Elliott County High School Scheduling Guide



Elliott County High School
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Elliott County High School
Scheduling Guide

This guide is designed to help Elliott County students prepare their schedules for the upcoming school year. If you have any questions regarding scheduling, please contact Anita Lewis at 738-8052 or anita.lewis@elliott.kyschools.us.

HOW IT WORKS: When scheduling, you will complete a scheduling Google Form in your Google Classroom. This will be used to help prepare your schedule. 8th grade students will be given a tour of ECHS in the spring, be introduced to the career pathways that are offered, and then complete their scheduling form. If you have any questions about scheduling, please email your counselor at the email address above to schedule an appointment.
Your elective classes will be based on the career pathway that you selected. Each pathway has a group of classes that are offered each year. Other elective classes will be offered.

SCHEDULING INFORMATION: The following information will assist you in knowing the required courses for each year. The chart below lists basic requirements. However, we offer several upper-level courses and dual credit courses that may be substituted for some of these requirements. The elective courses will be added based on the pathway that you intend to complete.

Freshmen (9th)	Sophomore (10th)	Junior (11th)	Senior (12th)
English I	English II	English III	English IV
Algebra I	Geometry	Int. Math III	Integrated Math IV
Civics	World Civilization	US History	Elective
Integrated Science I	Biology	Earth Space Science	Elective
Health/PE	Elective	Arts/Humanities	Elective
Elective	Elective	*Financial Literacy	Elective
Elective	Elective	Elective	Elective

*Beginning with students entering grade 9 on or after July 1, 2025, successful completion of a one-credit course in financial literacy is required for high school graduation.

PATHWAY INFORMATION: High-quality career and technical education programs are critical in preparing students for further study at the postsecondary level in a technical field or successful entry in the workforce following high school graduation. Therefore, a well-planned sequence of courses within a career cluster has a positive impact on student achievement during high school and student success following high school graduation. Elliott County High School offers the following career and technical pathways:

1. Administrative Support (Business)
2. Family and Consumer Sciences (Home Economics)
3. Health Science (Phlebotomy)
4. Horticulture and Plant Science Systems (Agriculture)
5. Education
6. Army JROTC

After selecting a pathway, students will need to complete all four classes in that pathway in order to be considered a pathway completer. Students who complete a pathway earn a Career Ready cord to wear during graduation.

Once students have two transcripted classes in their pathway, they are eligible to take the EOP (End of Program Assessment) in that pathway. These assessments are administered by the CTE (Career and Technical Education) department. The assessments are standards-driven and focused on occupational, employability, and academic competencies. If students pass the test, they will receive a certificate of passing or an industry certification depending on the pathway, as well as a Career Ready cord for graduation.

PATHWAY DESCRIPTIONS AND COURSES:

ADMINISTRATIVE SUPPORT (BUSINESS) PATHWAY: This pathway is designed to provide students with an advanced-level experience that will propel them into the 21st-century business world as they serve in positions such as college interns, administrative assistants, graduate assistants, and office managers. Instruction includes areas of fundamental business procedures, human resource management, time management software, workstation management, travel planning, financial reporting, payroll, mail procedures, effective communication skills, and ethical decision-making skills.

COURSES

1. **Digital Literacy**- Students will use a computer and application software including word processing, presentations, database, spreadsheets, internet, and email to prepare elementary documents and reports. The impact of computers on

society and ethical issues are presented. The financial literacy component will be addressed in this course.

2. Accounting-This course will provide an introduction to both areas of accounting and finance. Topics include banking, credit, financial literacy, career exploration, spreadsheet usage, and technical writing. The major focus of the course is on the accounting cycle and the communication of financial information to decision-makers. The accounting principles taught in this course are based on a double-entry system and include preparing bank reconciliations, payroll taxes, and financial statements. Detailed career exploration in the various fields of accounting will be available. Leadership development will be provided through FBLA and/or DECA

3. Business and Marketing Essentials-Business and Marketing Essentials is an introductory business and marketing course which enables students to acquire a realistic understanding of business processes and activities. Students examine fundamental economic concepts, the business environment, and primary business activities. They develop an understanding of and skills in such areas as customer relations, economics, emotional intelligence, financial analysis, human resources management, information management, marketing, operations, professional development, and strategic management. Throughout the course, students are presented ethical dilemmas and problem solving situations for which they must apply academic and critical-thinking skills.

4. Business Communications-This course is the study of written, oral, and electronic communication in a business environment. Emphasis is on writing letters, preparing and orally presenting business reports, using the telephone in business, electronic transfer of information, using business information resources, listening and interpreting, and developing business messages.

5. Financial Management-This course introduces students to a wide range of accounting and finance concepts, including financial and managerial accounting as well as short-term financial management and longer-term capital investment. Students prepare and interpret financial statements, forecast sales, develop budgets, and conduct multiple forms of financial analysis. Financial regulations, accounting standards, and internal accounting controls are also emphasized. Throughout the course, students are presented with ethical dilemmas and problem-solving situations for which they must apply academic and problem-solving skills.

6. Introduction to Management-This course expands student understanding of management. It exposes students to several types of management, including customer relationship management, human resources management, knowledge management, information management, project management, quality management, risk management, and strategic management. Business law, communication skills, economics, operations, and professional development are also stressed throughout the course. Current technology will be used to acquire information and to complete activities. Throughout the course, students are presented with ethical dilemmas and problem-solving situations for which they must apply academic and critical-thinking skills

FAMILY AND CONSUMER SCIENCES (HOME ECONOMICS) PATHWAY:

The Consumer and Family Services pathway helps students develop knowledge and skills that span a broad range of Family and Consumer Sciences content areas and are central to career areas involving human services, consumer services, consumer protection, advising, education and training, as well as social and community services.

COURSES

1. FCS Essentials-This comprehensive course provides an opportunity for acquiring basic life skills and guides students to explore and select specific areas for concentrated study. Emphasis is on family, employability skills, adolescent development, introduction of textiles, interiors and design, financial management, parenting, establishing healthy relationships, creating a foundation for healthy lifestyles, and nutrition.

2. Relationships-This course assists students to develop self-understanding, understanding of others, interpersonal skills, awareness of others' needs, and physical, mental, and emotional wellness. Family life education comprises a portion of this course, including dating and married relationships. Preparations for and the achievement of a successful marriage are emphasized.

3. Middle to Late Lifespan Development-This course addresses the practical problems related to understanding the areas and stages of lifespan development, reviews effects of heredity and environment on the life stages, meeting the needs of exceptional individuals, and promoting optimum growth and development in the middle childhood, adolescent, adulthood, and elderly stages. Careers in human development and adult care services are explored.

4. Foods and Nutrition-This course is designed to assist students in making critical decisions about food, which contributes to health and well-being.

Laboratory instruction is included as an application process. Practical problems addressed relate to attitudes toward food, nutrition facts, special health concerns and diets, management of food resources, preparation skills, food safety, sanitation, and careers in nutrition and food service.

PHLEBOTOMY TECHNICIAN PATHWAY: This pathway prepares individuals, under the supervision of health care professionals, to draw blood samples from patients using a variety of intrusive procedures. Includes instruction in basic vascular anatomy and physiology, blood physiology, skin puncture techniques, venipuncture, venous specimen collection and handling, safety and sanitation procedures, and applicable standards and regulations

COURSES

1. Principles of Health Science-Principles of Health Science is an orientation and foundation for occupations and functions in any health care profession. The course includes broad health care core standards that specify the knowledge and skills needed by the vast majority of healthcare workers. The course focuses on exploring health career options, history of health care, ethical and legal responsibilities, leadership development, safety concepts, health care systems and processes, and basic health care industry skills. This introductory course may be a prerequisite for additional courses in the Health Science program.

2. Emergency Procedures-This course will focus on potential emergency situations. It is designed to promote an understanding of standard precautions necessary for personal and professional health maintenance and infection control. Upon successful completion of the course, the student will demonstrate the necessary skills in First Aid and Cardiopulmonary Resuscitation (CPR) and will be given the opportunity to take the completion examination as outlined by the sponsoring agency.

3. Medical Terminology (dual-credit course)-Medical Terminology is designed to develop a working knowledge of language in all health science major areas. Students acquire word-building skills by learning prefixes, suffixes, roots and abbreviations. Students will learn correct pronunciation, spelling, and application rules. By relating terms to body systems, students identify proper use of words in a medical environment. Knowledge of medical terminology enhances the student's ability to successfully secure employment or pursue advanced education in health care.

4. Medical Math-This course is designed to focus, utilize, and build on mathematical skills commonly used in all health occupations. Students will use

applied techniques, problem-solving, and critical thinking to perform mathematical operations such as computations, ratio and proportion, weights and measurements, and conversions. This course is strongly recommended for all Health Science majors. Successful completion of Algebra I is suggested prior to enrolling in this course. This course may meet the requirements for the fourth elective mathematics credit required for graduation with an allied health or health science major.

5. Medical Lab Aide-This course consists of a combination of classroom and hands-on experiences related to the student's education objectives in the area of Medical Laboratory Aide/Phlebotomist. Students may be eligible to take the National Healthcare Association Phlebotomy Tech certification exam upon successfully completing the course. It is best practice for students to participate in a work-based learning experience during this course. Students will be required to follow program and agency requirements for attendance and health screening. These may include but are not limited to drug screens, TB (tuberculin) skin tests, and immunization certificates. Students must complete a minimum of 30 successful unaided venipuncture collections and 10 successful unaided capillary collections in order to take the National Healthcareers Association certification exam.

HORTICULTURE AND PLANT SCIENCE SYSTEMS (AGRICULTURE) PATHWAY:

This pathway focuses on the scientific principles that underlie the breeding, cultivation, and production of agricultural plants, and the production, processing, and distribution of agricultural plant products. Includes instruction in the plant sciences, crop cultivation and production, and agricultural and food products processing.

COURSES

1. Agriscience-Agriscience introduces the scientific agricultural approach to animal science and selection, and plant and land science. Agricultural career opportunities will be emphasized in each class. Laboratory experiences relating to basic and current technology will be part of the program. Content may be enhanced by utilizing appropriate computer applications. Leadership development will be provided through FFA (Future Farmers of America). Each student will be expected to have a supervised agricultural experience program and keep appropriate records.

2. Greenhouse Technology-Greenhouse Technology provides instruction in greenhouse structures and greenhouse environment regulations. Plant growth and development and propagation are included, as well as production and maintenance of bedding and container-produced plants. Fundamental principles

of vegetable production and commercial production of vegetable crops as well as marketing of horticulture products, may be included. Leadership development will be provided through FFA (Future Farmers of America). Each student will be expected to have a supervised agricultural experience program.

3. Crop Technology-Crop Technology instruction concentrates on the production practices and current biotechnological applications of one or more agricultural crops. Hands-on experiences will be emphasized. Instruction will include variety selection, seed bed preparation, fertilization, pest, weed and disease control, harvesting, and marketing crops. Current biotechnological applications may be included. Leadership development will be provided through FFA (Future Farmers of America). Each student will be expected to have an agricultural experience program

4. Introduction to Greenhouse and Crop Production-Introduction to Greenhouse and Crop Production develops basic scientific knowledge and skills pertaining to management of soil and its effects on human and animal food and fiber production, the environment, and meeting basic needs of life. The relationship of soil to plant growth and horticulture will be emphasized. Plant anatomy, reproduction, growth, health, and current biotechnological advances will be included. Leadership development will be provided through FFA (Future Farmers of America). Each student will be expected to have a supervised agricultural experience program.

5. Agriculture Employability Skills-Agriculture Employability Skills provides opportunities to develop skills in: job searching, preparing resumes, writing letters of application, job interviews, attitude, communicating effectively, human relations, and accepting responsibilities. Leadership Development will be provided through FFA (Future Farmers of America). Each student will be expected to have a supervised agricultural experience program.

ARMY JROTC PATHWAY: Army JROTC is a four-year sequence of courses in the Army Junior Reserve Officers' Training Corps (JROTC) high school program. This pathway's design focuses on developing better citizens by building skills in leadership, personal growth and behaviors, citizenship, decision making, health and fitness, first aid, team building, service learning, and geography, all within a student-centered learning environment. It prepares high school students for responsible leadership roles while making them aware of their rights, responsibilities, and privileges as American

citizens. The program promotes college and career readiness and provides instruction and rewarding opportunities that benefit the student, community, and nation.

COURSES

1. JROTC LET 1- This is the first course in a four-course sequence that provides instruction on wear of the military uniform, military customs and courtesies, the National Anthem, the American flag, and the purpose of JROTC.

2. JROTC LET 2- This is the second course in a four-course sequence that focuses on the principles of leadership and marching, also known as Drill and Ceremonies.

3. JROTC LET 3- This is the third course in a four-course sequence that develops study skills, communication skills, and conflict resolution.

4. JROTC LET 4- This is the fourth course in a four-course sequence that will discuss diet, exercise, and drug awareness and introduce cadets to first aid.

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*JAG is a new program that will begin in the 2023-2024 school year.
-The JAG Mission: Empowering our nation's young people with the skills and support to succeed in education, employment, and life.
-JAG is a competency-based curriculum that educates students in areas of career development, job attainment and retention, leadership, financial literacy, and numerous other life skills, all of which enhance a student's employability and likelihood of success upon graduation.
-JAG Values: Always Adapt, Create Opportunities, Act with Integrity, Strive for Outcomes, Cultivate Belonging

DUAL CREDIT PROGRAM

We will be partnering with three universities to provide a well-rounded Dual Credit Program (ACTC, MSU, and KCU). Students will receive college credit if they enroll in and meet the requirements of the dual credit classes. These classes require a tuition fee per class, and students will be required to purchase textbooks for each class. Placement in college classes is based on a student's GPA, SAT, or ACT scores. The Kentucky Higher Education Assistance Authority (KHEAA) has updated its **Dual Credit Scholarship** due to state funding adjustments, reducing covered courses to a maximum

of **one General Education course** per year for juniors and seniors, and **up to two Career and Technical courses** for 9-12th grade students.

Ashland Community and Technical College

ACTC will offer the following general education courses. Others may be available upon request.

COURSE	TITLE	REQUIREMENTS
COM 181	Basic Public Speaking	3.0 GPA or ACT-18 Eng. 20 Rdg.
ENG 101	Composition I	3.0 GPA or ACT-18 Eng.
ENG 102	Composition II	ENG 101
MAT 150	College Algebra	3.2 GPA or ACT-22 Math
PSY 110	General Psychology	3.0 GPA or ACT-20 Rdg.

Morehead State University

If students are interested in taking courses through Morehead State University, they will need to apply to the Eagle Scholars Program. Information regarding the application can be found by clicking the following link: **Eagle Scholar application**

Kentucky Christian University

KCU will offer the following four education courses.
EDF 110 Introduction to Education
EDF 253 Developmental Psychology
EDF 203 Diversity In The Classroom
EDF 210 Sophomore Practicum

If you have any questions about our dual credit program, please contact Anita Lewis, ECHS dual credit coordinator, at 738-8052 or anita.lewis@elliott.kyschools.us. Dual credit courses offered are listed below, and these are subject to change.

ECHS GRADING SCALE

A (exceeds standards).....90-100%
B (meets standards).....80-89%
C (marginally meets standards).....70-79%
D (below standards).....60-69%
F (unsatisfactory performance)..... below 60%

GRADE POINT AVERAGE

Quality points are used to figure the grade point average (GPA) as follows:

A.....4 points
B.....3 points
C.....2 points
D.....1 point
F.....0 points

Only grades for those courses recorded on the student's transcript are eligible for the calculation of the GPA. There are many uses of the GPA including:

- Potential membership in academic clubs such as a National Honor Society and Beta Club
- Senior class valedictorian, salutatorian, honor students
- Kentucky Educational Excellence Scholarship (KEES)
- KHSAA Athletic eligibility
- Placement in honors, accelerated, and dual credit college classes

ACT'S COLLEGE READINESS BENCHMARKS

These scores are used by the administration at ECHS for placement of students in Transitional Math & Reading Courses or Math and Reading Intervention Courses. The state of Kentucky adheres to the CPE benchmarks.

TEST	ACT	CPE
English	**18**	**18**
Reading	**22**	**20**
Mathematics	**22**	**19**
Science	**23**	**23**

KEES SCHOLARSHIP

The KEES Scholarship is administered by the Kentucky Higher Educational Assistance Authority. This scholarship is awarded to students according to their annual cumulative GPA. Students are awarded based on each year that they attend a Kentucky School.

GPA	AMOUNT
4.00	$500
3.90	$475
3.80	$450
3.75	$437
3.70	$425
3.60	$400
3.50	$375
3.40	$350
3.30	$325
3.25	$312
3.20	$300
3.10	$275
3.00	$250
2.90	$225
2.80	$200
2.75	$187

A bonus award is given to students earning KEES money based on their highest ACT/SAT score as follows:

ACT Score	SAT Range	Bonus
28 or above	1300 - 1600	$500
27	1260 - 1290	$464
26	1230 - 1250	$428
25	1200 - 1220	$393
24	1160 - 1190	$357
23	1130 - 1150	$321
22	1100 - 1120	$286
21	1060 - 1090	$250
20	1030 - 1050	$214
19	990 - 1020	$179
18	960 - 980	$143
17	920 - 950	$107
16	880 - 910	$71
15	830 - 870	$36

HIGH SCHOOL GRADUATION REQUIREMENTS

English	**4**
Mathematics	**4**
Science	**3**
Social Studies	**3**
Health	**½**
Physical Education	**½**
Humanities	**1**
Electives	**9**
TOTAL CREDITS	**25**

****Additional graduation requirements:

1. Pass state-mandated civics exam
2. Successfully complete a course or program in financial literacy
3. Receive instruction in essential workplace ethics
4. Demonstrate competency in technology