

A Model
Continuation
School

WASC
Accredited
Institution



VALLEY HIGH SCHOOL
STUDENT/PARENT HANDBOOK
2013-2014

Mission Statement

Valley High School fosters an atmosphere of mutual respect and trust. We provide students with a supportive, caring, and alternative learning environment. Our standards-based educational program prepares students to successfully achieve academic, personal and career goals.

PrincipalRinda Bartley
Counselor.....Liz Buckley
Principal's Secretary.....Lorie Strelo

www.dublin.k12.ca.us
925-829-4322

Superintendent—Dr. Stephen Hanke

Expected School-wide Learning Results

A Valley High School Student will:

Demonstrate proficiency in core subject areas, health and fitness skills:

- Using effective communication, reading, writing and maths skills.
- Practice personal wellness and healthy life choices.

Become successful collaborative workers:

- Practice punctuality, dependability and adaptability.
- Understand diversity among cultures, individuals and groups.

Demonstrate critical thinking and problem solving skills:

- Identify, assess, analyze and integrate information.

Develop strategies for life beyond high school:

- Have a career plan.
- Perform community service.
- Be an informed consumer.
- Exercise citizen rights and responsibilities.

WELCOME TO VALLEY HIGH SCHOOL! THE FACULTY AND STAFF ARE HAPPY YOU ARE HERE, AND WILL WORK TO MAKE YOUR TIME HERE ENJOYABLE, PRODUCTIVE AND SUCCESSFUL!

Please read the important information below, which will introduce you to Valley policies and procedures.

Grades and Credits:

Credits are awarded at Valley consistent with California Education code for continuation schools. At traditional high schools, failing work is averaged into a semester's work, and a failing semester grade results in no credit for the course. At Valley, students earn credit as they complete discreet units of standards-based high school work at a level consistent with at least basic proficiency. With appropriate focus and attendance, approximately one unit of credit is earned for every 15 days of productive work per class. The course work at Valley targets the California State Standards in all curricula. The number of credits earned depends upon the amount of work submitted and the extent to which it meets proficiency standards. The grade depends upon the quality of the work. To receive full credit for a course, it is necessary to complete all assigned work with a passing grade. Students may accelerate their credit earning beyond what is possible at the traditional high school using our Fast Track program and concurrent enrollment in other school programs, which is explained later in this handbook. It is also possible to earn credit by "testing out" of course work to accelerate credit earning. Credit recovery contracts are also available for students who need 1.5 credits or fewer in order to complete a course (all courses except math).

Report cards are issued quarterly and mailed home, and a grade is recorded on an official transcript. Parents are encouraged to register for and use the "Parent Portal" on our student data system to track attendance and course progress in real time, or call at any time to discuss their student's progress and/or schedule a meeting with the teacher, counselor, or principal. Where students are not at least keeping pace with the credit earning rate expected at the traditional high school (15 credits per quarter or 60 credits per year), parents will be invited to an "Academic Progress" meeting to discuss the barriers and possible resources and strategies for intervention. Progress Reports are mailed home midway through each quarter.

Students may earn additional credits by enrolling in courses offered by Las Positas College or other community colleges, Adult School, Regional Occupational Program (ROP), or other community courses and in some cases through district high school concurrent enrollment.

Attendance Policy

Your attendance at Valley is very important. Since credit is tied to attendance/productivity, it is imperative that you attend classes every day. When you are in attendance at a rate of at least 90%, you also earn the privilege to attend field trips, prom, apply for or retian a work permit, and other special events.

When students are absent from school, it is **required** that parents call the office to let us know. Parents have 24 hours to verify the nature of absence. If this is not done the absence remains unverified and is considered a "cut". Students who have 3 or more unexcused absences are at risk of a review by the District Student Attendance Review Board (SARB). **This process can involve serious penalty for parents who do not enforce student attendance.**

If we discover that a student is absent from school but we have not received notification by parent/guardian, we will call the parent as soon as this is discovered. If absenteeism becomes a problem, we conduct a Students Attendance Review Team meeting (SART). Parents/guardians are required to attend these meetings by law, and employers (again by law) must grant employees the time off to attend to this important school business

Tardiness

Students who are tardy to class interrupt the teacher's instruction and the learning process of all students in the class. Their tardiness affects their ability to achieve success. We expect that students will make up work missed as a result of period 1 tardies or absences within 24 hours of the infraction, using our "fix-it-ticket" system. If so, this time will be awarded back to the student in the attendance system. Chronic tardiness will result in appropriate consequences such as parent meetings, lunch detentions and SARB referrals.

Testing

Valley participates in the same testing programs as does the rest of the Dublin Unified School District. In order to remain enrolled in Valley, all students must take part in all required testing. Beginning in second grade and ending in eleventh grade, all students take the STAR (Standardized Testing and Reporting Program) test to measure how students are progressing in meeting state standards and guidelines. Starting in 10th grade, students take the **CAHSEE** (California High School Exit Exam). All students must pass this exam in order to receive a high school diploma. Students have up to six opportunities to pass the exam before graduation.

Graduation Ceremony

Valley has a graduation ceremony for all those who have completed requirements for High School Diplomas, California High School Proficiency and GED certificates. Although students may graduate at any time during the year, we hold our graduation ceremony once a year in June. It is the highlight of our year for staff, families, and friends.

CODE OF CONDUCT:

Students and parents are responsible for reading and understanding the contents in the Dublin Unified School District's Code of Conduct.

Valley High School places emphasis on developing a sense of respect between staff and students and each other. At the start of a student's career at Valley High School the parent and student will participate in a new student orientation (group or individual). This is required of all new students and parents. Our philosophy is that we serve the individual student based on his/her particular needs. This may include behavioral expectations that are based on an individual student's need. Contracts/Agreements may be put in place which require a student to adhere to a standard that other students are not required to meet. These agreements are always for the betterment of the student to assist them to grow and develop into a successful citizen. The student and parent are involved in this process, and parents are expected to work with the school in an active and cooperative manner in order to support behavioral and academic success.

Behavior Guidelines

Valley School is a caring, fun, and supportive environment, and our overall expectation of all who participate in the Valley community is mutual RESPECT. Our rules are clear and enforced consistently. If you need assistance with following them, or are experiencing conflict with

another student, please seek assistance from any faculty or staff member immediately. Our number one priority as a school is the safety and academic progress of each student.

To assist the smooth operation of Valley and to support student success, the following rules and guidelines have been developed. In order to remain enrolled, all students must adhere to them.

- **Any cell phone or music player out or visible at any time other than lunch, will be confiscated and returned to parents/guardians only. This includes passing between classes.**
- Parents, if you have an urgent need to speak with students during the school day, please call the office and we will get a message to your student. **Please do not call or text** students during school hours (other than break) on their cell phones.
- Students, be sure to wear appropriate school clothing: no bandanas of any color, slippers, predominantly red or blue outfits, du rags, grills, excessively revealing styles, white undershirts, clothing with drug, alcohol or crime related messages, or inappropriate sexual references.
- Respectful language is expected on campus at all times.
- Drugs, alcohol, and weapons of any kind are not to be in a students' possession on the school campus or on the way to or from school.
- Smoking is not allowed on or within 1,000 feet of campus, regardless of age.
- Valley has a closed campus; students are allowed to leave campus during the school day with parent permission only (communicated directly to the office via note or phone call).
- Privileges such as earning and keeping a work permit, permission to attend dances and special school events at other school campuses (within or outside the District) depends upon maintenance of at least 90% attendance including excused absences.
- Parents are required to call the office **whenever** students are absent or tardy from school. If no call is received, the student is marked truant. Messages may be left for school personnel 24 hours at 925-829-4322 x 7905.
- Students who do not adhere to Valley rules, may be required to serve lunch detention, among other possible consequences.
- Valley Students may not visit any other school campus except with specific permission of the administrators of both schools.

Field Trips

Field trips are a common experience at Valley High School. These trips assist students to determine what they want to do beyond high school, and are fun and educational enrichment activities. Trips to community colleges, trade schools, and expositions for career development as well as cultural experiences to museums or art shows have all helped students begin thinking about their future and planning for success. Parent permission forms must be completed by the due date in order for a student to participate.

Work Experience

By law, working students age 17 or younger must have a work permit. See Lorie Strelo, our Office Manager, for a work permit application. All work permit applications are approved by the principal. A student receiving work credit must attend a Work Experience Education Class and maintain a 90% attendance rate (including excused absences) in order to retain the permit. A maximum of 40 elective credits may be earned for work experience.

- 36 hours work = 1 credit

- 72 hours work = 2 credits
- 108 hours work = 3 credits
- 144 hours work = 4 credits
- 180+ hours work = 5 credits

Other Campuses

Once you have become a member of Valley Student Body you are no longer allowed to visit any other school campus without specific permission of the Principal. We have made special arrangements with some of the high schools so you may attend events such as school dances. Please check with your principal if you would like to attend events on other campuses. A 90% attendance record at Valley is required for permission to attend these special events.

School Sports

Valley High School offers four seasons of after school sports: Volleyball, Basketball, Soccer, and Softball. Our teams are co-ed, and play against other continuation schools in the area. These are exciting activities and all students are encouraged to join a team. Elective or PE credit may be earned for satisfactory participation in these extra-curricular sports activities. By the rules of high school league sports, students enrolled in continuation school are not able to participate in league games at the traditional high schools.

Summer School

Summer school is offered to all Dublin Unified School District students. Since most Valley students are behind in credit earning, it is expected that all Valley students will participate in summer school unless family schedules or responsibilities prohibit participation. Parents/students should contact the counselor during spring semester to enroll.

Counseling

Individual and group counseling is available to all Valley students. Students may make an appointment directly with the school counselor. Some counseling groups or clubs are available during after-school hours, and elective credit may be earned for consistent participation.

College and career counseling is also available by making an appointment with the school counselor. Career assessments at Valley help students narrow their focus on future career choices. Software programs and books in the Career Center help students choose future colleges and technical programs.

Eighteen Year-Old Students

California Education code requires that students participate in a Free and Appropriate Education (FAPE) from ages 5 through 18. After a student reaches his/her 18th birthday, high schools are not required to maintain enrollment. Valley values their adult students because they are most often strong students and positive campus leaders. However, if 18 year olds are not consistently attending at a rate of 90%, conducting themselves according to the rules of the school, and earning at least 15 credits per quarter, they may be disenrolled from Valley and enrolled in the adult school where they continue earning their diploma or prepare to take and pass the GED. Adult students are routinely placed on an 18-year-old contract which outlines these requirements.

Immunizations

All immunizations must be up-to-date and on file. California law states that students may not attend school if their immunization file is not complete. Students with incomplete immunizations must, by law, be dropped from Valley School.

HIGH SCHOOL GRADUATION REQUIREMENTS/STANDARDS OF PROFICIENCY

English	Option A 40 Credits	Option B 40 Credits	8 Semesters
Social Studies	30 Credits	30 Credits	6 Semesters (<i>World History, U.S. History, Civics and Economics</i>)
Mathematics (1 yr. Of Algebra (I) and 1 yr of Geometry/Elective Math)	20 Credits	20 Credits	4 Semesters
Science	20 Credits	20 Credits	4 Semesters (<i>2 semesters physical & 2 semesters biological</i>)
Physical Education	20 Credits	20 Credits	4 Semesters
Applied Arts Fine Arts Foreign Language	10 Credits	10 Credits	4 Semesters (<i>10 credits in two of these 3 areas</i>)
Health			
Electives	85 Credits	55 Credits	
TOTAL	230 Credits	200 Credits	

Students shall receive diplomas of graduation from Valley High School upon completing the prescribed course of study and meeting the standard of proficiency established by the District. Students have two options for a diploma. They may earn 230 units toward the full District Diploma or they may earn 200 units toward the Alternative Diploma. The Core academics remain the same for both diplomas; the alternative diploma requires 30 fewer electives.

Note: All Valley students are required to remain enrolled in an English course until graduation even if they have already earned the 40 required English credits. This is to insure that students reach and maintain the highest proficiency possible in college and career readiness and writing.

In addition to the credit requirement:

All students must pass the High School Exit Exam as designated by the California State Board of Education. This is a 10th grade examination consisting of two components; English and Mathematics. Students will have six opportunities during high school, beginning with the spring of their 10th grade year, to take and pass this exam.

In order to graduate at the traditional high school, students must return to their resident school by January (at the semester) of their graduating year. The following must be accomplished in order to return:

- Credits must be sufficient to graduate in June with a DHS diploma which requires additional math and science credits.

- Math credits must be complete or within 5 credits of complete.
- Both High School Exit Exams must be passed.

How to Accelerate Credit Earning at Valley

One of the primary purposes of continuation high school is to allow students to accelerate their credit earning so that they can make up credit deficits, and either return to the traditional high school for graduation or graduate from the continuation high. It is important to understand that if a student is not earning at least 60 credits during a school year (30 credits per semester or 15 credits per quarter), they are falling further behind in relation to the goal of graduation. Ideally, each student will earn 15+ credits per quarter. To monitor this, parents are strongly encouraged to carefully examine the report card and updated transcript each quarter as well as the 4 ½ week progress report. If the parent does not receive a report card in the mail within 2 weeks of the close of each quarter, they should contact the school. Parents of students consistently not achieving this goal will be invited to evening “student progress nights” to help address the barriers to credit achievement.

At Valley, students may accelerate credit earning through a system called Fast Track. Here are the basics of the system:

- Fast Track is a voluntary system. However, if students do not utilize Fast Track, they will not make up credit deficits and may not be able to graduate on time even with an alternate diploma.
- Students may request Fast Track (FT) units through their current classroom teachers only if and when they are attending class a minimum of 80% and are completely caught up with regular classroom assignments.
- A contract will be created between the teacher and the student, outlining the work to be done, the materials issued to the student, the amount of credit possible, and a due date. The contract will also document any additional requirements, such as checking in with the teacher at regular intervals, citing of sources, etc. The principal will sign off on this contract.
- The student completes the assignment independently, checking in with the teacher for assistance or guidance as needed. The work may be done as homework, or at school during before or after school hours.
- The student submits the work by the due date. The teacher assesses it for completeness and quality and issues the appropriate credit. This credit will be included on the quarter report card.
- Students may earn up to 3 credits per course per quarter as Fast Track. This would double the regular rate of credit earning. Students may request Fast Track work for any number of classes, though care should be taken that a realistic work load is established.
- At this time, Fast Track credit cannot be earned in Math classes.
- Extra elective credits for community service or independent PE activity are also handled through the Fast Track system. For community service, see the principal or counselor. For PE credit, see the PE teacher.

Credit Recovery: Students who need 1.5 credits or fewer to complete any course (except math), should see the counselor to arrange for the best method to achieve these credits.

Types of Diplomas

Besides the two standard high school diplomas outlined above, Valley offers high school completion through GED, the CHSPE (California High School Proficiency Exam), each having its own requirements.

- GED – (General Education Development) Program. The GED high school equivalency certificate is legally equivalent to any other high school diploma. The GED test is offered from September to June in the San Ramon School District. To be eligible to take the test, you must be within two months from your eighteenth birthday. (\$120.00 fee)
- CHSPE- (California High School Proficiency Examination) The State Board of Education awards each person who passes the CHSPE a Certificate of Proficiency, which is equivalent by law to a high school diploma. The CHSPE is offered three times a year in October, March, and June at various sites throughout the state. To be eligible to take the test, you must be sixteen, or in the second semester of tenth grade. Passing the test does not exempt a student from required school attendance unless the student presents verified parental permission to leave school early. (\$85.00 fee)

VHS College and Career Exploration

ASVAB Armed Services Vocational Aptitude Battery – A vocational interest, aptitude and ability test.

“Choices” A computer-based guidance program which allows students to investigate careers and colleges based on their interest and create an individual portfolio over the four years. Career Interest Inventory included.

Four-Year Plan- SAMPLES**

Following is a SAMPLE “Four-Year Plan” meeting the minimum requirements for University of California* and California State University:

9th Grade Courses (Core Program)		10th Grade Courses (Core Program)	
Fall Semester	Spring Semester	Fall Semester	Spring Semester
1) English 1	1) English 1	1) English 2●	1) English 2●
2) Algebra 1	2) Algebra 1	2) Geometry	2) Geometry
3) Foreign Language	3) Foreign Language	3) World History	3) World History
4) PE 9	4) PE 9	4) Biology	4) Biology
5) Elective	5) Elective	5) PE	5) PE
6) FA/AA	6) FA/AA	6) Foreign Lang 1 or 2	6) Foreign Lang 1 or 2

11th Grade Courses		12th Grade Courses	
Fall Semester	Spring Semester	Fall Semester	Spring Semester
1) English 3●	1) English 3●	1) English 4●◆	1) English 4●◆
2) U.S. History◆	2) U.S. History◆	2) Civics/Economics	2) Civics/Economics
3) Algebra 2	3) Algebra 2	3) Math Elective♣	3) Math Elective♣
4) Foreign Lang 2 /3	4) Foreign Lang 2/3	4) For. Lang. 3/4♠	4) For. Lang. 3/4♠
5) Chemistry●◆	5) Chemistry●◆	5) Science Elective♥	5) Science Elective♥
6) Elective	6) Elective	6) CHEE/Elective	6) CHEE/Elective

- * U.C. recommends exceeding minimum entrance requirements.
- Honors classes are encouraged if student is eligible.
- ◆ Advanced Placement classes are encouraged if student is eligible.
- ♣ 4 years of Math recommended.
- ♠ 3 years of Foreign Language recommended.
- ♥ 3 years of Laboratory Science recommended.
- **All students graduating from Valley High must begin their college experience at 2-year or community colleges, then transfer to 4-year institutions.

COMMUNITY COLLEGE ENTRANCE REQUIREMENTS

California residents are eligible to apply for admission to a community college if they are high school graduates, or, if they are over 18 years of age and not a high school graduate, they may be admitted on probation.

Concurrent enrollment is available for high school students.

Following is a SAMPLE “Four-Year Plan” which meets the minimum Dublin Unified School District High School Graduation Requirements:

9th Grade Courses		10th Grade Courses	
Fall Semester	Spring Semester	Fall Semester	Spring Semester
1) English 1	1) English 1	1) English 2	1) English 2
2) Algebra, Pre-Alg	2) Algebra, Pre-Alg	2) Geo, Alg1A, 1B	2) Geo, Alg1A, 1B
3) VPA or AA	3) VPA or AA	3) World History	3) World History
4) Earth Sci/Ph. Sci.	4) Earth Sci/Ph. Sci.	4) ES or Bio Sci.	4) ES or Bio Sci
5) PE	5) PE	5) PE	5) PE
6) Elective	6) Elective	6) Elective	6) Elective

11th Grade Courses		12th Grade Courses	
Fall Semester	Spring Semester	Fall Semester	Spring Semester
1) English 3	1) English 3	1) English 4	1) English 4
2) U.S. History	2) U.S. History	2) Economics/Civics	2) Economics/Civics
3) Int. Algebra	3) Int. Algebra	3) CHEE or elective	3) Elective or CHEE
4) VPA, FL, AA	4) VPA, FL, AA	4) Elective	4) Elective
5) Elective	5) Elective	5) Elective	5) Elective
6) Elective	6) Elective	6) Elective	6) Elective

Important Websites

www.californiacolleges.edu

-explore all post-secondary schools in California including all 2 and 4 year colleges in the state, also includes financial aid and career information pages.

www.csumentor.edu

-California State University website, explore campuses, on-line application, career and college major exploration sites, financial aid calculator.

www.ucop.edu

-University of California website, explore campuses, on-line application and admission planning tools.

www.collegeboard.com

-official SAT and AP Test website, register for the SAT, take sample tests, explore colleges and careers.

www.cacareerzone.com

-Career exploration site full of great tips and tools to help you choose your college and career.

www.act.edu

-official ACT website, register for the ACT, take sample tests, explore careers and colleges.

www.tuitionfundingsources.com

-Dublin High School's website for local scholarships.

www.fafsa.ced.gov

-complete PIN information and FAFSA financial aid form on-line, also has links to other financial assistance websites.

www.volunteerinfo.org

-Bay Area Volunteer Information website

www.helpnow.org

-Alameda and Contra Costa County Volunteer website

REGIONAL OCCUPATIONAL PROGRAM

GENERAL INFORMATION

Tri-Valley Regional Occupational Program (ROP) offers classes to juniors and seniors that develop skills necessary for employment following completion of high school or the ROP class, or sequence directly into business, industry and/or continuing education.

ROP classes are occupation-oriented classes which are credited in the same manner as other elective classes.

The Tri-Valley ROP offers classes at Amador, Dublin, Foothill, Granada, Livermore, Valley, and Village High Schools, as well at TV Channel 30, Dublin-San Ramon Services District Regional Wastewater Treatment Facility, and Dublin Beauty College.

TYPES OF ROP CLASSES

- **Classroom/Laboratory:** Learning environments for ROP classes include worksites, drafting lab, auto shop and graphics lab.
- **Community Classroom:** Combines classroom education and non-paid work-based training assignments. After six to nine weeks of classroom instruction, students are placed at a community business/work-site. Once a student is placed, he/she spends a minimum of two hours per day, two to four days per week, at his/her assignment.
- **Cooperative Education (Co-Op):** Involves classroom learning and paid work-based training. The work-site training is similar to the Community Classroom program. However, in the Co-Op program the student earns wages and additional credits.

Both Community Classroom and Cooperative Education programs adhere strictly to work-site rules and regulations. Any deviation may result in the student being removed from the class.

COMMUNITY COLLEGE CREDIT BY EXAM

This enables high school students to earn college credit. ROP classes, equivalent to introductory classes in approved community college programs in the same occupational area, may be granted college credit. Students who have completed the ROP articulation process for their class with a “B” or better do not need to repeat the class at the community college. Programs are articulated with community colleges to encourage students to continue advanced training in a 2-year certificate program.

COMMUNITY COLLEGE

Las Positas Brigitte Ryslingle - (925) 373-5824 **Chabot** Bill O’Mahoney - (510) 723-6653

All community college articulations refer to Las Positas and/or Chabot Colleges unless otherwise noted. See your counselor for clarification.

REGISTRATION/ELIGIBILITY

While seniors have priority, juniors and seniors are eligible to enroll in ROP classes, as well. High school students may enroll in classes with the Career Education Specialist or the counselor/scheduling administrator at the high school. ROP classes comply with all mandates of Public Law 101476. Specific times of classes are determined as individual schools develop their master schedules and students are placed accordingly.

REPEAT POLICY

Credit is awarded for ROP classes in the same manner as all high school credit ROP classes may not be repeated for credit. Non-credit repetition will be allowed for enrichment or to raise a letter grade. Some ROP subjects offer first and second year opportunities. ROP courses designated as I & II year programs allow students to receive credit in both years.

HIGH SCHOOL CREDIT

Credit for ROP courses is determined by the number of hours in which the student is enrolled: *Three hour program = 30 credits per year; Two hour program = 20 credits per year; One hour program = 10 credits per year*

Some ROP classes have been approved for High School graduation subject requirements. These classes are noted “**Alternate Graduation Credit**”.

TRAVEL TIME

Students traveling between schools are allowed adequate time to report to classes on a timely basis.

TRANSPORTATION

Public bus transportation (Wheels) tickets are available through the Career Center for students participating in ROP classes at sites other than their home school.

VOCATIONAL STUDENT ORGANIZATIONS

Students in ROP are encouraged to participate in their respective Vocational Student Organizations (VSO’s). Through their participation, students are provided with opportunities to network with other students, compete in organized events, and develop leadership skills.

DECA (An association of marketing students)

Courses at Valley High School

VISUAL ARTS

FINE ARTS

Grade Level: 9-12

Length: 1 Year

Prerequisite: None

Graduation: Fulfills Fine Arts/Elective credit

This is a hands-on program emphasizing creative expression through skill and aesthetic development.

ROP ANIMATION & MOTION GRAPHICS

School Site: Dublin High School

Grade Level: 10-12

Length: 1 Year

Graduation: Fulfills Fine Arts /Elective Credit

Explore the art and science of visual motion with the 11 principles of animation. Students follow the professional animation project pipeline method moving from organizing their concepts in story boards to refining their ideas through animatics to final polished animations. Design projects for such media as the Internet, DVD, TV, Film, iPod, Cell Phones and other mobile devices. Study the use of animation in other fields such as scientific molecular models and mechanical simulations.

INFORMATION TECHNOLOGY

ROP TELEVISION PRODUCTION

School Site: Dublin High School/CTV 30

Length: 1 year/2 hours per day

Prerequisite: Must be 16 yrs. Old.

Graduation: Fulfills Elective req.

College Prep: Credit by Exam

This course is a comprehensive introduction to television production techniques: camera operations, audio/video recordings, directing, writing, acting, set design, sound/lighting design and editing. Students will learn all phases of broadcasting: announcing, performing and writing. Students will be introduced to graphic design and video applications. Throughout the course students will come to understand why video is used: to inform, to teach, to share common concerns, to entertain, and to effect change. Students will be taught about legal restraints concerning copyright, taping and responsible reporting. A base of information will be given, but emphasis will be on learning-by-doing. (**Senior Priority**)

ROP MULTIMEDIA I

School Site: Dublin High School

Grade Level: 10-12

Length: 1 Year

Prerequisite: Have the ability to write clearly, enjoy speaking to an audience and an interest in industry technology.

Graduation: Fulfills Elective req.

NOTE: Students may concurrently enroll in Multimedia I and Multimedia II.

Learn the organizational and technical skills needed for various careers in multimedia such as video, television, and computer graphics. Participate in writing, speaking, and critiquing student projects. Projects involve writing, producing, camera operation and computer editing through the creation of the

school-site video bulletin. Develop media to be included in your media portfolio and for presentation in the class-run media festival, a major focus of the program.

ROP MULTIMEDIA II

School Site: Dublin High School

Grade Level: 10-12

Length: 1 Year

Prerequisite: Have the ability to write clearly, enjoy speaking to an audience and an interest in industry technology.

Graduation: Fulfills Elective req.

College Credit: Credit By Exam – Chabot

NOTE: Students may concurrently enroll in Multimedia I and Multimedia II.

For intermediate and advanced media creators who have a basic knowledge of how to operate a video camera, create visual graphics, and design media presentations. Participate in group creative projects for delivery to the school and outside media organizations. Utilize the World Wide Web to deliver content. Projects include advanced work on the school-site video bulletin as well as provide media segments for the Dublin Unified School District who titled “Dublin Life.”

ENGLISH

ENGLISH 2

Length: 1 year

Graduation: Fulfills one year of four year English req.

In English 2 students meet the California standards by reading and discussing, stories, essays, plays, poems and novels from a multicultural perspective. Myths and legends will be studied in order to better understand the origin of English words and expressions. Units in writing further develop expository, technical and persuasive composition. Students will learn the California Center for Literacy Development Strategies to increase their vocabulary, metacognitive skills and enhance their overall reading comprehension.

ENGLISH 3

Length: 1 Year

Graduation: Fulfills one year of 4 year English req.

Highlights of American Literature will be covered. The course will focus on core and extended reading of short stories, poems, novels, plays, and some pieces of nonfiction. Standards-based course assignments include essays, quizzes, discussion and projects. A focus on improving writing with the reading is embedded throughout the course.

ENGLISH 4

Length: 1 Year

Graduation: Fulfills one year of four year English req.

Standards-based reading, writing, listening, and speaking skills are taught in a context of quality literature from core and supplemental readings. The works chosen represent a variety of genres, cultural perspectives and personal experiences. Both fiction and non-fiction will be read. Students will read a variety of world writers dealing with universal human themes in poetry, short story, and novel formats.

ENGLISH EXIT EXAM COURSE

Grade Level: 10-12

Length: Ongoing units Exit Exam is Passed

Graduation: Fulfills English/Elective credit

This course is designed to meet the state requirement for passing the California High School Exit Exam. Language Arts skills are taught explicitly to assist students in success on the exam.

LITERATURE IN FILM

Grade Level: 11-12

Length: 1 semester

Graduation: Fulfills 1 semester of the district four year Eng req.

This course will explore a variety of American and World literature through the medium of film. Students will learn how to analyze aspects of film and participate in extensive discussion around these aspects. A great deal of analytical writing will be incorporated into the process.

JOURNALISM/YEARBOOK

Grade Level: 10-12

Length: 1 Year

Prerequisite: Teacher recommendation and application. Recommendation of English teacher is required. This class is recommended for 10th through 12th graders.

Graduation: Fulfills one year of English req.

This is a year-long course in which students will participate in every aspect of producing a magazine and yearbook. Students will do research, conduct interviews, write articles, take photographs, and edit articles. Students will use various forms of technology, including Microsoft Word, Internet research, digital camera, Excell, desktop publishing, clipart and photo editing. This class requires dedication to quality work, strong writing and time management skills.

MATHEMATICS

ESSENTIALS OF ALGEBRA 1

Grade Level: 10-12

Length: 1 Year

Graduation: Fulfills one year of math req.

This course is designed to meet the state standards of Algebra I. This course covers all of the algebra concepts and skills of a standard algebra course. Problem solving, measurement, geometry, statistics and probability are included as well. Students must meet competency levels for each unit of study prior to progressing on to the next unit of study.

GEOMETRY

Grade Level: 10-12

Length: 1 Year

Graduation: Fulfills one year of math req.

This course is designed for the college bound student with a strong algebra background and good study skills.

CONSUMER AND FAMILY STUDIES

COOKING FOR INDEPENDENCE

School Site: Valley High School

Grade Level: 10-12

Length: 1 Quarter

Graduation: Fulfills elective requirement.

Students will learn and practice the basics of creating healful, affordable and tasty meals. Food preparation skills, measurement, food safety, and intelligent consumerism are emphasized. Course includes lecture, demonstration and hands-on food labs. **A \$20.00 lab fee is requested.**

HEALTH

School Site: Valley High School

Grade Level: 12

Length: 1 semester

Prerequisite: None

Graduation: Fulfills Consumer Health/Employment Education req.

This is a semester course designed to meet the graduation requirements for the essential living skills necessary for success in today's society. Consumer Health topics include consumer rights & responsibilities, nutrition, fitness and food shopping, housing, parenting and child safety issues, state-mandated health topics include sexual responsibility, birth control and sexually transmitted diseases, and teen health issues.

ROP COSMETOLOGY

School Site: Dublin Beauty College

Grade Level: 10-12

Length: 1 ½ years/ 3 hours per day/8 hrs Saturday

Prerequisite: Must be 16 years old

Graduation: Fulfills Elective req.

Students learn the care and beautification of the hair, complexion and hands. Instruction includes training in giving shampoos, rinses and scalp treatments, hair styling, setting, cutting, tinting, bleaching and permanent waving, as well as all the individual skills learned in the Manicuring class. The anatomy of beauty culture is taught and customer relations are emphasized. Instruction is designed to qualify pupils for the California State licensing examination for Cosmetology. (Must be 17 years old to take exam). Tri-Valley ROP offers this class through Dublin Beauty College, a private institution. Equipment fees and uniform are required.

INDUSTRIAL TECHNOLOGY

TRADES SURVEY COURSE

School Site: Valley High School

Grade level: 10-12

Length: Semester

Graduation: Fulfills Elective req.

This course is designed to give students a broad understanding of the various construction trades. Students will experience aspects of a variety of skill-based trades including: electricians, lathers, painters and drywallers, cement laborers, carpentry and much more. Guest speakers and hands on experiences along with field trips to various job sites will be included.

ALLIED HEALTH SURVEY COURSE

School Site: Valley High School

Grade Level: 10 – 12

Length: Semester

Graduation: Fulfills Elective req.

This course will allow students to survey a variety of jobs in the allied health field, and to gain an overview of ethical, technical, and legal issues important in the field currently. Students will understand training requirements, salary ranges, job responsibilities and workplace conditions for these jobs. The course will use a variety of instructional techniques, including textbook, online research, guest speakers, field trips, personal interviews and presentations involving technology. Guest speakers will give students practical, hands-on learning opportunities and current information from the field. Partnership with the Allied Health department at Las Positas will enhance students' motivation to enroll in community college programs upon completion of high school.

ROP SPORTS MEDICINE/ATHLETIC TRAINER

School Site: Dublin High School

Grade Level: 10-12

Length: 1 Year

Graduation: Fulfills Elective req.

Internship: Community Classroom (unpaid) Internship is a required component of the program and students must provide their own transportation as necessary.

Sports medicine/athletic training is an exciting, growing field with employment opportunities in athletic training, sports medicine, and physical therapy aide. Units include anatomy and physiology, medical terminology, Kinesiology (interrelationship of the physiological processes and anatomy of the human body with respect to movement), classification, assessment and prevention of injuries, modalities and procedures, rehabilitation, nutrition, pharmacology, safety factors and related to sports medicine and training room procedures.

ROP AUTOMOTIVE MACHINIST

School Site: Dublin High School

Grade Level: 11-12

Length: 1 Year/2 hours per day

Prerequisite: Must be 16 years old;

Graduation: Fulfills elective req.

College Prep: Community College articulation

This course is designed to give the student an overall view of the industrial processes used in the construction of today's modern automobiles and a basic understanding of the automobile, its operation, care and repair. Instruction covers components of the car, automobile design, power train, wheels and tires, brakes and general car care and maintenance. All machine work will be taught on a V-8 engine which will be completely rebuilt, including boring and valve grinding, and then test-run in the class. All parts and materials for rebuilding the engine are provided.

PHYSICAL EDUCATION

PHYSICAL EDUCATION

School Site: Valley High School

Length: 1 Year

Prerequisite: None

Graduation: Fulfills up to 1 year of PE req.

Components of Nutrition, Fitness and Safety from the California Physical Health Standards are included in the curriculum. Also covered are: team sports, individual sports, aquatics, body development and the introduction to weight lifting.

TEAM SPORTS

School Site: Valley High School

Length: Semester/Year class

Graduation: Fulfills up to 1 year of PE req. (May be repeated for credit)

This course builds on the basic foundation of the ninth grade core program. The goal of this course is to provide students with an opportunity to choose life-time activities and increase their skill proficiency, strength, flexibility and conceptual learning specific to each instructional unit. These activities include football, ultimate freezbee, soccer, softball, basketball, volleyball, hockey, and lacrosse.

WEIGHT LIFTING

School Site: Valley High School

Length: Semester/Year class

Graduation: Fulfills up to 1 year of PE req. (May be repeated for elective credit)

This course gives students an introduction to how to lift weights properly, while continuing to maintain, build and develop body muscles. This class is designed to structure body development which can last a lifetime. Strength, flexibility and cardiovascular health are maintained.

SCIENCE

BIOLOGICAL SCIENCE

School Site: Valley High School

Grade Level: 10-12

Length: 1 Year

Graduation: Fulfills biological science req.

This course deals with the scientific method, the origin of living things, the cell, complex organisms, reproduction and genetics, the human body, and ecological relationships. This course does **not** fulfill the U.C. lab science requirement.

PRINCIPALS OF CHEMISTRY

School Site: Dublin High School

Grade Level: 10-12

Length: 1 Year

Graduation: Fulfills physical science req.

This course is for students not intending a college major in math/science/computers/pre-med. Use of graphing calculator is strongly recommended for this course. Chemistry deals with the nature of materials in our world and how they change and combine. Topics include: the atomic model of matter; chemical reactions; chemical equilibrium; bonding and molecular structure. Students should expect to spend time outside of class, especially in the areas of reading and preparation of lab reports.

ROP ENVIRONMENTAL SCIENCE

School Site: Foothill, Dublin High School
Grade Level: 10-12
Length: 1 year/2 hours per day
Prerequisite: Algebra 1 or equivalent with “C” or better
Graduation: Fulfills Physical Science req.
College Prep: Fulfills CSU/UC lab science req.

Students taking Environmental Science gain a foundation of knowledge and skills to understand the cause and management of environmental problems. Students learn basic laboratory and field techniques; including specimen sampling and processing, site monitoring, documentation, inspection and emergency response. Use of Geographic Information Systems (GIS) and remote sensing are introduced. Students learn to incorporate academic rigor with practical application by exploring the links between environment, politics and economics. Students will have opportunities to take part in job shadowing, internships and career mentoring.

ROP WATER POLLUTION CONTROL

School Site: Dublin San Ramon Services District
Grade Level: 10-12
Length: 1 year/ 15 hours per week
Prerequisite: Successful completion of Alg., Chem; pre-screening interview is required.
Graduation: Fulfills Elective Credit
College Prep: CSU-Sacramento certificate available

This course prepares students to operate and maintain the wastewater treatment plant under direction of plant personnel. Participants learn to tend machinery and equipment connected with biological treatment processes; read and interpret charts, flowmeters and gauges; collect samples; perform process tests; and related duties. The program also may be helpful for students who wish to enter maintenance, laboratory, collection system, or water distribution work.

ROP ALTERNATIVE/RENEWABLE ENERGY

School Site: Dublin High School
Grade Level: 10-12
Length: 1 Year
Graduation: Fulfills Elective Credit

Alternative/Renewable Energy will provide students with the opportunity to explore the uses, efficiencies, and future social, economic and environmental implications of developing energy resources other than those based on fossil fuel. Students will explore the controversies of our human impact on this planet with our fuel demands, as well as the possible solutions to our energy needs. Students will learn about biofuels, hydrogen fuel cells, geothermal heat transfer, wind energy, and solar as a source of both heat and electric power. Field trips and student led projects will provide real world application of our studies. Students will gain a broad understanding of energy efficiencies and cost-benefit analysis of resource use as well as a sound practical application of general energy principles. Career exploration in the growing field of alternative energy will be emphasized.

SOCIAL STUDIES

WORLD HISTORY

School Site: Valley High School
Grade Level: 10
Length: 1 year (10 credits maximum)
Graduation: Fulfills first year of three year Social Studies req.

Students examine major turning points in the shaping of the modern world. First semester is spent looking at the expansion of the West (Europe) and the growing interdependence of people and cultures throughout the world. Second semester moves into the 20th Century. Current events, class activities, projects and a term research paper are used to promote class discussions and critical thinking skills. Major areas to be studied are Rising Tide of Revolutions, Industrialization and Its Impact, Western Imperialism, WWII, Civilizations in Crisis (1882-1945) and the Contemporary World (1945 to present).

U.S. HISTORY

School Site: Valley High School

Grade Level: 11

Length: 1 year (10 credits maximum)

Graduation: Fulfills second year of three year, Social Studies req.

United States History offers a broad curriculum with emphasis on vitalizing history as a link between past and present. Students will examine the chronological background of significant events and critical turning points in U. S. history, identify individuals/groups who made major contributions to the political, economic, social, and cultural development in a given period; define the basic values and principles of our constitutional system and the pluralistic nature of our states and nation; recognize the historical development of the United States as a world power; and understand the social, political, and economic stance of the United States in the world community. Emphasis in U. S. History is on critical thinking skills attained through class lectures, discussions, activities, and projects.

ECONOMICS

School Site: Valley High School

Grade Level: 12

Length: 1 Semester (5 credits)

Prerequisite: Completion of United States History (1 year)

Graduation: Fulfills 1 semester of third year of three year Social Studies req.

In this course, which is a graduation requirement, students will study fundamental economic concepts, appreciate how the principle concepts of economics relate to each other, and understand the structure of our nation's economic system. The goal of the course is to help students make reasoned judgements

about economic policies which affect their lives. Focal points of this course include understanding terminology, interpreting tools of analysis, identifying economic indicators, studying the use of goods and services, understanding the role of market and elements in the economy, identifying forms of business organizations, and analyzing the role of government.

CIVICS

School Site: Valley High School

Grade Level: 12

Length: 1 Semester (5 credits)

Prerequisite: 1 year of U.S. History

Graduation Fulfills 1 semester of the third year of three year Social Studies req.

This course, which is a graduation requirement, affords an understanding of the American political system with particular emphasis on the importance of participation in a democracy. Critical political science concepts are explored along with the sociopolitical patterns evident in American society today. The framework of state government is also examined with an in-depth look at California government. Critical thinking skills are promoted through discussions, activities, projects, lectures, and simulations.

ROP CRIMINAL JUSTICE

School Site: Amador, Dublin High School

Grade Level: 11-12

Length: 1 year

Prerequisites: Must be 16 years old

Graduation: Fulfills elective req.

College Prep: Community College credit avail.

Students learn the responsibilities and basic skills necessary to serve as police officers, security guards or correctional officers. An understanding of the history and principles of the American justice system is included, as well as the social and psychological aspects of law enforcement.

SPECIAL EDUCATION

SPECIAL EDUCATION PROGRAM

The Special Education Program at Valley High School consists of a primarily mainstreamed program. Special Education students are provided with individual and group assistance within the regular education classes, and regular and special ed teachers and staff collaborate together regularly to design instruction and to monitor each student's progress. As a result of this, we are able to meet the requirements of the Individual Education Plan (IEP) in the least restrictive environment. Additional services include: Adaptive PE, Speech/Language and Psychological Support Services when required by the IEP. A Change of Placement IEP meeting is required before special education students are enrolled at Valley, to insure the appropriateness of the placement and services available at Valley. Ed code requirements are honored in relation to foster and homeless students with IEP's.

Non Departmental

GENERAL WORK EXPERIENCE

School Site: Valley High School

Grade Level: 10-12

Length: 1 Semester/1 Year

Students gain valuable on-the-job experience and earn either 5 or 10 units of credit per semester. Students must get permission to enroll from the Work Experience Coordinator, Donita England.

To enroll and earn credits in General Work Experience a student **must:**

- a. Have parent/guardian approval.
- b. Be 16 years of age.
- c. Earn the State of California student min. wage.
- d. Have a work permit.
- e. Have a job station that complies with all standards in the Education Code and Child Labor Law.
- f. Have an employer who carries State Worker's Compensation Insurance.
- g. Be enrolled in four or more subjects including Work Experience.
- h. Attend related instructional meetings as directed by the Work Experience Coordinator.
- i. Average 10 hours of work per week, 180 total hours of work per semester, in order to receive 5 credits per semester.
- j. Average 20 hours per week, 360 total hours of work per semester, in order to receive 10 credits per semester.
- k. Maintain 90% attendance at Valley, as well as adequate progress toward graduation.

STUDENT ASSISTANT

School Site: Valley High School

Grade Level: 11-12

Length: 1 Semester/1 Year

Prerequisite: Minimum 2.0 GPA prior semester, good attendance/discipline

Graduation: Fulfills elective credit

Limited to one Student Assistant class per semester. During all four years, a student may not take more than 20 units, combined, in Work Experience and Student Assistant. Students who have special skills in typing, filing, homemaking, tutoring, or specific subjects may apply for positions with teachers, secretaries and other school personnel provided they first have their counselor's approval. All Student Assistant positions must be confirmed in writing on a special form secured from the counselor.

STUDENT LEADERSHIP

School Site: Valley High School

Grade Level: 10-12

Length: 1 Semester/1 Year

Prerequisite: Instructor Approval

Graduation: Elective Credit

The Student Leadership class is designed as an activity class in which students plan and execute all co-curricular activities, with the exception of athletics, for the VHS student body. Students meet as the executive council to discuss, vote on, and implement special projects throughout the school year, as well as perform the specific duties of their elected or appointed office. This class meets before school, from 12:45 to 1:30., five days per week. In addition, students are expected to perform a substantial amount of school and community

COMMUNITY SERVICE

School Site: Valley High School

Grade Level: 10-12

Length: 1 Semester/1 Year

Prerequisite: Principal Approval

Graduation: Elective Credit

Students may earn up to 20 total elective credits for performing certain types of community service.

Guidelines: Community service projects must be pre-approved by the principal. A simple contract will be established between the school, the student, the parent and the community service recipient or facilitator. This process insures clear communication regarding the type of service being performed and any necessary guidelines for the work.

A time log must be kept and this log must be verified by an adult supervisor who is not related to the student.

In general, completing chores or tasks for one's family (such as yard work, construction, childcare, cooking, etc) is **NOT** considered community service. (Exceptions to this policy for extraordinary situations may be appealed to the principal).

Service hours are awarded at 15 hours per credit.

For the protection of our students, laws related to employment of minors apply to community service work (though no work permit is required).

Please visit our website at: www.dublin.k12.ca.us

Enjoy your time at Valley! We look forward to working with you and helping you accomplish your goals!