysis/Repair Industry Certification for 6063: Automotive Service Excellence Student Certification: Painting and Refinishing Industry Certification for 6064: Automotive Service Excellence Student Certification: Structural Analysis/Repair		

CMCSS Career Academies

Career Academies have been a part of each CMCSS high school since the 2013-14 school year. After careful study of student interests as well as local, regional, and national job trends, the following Academies were developed:

Clarksville High – Academy of Business and Finance

Kenwood High – STEM Academy (Science, Technology, Engineering, and Mathematics)

Montgomery Central High – Academy of Plant and Animal Systems

Northeast High – Academy of Computer and Game Programming Technology

Northwest High – Academy of Health Science

Rossvie High – Academy of Media Arts and Technology

West Creek High – Academy of Criminal Justice and Homeland Security

In the spring as part of the high school registration process, CMCSS 8th graders will have the opportunity to apply for enrollment in one of the above Academies. If a student is enrolled in an Academy, the student will be able to remain at that school through all 4 years of high school. Students will be able to participate in all activities at that high school to include band, JROTC, athletics, clubs, etc. Students enrolled in an Academy will enjoy the advantage of curriculum integration between the academy focus and their academic courses making this small learning community an excellent educational opportunity. Should students decide to transfer back to the zoned high school, **transfers are only allowed at the end of a semester**. This protects the student from losing semester credits earned at the Academy that may not be available at the zoned school.

When space is available, students may be accepted into an Academy at the beginning of the 10th grade year, but students not entering an Academy until 10th grade may need to meet additional requirements to fulfill the Academy curriculum. Due to the nature of the specific Academy career focus, no new students will be accepted into the academy for 11th and 12th grades.

Please see more information at <http://www.cmcss.net/schools/academies.aspx>

Special Transfer Requests

From the chart on the previous pages, please note that several CTE programs are offered only at specific schools. Students in CMCSS may request to attend another high school if their desired Program of Study (POS) is not offered in the zoned school. The student/parent must complete a ***Special Transfer Request*** form to be considered. Special Transfer Request forms may be obtained in the spring from the counseling office at each high school and at the CMCSS Board of Education, 621 Gracey Avenue, Office of Student Services, (931) 648-5600. These forms must be turned in to the Office of Student Services between March 1 and April 30. Students granted a special transfer will be assigned to the new school for the entire day for the following year and are also responsible for providing their own transportation. In the event a program is full, the students zoned for the school where that program is offered will be given priority. Students/Parents must submit a Special Transfer Request **each** year that the student requests to attend other than his/her zoned school. Students whose Special Transfer Requests are granted are expected to maintain acceptable attendance, discipline, and academic progress. Special transfer requests can be revoked for failing to maintain these expectations. Additionally, students who are granted a special transfer to attend a school other than their zoned school will not be eligible to participate in athletics for a period of twelve (12) months from the date of first enrollment.

Early Post Secondary Opportunities

Early Postsecondary Opportunities (EPSOs) provide students with the opportunity to earn college credit while in high school, develop the confidence and skills necessary for success in postsecondary, make informed postsecondary and career decisions, and decrease the time and cost of completing a certificate of degree. CMCSS opportunities include: Advanced Placement, joint or dual enrollment, capstone industry certifications, and statewide dual credit. Each high school offers a variety of opportunities. Juniors and Seniors who meet the college admissions requirements have the opportunity to begin post-secondary education. Please note that one semester of college is equal to one semester of high school credit. Dual enrollment students at public institutions may qualify for state dual-enrollment grants to help with the cost of tuition. <https://www.tn.gov/collegepays/article/dual-enrollment-grant>

Non-Public School Transfer Credit

Non-public school credits do not automatically transfer directly back to public schools. The state of Tennessee divides all non-public schools into categories. Categories I, II and III are accredited and credits earned there will transfer back to CMCSS. Categories IV and V not accredited, only state approved. Students attending category IV and V schools, which include independent home school, will complete CMCSS benchmark assessments to determine if credit is transferrable. Categories can be found at <https://www.tn.gov/education/article/non-public-school-categories> and are subject to change based on state guidelines. CMCSS accepts up to seven credits per year from the official transcript of the non-public school. Students must take the following courses or have received credit for them from an accredited high school: US History, English IV, Government, Economics, Personal Finance, Senior level math course.

Middle College at Austin Peay State University (APSU)

The Middle College at APSU is a unique collaborative program between the Clarksville-Montgomery County School System and APSU that enables junior and senior high school students throughout the district to obtain a quality high school education while concurrently receiving direct and invaluable access to college courses. The CMCSS Middle College at APSU opened in 2008. It is distinctive from other programs for students since they have the option of not only pursuing university credits but career technical credits as well. The Middle College at APSU is the integration of high school, college, and career training all set on a university campus.

Potential Middle College students may be characterized by any of the following: - Seeks intellectual stimulation found in a rigorous curriculum - Desires a more mature learning environment - Demonstrates the maturity to cope with the challenges and relative freedom of a college environment - Holds a sincere conviction in the importance of education, but does not value the co-curricular and extra-curricular activities of the traditional high school. Middle College will offer CMCSS juniors and seniors the opportunity to earn their high school diploma on a university campus.

In order to effectively address student performance/needs and determine which students could most benefit from the program, candidates must complete an Application for Admission. All students who have completed and/or enrolled in the 10th grade or higher at a Clarksville-Montgomery County School System school are eligible to apply for admission. In order to be considered for regular admission, students should have an ACT score of 20 or higher and/ or a GPA of 2.85. Students seeking a conditional admittance should have a GPA of 2.75 and/or an ACT score of 19. Applications are available on the school system website. Students who are accepted and enroll in the Middle College are expected to remain through a minimum of a full semester.

Unlike traditional dual enrollment, the Middle College is an accredited high school and students who attend Middle College have actually transferred from another accredited high school; thus, students who attend are no longer enrolled at their zoned high school and all diplomas will be conferred by the Middle College at Austin Peay State University.

Students and parents interested in obtaining additional information may contact the school at (931) 221-1350 or view the website under “Our Schools” at www.cmcss.net.

Student Information

Classification of Students

Students are promoted at the end of each school year based on the following:

- One year attendance and 5 credits earned – classified as 10th grade
- Two years attendance and 10 credits earned - classified as 11th grade
- Three years attendance and 15 credits earned - classified as 12th grade
- Four years attendance and 22 required credits earned – classified as a graduate

Attendance Requirements

NOTE: The attendance policy applies to all students K-12. Suspensions are counted as unexcused absences.

The Compulsory School Attendance Law in Tennessee (TCA-49-6-3001) requires children (ages 6-17 inclusive) to attend school each day. A student who has been absent five (5) days (this means an aggregate of five days during the school year and not necessarily five consecutive days) without adequate excuse is considered truant and may be summoned to court for as few as 5 absences (TCA-49-6-3007).

The following are “official/adequate excuses” that should be turned in to the attendance secretary in the school office:

- medical note (doctor, dentist, hospital, etc.)
- court note
- funeral notice (newspaper/program from the funeral home)
- military deployment paperwork-for military dependents, TN Law (TCA 49-6-3019) allows the following for out of country deployments:
 - One excused absence when the parent leaves for deployment
 - One excused absence when the parent returns at the end of deployment
 - Up to 10 days excused absences when the parent is home from the deployment for Rest and Recuperation
 - Up to 5 consecutive days of excused absences when the parent deployment is less than 12 months
 - Military paperwork/documentation MUST be provided to the school for these to be excused.
- Student absences for sickness not requiring a doctor's visit will be excused up to five (5) days per school year, if a parent note is submitted. To be excused, notes must be provided by the parent or legal guardian, and received by the school within five (5) school days of the absence.

For high school and middle school classes, an absence per class is defined as missing 10 or more minutes of the class period.

Make-up work: Upon the first day of returning to school, it is the student's responsibility to make contact with the teacher(s) regarding make-up work. During the school year, make-up work must be completed within a number of days equal to the number of consecutive days of the absence. A grade of "0" shall be entered into the teachers' grade book for any missing work until the assignments have been completed and turned in.

Grading and Credit Policies

The Clarksville-Montgomery County School System adheres to the State's Uniform grading policy as per State Board of Education (April 15, 2005 per Public Chapter 679).

Tennessee Uniform Grading Scale

<u>Letter</u>	<u>Percent</u>	<u>Points</u>
A	93-100	4
B	85-92	3
C	75-84	2
D	70-74	1
F	69 and below	0

Transfer Grade Conversion

It is the intent of the district to attain the numerical grade from a transfer school or post secondary institution. When the numerical grade is not provided, the following scale will be used to convert the letter grade that is provided:

A+ = 98	B+ = 91	C+ = 83	D+ = 74	F = 65
A = 95	B = 88	C = 80	D = 72	
A- = 93	B- = 85	C- = 76	D- = 70	

*In order to receive credit for a course, a student must receive a minimum grade of 70.

** Transfer percentage grades from out-of-district schools will be converted to the Tennessee Uniform Grading Scale for grade points as listed above.

Credits earned in Credit Recovery, Virtual High School (VHS), or Summer School

Credit Recovery, VHS, or Summer School courses are designed to assist credit deficient students at risk of not graduating in their four years of eligibility in high school. VHS participation is determined by school level administration. Honors and AP courses are **not** available in the above-mentioned remedial programs. Students working toward a Highest Honors diploma should plan accordingly.

Testing Requirements

Final Examinations

Examinations shall be given at the end of each semester and shall be required of all students with one exception: *A student will be exempt from a second semester course examination provided the student has a 93% or higher for each 9 week grading period during the second semester and the course is a full year class. **NO** students will be exempt from state end-of-course exams. All students enrolled in a one-semester course must take a final examination. Exams will be given on scheduled days only. **NO** early exams will be given. Please note that in compliance with the Military Interstate Compact, military families who have current PCS orders that conflict with the exam schedule may request an exception from the principal. Valid military orders must be presented.

End Of Course and TN Ready Examinations

End of course and TN Ready examinations are currently given in English I, English II, English III, Algebra I, Geometry, Algebra II, U.S. History, Biology, and Chemistry. Further, the results of these examinations will be factored into the student's second semester grade at 15% as determined by the State Board of Education in accordance with T.C.A. 49-1-302 (2).

The student is not required to pass any single examination, but instead the student would need to achieve a passing score for the final course average in accordance with the State Board of Education's uniform grading policy.

Weighting AP, Honors, and College Courses

Weighting for Advanced Placement Courses

Five percentage points will be added to nine weeks grades (70 or above) in AP courses which follow the national AP guidelines, extend the state mandated curriculum with rigor, and meet five of the nine state recommended components for honors classes.

Weighting for Honors Courses and National Industry Certification

Three percentage points will be added to nine weeks and semester exam grades (70 or above) in honors courses and national industry certification preparation classes that extend the state-mandated curriculum with rigor and meet five of the nine state recommended components of honors classes.

Weighting for State Dual Credit Courses

Four percentage points will be added to nine weeks grades (70 or above) in State Sponsored Dual Credit courses in which the student takes the State Dual Credit Challenge Exam.

Grade Calculations for High School Courses

Course with NO state TN Ready or end of course exam:

- Count each 9-week grade 40% and the school exam 20%
- When student is exempt from 2nd semester exam, count each 9-week grade 50%. Students are exempt if they earned an A for N3 and an A for N4 in a year long course.

Course with a state TN Ready or end of course exam:

- 1st semester – each 9-week grade 40% and the school exam 20%
- 2nd semester -each 9 week grade 35%, TN Ready or end of course exam 15%, the school exam 15%
- When student is exempt from 2nd semester exam, count each 9 weeks 42.5% and TN Ready or end-of-course exam 15%

All grades earned in high school courses are a permanent part of the high school transcript. Grades are never removed from transcripts.

Athletic Eligibility

High School Eligibility – Tennessee Secondary Schools Athletic Association (TSSAA)

To be eligible to participate in high school athletics during any school year, the student must earn 5 credits the preceding school year. All credits must be earned by the first day of the beginning of the school year. Credits completed after school begins do NOT count toward that year's eligibility. Academic eligibility for a student is based on the number of credits required at the school the student was attending at the conclusion of the previous school year. Students that are ineligible at the beginning of first semester may become eligible on the first day of the second semester if a minimum of 5 credits is earned during first semester. Students not earning the required number of credits for eligibility have the opportunity to make up those credits in Summer School and/or Credit Recovery (both of which may require a fee).

College Eligibility - National Collegiate Athletic Association (NCAA)

In order to practice and participate in intercollegiate athletic competition and/or receive an athletic scholarship the first year of college attendance, all athletes must be cleared through the NCAA. Information is provided at www.eligibilitycenter.org. NCAA, not high school coaches, athletic directors, or counselors, determines a student's eligibility for college sports. Please note:

- NCAA eligibility is based on GPA and credits earned in NCAA approved high school courses as well as ACT/SAT scores.
- The list of NCAA approved courses for each high school may be found on the NCAA website.
- Students must have their ACT or SAT scores sent directly from ACT or SAT to the NCAA. Use code number 9999 when registering for the ACT or SAT.
- New credit earned in an online setting may **NOT** be recognized by NCAA for eligibility. Future college athletes should plan to earn all credits in a regular classroom setting.

Class Ranking

Class rank is based on the student's **cumulative percent average**. In the interest of encouraging and recognizing outstanding academic achievement, ranking is based on the type of diploma earned with highest honors ranked first, honors second, and regular third (see p. xii for diploma type requirements). Class ranking is determined only after the first semester of the student's 12th grade year. This will be the student's official and final class rank. Students entering from home school for their senior year only will not be ranked.

Selection of Valedictorian

The selection of valedictorian shall be according to the following procedure:

1. The valedictorian shall be selected from the Highest Honors program and shall have the highest cumulative percent average. The numerical average shall be calculated at the end of the 1st semester of 12th grade. In case of a tie for valedictorian, co-valedictorians will be honored.
2. To be eligible for valedictorian, a student must be enrolled in CMCSS prior to and continuously following the tenth day of the student's senior year.
3. Foreign exchange students will not be considered.

Diploma Types

Regular – Will be awarded to students who earn the specified 22 units of credit and have satisfactory records of attendance and conduct. This includes students with an individual education plan who have earned their specified 22 units of credit.

Students meeting Regular diploma requirements may be recognized with Honors or Highest Honors by meeting the additional requirements below.

Honors - All requirements for a Regular Diploma must be fulfilled plus an 85% cumulative percent average with no semester grade lower than a 75 and score at or above **ALL** of the subject area readiness benchmarks on the ACT or equivalent score on the SAT. (Please refer to page ii for ACT benchmark scores. SAT score requirements are 1070 total with Evidence-Based Reading and Writing subscore minimum of 480 and Math subscore minimum of 530. Students cannot mix and match college placement scores. They must use one test or the other to meet all benchmarks.)

Highest Honors – All requirements for an Honors Diploma must be fulfilled plus a 90% cumulative percent average with no semester grade lower than a 75 and complete the courses below:

- Four English to include a minimum of honors levels or above in 10th, 11th, and 12th
- One of the math credits must be earned in a course above the Algebra II/Geometry level. (While Bridge Math does include some standards above the level of Algebra II, it does not meet the requirement for a Highest Honors diploma.)
- Three high school science courses to include Biology I and two of the following: Chemistry, Physics, Anatomy Physiology, or any AP Science course.
- Two years of the same foreign language
- Two Advanced Placement classes* (one must be from core - English, math, science, social studies) *A technical licensing course that meets honors criteria may substitute for a non-core AP course.

NOTE: For the purposes of senior ranking and diploma types for Honors or Highest Honors qualified students, ACT benchmark scores must be received by the school prior to the end of Semester 1 for the ranking process and prior to the final day of regularly scheduled classes for the final diploma type. Students should plan accordingly to take the ACT well in advance so the school receives scores in a timely manner.

Special Education Diploma – A special education diploma will be awarded to students with an individual education plan (IEP) who have met the requirements of their IEP but have not completed the specified 22 credits required to earn a regular diploma.

Occupational Diploma – An occupational diploma will be awarded to students with an individual education plan (IEP) who have met the requirements of the SKEMA and completed 2 years or work experience.

Graduating with Distinction

Students earning diplomas will be recognized on the graduation program as graduating with distinction by attaining an 85% cumulative average and completing at least one of the following:

- Earn a nationally recognized industry certification
- Participate in at least one of the Governor's Schools
- Participate in one of the state's All State musical organizations
- Be selected as a National Merit Finalist or Semi-Finalist
- Attain a score of 31 or higher composite score on the ACT
- Attain a score of 3 or higher on at least two Advanced Placement exams (Students who have taken a minimum of 2 AP courses but who have not received final scores yet will be indicated as "pending.")
- Successfully complete the International Baccalaureate Diploma Programme
- Earn 12 or more semester hours of transcribed postsecondary credit

Volunteer Recognition Policy

Students completing 10 hours of volunteer service each semester beginning in 9th grade will be recognized at graduation by receiving a pin for their service.

Tennessee Scholars

All CMCSS high schools offer students the opportunity to participate in the Tennessee Scholars program. The Tennessee Scholars Program provides recognition to outstanding students who meet the challenging academic and community service requirements. Information including requirements, benefits, and applications are available at www.tennesseescholars.org. If you are interested in becoming a Tennessee Scholar, you should plan to begin meeting the requirements beginning with your 9th grade year. Students who qualify and submit their information to their school counselor will be recognized as a Tennessee Scholar in the graduation program and will receive a medallion to wear at graduation.

Graduation Participation

Students must meet **ALL** graduation requirements **before** they may participate in the graduation ceremony. However, participation is not mandatory.

Tennessee Education Lottery Scholarship Program

HOPE

Currently, the HOPE scholarship requires either a minimum 21 composite ACT (980 SAT math and critical reasoning score) or 3.0 final cumulative GPA. Information regarding additional scholarships available through the lottery scholarship program is available at www.tn.gov/collegepays. Please check with the school counseling office or the Tennessee state website for the most current information concerning the available scholarships and requirements.

Tennessee Promise

Tennessee Promise is both a scholarship and mentoring program focused on increasing the number of students that pursue post secondary education in our state. Students must apply online by the deadline during the first semester of their senior year and meet the other TN Promise requirements. Full information including a list of eligible institutions is available at www.TNPromise.gov.

Counseling Office Services

Each high school has professional school counselors who provide the following services:

- Individual and group counseling to help students with educational planning, social development, and school or personal concerns
- Information on colleges, careers, scholarships, and financial aid opportunities
- Administration and interpretation of assessments
- Registration, orientation, and placement of students
- Career and vocational counseling
- Organization and maintenance of all student records
- Assistance to students, parents, teachers, and agencies concerning students and programs
- Provide information about community agencies and programs
- Additional community services may be provided at some schools (ie - Centerstone, Military Family Life Consultants, and Behavior Intervention Specialists)

Part two of the catalog provides the course descriptions for courses available at your school. Some of the courses listed are honors or AP (Advanced Placement) courses. Please refer to the information below for details about how an honors course or an AP course differs from its regular course counterpart.

Honors Courses

Honors courses in English, math, science, and social studies are available in each high school based on student interest. Individual schools determine enrollment in honors courses. Honors course descriptions are listed within the content areas in this document.

The State of Tennessee defines honors courses as follows:

- Enrollment requirements for honors courses are established at each school. Students need to check with their counselor regarding those requirements.
- Honors courses will substantially exceed the content standards, learning expectations, and performance indicators approved by the State Board of Education.
- Independent study, self-directed research, and appropriate use of technology are used to maximize interchange of ideas among students.
- All honors courses must include multiple assessments.
- All honors courses include a minimum of five of the following components:
 - i. Extended reading assignments
 - ii. Research-based writing assignments
 - iii. Projects connected to relevant or real-world situations
 - iv. Open-ended investigations
 - v. Writing assignments that demonstrate a variety of modes, purposes, and styles
 - vi. Use of appropriate technology
 - vii. Deeper exploration of the culture, values, and history of the discipline
 - viii. Problem solving experiences
 - ix. Job shadowing experiences
- Each student with a passing average at the end of the semester will be awarded a three-point increase in the semester average for that honors course.

CMCSS forms INS-A021 and INS-A022 provide further detail about honors courses in our high schools. Any changes in those policies will impact the information published here on the effective date of said change.

Advanced Placement [AP] Courses

The following information is excerpted from the College Board's overview of its AP Program.

AP[®] is a rigorous academic program that provides willing and academically prepared high school students with the opportunity to study and learn at the college level. AP teachers help students develop and apply the skills, abilities, and content knowledge they will need later in college. Each AP course is modeled upon a comparable college course, and college and university faculty play a vital role in ensuring that AP[®] courses align with college-level standards.

AP courses culminate with college-level assessments developed and scored by college and university faculty members as well as experienced AP teachers. AP Exams are an essential part of the AP experience, enabling students to demonstrate their mastery of college-level course work. Strong performance on AP Exams is rewarded by colleges and universities worldwide, granting students credit, placement, or both on the basis of successful AP Exam scores.

<u>AP Exam Score</u>	<u>Description</u>	<u>College Grade Equivalent</u>
5	Extremely well qualified	A
4	Well qualified	A-, B+, B
3	Qualified	B-, C+, C
2	Possibly qualified	---
1	No recommendation	---

The State of Tennessee includes the following in its AP information:

- Enrollment requirements for AP courses are established at each school. Students need to check with their counselor regarding those requirements.
- Each student with a passing average at the end of each nine weeks will be awarded a five-percentage point increase for the quarter for that AP course.

Clarksville-Montgomery County School System explains Advanced Placement [AP] courses with further details in CMCSS forms INS-A021 and INS-A022. Any changes in those policies will impact the information published here on the effective date of said change.

Individual schools determine admission to AP courses. The rubric for selection includes standardized national test scores like PSAT, overall GPA, skills in reading and writing, teacher recommendations, etc. It is recommended that students entering the AP program be highly motivated, committed to the course, and understand the higher level of expectations.

Students enrolling in an AP course will remain in the course the full year and are required to take the national AP exam in the spring. Current AP test fees will apply. **The test fee is due no later than February 20th.** Students that do not pay by that date will not have a test ordered for them. Since the test is a requirement of the class, the AP distinction will be removed from the transcript for second semester.

As an incentive for CMCSS students, those earning a score of 3 or above on a scale of 1 – 5 will be reimbursed the amount they paid for their test. Reimbursements should be received no later than November 1 of the following school year. NOTE: AP Exams are administered in May according to a national schedule established by the College Board. CMCSS reimburses students who earn a score of 3 or higher on any AP exam if they are in the class or if the class is not offered or available. Additional information concerning the national Advanced Placement program may be found at www.collegeboard.org.

High School Course Descriptions

Your individual school's website lists course descriptions for the courses offered at your high school. Course descriptions in the departments of English, Math, Science, Social Studies, JROTC, Foreign Language, and some of the Fine Arts are uniform in all CMCSS schools. While Career-Technical Programs of Study will vary from high school to high school, those course descriptions within each program of study are uniform for each CMCSS school offering that program. Descriptions for all other courses have been provided per each individual high school. For other specific course questions, please contact your school counselor.