

Administrative Staff

Eric GreerPrincipal
Anna Kelley Assistant Principal
Mark McAlister Assistant Principal
Mykol Horner Secretary
Tamara Burnell Receptionist
Lourdes LopezRegistrar

Guidance Staff

Rebecca HartSophomore Counselor
Judy Stewart Junior Counselor
Adrienne Blackburn Senior Counselor
Halee Goff Testing Coordinator

Notice

It is the policy of the Artesia Public Schools not to discriminate on the basis of race, sex, religion, national origin, or handicap in any of its educational programs or employment practices. Inquiries regarding compliance with Title VI of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972, or Section 504 of the Rehabilitation Act of 1973 may be directed to Mr. John Ross Null, Assistant Superintendent, at 1106 W. Quay, Artesia, New Mexico 88210.

Records of transferring students are released to receiving schools as a matter of normal practice.

PRE-ENROLLMENT

2016 – 2017

Pre-enrollment materials will be given to each student to take home so that the student may pre-enroll with the help of their parents. The pre-enrollment form must be filled in, **signed by both student and parent**, and returned to the Artesia High School Guidance Office within three days.

The counselors will assist students and parents with pre-enrollment. If the student or parent has any questions about courses offered or any questions on pre-enrolling procedures, the student or parent may call the guidance office, telephone number 746-9816, for assistance or an appointment.

Subject	Class of 2017+
English	8 credits
Math	8 credits
Science	6 credits
History	7 credits
P.E.	2 credits
Health	1 credit
Career Cluster, Workplace Readiness, or language other than English	2 credits
Electives	15 credits
APS Requirement (One additional elective course)	1 credit
Total	50 credits

Within three days, if the completed pre-enrollment form has not been returned to the guidance office or if the student or parent has not called to make an appointment, then the counselors will pre-enroll the student in the courses most beneficial to the student's academic progress towards graduation.

ANY COURSE NOT HAVING ADEQUATE PRE-ENROLLED NUMBERS WILL NOT BE OFFERED.

Pre-enroll wisely—schedule changes will be limited once pre-enrollment is complete. All schedule changes must be submitted on the “Schedule Change Form” and must be approved by an administrator.

Choosing courses wisely during the pre-enrollment time is of the utmost importance for students and teachers. Teacher assignments are based upon course requests from students. All students **MUST be enrolled in seven classes.**

GRADUATION REQUIREMENTS

Class of 2017 +

PARENTS: We need your help in planning a course of study for your child, and we want you to know the requirements for graduation from Artesia High School as set forth by the Public Education Department of New Mexico and the Artesia Board of Education. We urge you to consider your child's selection of courses carefully in order to make sure that your child receives the maximum benefits from the opportunities available.

Successful completion of a minimum of fifty (50) credits aligned to the state academic content and performance standards shall be required to earn a New Mexico diploma of excellence. Students will be enrolled in a Seven (7) period school day. One (1) credit will be earned for each course per semester for a total of fourteen (14) possible credits per year. These credits will be as follows:

For graduation, a minimum course of study from 9th through 12th grade must include the following:

1. Eight credits in English, with major emphasis on grammar, nonfiction writing and literature;
2. Eight credits in Mathematics, of which one course shall be the equivalent to or higher than the level of algebra 2, unless the parent submits written, signed permission for the student to complete a lesser mathematics unit;
3. Six credits in science, two of which shall have a laboratory component;
4. Seven credits in Social Science, which shall include United States history and geography, world history and geography, government and economics, and one credit of New Mexico history;
5. Two credits in physical education;
6. Two credits in one of the following: a career cluster course, workplace readiness or a language other than English; and
7. Seventeen elective credits that meet department content and performance standards. Student service learning shall be offered as an elective.

****Two of the above credits must be earned in one of the following: advanced placement course; honors course, a dual credit course or a distance learning course.**

****Note for future classes:** For students in the "Class of 2017" and beyond, a course in health education is required. The PED requirement is 1 or 2 units of health education (may be taken in middle school).

***Due to these requirements, APS will offer health education in the seventh grade in an "on-line" format. Seventh grade students will earn high school credits for health education and the grade will be posted on the student's high school transcript.**

***Also, due to increased graduation requirements, students who are enrolled in Algebra I during their 8th grade year and/or New Mexico History during the**

summer after the 8th grade year, will earn high school credit. The grade(s) will be posted on the student's high school transcript. The New Mexico History course may be taken via Ideal-NM at the parent's cost.

****In addition to successfully completing 50 credits of coursework, a student must meet the cut score on the 10th and/or 11th grade Standards Based Assessment/PARCC in English, Math, and Science or use an "alternate demonstration of competency". To alternately demonstrate competency, a student must pass their "End of Course" exam(s) in the subject in which they did not meet the cut score on the Standards Based Assessment/PARCC.**

****"End of Course Exams" will be given at the end of the month of May during semester exams. The "End of Course Exams" will replace the semester exams for the courses in which they are given. Students will complete the "End of Course Exams" during the year in which they are enrolled in the course.**

Example: Some students enroll in "Biology" during their 9th grade year and will complete the "Biology" end of course exam in May of their 9th grade year. If a student does not enroll in "Biology" until their 10th grade year, then they will wait to complete the end of course exam in "Biology" until their 10th grade year.

****In addition to the "End of Course Exams" in Science, Math, and English, students must pass an "End of Course Exam" for History. U.S. History is usually completed in the student's 9th grade year and will satisfy the requirement.**

**** All students who failed the mathematics portion of the SBA/PARCC/or Mathematics EoC during their junior year, will be required to enroll in a mathematics course their senior year.**

CLASSIFICATION

A student must have earned **8** credits to be classified as a Sophomore.

A student must have earned **22** credits to be classified as a Junior. Second year sophomores will be re-classified to a Junior after the first semester if they earn **22** credits.

A student must have **36** credits to be classified as a Senior. A student who needs more than fourteen credits for graduation will be classified as a Junior for the first semester; then, if the student is passing all the courses that he or she is enrolled in and if the student is working on the extra credit for graduation, the student will be re-classified as a Senior for the second semester. At the end of the first semester, if a student is unable to complete enough credits to graduate by the end of the second semester, then the student will continue to be classified as a Junior for the remainder of the school year.

In order to graduate with **HONORS** status, a senior must be on track to meet all graduation requirements with a solid GPA (Math, Science, English and History) of 3.5 or higher by the end of their 7th semester.

In order to graduate with **HIGHEST HONOR** status, a senior must be on track to graduate, have a solid GPA (Math, Science, English and History) of 4.0 or higher, and have completed (14) credits of Honors or AP classes by the end of the 7th semester.

CREDIT RECOVERY

When a freshmen, sophomore or junior fails a core curricular course, the student has two options to recover the credit. The first option is to attend summer school at a cost of \$100.00 per class (*this option is preferred by the administration*). The second option is to include the failed course within the seven period day the following school year. If the student chooses the second option, they must realize they will be giving up one of their elective courses.

When a senior fails a core curricular course in the Fall Semester of their senior year they have one option. The student must attend alternative school to earn the credit and will not be charged the \$100.00 fee. However, Seniors will be responsible for paying for all other make-up credits from previous semesters.

Seniors who will graduate late, i.e. in the summer or the next Fall semester, will be charged for all summer school courses and all alternative school courses that are taken outside the seven period day.

ZERO HOUR

The courses available for the zero hour are; N.M. History, World History and Government. U.S. History should have been taken in the ninth grade. For a student to be eligible for the zero hour, they must be enrolled in a foreign language, weights or band 1st period, athletics 7th period and another major program course from the following list: Choir, FFA, Engineering or Automotive if pursuing these courses for three years. Zero hour is not for credit recovery and is strictly reserved for students involved in the multiple programs above with a maximum of 28 available seats. *(Available for Sophomores, Juniors and Seniors only)*

Example(s)

- | | | |
|---------------------|---------------------|------------------------------|
| 0. History | 0. Histoy | 0. History |
| 1. Band | 1. Weights | 1. Weights |
| 2. English | 2. FFA | 2. Engineering or Auto Mech. |
| 3. Math | 3. English | 3. English |
| 4. Science | 4. Math | 4. Math |
| 5. Choir | 5. Science | 5. Science |
| 6. Foreign Language | 6. Foreign Language | 6. Foreign Language |
| 7. Athletics | 7. Athletics | 7. Athletics |

NCAA Eligibility Center Requirements

These rules establish criteria for eligibility of freshman students to receive athletic grants-in-aid from Division I and Division II colleges and universities. Students must be a high school graduate.

1. Division I (2016): 16 Core Courses, in which 10 core courses completed before the start of the seventh semester. Seven of the 10 core courses must be in English, math or natural/physical science.
Required test scores - (ACT sum score or SAT combined score of Verbal and Math) with a minimum of 900 SAT and a sum score of 75 ACT with a 2.3 GPA
2. Division II: 16 Core Courses, which include 3 years of English, 2 years of mathematics (Algebra I or higher), 2 years of natural/physical science, 2 years of social science, and 4 years of additional courses from any area above or foreign language or religion/philosophy. Minimum Core GPA of 2.0.

All student-athletes should consider registering with the NCAA Eligibility Center. For more information, see your guidance counselor or visit the website at: www.eligibilitycenter.org.

GENERAL INFORMATION FOR ALL STUDENTS

Key to Grading System

A — Superior	90-100
B — Above Average	80-89
C — Average	70-79
D — Below Average	60-69
F — Failing	Below 60

Grouped Classes

AP—Advanced Placement
H - Honors
A - Average
ESL - Bilingual
Basic- Special Ed.

Grade point average is computed on work completed during 9th through 12th grades. Activity courses are not counted in the solid grade point average. The solid grade point average is used for the purpose of ranking students and for meeting scholarship requirements. The grade point average is determined on the following numerical basis:

In order to qualify for the Honor Roll, a student must meet the following requirements: ***Based on 9 weeks grades***

Highest Honors: Must have a 4.0 grade point or above with no grade below a “B” in regular or honors classes, and **must be taking at least four solid subjects.**

Honors: Must have a 3.5 grade point average or above with no grade below a “B” in regular or honors classes, and **must be taking at least four solid subjects.**

Weighted Scale	A	B	C	D	F
AP Courses (with AP exam completion)	5.0	4.0	3.0	2.0	0
Honors	4.5	3.5	2.5	1.5	0
Average Courses	4.0	3.0	2.0	1.0	0
Basic Courses	4.0	3.0	2.0	1.0	0

Advanced Placement “AP” curriculum will be offered in English III & IV, Biology, Chemistry, Calculus AB, Government, Statistics and Studio Art. The “AP” classes will follow the rigorous curriculum designed by the College Board. Advanced Placement or Honors students are those students who rank in the upper 10% of their class in ability, performance, and a willingness to work hard both in class and on outside assignments. Extensive outside assignments/reading will be expected to remain in these classes.

Honors courses will be offered in English I & II, Algebra I (8th only), Algebra II, Geometry, Pre-Calculus, Calculus, Gov’t/Economics, Biology I (9th only), Anatomy & Physiology, and Chemistry I. These classes will cover the same material as the regular courses; however, the honor classes will be an in-depth, accelerated program.

An academic contract signed by the student, parent, teacher, and administration must be completed before the student will be allowed in the honors or AP classes. The AP/Honor classes will be available to any student who meets the enrollment guidelines in the course description for that subject area. A student who is accepted into an accelerated program will remain in that program as long as his/her performance is acceptable. **Changes will be made with teacher/administrator recommendation only.**

FRESHMAN COURSE OFFERINGS

(As a 9th grade student, you must take one each of: English, Mathematics, Science, and New Mexico History)

Required Subjects: (Solids)	Credit
English I & English IH	2
Mathematics (Alg. I, Geom., Geom. H)	2
NM History	1
Science (Earth Science or Biology I H)	2

(Must have completed Algebra I Honors in 8th grade before taking Biology I Honors in 9th grade)

Elective Subjects:	Credit
Spanish I	2
Keyboarding I	2
Family and Consumer Science	2
Woodworking*	2
Advanced Woodworking**	2
Creative Art Comprehensive*	2
Creative Art Sculpture**	2
Introduction to the Science of Agriculture*	2
Drafting-General*** (first engineering course)	2
Yearbook	2
Driver's Education (Classroom Only)	2
Athletics	2
Physical Education	2
Concert/Marching Band	2
Chorus (Treble Choir)	2
Vocal Ensemble (Mixed Choir)	2
Library and Information Literacy Skills	2
Office Aide	2
Mythology	2
Weight Training (must be enrolled in Athletics)	2

* Students must be able to purchase materials and supplies during the school year. Students may not take Woodworking and Art in the same year and can only be taken once while at AJHS.

** Must have consent of instructor.

*** Must meet pre-requisite and be approved by instructor.

COURSE DESCRIPTIONS FOR NINTH GRADE CLASSES

REQUIRED SUBJECTS (Solids)

Solid Courses are English, Math, History and Science

10014 English/Language Arts I

10015 English/Language Arts I (Honors)

Course builds upon the students' prior knowledge of grammar, vocabulary, word usage, and mechanics of writing, and usually include the four aspects of language use: reading, writing, speaking, and listening. Usually, the various genres of literature are introduced and defined, with writing exercises often linked to reading selections. *Honors - The writing component will emphasize appropriate essay structure, the revision process, and peer editing. The literature component will emphasize terminology, elements of fiction, literary genre, and literary analysis.*

2031 Algebra I - Course includes the study of properties and operations of the real number system; evaluating rational algebraic expressions; solving and graphing first degree equations and inequalities; translating word problems into equations; operations with and factoring of polynomials; and solving simple quadratic equations. Review topics: ratio and proportion, operations with sets, simplifying radical expressions, operations with exponents, and solution of simple linear equations. Enhancement topics: field properties and theorems, set theory, solving systems of linear equations and inequalities, and solving and graphing more complex quadratic equations. *Pre-requisite: Students must have completed pre-algebra with a "C" or higher.*

20344 Geometry

20345 Geometry (Honors) - Course emphasizing an abstract, formal approach to the study of geometry, include topics such as properties of plane and solid figures; deductive methods of reasoning and use of logic; geometry as an axiomatic system including the study of postulates, theorems, and formal proofs; rules of congruence, similarity, parallelism, and perpendicularity; and rules of angle measurement in triangles, including trigonometry, coordinate geometry, and transformational geometry. Review topics: basic measurement, perimeter, area, and volume, and inductive methods of reasoning. Enhancement topics: topology, locus, and non-Euclidean geometries. *Required: minimum "C" average in Algebra I or Algebra I Honors and teacher recommendation.*

2717 New Mexico History – Graduation Requirement – This survey course supports students to become more knowledgeable and aware of the historical, cultural, economic, and political history of New Mexico and their geographical connections. Students will analyze the role that New Mexico plays in national and international arenas. The 9-12 Social Studies Content Standards, Benchmarks, and Performance Standards should be included as appropriate to the course. *This course is one semester. Drivers' Education will be taken the other semester.*

1701 Earth science - Course offers insight into the environment on earth and the earth's environment in space. While teaching the concepts and principles essential to an understanding of the dynamics and history of the earth, the following topics may be explored: oceanography, geology, astronomy, meteorology, and geography.

1711 Biology-First Year (Honors)- Course is designed to provide information regarding the fundamental concepts of life and life processes. Topics covered include (but are not restricted to) cell structure and function, general plant and animal physiology, genetics, and taxonomy. *A prerequisite for this course is successfully completing Algebra I Honors. This class is for students whose past grades and test scores are substantially above average and who plan to enroll in three more units of high school science.*

ELECTIVE SUBJECTS

(As a 9th grade student, you must choose three electives)

1252 Spanish I - Course introduces students to the basic skills - listening, speaking, reading, and writing - and to the basic structures of Spanish taught within the cultural context. Emphasis will be placed on oral and written communication skills. Students are made aware of the importance of Spanish in their world.

0204 Keyboarding - This middle-school level course provides an introduction to the keyboard (letter, numbers, and symbols), basic machine operation, and proper keyboarding technique. As students progress through the course and into advanced courses, they improve their speed and accuracy. Initial courses typically focus on producing business letters and reports that incorporate column typing. Advanced courses continue to emphasize developing speed and accuracy in producing a variety of increasingly complex business documents. Such courses develop proficiency, production skills, and problem solving skills. Keyboarding skills may be developed on typewriters or computers.

0502 Family and Consumer Sciences - General** - Courses offered in high school are inclusive of the knowledge and skills useful for the efficient and productive management of the home and family. These courses typically include foods and nutrition; clothing; child development and care; housing design, decoration, and maintenance; consumer decisions; and interpersonal relationships. They may include an introduction to the careers available in the family and consumer sciences field. *Students can expect to purchase their sewing projects during the 2nd semester.*

0417 Woodworking**

0417 Woodworking (Advanced)**

Courses introduce students to the various kinds of woods used in industry, and offer experience in using selected woodworking tools. Student's design and construct one or more projects, and may prepare a bill of materials. Correct and safe use of tools and equipment is emphasized. As students advance within Woodworking classes, they focus on learning the nomenclature of power tools, developing skills to safely use these tools in the workshop, and becoming familiar with various kinds of wood finishing materials. Advanced students typically design a project; prepare bills of

materials, construct, and finish proposed projects. *Students will be expected to pay \$15.00 for supplies in addition to the cost of their materials used in constructing their projects. Advanced - A student must have previously maintained an "A" in woodworking and have been recommended for Advanced Woodworking by the previous instructor. The advanced course improves shop skills already introduced in Woodworking. A student may be placed in the Advanced Woodworking class or may be assigned to be a "shop foreman" in a regular class.*

1161 Creative Art-Comprehensive** - Course provides students with the knowledge and opportunity to explore an art form and to create individual works of art. Career opportunities in the art world may also be discussed and explored. Initial courses cover the language, materials, and processes of a particular art form and the design elements and principles supporting a work of art. As students advance and become more adept, the instruction regarding the creative process becomes more refined, and students are encouraged to develop their own artistic styles. Although the focus of creative art courses is creation, the study of major artists, art movements, and styles may also be included. *There is a supplies charge of approximately \$15.00 per year.*

1163 Creative Art-Sculpture** - Course covers the same topics as Creative Art-Comprehensive courses, but focus on creating three dimensional works. Students typically work with several media (such as clay, ceramics, wood, metals, textiles, and so on) but some courses may focus on only one. *A \$20.00/year art fee required.*

0133 Introduction to the Science of Agriculture** - The local, national, and global definitions, history, and scope of agriculture in society is covered in this course. It also covers plant and animal sciences, production and processing; agricultural mechanics, including tool and machine operation; business and natural resource management; management of food and fiber systems; soil characteristics, formation and properties; and development of leadership and communication skills. *Meets 1st period each day at Artesia High School. Students will get off their buses at the high school or parents may drop them off at the high school Ag building before school. There is a bus to transport students back to the junior high after class and this is the only school approved method of getting back to the junior high. A class fee of \$20.00 is required to cover FFA dues.*

0818 Drivers' Education-Classroom and Laboratory - Courses provide students with the knowledge and experience to become safe drivers on America's roadways. Legal obligations and responsibility, rules of the road and traffic procedures, safe driving strategies and practices, and the physical and mental factors affecting the driver's capability (including alcohol and other drugs) are all included as topics of this course. Experience in driving a vehicle is an essential component of this course; students usually receive their learner's permit and/or driver's license during or as a result of this course. *In order to enroll, NM state law requires a student to be 15 years old by the end of the course. This is a one semester course. New Mexico History will be taken the other semester.*

0899 STEM: This course is designed to further develop the science, technology, engineering and mathematic skills of students who have a proven interest in these areas. Various areas of S.T.E.M. will be utilized, including participation in scientific competitions such as Science Olympiad. (*Prerequisite: Students must have completed both Science and Math classes the previous year with no less than a "B" average.*) FEES: \$20.00

0899 Current Events: This course is designed to provide students with knowledge of current global events, geographic locations, political and economic issues, and possible historical causes and/or solutions facing the world.

1010 Literature/Mythology – An interactive class that examines the history and mythology of the Greek gods, along with myths from other cultures. Students will read and interpret stories from mythology, create their own short stories, develop projects around a central theme of mythology, relate the history of mythology to their personal lives and discuss the sociology of mythology in present society.

ATHLETICS: Athletics for both boys and girls will be scheduled for seventh period and after school.

9th grade girls can compete in volleyball, H.S. cross country, H.S. soccer, basketball, H.S. swimming, track, H.S. golf, H.S. tennis, and H.S. softball.

9th grade boys can compete in football, H.S. cross country, H.S. soccer, basketball, H.S. swimming, track, H.S. baseball, H.S. golf, and H.S. tennis.

A student who signs up for Athletics must participate and complete a minimum of two sports. If a student is interested in only a Spring sport, they still must be enrolled in Athletics all year and successfully complete another sport. A student quitting a sport could be immediately removed from Athletics, placed in a P.E. class, and denied the privilege of further participation in the junior high athletic program. Students must have parental permission and a physical examination. All cheerleaders will participate in a spring sport.

3016 Weightlifting/Weight Training - Course that provides instruction and development of skills with free-weights and weight machines. *First period weight training is for athletes only. It is designed to enhance not only strength and flexibility, but also to help prevent injuries related to playing sports.*

The boys weight lifting class meets first period each day at the weight training facility located at Bulldog Bowl. Students will get off their buses at the high school or parents may drop them off at the bowl before school. There is a bus to transport students back to the junior high after class and this is the only school approved method of getting back to the junior high.

The girls weight lifting class will meet first period each day at the Bulldog Pit. This class will be scheduled only if there are enough students enrolled during the Spring

enrollment period. If you sign-up, be sure there are alternative courses listed, in case the class does not meet required enrollment numbers.

2305 Physical Education - Course that provides instruction and development of skills in human movement, physical activities, and physical fitness. This course must include all of the physical education content standards with 12th grade benchmarks and may be taken to meet the high school graduation requirement.

1121 Concert/Marching Band - Course is designed to develop skill and technique for playing brass, woodwind, and percussion instruments, and cover band literature styles for both concert and marching performances. *The Junior High Concert/Marching Band is a performing group. Performances for concert/marching band include some 8th and 9th grade football games, pep assemblies, the Homecoming parade, one Varsity halftime show, Cakewalk, the Winter concert, the Sweetheart concert, the Pre-contest concert, District concert and Sight-reading contest, the Spring concert, and high school graduation. All students are required to participate in solo and ensemble contest. Concert/Marching band students have the additional option of trying out for a position in the All-District Honor Band. Auditions and eligibility are required for placement in the Honor band. Students in the Ninth grade must audition and then be selected to participate in the High School Band.*

1130 Chorus - Course provides the opportunity to sing a variety of choral literature styles for men and/or women's voices, and is designed to develop vocal techniques and the ability to sing parts. *Most of the members are girls from the 8th grade class. (Treble Choir)*

1131 Vocal Ensemble - Course is intended to develop vocal techniques and the ability to sing parts in small ensemble or madrigal groups. The course goals may include the development of solo singing ability; one or several ensemble literature styles may be emphasized. *All students will be required to perform at concerts and public performances, and there will be extra rehearsal times called throughout the year. (Mixed Choir)*

1903 Yearbook - Course is responsible for creating, designing, marketing, producing and selling the school yearbook. Techniques in modular layout design, interviewing, writing copy and headlines, editing, advertising sales and design marketing, and business procedures are stressed. All students will be expected to complete assignments on the computer. Meeting regular deadlines and peer cooperation are emphasized in producing the yearbook. *Students must secure the recommendation from two teachers concerning grades, dependability, attitude, and writing ability. Students must then be approved by a Principal and/or the Yearbook Sponsor. Enrollment will be limited to 25 students.*

1030 Library and Information Literacy Skills - An introduction to information skills: analyzing, evaluating, using and producing information resources. Information resources include all forms of recorded communication: fiction and non-fiction, print, non-print, and electronic media. This introduction will include training

in the effective use of library and related resources. *Students must be approved by a Principal and/or Librarian.*

0822 Office Aide - Course provides students with the opportunity to work in campus offices, developing skills related to clerical office work. Duties may include, among others, typing, filing, record keeping, receiving visitors, answering the telephone, and duplicating. Emphasis is placed on appropriate work attitude, human relations, and proper office procedures. *Students must be approved by a Principal*

1401 Health Education - Course that provides knowledge and skills practice in a variety of health topics including the six CDC health risk behaviors, and must be aligned with the 9-12 PED Health Education content standards with benchmarks and performance standards. This course will meet the graduation requirement for Health Education.

REQUIRED (SOLID) SOPHOMORE COURSES

Required Courses:	Credit
English II	2
Science	2
Mathematics	2
N.M. History/Legal System (If not taken in 9 th grade)	2

REQUIRED (SOLID) JUNIOR COURSES

Required Courses:	Credit
English III	2
World History/Geography	2
Mathematics	2
Science	2

REQUIRED (SOLID) SENIOR COURSES

Required Courses:	Credit
English IV	2
Government/Economics	2
Mathematics	2

If you have not passed any previous **required course**, you **must** enroll in that course as a Senior. Seniors must enroll in seven classes.

COURSE DESCRIPTIONS FOR ARTESIA HIGH SCHOOL

Advanced Placement

For each AP subject, the College Board asks Development Committees to provide descriptions of typical introductory college courses and to assess equivalent achievement in them. Institutions make use of these course descriptions and assessments so that strong, motivated students can complete meaningful elements and college-level studies while in a participating high school and then proceed to advanced courses, with appropriate credit, at any participating college. In 2005, more than 15,000 schools offered high school students the opportunity to take AP courses, and over 1.2 million students took the challenging AP exams. Many earned college credit and placement while still in high school.

Please Note: Students who enroll in a Honors or Advanced Placement course and later decide to move to a regular course will not be allowed to do so until the end of the first semester. Students will not be permitted to enroll in a Honors or Advanced Placement course of the same curricula for the remainder of their tenure at Artesia High School.

English Courses

1002 English/Language Arts II – Course offers a balanced focus on composition and literature. Students learn about the alternate aims and audiences of written compositions by writing persuasive, critical, and essays and compositions. Students will write narrative essays conveying an expression or event of real or imaginary using detail. Students will read texts about a topic and create an argument that synthesizes at least three sources to support a thesis statement in a research essay. Students will read complex text closely and compose a literary analysis. The study of literature encompasses various genres as students improve their reading rate and comprehension and develop the skills to determine authors' intent and theme and to recognize the techniques employed by the author to achieve the goal. Students will prepare and practice for the PARCC Assessment (Partnership for Reassessment of Readiness for College and Careers). The Common Core Curriculum is used through Pearson Realize and supplemental resources. *Emphasis on World Literature*

1003 English/Language Arts III – This course continues to develop students' writing skills, emphasizing clear, logical writing patterns, word choice and usage, as students write essays and continue to learn the techniques of writing research papers. Students continue to read works of literature, which often form the backbone of the writing assignments. Literary conventions and stylistic devices receive greater emphasis than in previous courses. Preparation for the ACT (American College Testing) is included. Preparation and practice for the PARCC Assessment (Partnership for Reassessment of Readiness for College and Careers) and EOC (End of Course) is included. The Common Core Curriculum is used through Pearson Realize and supplemental resources. *Emphasis on American Literature.*

1004 English/Language Arts IV – This course blends composition and literature into a cohesive whole as students write critical and comparative analysis of selected literature. Typically, multi paragraph essays predominate as the form of student composition, but several research papers and projects will be written in MLA and APA format. An emphasis will be placed on the college application process as well as resumes and the college essay. Preparation for the ACT (American College Testing) and EOC (End of Course) are also covered throughout the year. The Common Core Curriculum is used through Pearson Realize and supplemental resources. *Emphasis on British Literature.*

1002 English II Honors—“The course builds on the skills students have already acquired and requires them to perform increasingly more sophisticated tasks in their reading, writing, and thinking. During this year, students [Will] become familiar with the content of the AP Language and Composition and the AP Literature and Composition courses, and [the] teacher [will] ...make sure that students have the skills needed as prerequisites for these courses. Students learn to do ‘close reading’ ... [And] notice details, diction, aspects of point of view, and the way a writer constructs sentences. By the end of the course, sophomores know how writers’ linguistic choices achieve stylistic effects and meaning.” Students will write timed in-class essays focusing on rhetorical analysis, style analysis,

argument, and poetry and prose analysis. Students will think creatively completing a course project. Students will read numerous novels expanding vocabulary, comprehension and examine elements in a work of literary merit. The Common Core Curriculum is used through Pearson Realize and supplemental resources. [*Course description taken from Laying the Foundation: A Resource & Planning Guide for Pre-AP English Grade 10, The College Board*]

1012 AP English Language and Composition (AP English III)— “AP Language and Composition will provide instruction in English language skills including reading, writing, speaking, vocabulary development, and listening in areas of nonfiction, fiction, writing, and language. Composition will focus on rhetorical analysis by writing in order to understand, explain, and evaluate. Students will read, write, view, and speak expository, analytical, and argumentative pieces. Writing assignments will include paragraphs, timed essays, formal essays, journal entries, and blogs. Students will be required to write rough drafts and final drafts of essays as well as participate in revising and editing work. Written assignments will be accompanied by a rubric. The study of language will include in-depth students of vocabulary, mechanics, syntax, diction, and style as presented in various works of both classic and contemporary pieces in an assortment of genres. Since this is the class taken by Juniors, the course will have an intense focus on American Literature. It will also serve to prepare students for the PARCC Assessment taken in the spring. All aspects of this course comply with the CollegeBoard requirements for Language and Composition.” [*Course description taken from English Language and Composition Course Description, The College Board, 2006*]

A fee for at least five texts, including summer assignments, is required. Students are required to fulfill a summer reading assignment which will be detailed at registration. Completion of this assignment will be assessed on the first day of school; grades for this assignment will count on the first nine weeks. Students enrolled in this course are required to take the AP English Language and Composition Exam in May. Cost for the exam will be approximately \$95, due in April. Reduced exam fees are available, speak to counselors for more information.

1013 AP English Literature and Composition (AP English IV)— “AP Literature and Composition will provide instruction in English language skills including reading, writing, speaking, vocabulary development, and listening in areas of nonfiction, fiction, writing, and language. Composition will focus on rhetorical analysis by writing in order to understand, explain, and evaluate. Students will read, write, view, and speak expository, analytical, and argumentative pieces. Writing assignments will include paragraphs, timed essays, formal essays, journal entries, and blogs. Students will be required to write rough drafts and final drafts of essays as well as participate in revising and editing work. Written assignments will be accompanied by a rubric. The study of language will include in-depth students of vocabulary, mechanics, syntax, diction, and style as presented in various works of both classic and contemporary pieces in an assortment of genres. Since this is the class taken by Juniors, the course will have an intense focus on American Literature. It will also serve to prepare students for the PARCC Assessment taken in the spring. All aspects of this course comply with the CollegeBoard requirements for Language

and Composition." [Course description taken from English Literature and Composition Course Description, The College Board, 2006]

A fee for at least eight texts, including summer assignments, is required. Students are required to fulfill a summer reading assignment which will be detailed at registration. Completion of this assignment will be assessed on the first day of school; grades for this assignment will count on the first nine weeks. Students enrolled in this course are required to take the AP English Literature and Composition Exam in May. Cost for the exam will be approximately \$95 due in April. Reduced exam fees are available; speak to counselors for more information.

1013 English IV Dual Credit—English IV Dual Credit is a course for seniors who plan to go to college. It is a much more in-depth study of literature, analysis and logic. This course is a study of British literature and various modes of writing. The student is given the opportunity to respond personally and critically to readings from the 4 principal literary genres. Emphasis is placed on development of skills and techniques necessary for writing effective expository prose. A research paper is mandatory. *This course will meet the requirements of a college English class through ENMU-R or NMSU-C. Students must be enrolled both semesters and dual credit will be given in the spring semester. Students must meet the required college class enrollment requirements. Class will be offered by an instructor and is not an online class.*

RELATED ENGLISH COURSES

1112 Drama/Stagecraft - Course is intended to promote students' experience and skill development in one or more aspects of theatrical production. Initial courses are usually introductory in nature, while the more advanced courses concentrate on improving technique, expanding the students' exposure to different types of theatrical techniques and traditions, and increasing their chances of participating in public productions. Career opportunities in the theater may be discussed. *Introductory course includes a short play which is performed in the Fall. Advanced Drama requires students to have performance experience, audition, and/or teacher recommendation and will include advance acting techniques, various performance opportunities, and a full-length spring play largely rehearsed outside of class. Commitment to all projects is required. Students may take the initial drama course each year as scheduling may require, but must understand that the curriculum is foundational each year.*

1902 Journalism - Course associated with the production of a school newspaper, yearbook, or literary magazine; therefore, they not only emphasize writing style and technique, but also production values and organization. Beginning journalism courses introduce students to the concepts of newsworthiness and press responsibility; develop students' skills in writing and editing stories, headlines, and captions; and teach students the basics of production design, layout, and printing of a publication. Advanced students learn and practice more refined journalistic techniques, participate to a greater extent in the formation and/or management of the production team, and gain experience in critical evaluation of story content and the

publication as a whole. Photography and photojournalism skills may be included. *Enrollment in this class will be limited, and teacher recommendation is needed.*

1903 Yearbook - Course is responsible for creating, designing, marketing, producing and selling the school yearbook. Techniques in modular layout design, interviewing, writing copy and headlines, editing, advertising sales and design marketing, and business procedures are stressed. All students will be expected to complete assignments on the computer. Meeting regular deadlines and peer cooperation are emphasized in producing the yearbook. *Students must secure the recommendation from two teachers concerning grades, dependability, attitude, and writing ability. Students must then be approved by the Yearbook Sponsor.*

FOREIGN LANGUAGE COURSES

1252 Spanish I - Course introduces students to the basic skills - listening, speaking, reading, and writing - and to the basic structures of Spanish taught within the cultural context. Emphasis will be placed on oral and written communication skills. Students are made aware of the importance of Spanish in their world.

1253 Spanish II - Course continues to develop communicative skills. There is wider use of Spanish not only in classroom management, but also in teaching concepts. Emphasis is on sustained communication, both oral and written. An appreciation of the culture of Spanish speaking countries is enhanced.

1254 Spanish III - Course further refines, reinforces, and develops the skills and cultural awareness previously acquired in the first two levels. A greater emphasis is placed on reading and on communicating orally and in writing. The importance of Spanish in career fields continues to be emphasized. *(Course must have a minimum of 15 students enrolled to be offered.)*

1254 Spanish Dual Credit—This is a sequential program including listening, speaking, reading, writing, exploration of the Spanish culture, and linguistic study. Students will demonstrate knowledge in writing essential messages and in the communication of everyday situations. Students will learn how a language operates and skills that result in the application of the language learning process to the study of other languages. *This course will meet the requirements of a college Spanish class through ENMU-R or NMSU-C. Students must be enrolled both semesters and dual credit will be given in the spring semester. Students must meet the required college class enrollment requirements. Class will be offered by an instructor and is not an online class.*

1236 French I - Course introduces students to the basic skills - listening, speaking, reading, and writing and to the basic structures of French taught within the cultural context. Emphasis will be placed on oral communication skills. A career awareness component is included which emphasizes the importance of French in the world.

1237 French II - Course continues to develop communicative skills. There is greater use of French in the classroom. Emphasis is on sustained communication, both oral and written. An appreciation of the culture of French speaking countries is enhanced.

SCIENCE COURSES

1711 Biology-First Year - Course is designed to provide information regarding the fundamental concepts of life and life processes. Topics covered include (but are not restricted to) cell structure and function, general plant and animal physiology, genetics, and taxonomy.

1712 Biology-Advanced Studies - Usually taken after Biology-First Year courses, Biology-Advanced Studies courses cover biological systems in more detail. Topics that may be explored include cell organization, function, and reproduction; energy transformation; human anatomy and physiology; and organisms' evolution and adaptation. *Prerequisite: Biology I*

1715 AP Biology - Typically taken after a year of high school biology and chemistry and designed to parallel college level introductory biology courses, AP Biology courses stress basic facts and their synthesis into major biological concepts and themes. Three general areas are covered: molecules and cells (including biological chemistry and energy transformation); genetics and evolution; and organisms and populations (i.e., taxonomy, plants, animals, and ecology). AP Biology courses include college level laboratory experiments. This course is intended to prepare students for the Advanced Placement Exam in this subject and should follow the published College Board guidelines.

Students enrolled in this course are required to take the AP Biology Exam in May. Cost for the exam will be approximately \$95, due in April. Reduced exam fees are available, speak to counselors for more information. *Prerequisite: Biology I H, Chemistry I H, and instructor's approval.*

1751 Environmental Science - Course examines the mutual relationships between organisms and their environment. In studying the interrelationships among plants, animals, and humans, the following subjects may be covered: photosynthesis, recycling and regeneration, ecosystems, population and growth studies, pollution, and conservation of natural resources. *Prerequisite: Biology I*

17214 Chemistry - First Year - Course involves the composition, properties, and reactions of substances. The behaviors of solids, liquids, and gases; acid/base and oxidation/reduction reactions; and atomic structure are typical concepts explored in Chemistry-First Year courses. Chemical formulas and equations and nuclear reactions are also studied.

17215 Chemistry –First Year (Honors) - Pre-AP Chemistry is a fast paced, academically rigorous course. It is math based and lab driven. Content includes topics typical of an introductory chemistry course but at a faster rate and in more depth than that found in on-level first year chemistry classes. Daily homework assignments are an integral part of the course and will typically take thirty minutes of out of class time to complete. *Prerequisites: “B” average in Biology I-H and “B” average in Algebra I-H. Concurrent enrollment in Algebra II-H is highly recommended.*

1725 AP Chemistry – AP Chemistry is designed to parallel the first year of college level general chemistry. It requires more time, effort, and mathematical formulation than regular secondary chemistry courses. Daily homework assignments are an integral part of the course and will typically take thirty minutes of out of class time to complete. Furthermore, because students engage in a college level lab experience, additional time outside of class is necessary. Working lunches, as well as returning after school, after practice, OR to Night Library on lab days is required. The curriculum is set by the College Board, and topics include stoichiometry, aqueous reactions, bonding, gases, thermodynamics, kinetics, equilibrium, acids and bases, and electrochemistry. Students enrolled in this course are required to take the AP Chemistry Exam in May. Cost for this exam will be approximately \$95 due in April. Reduced exam fees are available; speak to counselors for more information. *Prerequisites: “B” average in Pre-AP Chemistry and instructor approval.*

1731 Physics-First Year - Course involves the study of the forces and laws of nature affecting matter: equilibrium, motion, momentum, and the relationships between matter and energy. The study of physics includes examination of sound, light, magnetic, and electric phenomenon. *Prerequisite: “C” average in Algebra II Honors or a “B” average in Algebra II. Pre-Calculus is also recommended as a co-requisite.*

1713 Anatomy and Physiology (Honors) – Taken by seniors after courses in Biology and Chemistry, Anatomy and Physiology-Honors presents the human body systems in great detail. In order to understand the structure of the human body and its functions, students learn anatomical terminology, study cells and tissues, and explore functional systems (skeletal, muscular, circulatory, reproductive, etc.). Dissections include preserved sheep brains, eyes, and hearts. The course includes intensive reading assignments and excellent memorization skills. *Prerequisite: Seniors only; “B” average in Biology I or Biology I-H, “B” average in Chemistry I or Chemistry I-H and instructor approval*

0899 SystemsGO / MESA – The first semester is designed to provide important information to the student through modules supported by teacher-user-friendly PowerPoints. The first semester is also designed to ignite the student’s desire to learn through the implementation of inquisitive learning contained within the 15 modules within each of the three six weeks. The student will be informed of information and problem-solving tools found within the four main energy systems: mechanical, fluid, electrical, and thermal. In addition, the student will be introduced to additional life skills such as teamwork, critical thinking, problem-solving, design and development, testing and analysis, documentation, and others. Hands-on projects are

contained within the inquisitive learning curriculum for the first semester to support problem-solving. *The first semester is the prerequisite for the second semester project where all aspects of the first semester will be applied to the project.*

The second semester begins with giving the class/students a design and development project to be completed by the end of the semester. This design/dev project has two success criteria: rocket on the pad by scheduled date and flight performance related to design parameters. This year – get a 1.0-lb, or less, research package to an altitude of 5,280-ft. Students will be part of a team which incorporates all aspects of a rocket launch from development to deployment.

MATHEMATICS COURSES

High School math courses are listed in order of difficulty which students should follow in their graduation plan.

20343 Geometry (Basic)

20344 Geometry

Course emphasizing an abstract, formal approach to the study of geometry, include topics such as properties of plane and solid figures; deductive methods of reasoning and use of logic; geometry as an axiomatic system including the study of postulates, theorems, and formal proofs; rules of congruence, similarity, parallelism, and perpendicularity; and rules of angle measurement in triangles, including trigonometry, coordinate geometry, and transformational geometry. Review topics: basic measurement, perimeter, area, and volume, and inductive methods of reasoning. Enhancement topics: topology, locus, and non-Euclidean geometries.

20413 Algebra II (Basic)

20414 Algebra II

20415 Algebra II (Honors)

Course topics include field properties and theorems; set theory; operations with rational and irrational expressions; factoring of rational expressions; in depth study of linear equations and inequalities; quadratic equations; solving systems of linear and quadratic equations; graphing of constant, linear, and quadratic equations; properties of higher degree equations; and operations with rational and irrational exponents. Review topics: operations involving real numbers, evaluating rational algebraic expressions, solving and graphing first degree equations and inequalities, operations with and factoring of polynomials, and solving simple quadratics. Enhancement topics: the complex number system; polynomial, logarithmic, and exponential functions, relations, and their graphs; conic sections; elementary probability and statistics; matrices and determinants; sequences; and series. *Required: Honors - minimum "A" average in Algebra I or a "B" or higher in Algebra I Honors and instructor recommendation.*

2097 Financial Literacy – Course provides an understanding of the concepts and principles involved in managing one's personal finances. Topics may include saving and investing, credit and debt, insurance, taxes and social security, spending patterns and budget planning, contracts, and consumer protection. An overview of the

American economy may be provided. *Financial Literacy is the math course for seniors who plan to go straight to work after high school.*

2047 Math Analysis

This course is higher than the level of Algebra II. Course includes the study of polynomial, logarithmic, exponential, and rational functions and their graphs; vectors; set theory; Boolean algebra and symbolic logic; mathematical induction; matrix algebra; sequences and series; and limits and continuity. Review topics: right trigonometric and circular functions and their graphs, and other trigonometry topics. Enhancement topics: elementary probability and statistics, derivatives, and integrals.

Math Analysis is the college preparatory math course for seniors who have successfully completed “Algebra II Regular”. This math course may also be taken by juniors who did not meet the requirements for pre-calculus.

2047 Math Analysis Dual Credit -This course is higher than the level of Algebra II. Course includes the study of polynomial, logarithmic, exponential, and rational functions and their graphs; vectors; set theory; Boolean algebra and symbolic logic; mathematical induction; matrix algebra; sequences and series; and limits and continuity. Review topics: right trigonometric and circular functions and their graphs, and other trigonometry topics. Enhancement topics: elementary probability and statistics, derivatives, and integrals. *This class is a dual credit college Math class that is taken through ENMU-R. Students must be enrolled both semesters and dual credit will be given in the spring semester. Students must meet the required college class enrollment requirements. Class will be offered by an instructor and is not an online class.*

2053 Pre Calculus Honors - Course combines the study of Trigonometry, Elementary Functions, Analytic Geometry, and Math Analysis topics as preparation for calculus. Topics include the study of complex numbers; polynomial, logarithmic, exponential, rational, right trigonometric, and circular functions, and their relations, inverses and graphs; trigonometric identities and equations; solutions of right and oblique triangles; vectors; the polar coordinate system; conic sections; Boolean algebra and symbolic logic; mathematical induction; matrix algebra; sequences and series; and limits and continuity. Review topics: structure of the real number system, solutions of linear and quadratic equations and systems of these equations. Enhancement topics: elementary probability and statistics, derivatives, and integrals. *This math course is for juniors who have earned a minimum of a “B” average in Algebra II Honors and who wish to continue in the honors mathematics program. This math course is also for seniors who plan to earn a college degree which requires math intensity. Seniors must have successfully completed Algebra II with a minimum of a “B” average.*

2055 Calculus Honors - Course intended for students who have attained pre calculus objectives, including some combination of Trigonometry, Elementary Functions, Analytic Geometry, and Math Analysis, or Pre Calculus. They include the study of derivatives, anti-derivatives, differentiation, integration, the definite and indefinite integral, and applications of calculus. Review topics: properties of elementary functions and their graphs, vectors and polar coordinates, and concepts of limits and continuity. Enhancement topics: improper integral; multiple

integration; sequences and series, including convergence tests and series expansion theorems; anti-differentiation; and differential equations. *Required: "B" average in Pre-Calculus.*

2058 AP Calculus AB – AP Calculus AB provides students with an intuitive understanding of the concepts of calculus and experience with its methods and applications. These courses introduce calculus and include the following topics: elementary functions; properties of functions and their graphs; limits and continuity; differential calculus (including definition of the derivative, derivative formulas, theorems about derivatives, geometric applications, optimization problems, and rate of change problems); and integral calculus (including anti-derivatives and the definite integral). This course is intended to prepare students for the Advanced Placement Exam in this subject and should follow the published College Board guidelines. Students enrolled in this course are required to take the AP Calculus Exam in May. Cost for the exam will be approximately \$95, due in April. Reduced exam fees are available, speak to counselors for more information.

*Required: Instructor Approval. *Enrollment numbers for this class will dictate whether this class is taught with AHS Staff or through IDEAL NM.*

2060 AP Statistics - This course is higher than the level of Algebra II. AP Statistics introduces students to the major concepts and tools for collecting, analyzing, and drawing conclusions from data. Students are exposed to four broad conceptual themes: exploring data (observing patterns and departures from patterns), planning a study (deciding what and how to measure), anticipating patterns (producing models using probability theory and simulation), and statistical inference (confirming models). This course is intended to prepare students for the Advanced Placement Exam in this subject and should follow the published College Board guidelines. Students enrolled in this course are required to take the AP Statistics Exam in May. Cost for the exam will be approximately \$95, due in April. Reduced exam fees are available, speak to counselors for more information. *Required: Instructor Approval*

SOCIAL SCIENCE COURSES

2706 World History and Geography - Course covers the major eras and important turning points in world history from the Age of Enlightenment to the present. Included within this course is world geography to support geographical concepts as they relate to the understanding of the changes throughout the world. In addition 9-12 Social Studies Benchmarks and Performance Standards (History, Civics and Government, Economics and Geography) should be included as appropriate to the course. *Required for all Juniors.*

27304 U.S. Government-Comprehensive

27305 U.S. Government-Comprehensive (Honors)

Course provides an understanding of the ideals, rights, and responsibilities of citizenship and understand the content and history of the founding documents of the United States including the New Mexico and United States Constitutions and how governments function at the local, state, tribal, and national levels. In addition, 9-12

Social Studies Benchmarks and Performance Standards (History, Civics, and Government, Economics and Geography) should be included as appropriate to the course. *Required for all Seniors.*

2736 AP U.S. Government and Politics - Course prepares students for the AP exam in U.S. Government and Politics. These courses provide students with an analytical perspective on government and politics in the United States, involving both the study of general concepts used to interpret U.S. politics and the analysis of specific case studies. The course generally covers the following topics: constitutional underpinnings of U.S. government, political beliefs and behaviors, political parties and interest groups, the institutions and policy process of national government, and civil rights and liberties. This course is intended to prepare students for the required Advanced Placement Exam in this subject and should follow the published College Board guidelines. Students enrolled in this course are required to take the AP US Government Exam in May. Cost for the exam will be approximately \$95, due in April. Reduced exam fees are available, speak to counselors for more information. *Required: Instructor Approval.*

2730 US Government Dual Credit— This dual credit course fulfills the state graduation requirements for government and economics. The course is designed for students planning to go to college, who can manage the demands of an advanced government class. Focus of the course is on the principles and belief upon which the US was founded, along with the functions, structure, and powers of local, state, and federal government bodies. The course includes the philosophical and historical aspects of democratic government, as well as the influence of geographical regions. Students learn how government and citizenship are related, and how government is affected by science, technology, and culture. *This class is a dual credit college Social Studies class that is taken through ENMU-R or NMSU-C. Students must be enrolled both semesters and dual credit will be given in the spring semester. Students must meet the required college class enrollment requirements. Class will be offered by an instructor and is not an online class.*

2717 New Mexico History – This survey course supports students to become more knowledgeable and aware of the historical, cultural, economic, and political history of New Mexico and their geographical connections. Students will analyze the role that New Mexico plays in national and international arenas. The 9-12 Social Studies Content Standards, Benchmarks, and Performance Standards should be included as appropriate to the course. *This course is one semester. Legal System will be taken the other semester.*

2764 Legal System - Course examines the workings of the U.S. criminal and civil justice systems, including an understanding of civil and criminal law and the legal process, of the structure and procedures of courts, and the role of various legal or judicial agencies. Although emphasis is placed on the legal process, the history and foundation of U.S. law (Constitution, statutes, and precedents) may also be included. Content may also include contemporary problems in the criminal justice system. *This course is one semester. New Mexico History will be taken the other semester.*

BUSINESS EDUCATION CLASSES

(*Business courses that may be taken for Dual Credit)

0204 Keyboarding - This middle-school level course provides an introduction to the keyboard (letter, numbers, and symbols), basic machine operation, and proper keyboarding technique. As students progress through the course and into advanced courses, they improve their speed and accuracy. Initial courses typically focus on producing business letters and reports that incorporate column typing. Advanced courses continue to emphasize developing speed and accuracy in producing a variety of increasingly complex business documents. Such courses develop proficiency, production skills, and problem solving skills. Keyboarding skills may be developed on typewriters or computers. *\$10.00 paper fee required.*

***0205 Word Processing** - Courses introduce automated document production using one or more software packages. These courses may introduce keyboarding techniques or may require prior experience; in either case, speed and accuracy are emphasized. A parallel focus is placed on the use of software commands and functions to create, edit, format, and manipulate documents, capitalizing on the power offered by word processing software programs. File and disk management and other computer related skills may also be covered in Word Processing courses. *Prerequisite: Keyboarding. (BOT 102 Keyboarding: Document Formatting) Dual Credit 2nd Semester*

***0207 Accounting** - Courses introduce and then expand upon the fundamental accounting procedures used in small businesses. Typically, the first year covers the full accounting cycle, and incorporates topics such as payroll, taxes, debts, depreciation, ledger and journal techniques, and periodic adjustments. Students may learn how to apply standard auditing principles to the projects they work on and may prepare budgets and final reports. Calculators, electronic spreadsheets, or other automated tools may be used. In advanced courses, elementary principles of partnership and corporate accounting are introduced and explored, as are the managerial uses of control systems and the accounting process. *\$10.00 paper fee required. (OECS 200 Accounting on Microcomputers) Dual Credit 2nd Semester*

***0202 Office Technology** - Courses provide numerous opportunities to explore and understand the responsibilities and duties common to most office personnel. These comprehensive courses cover such topics as communication skills, reception and transmission of information via electronic media, filing and electronic record keeping, management, mail handling, scheduling meetings and conferences, creating itineraries, dictation and machine transcription, and varied computer applications to include word processing, spreadsheets, data bases, presentation software, and internet. *\$10 paper fee required. (BOT 203 Office Equipment and Procedures I) Dual Credit 1st Semester*

0318 Network Technology - This course provides students with the technical skills and industry know-how required to begin an exciting career installing, configuring, and troubleshooting computer networks. Students will be able to prepare for CompTIA's Network+ N10-005 certification exam, focusing on the fundamentals of

protocols, topologies, hardware, and network design. They will explore TCP/IP, Ethernet, wireless transmissions, security concepts, and virtual networks with practical case studies, real-world problem solving, and hands-on projects.

***0303 Business Computer Applications** - Designed for students with an interest in business/office occupations, Business Computer Applications courses provide experience in the proper use of previously written software packages. Generally, a wide range of applications is explored, including (but not limited to) word processing, spreadsheet, graphics, and database programs. More advanced topics (such as electronic mail, desktop publishing, and telecommunications) may also be included. Exercises and problems are specifically business related. *\$10.00 paper fee required. Prerequisite: Keyboarding/Word Processing. (OECS 211 and OECS 215) Dual Credit 1st & 2nd Semester*

VOCATIONAL COURSES

0137 Agricultural Leadership/Communication - Course is designed to strengthen students' personal and group leadership skills. Topics such as public speaking, effective communication, human relations, parliamentary law, and group dynamics are covered. Also covered is the development of Programs of Activity, and Service Learning projects, including student development, chapter development, and community development. *A class fee of \$20.00 is required to cover FFA membership dues, FFA New Horizons magazine subscription, and a small portion of organizational expenses. (Ag II)*

0142 Science- Agriculture Animals/Agronomy - The focus of this course is on the science of plants (botany). Specific topics include photosynthesis and respiration, analysis of the difference of plant and animal cell structure, genetics, taxonomy and classification. Also included are topics covering entomology, soil chemistry, and plant diseases; virus and bacteria life cycles and effects on plant growth. Focus is on food/ fiber crops and pasture/range plants. *A class fee of \$20.00 is required to cover FFA membership dues, FFA New Horizons magazine subscription, and a small portion of organizational expenses. (Ag III)*

0161 Science of Large Agriculture Animals - Course imparts information about the care and management of domesticated animals. Animal nutrition, health, reproduction, genetics, facilities, and marketing are all possible topics; Study of anatomy and physiology of livestock and other domesticated animals. Examination of developmental stages and analysis of feed ration for different parts of an animal's life cycle. Identification of environmental factors that affect an animal's performance, and recognition of animal behaviors to facilitate working with animals safely. *A class fee of \$20.00 is required to cover FFA membership dues, FFA New Horizons magazine subscription, and a small portion of organizational expenses. (Ag IV)*

0417 Woodworking - Courses introduce students to the various kinds of woods used in industry, and offer experience in using selected woodworking tools. Student's design and construct one or more projects, and may prepare a bill of materials. Correct and safe use of tools and equipment is emphasized. As students

advance within Woodworking classes, they focus on learning the nomenclature of power tools, developing skills to safely use these tools in the workshop, and becoming familiar with various kinds of wood finishing materials. Advanced students typically design a project; prepare bills of materials, construct, and finish proposed projects.

All Auto Service Technology students will be required to pay a Lab Fee of \$20.00 per semester. This fee covers cost of safety glasses, replacement tools, and expendable materials. In addition, the student must provide proper work clothing. Lockers are available for storage of these items. All students are encouraged to join Skills USA. Shop safety is practiced and stressed in all classes.

0918 Small Engine Mechanics - Course provides students with the opportunity to learn to service and recondition small engines. Typically, two and four cycle engines are emphasized, although content may also include others. Opportunities are provided to troubleshoot and repair speed controls, lubrication, ignition, fuel, power transfer, cooling, exhaust, and starting systems; use hand, power, and overhaul tools; read and interpret service manuals and parts' catalogs. Applications may include lawn mowers, tractors, tillers, power tools, and so on. *Students will not be allowed to work on personal cars during the fall semester.*

0914 Automotive Service - Course emphasizes preventative auto maintenance and automobile troubleshooting. Course content typically includes tune up, oil change, and lubrication skills; tire replacement, alignment, and balancing; and basic knowledge of brake, cooling, electrical, emission, fuel, ignition, steering, suspension, and transmission systems. Public relations, sales techniques, and service station management may be included.

0912 Automotive Technology-Comprehensive - Course emphasizes the diagnosis and repair of automobile engines and support systems such as brakes, heating and air conditioning, cooling, drive trains, electrical/electronics components, emission, fuel, ignition, steering, suspension, and transmissions. The comprehension and use of repair manuals, safety, and employability skills (including shop management and entrepreneurship) are often included as course topics.

(AT112 Automotive Brakes) Dual Credit 1st Semester

(AT 193 Special Topics-Shop Safety) Dual Credit 1st Semester

(AT 116 Heating and Air Conditioning) Dual Credit 2nd Semester

0818 Drivers' Education-Classroom only - Courses provide students with the knowledge and experience to become safe drivers on America's roadways. Legal obligations and responsibility, rules of the road and traffic procedures, safe driving strategies and practices, and the physical and mental factors affecting the driver's capability (including alcohol and other drugs) are all included as topics of this course. *In order to enroll, NM state law requires a student to be 15 years old by the end of the course. Class enrollment is limited; students that were too young to enroll in the 9th grade and out of state transfer students will be enrolled before other applicants. This is a one semester course and is offered only in the Fall semester as an evening class.*

1802 Principles of Marketing - Fundamentals - Course focuses on the wide range of factors that influence the flow of goods and services from the producer to the consumer. This course is usually offered as a series. Marketing - Fundamentals courses include a variety of topics related to providing goods and services, such as market research, the purchasing process, distribution systems, warehouse and inventory control, salesmanship, sales promotions, shoplifting and theft control, business management entrepreneurship and pricing and packaging. Human relations, employability skills, computers, math skills, and economics are also covered. Job and career exploration to include work site experiences are an integral emphasis of Marketing - Fundamentals.

Senior Marketing education students should be able to arrange their schedule so they can receive on-the-job training. The work program is a cooperative training program between the school, the student, and employers in the community. Training stations are found in the following areas: advertising services, finance and credit, general merchandising, apparel and accessories, food marketing, restaurant marketing, and petroleum marketing. A list of the local training stations may be obtained from the M.E. coordinator. Members of DECA are eligible to participate in state conferences in Albuquerque and national conferences held in various locations in the U.S. Students must want to work, must submit an application for the program, and have a personal interview with the M.E. Coordinator. One credit is given for the M.E. class and Senior students will receive up to two credits for on-the-job training.

0505 Child Development - Course provides knowledge about the physical, mental, emotional, moral and social growth and development of children from conception to preschool age. These classes provide guidance about desirable parental involvement in each stage, responsibilities one needs to consider before becoming parents, and how to provide appropriate care and a suitable environment for children.

0504 Nutrition - Course offers opportunities to study the composition, structure, and properties of foods and the chemical changes that occur during processing, storage, preparation, and consumption. Designed as a laboratory course, Nutrition explores the effects of various materials, microorganisms, and processes on food products. Components of this class may be incorporated into laboratory exercises of food and nutrition courses. This class may be part of a series of sequential courses designed around healthy lifestyles/ wellness, i.e., physical education, health, chemistry. *A Lab Fee of \$10.00 is required for the year.*

0511 Fashion Design - This course is designed to advance individual students in their chosen area of fashion. Students will be involved in advanced clothing construction, fashion history and trend analysis and psychology of color. Student will be responsible for purchasing their own patterns, sewing material and supplies. *Prerequisite: Introduction to Clothing and Design.*

0522 Introduction to Clothing and Design - Course introduces Basic skills in using sewing equipment and machines, and construction skills are incorporated in the construction of one or more garments during the typical sewing class. Related topics such as fashion design and/or merchandising, careers in the clothing industry,

and craft sewing may be part of the course. *Student will be responsible for purchasing their own sewing material and supplies.*

1401 Health Education - Course that provides knowledge and skills practice in a variety of health topics including the six CDC health risk behaviors, and must be aligned with the 9-12 PED Health Education content standards with benchmarks and performance standards. This course will meet the graduation requirement for Health Education. *Only available to students that moved to the district after the 7th grade.*

<h2>Dual Credit Agreement</h2> <h3>Artesia High School & NMSU-Carlsbad</h3>

Rules Specifying Eligibility & Continuance:

1. An Artesia High School student must be a Junior or Senior in classification in order to take online dual credit course work. Sophomores may participate in the dual credit program if the course they are taking is taught face to face on the AHS campus.
2. A student may enroll in 2 (two) dual credit or on-line courses in any one given semester (fall/spring/summer), during the 7 (seven) period day.
3. Additional on-line courses (over & above the two allowed “dual credit” courses) must be taken as “early admission” course-work outside the 7 (seven) period day; whereby, the student will only receive college credit and no high school credit will be given. Students must purchase their own textbooks for “early admission” classes.
4. The student must designate during enrollment which courses he/she will be taking for “dual-credit” and which courses, if any, they will be taking for “early admission”.
5. A minimum cumulative HS GPA of 2.0 is required for both “dual credit” and “early admission” coursework and must have the written approval of the principal or designee. (However, the principal or the designee has the discretion to lower the minimum cumulative GPA needed in consultation with the high school counselor and college representative.)
6. As defined by the college: for “academic” courses a student must pass a basic skill competency test such as: Compass, Work-Keys, ACT or the HS college readiness test. Also, as required by NMSU-C: students must have the following GPA in order to take an academic course: (Senior-3.0, Junior-3.5, Sophomore-3.75). In most instances the GPA requirement will be waived if the student passes the basic skills competency test.
7. To continue in the Dual Credit Program the student must earn a minimum cumulative college GPA of 2.0 and have no more than 8 (eight) absences in a semester. (Unless special circumstances dictate a review by both the Principal and college representative.)
8. An appeal process to the next higher level is available to the student and parent if a student is denied initial enrollment or continuation in the dual credit program.

9. All “early admission” college assignments are to be completed on the student’s own time and not during the 7 (seven) period day. Students will not be released from AHS to complete course requirements without permission from the principal or designee.

Updated 2-09-2011

VOCATIONAL DUAL CREDIT COURSES (NMSU)

***Check with your counselor for applicable fees**

0702 Drafting-General - Courses usually offered as a sequence of courses, introduce students to the technical craft of drawing illustrations to represent and/or analyze design specifications, and then refine the skills necessary for this craft. Drafting-General courses use exercises from a variety of applications to provide students with the knowledge and experience to develop the ability to perform freehand sketching, lettering, geometric construction, multi-view projections, and to produce various types of drawings (working, detail, assembly, schematic, perspective, and so on). Computer aided drafting (CAD) systems (if available) are typically introduced and used to fulfill course objectives. (*DRFT 112 Drafting Concepts/Comp Drafting Fundamentals I and DRFT 113 Drafting Concepts/Computer Drafting Fundamentals II*) *NMSU-C fee waived.

0707 CAD Design and Software - Frequently offered as an intermediary step to more advanced drafting courses (or as a dual credit course); CAD Design and Software courses introduce students to the computer aided drafting systems available in the industry. (*DRFT 114 Introduction to Mechanical Drafting/Solid Modeling and DRFT 180 Construction Drafting I*) *NMSU-C fee waived.

0703 Drafting Architect - Frequently offered as the most advanced of the drafting courses (or as a dual credit course); Drafting principles, plan coordination, and code analysis applicable in the development of working drawings for commercial, public, and industrial building projects. Students will utilize National Cad Standards, ADA Standards, and will be introduced to modern office practice. Advanced mechanical drafting/solid modeling techniques and topics will be studied using the student’s software(s) of choice. Students will use any of the 3-D solid modeling software packages that are available on campus as they develop these skills, as well as develop a thorough working knowledge of the use of GD&T in Mechanical Drafting/Solid Modeling. Detailed class projects will be assigned, and presentations will be required.

(*DRFT 181 Commercial Drafting*) Prerequisite DRFT 180

(*DRFT 214 Advanced Mechanical/Solid Modeling*) Prerequisite DRFT 114

*NMSU-C fee waived.

0153 Metal Fabrication for the Agricultural Industry I- Topics include oxyacetylene and mig welding techniques including cutting, brazing, and welding; Fabrication techniques and project design including estimating and developing

materials list. Tool room management and safety procedures are essential to the course. *There will be a one time lab fee of \$30.00 payable to AHS for safety equipment and materials. (OEWT 105 or WELD 110 Introduction to Welding) Dual Credit Fall Semester.*

0153 Metal Fabrication for the Agricultural Industry II- Topics include arc welding techniques including pipe and joint welding; Fabrication techniques and project design including estimating and developing materials list. Tool room management and safety procedures are essential to the course. *There will be a one time lab fee of \$30.00 payable to AHS for safety equipment and materials. (WELD 131 Beginning Arc Welding) Dual Credit Fall Semester.*

Digital Graphics Certificate (24 college credits/NMSU-C)

The **Digital Graphics Certificate** program offers instruction and hands-on learning opportunities in digital graphic creation, publication, and management of documents and images for on-line distribution on the internet. The curriculum includes computer methods, hypermedia development, portable document formats, Web publishing, document conversion, file exchanges, and image preparation.

<u>AHS Course Number</u>	<u>NMSU Course Number</u>	<u>Eligible Students</u>	<u>Semester</u>	<u>Location</u>	<u>Period</u>	<u>Time</u>
1998 Mass Com 140 145	CMT 140 Print Media I CMT 145 Image Processing I	Juniors	Fall	AVTC	1 st	7:45
1998 Mass Com 142 130	CMT 142 Computer Illustration CMT 130 Web Design I	Juniors	Spring	AVTC	1 st	
1998 Mass Com 190	CMT 190 Digital Video Production I	Sophomores	Fall	AHS	2 nd	9:13
1998 Mass Com 195 205	CMT 195 Digital Video Editing CMT 205 Cinematography	Sophomores	Spring	AHS	2 nd	
1998 Mass Com 180 230	CMT 180 Principles of Media Design CMT 230 Web Design II	Seniors	Fall	AVTC	7 th	2:45
1998 Mass Com 240 295	CMT 240 Print Media II CMT 295 Professional Portfolio Design	Seniors	Spring	AVTC	7 th	

NOTE: *Seniors must take Mass Comm 140/145 and 142/130 before enrolling in the “senior level” courses.*

CMT 195 Digital Video Editing 3 cr. (2+2P)

A study of the basic tools and techniques of non-linear digital video editing. This will be an 8 week course. *NMSU-C fee \$40.

CMT 140 Print Media I 3 cr. (2+2P)

Creation and design of publications and presentation materials using page layout software. May be repeated for a maximum of 6 credits. *NMSU-C fee \$40.

CMT 145 Image Processing I 3 cr. (2+2P)

Creation and designing of digital graphics using a raster or bitmap program for use in print, multimedia, video, animation and web. May be repeated for a maximum of 6 credits. *NMSU-C fee \$40.

CMT 142 Computer Illustration 3 cr. (2+2P)

Preparation of digital graphics with a vector or draw program for use in print, web, video, animations, and multimedia. May be repeated for a maximum of 6 credits. *NMSU-C fee \$40.

CMT 130 Web Design I 3 cr.

Introduction to web development techniques, theory, and design. Incorporates HTML and industry-standard web editing software in developing various web sites. *NMSU-C fee \$40.

CMT 190 Digital Video Production I 3 cr. (2+4P)

A hands-on study of the tools and techniques used to produce the independent video. Through the production of various short projects, the student explores how the ideas of the writer/director are translated into a visual story. May be repeated for a maximum of 6 credits. *NMSU-C fee \$40.

CMT 205 Cinematography 3 cr. (2+2P)

Theory and techniques of visual design in cinematography and the aesthetics of lighting.

Prerequisites: CMT 190. May be repeated for a maximum of 6 credits. This will be an 8 week course. *NMSU-C fee \$40.

CMT 180 Principles of Media Design 3 cr. (2+2P)

Techniques and theories of design principles, including layout foundations, logo building, type, color, and story-boarding and their applications to print, web, animation, and video. *NMSU-C fee \$40.

CMT 230 Web Design II 3 cr. (2+2P)

Creating and managing well-designed, organized web sites using HTML and web development software. Prerequisites: CMT 145. May be repeated for a maximum of 6 credits. Same as OEGR 230. *NMSU-C fee \$40.

CMT 240 Print Media II 3 cr. (2+2P)

Refining of technical design skills using advanced features of page layout software in preparing a variety of business-related documents. Prerequisite: CMT 140 or OEGR 140. May be repeated for a maximum of 6 credits. *NMSU-C fee \$40.

CMT 295 Professional Portfolio Design/Development 1-3 cr.

Personalized design and creation of the student's professional portfolio including hard-copy, demo reel, and online. Prerequisites: Consent of Instructor. May be repeated for a maximum of 6 credits. *NMSU-C fee \$40.

Health and Social Services

AHS Course Number	NMSU Course Number	Eligible Students	Semester	Location	Period
1599 Health OEANA 101	OENA 101 Nursing Assistant Theory & Lab	Juniors/Seniors	Fall	AHS	1 st /4 th
1599 Health OEEM 101	115OEEM 101 CPR for the Health Care Professional	Juniors/Seniors	Spring	AHS	1 st /4 th
	OEEM 115 First Responder – Prehospital Professional	Juniors/Seniors	Spring	AHS	1 st /4 th
1599 Health COLL 101 Nurs	150 COLL 101 College/L.S. for Allied Health	Juniors/Seniors	Fall	AHS	2 nd /3 rd
	NURS 150 Medical Terminology	Juniors/Seniors	Fall	AHS	2 nd /3 rd
1599 HNFS 251 HLS 150G	HNFS 251 Human Nutrition	Juniors/Seniors	Spring	AHS	2 nd /3 rd
	HLS 150G Personal Health and Wellness	Juniors/Senior	Spring	AHS	2 nd /3 rd

OENA 101 Nursing Assistant Theory & Lab 3-6 cr.(4+4P)

Nursing aide skills with emphasis on a bio-psychosocial-cultural approach to patient care. Practice of these skills is provided in the laboratory as well as at a clinical site. Successful completion of the course prepares and qualifies the student to take the NACES certification examination. *NMSU-C fee \$50.

OEEM 101 CPR for the Health Care Professional 1 cr.

Students learn identification and response to airway and circulation emergencies including use of a SAED and accessing the EMS system. This course is taught using the American Heart Association guidelines for course completion. Required: grade of C or better. *NMSU-C fee waived.

OEEM 115 First Responder Prehospital Professional 3 cr. (2+3P)

Provides training in prehospital medical and traumatic emergencies. Prerequisite: consent of instructor. *NMSU-C fee waived.

COLL 101 College/Life Success for Allied Health Careers 1-3 cr.

Provide students with an opportunity to cultivate the skills, values, and attitudes necessary to become confident, capable students, and contributing community members. Topics include time management, memory techniques, relationships, health issues, money management, and college and community resources. *NMSU-C fee waived.

NURS 150 Medical Terminology 3 cr.

Understanding of the basic elements of medical words. Use of medical abbreviations. *NMSU-C fee waived.

HNFS 251. Human Nutrition 3 cr.

Principles of normal nutrition. Relation of nutrition to health. Course contains greater amounts of chemistry and biology than HNFS 163. Open to nonmajors. *NMSU-C fee waived.

HL S 150G. Personal Health and Wellness 3 cr.

A holistic and multi-disciplinary approach towards promoting positive lifestyles. Special emphasis is placed on major problems that have greatest significance to personal and community health. Topics to include nutrition, stress management, fitness, aging, sexuality, drug education, and others. *NMSU-C fee waived.

Online Courses (NMSU-C)

COLL 101 College/Life Success for Allied Health Careers 1-3 cr.

Provide students with an opportunity to cultivate the skills, values, and attitudes necessary to become confident, capable students, and contributing community members. Topics include time management, memory techniques, relationships, health issues, money management, and college and community resources. *NMSU-C fee \$75

SOC 101G 3 cr.

Introductory Sociology. Three credit hours. General overview of the field, including basic concepts, perspectives, and approaches. *NMSU-C fee \$75

PSY 201G 3cr.

Introductory Psychology. Three credit hours. Psychology as the science of behavior. Physiological bases of behavior, sensation, perception, learning, emotion, and motivation. *NMSU-C fee \$75

C S 110 Computer Literacy 3 cr.

Evolution and application of computers; economic and social implications; introduction to programming on microcomputers. *NMSU-C fee \$75

VOCATIONAL DUAL CREDIT COURSES (ENMU-R)

Fall

EMS 101 – BLS (Basic Life Support) Provider 0.5 credit hours

EMS 114 – Introduction to EMS 3.0 credit hours

EM 110 – Introduction to Emergency Management 3.0 credit hours

EM 155 – Effective Communications 1.0 credit hour

Spring

EMS 105 – Emergency Medical Responder(First Responder) 5.0 credit hours

EMS 131 – Hazardous Materials Awareness 1.0 credit hour

EM 115 – Principals of Emergency Preparedness 2.0 credit hours

Fall:

EMS 101- Basic Life Support Provider (CPR). Half credit hour (0.5).

Covers the principles and techniques of basic cardiac life support, prudent living, risk factors, and action for survival. Students will also acquire skills in airway and breathing management using adjuncts, use of an automatic defibrillator, and initial management of life threatening situations. Upon completion, students are eligible for Basic Life Support Certification by the American Heart Association. (Repeatable for credit.)

EMS 114 - Introduction to Emergency Medical Services. Three credit hours. An orientation to the principles and practices of pre-hospital emergency medical services including the history of EMS, EMT wellbeing, medical-legal, illness and injury prevention, ethics, survey of anatomy and physiology, life span development, communication skills, and a general overview of EMS.

EM 110 Introduction to Emergency Management. Three credit hours. Description will be available in ENMU-R Fall Catalog.

EM 155 - Effective Communication (IS 242). One credit hour. This course is designed to improve communication skills by addressing basic communication skills, how to communicate in an emergency, how to identify community-specific

communication issues, use of technology as a communication tool, effective oral communication, and how to prepare an oral presentation.

Spring:

EMS 105 - Emergency Medical Responder. Four credit hours. This 60 hour course of instruction provides initial basic pre-hospital lifesaving knowledge and skills. First responders are individuals trained to assess patients and provide emergency care. This course meets or exceeds the National EMS Education Standards and New Mexico Scope of Practice. Upon successful completion of this course, students will be eligible for Licensure with the New Mexico EMS Bureau and/or National Registry of EMTs. Students will also be issued an American Heart Association BLS Provider Card.

EMS 131 - Hazardous Material Awareness. One credit hour. This course meets the requirements as outlined in the Code of Federal Regulations (CFR) 29 OSHA 1910.120 (as adopted by the State of New Mexico) and the National Fire Protection Association (NFPA) standard 472. Included in this course is the recognition of hazardous materials and early response to minimize life safety hazards.

EM 115 Principles of Emergency Preparedness. Two credit hours. Description will be available in the ENMU-R Fall Catalog.

Online Courses (ENMU-R)

UNIV 101 - Success Skills for College and Career. Three credit hours. Aiding academic and social transition to the University, this required interdisciplinary course focuses on study skills, critical thinking, career exploration, research, and writing; social issues for new students; exploration of campus resources; and community building.

SOC 101 - Introductory Sociology. Three credit hours. General overview of the field, including basic concepts, perspectives, and approaches.

PSY 101 - Introductory Psychology. Three credit hours. Psychology as the science of behavior. Physiological bases of behavior, sensation, perception, learning, emotion, and motivation.

CAS 185 - (BCIS 1113) - Introduction to Computer Information Systems. Three credit hours. Introduction to computers and technology, how this technology is used in business, and some of the societal implications of computers and related technology. Topics include the history of computers, current computer technology and terminology, the Internet, software, systems and societal issues related to computer use. No prior computer experience is needed. (Effective fall 2012).

ART COURSES

1161 Creative Art-Comprehensive - Course provides students with the knowledge and opportunity to explore an art form and to create individual works of art. Career opportunities in the art world may also be discussed and explored. Initial courses cover the language, materials, and processes of a particular art form and the design elements and principles supporting a work of art. As students advance and become more adept, the instruction regarding the creative process becomes more refined, and students are encouraged to develop their own artistic styles. Although the focus of creative art courses is creation, the study of major artists, art movements, and styles may also be included. *There is a \$10.00 fee per semester that covers the use of equipment and supplies.*

1183 AP Studio Art-Drawing Portfolio - The AP Studio Art Portfolios are designed for students who are seriously interested in the practical experience of art. AP Studio Art is not based on a written examination; instead, students submit portfolios for evaluation at the end of the school year. The AP program offers three portfolios, Drawing, 2-D Drawing, 2-D Design and 3-D Design. The portfolios share a basic, 3-section structure, which requires the student to show a fundamental competence and range of understanding in visual concerns (and methods). Each of the portfolios asks the student to demonstrate a depth of investigation and process of discovery through the **concentration** section (Section II). In the **breadth** section (Section III), the student is asked to demonstrate a serious grounding in visual principles and material techniques. The **quality** section (Section I) permits the student to select the works that best exhibit a synthesis of form, technique, and content. Your portfolio will be evaluated by a minimum of three and a maximum of seven art educators. Each of the three sections is reviewed independently based on criteria for that section, and each carries equal weight. Cost for the exam will be approximately \$95, due in April. Reduced exam fees are available, speak to counselors for more information. *Prerequisite: Students must have taken (Art) and have teacher recommendation.*

BILINGUAL EDUCATION

1062 English as a Second Language (ESL) as part of a Bilingual Education Program - Course is designed for the rapid mastery of the English language, focusing on reading, writing, speaking, and listening skills. ESL courses usually begin with extensive listening and speaking practice, building on auditory and oral skills, and then move to reading and writing. This course must follow the New Mexico Content Standards and Benchmarks for Language Arts and the ELD Performance Instructional Strategies. (All ELL students participating in a Bilingual Program must be entered in this field.) This course code may be repeated.

1063 English/Language Arts ELD, - This course aligns with the New Mexico Content Standards, Benchmarks and Performance Standards for English Language Arts and with the New Mexico English Language Development Instructional Strategies as appropriate. Teachers must have received specialized training in

serving the needs of English Language Learners. (This course is for Category C students only)

1271 Language for Native Speakers I - Course supports, reinforces, and expands students' knowledge of home language. Because students have already been exposed to their home/heritage language, they understand at least the rudiments and structure of the language, and have a working vocabulary (to a greater or lesser degree). Courses in Language for Native Speakers often move faster than do Foreign Language courses, and may be structured similar to an English Language Arts course (Reading, Writing, Listening and Speaking, with the study of literature and composition). This course must incorporate the study of the culture, history, and traditions of the community. This course must be taught in the target language. *Students enrolled in this course must have a good command of English and be in good academic standing (GPA of 3.0 or above).*

MUSIC COURSES

1121 Concert/Marching Band - Course is designed to develop skill and technique for playing brass, woodwind, and percussion instruments, and cover band literature styles for both concert and marching performances. *Band is a co-curricular fine arts subject that corresponds to the NM Standards and Benchmarks. Students enrolled perform in marching and concert band, receiving one credit for fine arts and one credit for PE each year. The marching band performs at football games, homecoming parades, and marching contests. Concert band activities include concerts, solo/ensemble contests, and all-state/all-district auditions. Marching band rehearsals begin two weeks prior to the beginning of school. Participation in summer band rehearsal will be considered when assigning marching spots. The marching percussion section and color guard members are selected through auditions during the first weeks of May. Camp for color guard and marching percussion begins one week prior to the rest of the marching band. Non-instrumental color guard members only enroll in the first semester for one band credit. Athletes who wish to participate in band will coordinate their schedule between the coach and band director. Auditions and eligibility are required for placement in Concert/Marching Band.*

1125 Contemporary Band - Course develops technique for playing brass, woodwind, percussion, and string instruments, as well as guitar and keyboard, focusing primarily on contemporary stage band literature styles, such as traditional jazz, jazz improvisation, and rock. *Contemporary Band is for students who enjoy playing jazz music. Prior knowledge of music reading required. Wind instrumentalists must be part of the Marching and Concert Band. Trap set, bass, and lead guitar may be selected through auditions. The Jazz Band meets on Tuesdays at 7:00pm. The Jazz Band performs at the Sweetheart Concert, home district basketball games, and other community functions. One activity credit will be given for the class. Students will sign up for the fall semester zero hour course. Auditions and eligibility are required for placement in Contemporary Band.*

1126 Instrumental Ensemble – Course is designed toward development in auditioning for instrumental honor groups. All students enrolled will audition for

All-State and All-District Ensembles. Students are required to participate in Artesia Solo and District Solo and Ensemble contests. Technical and Musical aspects of performance and music theory are taught. Auditions and eligibility are required for placement in Instrumental Ensemble.

1131 Vocal Ensemble - Course is intended to develop vocal techniques and the ability to sing parts in small ensemble or madrigal groups. The course goals may include the development of solo singing ability; one or several ensemble literature styles may be emphasized. *Director approval is required.*

1149 Technical Theatre – Course offers instruction in the operations of lighting, sound and stage management.

PHYSICAL EDUCATION

2305 Physical Education - Course that provides instruction and development of skills in human movement, physical activities, and physical fitness. This course must include all of the physical education content standards with 12th grade benchmarks and may be taken to meet the high school graduation requirement.

ATHLETICS

Practice for all sports will be scheduled to include 7th period and after school hours. Students will earn one credit every semester they participate in athletics. Soccer and Cross Country may be scheduled 7th period first semester for one credit. Track, golf, softball, baseball and tennis may be scheduled 7th period second semester for one credit. Students may not change sports in midseason. The credit(s) given for athletics will fulfill the one credit of P.E. that is required for graduation from high schools in the state of New Mexico.

3001 Football - Course that provides instruction and development of skills in football.

3002 Cross-Country - Course that provides instruction and development of skills in cross country.

3003 Volleyball - Course that provides instruction and development of skills in volleyball.

3004 Basketball - Course that provides instruction and development of skills in basketball.

3005 Soccer - Course that provides instruction and development of skills in soccer.

3007 Swimming - Provides instruction and development of skills in swimming.

3008 Tennis - Course that provides instruction and development of skills in tennis.

3009 Track and Field - Course that provides instruction and development of skills in track and field.

3010 Baseball - Course that provides instruction and development of skills in baseball.

3012 Softball - Course that provides instruction and development of skills in softball.

3014 Golf - Course that provides instruction and development of skills in golf.

3016 Weightlifting/Weight Training - Course that provides instruction and development of skills with free-weights and weight machines. *First period weight training is for athletes only. It is designed to enhance not only strength and flexibility, but also to help prevent injuries related to playing sports.*

OTHER ACTIVITY COURSES

1030 Library and information Literacy Skills - An introduction to information skills: analyzing, evaluating, using and producing information resources. Information resources include all forms of recorded communication: fiction and non-fiction, print, non-print, and electronic media. This introduction will include training in the effective use of library and related resources. *Students must be approved by a Principal and/or Librarian.*

0822 Office Aide - Course provides students with the opportunity to work in campus offices, developing skills related to clerical office work. Duties may include, among others, typing, filing, record keeping, receiving visitors, answering the telephone, and duplicating. Emphasis is placed on appropriate work attitude, human relations, and proper office procedures. *Students must be approved by a Principal.*

0823 Teacher Aide - Course provides students with the opportunity to assist teachers with classroom duties. Note: if the particular subject area is English Language and Literature or Life and Physical Science, use the code associated with the aide course within that subject area. *Students must be approved by a Principal.*

0824 Guidance Aide - Course provides students with the opportunity to work in the campus guidance office. Duties may include, among others, typing, filing, record keeping, assisting students, answering the telephone, and duplicating. Students may also act as guides to new students. Emphasis is placed on appropriate work attitude, human relations, and proper office procedures. *Students must be approved by a Principal and/or Guidance Counselor.*

SPECIAL EDUCATION

The Special Education Department is unique in that each student has a program of instruction built around that student's own needs and interests. Every student in this program should be given the opportunity to complete successfully a program of studies designed to meet his/her individual needs and abilities. When such a

program is completed satisfactorily, the student should receive a diploma or certificate comparable to that of other students of the school who have completed their curriculum requirements.

The following curriculum guide is merely a description of skills that could be taught when a student is assigned to a particular class. Because each student has different needs, once assigned to a class, skills taught to each student will be based on need. Therefore, every skill offered in every class will **not** necessarily be offered to every student. All classes will be individualized. However, group objectives will be utilized whenever possible.

All courses listed have the **prerequisite** of special education placement.

B-C-D Level—The length of the school day shall be the same as for all other students of this age and ability. The same grading scale will be used as is used with all students. Level of performance will be indicated. The students will be integrated with regular classes as much as their individual ability will allow.

Requirements for graduation will be the same as for all other students. Courses will be determined by parents, student, and teachers. A IEP will be prepared for each student. “B” level students will be required to complete 50 hours of course work to be eligible for high school graduation and a diploma. Most of their classes will be in the regular programs with some classes in the Resource Room to provide the individual assistance each will need for graduation.

B/C PROGRAM COURSES

1001 English/Language Arts I - Course builds upon the students' prior knowledge of grammar, vocabulary, word usage, and mechanics of writing, and usually include the four aspects of language use: reading, writing, speaking, and listening. Usually, the various genres of literature are introduced and defined, with writing exercises often linked to reading selections.

1002 English/Language Arts II - Course offers a balanced focus on composition and literature. Typically, students learn about the alternate aims and audiences of written compositions by writing persuasive, critical, and creative multi paragraph thematic essays and compositions. The study of literature encompasses various genres as students improve their reading rate and comprehension and develop the skills to determine authors' intent and theme and to recognize the techniques employed by the author to achieve the goal.

1003 English/Language Arts III - Course continues to develop students' writing skills, emphasizing clear, logical writing patterns, word choice, and usage, as students write essays and begin to learn the techniques of writing research papers. Students continue to read works of literature, which often form the backbone of the writing assignments. Literary conventions and stylistic devices may receive greater emphasis than in previous courses. Preparation for the PSAT may be included.

1004 English/Language Arts IV - Course blends composition and literature into a cohesive whole, as students write critical and comparative analyses of selected literature. Typically, multi paragraph essays predominate as the form of student composition, but one or more major research papers may also be written.

2011 Resource Center Math - Course taught in a resource center or laboratory setting where the emphasis is on individual student progress, Resource Center Math includes the study of general math topics, such as arithmetic using rational numbers, numeration systems and place value, basic geometry, and basic statistics. These courses also apply these skills to real world problems and situations.

2805 Communication Instruction - Course, like Mobility Instruction courses, are typically individualized according to each student's condition and needs. Increasing the student's communication skills-oral expression, listening comprehension, reading, and writing-is emphasized; communication techniques in several areas (educational, social, and vocational) may be explored.

2706 World History and Geography - Course covers the major eras and important turning points in world history from the Age of Enlightenment to the present. Included within this course is world geography to support geographical concepts as they relate to the understanding of the changes throughout the world. In addition 9-12 Social Studies Benchmarks and Performance Standards (History, Civics and Government, Economics and Geography) should be included as appropriate to the course. *Required for all Juniors.*

2717 New Mexico History – This survey course supports students to become more knowledgeable and aware of the historical, cultural, economic, and political history of New Mexico and their geographical connections. Students will analyze the role that New Mexico plays in national and international arenas. The 9-12 Social Studies Content Standards, Benchmarks, and Performance Standards should be included as appropriate to the course. *This course is one semester. Legal System will be taken the other semester.*

2721 U.S. History-Comprehensive - Course provides an overview of the history of the United States, examining time periods from discovery or colonialism through World War II or after. Political, military, scientific, and social developments are typically included in the historical overview. Course content may or may not include a history of the North American peoples prior to European settlement.

2730 U.S. Government-Comprehensive - Course provides an understanding of the ideals, rights, and responsibilities of citizenship and understand the content and history of the founding documents of the United States including the New Mexico and United States Constitutions and how governments function at the local, state, tribal, and national levels. In addition, 9-12 Social Studies Benchmarks and Performance Standards (History, Civics, and Government, Economics and Geography) should be included as appropriate to the course. *Required for all Seniors.*

1742 Unified Science - Course combines more than one branch of science into a cohesive study, or may integrate science with another discipline. General scientific concepts are explored, as are the principles underlying the scientific method and the techniques of experimentation.

1604 Career Exploration - Career Exploration courses help students match their interests and aptitudes to career options. The focus of this course is placed on sources of employment information, job seeking and interview techniques, applications and resumes, and the skills needed to remain and advance within the workplace. This course also helps students plan their work lives and career opportunities in the digital and global economy of the 21st century while learning 21st century skills and exploring the New Mexico career pathways. (Fall Semester)

0224 Entrepreneurship - Courses acquaint students with the knowledge and skills necessary to own and operate their own businesses. Topics from several fields typically form the course content: economics, marketing principles, human relations and psychology, business and labor law, legal rights and responsibilities of ownership, business and financial planning, finance and accounting, and communication. Several topics surveyed in Business Management courses may also be included. (Spring Semester)

2808 Work Study - Course includes all work experience options described in IEP's. Work sites may be on or off campus and the work may result in stipends or wages.

Students may enroll in the electives of their choice upon approval of the IEP team and their parents.

D LEVEL

The Artesia Public Schools will issue a certificate to students who complete a planned course of study through the Level D Program of Artesia High School. A four year curriculum has been developed for the Artesia Program based on the design of a planned course of study required in New Mexico State Standards 1.9.4.

The IEP team which will review candidates for a "Certificate of Completion" will be called the Graduation Review Committee. To be a candidate for a certificate, a student must have a minimum of 50 semester credits of course work from the Level D High School planned course of study and be recommended by the Graduation Review Committee. Course work to be completed and level of mastery to be obtained will be determined by the Individual Education Plan.

REQUIRED SEMESTER HOURS FOR GRADUATION

The Level D High School Special Education student will be expected to successfully complete 50 credits of course work and have a recommendation from the Graduation Review Committee to be eligible for a Certificate of Completion. All students will have an Individual Education Plan compiled with input from the parent, teacher, and student. The course of study and requirements for certificate of completion will be developed individually according to the need and ability of the student.

Areas of Required Study and Credit

Communication Instruction	8	
Social Development Instruction	8	
Sensory Loss (visual or auditory)	-	(based upon need)
Motor Development	-	(based upon need)
Practical Academics	8	
Home Living Skills	8	
Physical Education	2	(or Adaptive P.E.)
Practical Arts	2	
Electives	14	
Total	50	

CURRICULUM

This is a four-year program for students enrolled in the Artesia Program. A student who qualifies may join the program at any time between the ages of 14 and 21 years. The major goal of the program is to provide an education through functional academics, socialization, and daily living skills. Upon completion of the program the student may have the ability to gain independent employment, seek employment in a sheltered work environment or maintain skills sufficient enough to assist around the home environment. The following classes are offered in the program:

Motor Skills—Length of Course is based on ancillary need through OT - PT as needed.

Sensory Loss Rehabilitation—(1)—Based on ancillary need through Speech or Mobility Training Specialist.

1401 Health Education - Course topics may vary widely, but typically include: community health, consumer health, disease prevention and control, environmental health, injury prevention and safety, mental and emotional health, nutrition, personal health, physical and social development, HIV-AIDS, and substance use and abuse.

2011 Resource Center Math - Course taught in a resource center or laboratory setting where the emphasis is on individual student progress, Resource Center Math includes the study of general math topics, such as arithmetic using rational numbers, numeration systems and place value, basic geometry, and basic statistics. These courses also apply these skills to real world problems and situations.

2803 Community Living - Course places a special emphasis on the student's relationship to the surrounding community. Instruction varies with the students and their needs and IEP's; however, these courses provide the skills necessary for independent functioning within the surrounding environment. Course topics may include available community resources and how to access them; emergency skills; and independent living strategies.

2804 Mobility Instruction - Course, individualized according to each student's condition and needs, are designed to improve a student's ability to move about and communicate within their surrounding communities (school, neighborhood, workplace, and city or town). The student may be exposed to and assisted in several types of situation to improve the student's mobility and increase the available response options.

2805 Communication Instruction - Course, like Mobility Instruction courses, are typically individualized according to each student's condition and needs. Increasing the student's communication skills-oral expression, listening comprehension, reading, and writing-is emphasized; communication techniques in several areas (educational, social, and vocational) may be explored.

2806 Social Development Instruction - Course teaches students the social skills needed for independent functioning within the community. Topics may include self control, self expression, obeying rules, decision making, appropriate situational behavior, and how to interact with others and maintain relationships. Students may develop independence, self confidence, and self reliance.

2316 Adapted Physical Education - Course that provides instruction and development of skills in human movement, physical activities, and physical fitness adapted for students with special needs. This course must include all of the physical education content standards with 12th grade benchmarks and may be taken to meet the high school graduation requirement, depending upon the individual student's IEP.

TRANSFER GRADES AND CREDITS FROM NON-ACCREDITED INSTITUTIONS AND ON-LINE ACADEMIES

For transfer from a school/program (home school, private, correspondence, on-line academy, etc.) not accredited by the Public Education Department of New Mexico, Artesia High School will determine grade placement, credits and grade points from the information as listed below. Transferring students and/or their parents/guardians are responsible for providing and arranging for this information.

1. Written documentation of the curriculum, including, but not limited to course description, goals, objectives and materials used for each course requested for credit.
2. Written documentations for evaluation procedures used for each course requested for credit.
3. Nationally normed standardized scores.

The student will be required to take and pass basic skills tests and/or final departmental exams for each course for which credit is requested. Credit is granted on a semester basis; therefore, a student must pass both semester exams for a full year course*. The cost of providing the tests and/or exams will be borne by the student requesting placement. If additional assessment is warranted, the student will be referred for additional evaluation.

Any credits accepted will be on a pass/fail basis with no grade points given*. Elective credit will be awarded only to those courses set forth in State of New Mexico Statute 22-2-8.4-b (7): "Only the following elective units shall be counted toward meeting the requirements for graduation: fine arts, i.e., music, band, chorus, and art; practical arts; health education; physical education, languages other than English; speech, drama, vocational education, mathematics, science, English; R.O.T.C.; social science, computer science; and other electives by the New Mexico Public Education Department." Electives approved by local boards of education pursuant to the following criteria may be counted toward meeting the requirements for graduation:

1. The program must include a written curriculum.
2. The course must be taught by an appropriately licensed instructor.
3. The course must be in compliance with applicable State and Federal regulations, statutes, standards and guidelines."

To be eligible for an Artesia High School diploma, a student transferring from a non-accredited institution or on-line institution must have attended Artesia High School the full school year immediately prior to graduation. The student is not eligible for class rank or special graduation recognitions (honor graduate, distinguished graduate, valedictorian, etc.)

*IDEAL-NM is a statewide eLearning program of the New Mexico Public Education Department offering on-line courses taught by NM licensed teachers. Therefore, exam grades will be accepted, letter grades and grade points will be given, and credit will be awarded for courses taken through IDEAL-NM. IDEAL-NM courses are the only exception to this rule.

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