



WELCOME TO MARSHALL HIGH SCHOOL

701 N. Marshall Ave., Marshall MI 49068

(269) 781-1252 / Fax (269) 781-5304

website: http://www.marshall.k12.mi.us/MHS/High_School.php

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NEW STUDENT INFORMATION

MISSION STATEMENT ~ Improving Tomorrow by Inspiring Today!

WHOM SHOULD I CONTACT ????? ~ Quite often parents have questions concerning a variety of factors, which have an effect on their children. Please do not hesitate to contact the school if you have a question or concern. It is our feeling that any question you have is important. We continually work to improve the communication between parents and Marshall High School staff.

Another way we have tried to better communications is by having our own web page. If you haven't had a chance to check out the web page for Marshall High School lately, you might want to take a few minutes to do so. There is a lot of information there covering a variety of topics. To get to our web page, type in the following address:

http://www.marshall.k12.mi.us/MHS/High_School.php. Once there simply click on any of the links to get information relating to, Academic Program Guide (*course offerings booklet*), Alumni, Announcements, Athletics, Calendar, Class Pages, Guidance Department, Newsletter, Parent Connect, Staff Email, and Whom do I call? at the High School.



● **ADMINISTRATION:**

Principal – Mr. Daniel Luciani, 781-1311

Assistant Principal –, 781-1312

dluciani@marshall.k12.mi.us

Administrative Assistant to the Principal and Pupil Accounting/Finance – Mrs. Rhonda Stepp, 781-1252

rstepp@marshall.k12.mi.us

While many of the questions can be answered by contacting a specific office, questions and concerns can and should be directed to the high school administration. Many times we may be able to provide the information or direct you to the person who will be able to do so.

● **ATTENDANCE:**

Attendance Secretary – Mrs. Anne Banfield, 781-1337

24-hour Attendance Reporting -- 781-1313

abanfield@marshall.k12.mi.us

The Attendance Office can provide information regarding the procedure to have students excused from school for illness or other reasons. It is also the office to contact when a student is ill and not in attendance.

● **COUNSELING:**

Counselor – Mrs. Robbin Coddens, 781-1338, rcoddens@marshall.k12.mi.us

Counselor – Mrs. Kim Robson, 781-1319, krobson@marshall.k12.mi.us

Guidance Secretary/Finance – Mrs. Dianne Kneller, 781-1321, dkneller@marshall.k12.mi.us

The counseling office can provide information regarding student progress, schedules and program planning, work permit information as well as testing and college information.

● **ATHLETICS:**

Athletic Director – Mr. Tom Duffey, 781-1334

Athletic Secretary – Mrs. Laura Altic, 781-1314

tduffy2@marshall.k12.mi.us

laltic@marshall.k12.mi.us

The athletic department can provide you with information regarding game and practice schedules, eligibility and pre-sport physical information, training rules, ticket availability and prices.

● **TEACHERS:**

To send an email to your child's teacher you would simply put their first initial and full last name then @marshall.k12.mi.us. All lower cases, no spaces.

GRADUATION REQUIREMENTS -

It is the goal of Marshall High School to provide opportunities for each individual student to experience various learning activities which will enhance the required subjects of the core curriculum. Students are required to be enrolled in and to attend regularly a minimum of seven (7) classes and one (1) seminar for all eight semesters of their high school career. Students who fail to meet graduation requirements as spelled out in the above framework will be asked to complete their course work in another program.

To graduate from Marshall High School and participate in commencement exercises, each student must earn a minimum of twenty-five (25) credits and pass all required courses. A course taken from Marshall High School for one semester earns ½ credit and a course taken all year earns one (1) credit.

- ✓ The 9th grade physical education course is a prerequisite to any elective course in physical education. PE may be waived because of health when certified by a physician, or for religious beliefs when certified by a pastor. Such cases must be reviewed each year by the principal.
- ✓ Required courses are expected to be taken at Marshall High School unless specific permission is given by the principal's office or designee. Such permission will be noted in writing in the student's records.
- ✓ Any course taken outside of the normal school day program with the intent of receiving credit must have the approval of the principal or designee. Such permission will be noted in writing in the student's records.
- ✓ All students must carry a full schedule of classes (7 + one seminar). If more credits are needed to graduate on time than can be earned in the regular school day, please see your counselor for the Marshall High School approved options. Prior approval must be obtained from the principal or designee. A record of what is approved will be kept in the student's file.

We recommend that students use the following chart to help you with your academic planning:

9TH GRADE	10TH GRADE	11TH GRADE	12TH GRADE
*English 9 or 9 Honors	*English 10 or 10 Honors	*English 11 or 11 Honors	*English 12 or AP English
*Biology	*Math	*Math	*Math
*Algebra I or IB/Geo	*Chemistry	*Physics/Conc.Physics	*Gov't/Econ
*Phys Ed	*World History	*U.S. History	Elective
*Health/IntrSocStudies	Elective	Elective	Elective
Elective	Elective	Elective	Elective
Elective	Elective	Elective	Elective
TOTAL OF 7 CREDITS	TOTAL OF 7 CREDITS	TOTAL OF 7 CREDITS	TOTAL OF 7 CREDITS
* = required classes for that grade			
1 semester of InfoTech must be taken before graduation			

The following credits are required to be taken and passed by each student:

- Four (4) credits in language arts; English 9, 10, 11 & 12.
- Four (4) credits in mathematics, to include Algebra 1 (or Algebra 1A & 1B), Geometry (or Informal Geometry), and Algebra II (or Algebra IIA and IIB). A mathematics course (or equivalent course) must be successfully completed during the senior year of high school enrollment.
- Three (3) credits in science, to include Biology, Chemistry, and either Physics or Conceptual Physics. A fourth year of science credit is encouraged, but not required for graduation.
- Three and one-half (3 ½) credits in social studies: These must include one-half (1/2) credit of 9th grade Intro to Social Studies, one (1) credit of World History, one (1) credit of United States History, one-half (1/2) credit of American Government and one-half (1/2) credit of Economics.
- One and one-half (1 ½) credits in physical education: These must include one-half (1/2) credit of 9th grade Health.
- One (1) credit in visual, performing, or applied arts.
- One (1) credit in fine and practical arts: The following courses may be taken to meet the fine/practical arts requirement.

MUSIC:

Symphonic Band
 Concert Band
 Orchestra
 Redhawk Chorale
 Marshall Singers
 Bel Canto
 Advanced Ensemble

COMPUTER:

Microsoft Office
 Introduction to Info Tech
 Web Page Design
 Digital Imagery

BUSINESS:

Accounting
 General Business
 Personal Finance

ART:

Studio
 Art II
 Art and Design

FAMILY & CONSUMER SCIENCE:

Design for Living I, II
 Culinary Arts
 Independent Living
 Child Psychology
 Family Living

AGRICULTURE:

Mich. Natural Resources
 Agriculture Co-op
 Horticulture & Landscaping
 Animal Science
 Aquatic Science
 Plant and Soil

CALHOUN AREA CAREER CNTR**Natural Resources & Agriscience:**

* Environmental Sciences Technology

Arts & Communications:

* Graphic Communications Tech

Business, Management & Marketing:

* Computer Networking

* Culinary Arts/Hospitality

* Marketing Education

Engineering/Manuf/Industrial Tech:

* Automotive Service Technology

* Aviation Exploration

* Collision Repair Technology

* Computer Aided Drafting

* Construction Technology

* Machining Technology

* Power Equipment Technology

* Welding Technology

Health Sciences:

* Health Occupations

* 21st Century Health Careers

* Health Careers Prep

Human Services:

* Early Childhood Education

* Education Academy

* Law Enforcement/Criminal Behaviors

INDUSTRIAL ARTS:

Drafting
 Engineering I, II & III
 Architectural Drawing
 Intro to Industry
 Woods I, II, III & IV
 Metal Technology I

STUDENTS ARE RESPONSIBLE FOR ENSURING THAT THEIR RECORDS ARE CORRECT AND UP-TO-DATE, AND THAT REQUIRED COURSES ARE TAKEN AND SATISFACTORILY COMPLETED. COMPLETION OF GRADUATION REQUIREMENTS IS THE RESPONSIBILITY OF THE STUDENT. ANY STUDENT PLANNING TO GRADUATE WITH HONORS MUST FOLLOW THE GUIDELINES AS SPELLED OUT IN THE STUDENT HANDBOOK. SEE YOUR GUIDANCE COUNSELOR WITH ANY QUESTIONS.

PREREQUISITES

A prerequisite is a requirement which must be met before enrollment in an advanced course is allowed. Prerequisites have been established by departments for some courses. Not only do these requirements preserve the integrity of certain courses, but they also serve as an aid to students in the process of course selection. These requirements are usually designed to discourage students from enrolling in courses where frustration and/or the opportunity for success may be limited. If a course name is listed as a prerequisite, then credit must be earned for the listed course; and this kind of prerequisite may not be waived.

Other kinds of prerequisites may, however, be waived by:

Principal's approval

Successfully passing a departmental prerequisite waiver examination

Providing a parent-completed waiver from which allows the student to enroll

GRADUATING WITH HONORS: for the class of 2011 and beyond:

GRADUATING WITH HIGHEST HONORS

- Cumulative GPA of 3.75 or higher.
- Four (4) years standard English sequence to include English 12 or Advanced Placement English.
- Combination of eight (8) credits in Mathematics and Science (Algebra, Geometry, Algebra II, Algebra III w/Technology, Pre-Calculus, Calculus, Advanced Placement Calculus, Advanced Placement Statistics, Biology, Conceptual Physics, Chemistry, Physics I, Physics II, Advanced Placement Biology, Anatomy/Physiology, Chemistry/Biology Applications, Advanced Placement Chemistry and Aquatic Science)
- Two (2) years of the same foreign language.

GRADUATING WITH HIGH HONORS

- Cumulative GPA of 3.5 or higher.
- Four (4) years standard English sequence (see above).
- Combination of seven (7) credits in Mathematics and Science (see above).

GRADUATING WITH HONORS

- Cumulative GPA of 3.25 or higher.
- Four (4) years standards English sequence (see above.)
- Combination of six (6) credits in

GPA??? ~ One of the new terms you will hear at the high school is Grade Point Average, often referred to as “Grade Point” or “GPA”. Grade Point Average is:

- 1). A numerical method of keeping a record of your grades during high school.
- 2). Computed at the end of each semester.
- 3). A way of showing where you rank academically with the other students in your grade.

Here’s how it works.....each letter grade is assigned a number. The better the grade the higher the number.

A	=	4.00	C	=	2.00
A-	=	3.67	C-	=	1.67
B+	=	3.33	D+	=	1.33
B	=	3.00	D	=	1.00
B-	=	2.67	D-	=	.67
C+	=	2.33	E	=	0.00

I = Incomplete

G = Credit (Pass/Fail grades)

H = No Credit (Pass/Fail grades)

At MHS we do have a school wide Grading scale, it is as follows:

A	94.5%
A-	89.5%
B+	86.5%
B	82.5%
B-	79.5%
C+	76.5%
C	72.5%
C-	69.5%
D+	66.5%
D	62.5%
D-	59.5%
E	0.0

GRADING WITH ADVANCED PLACEMENT AND DUAL ENROLLMENT ~ Ten (10) Advanced Placement

Courses are available in : Advanced Placement Biology, Advanced Placement Calculus AB, Advanced Placement Chemistry, Advanced Placement English Literature & Composition, Advanced Placement Micro Economics, Advanced Placement Music Theory Advanced Placement Spanish Language, Advanced Placement Statistics, Advanced Placement Studio Art, and Advanced Placement United States Government & Politics. Advanced placement courses offer students the opportunity to accomplish college-level programs while still in high school.

A	=	5.00	C	=	3.00
A-	=	4.67	C-	=	2.67
B+	=	4.33	D+	=	2.33
B	=	4.00	D	=	2.00
B-	=	3.67	D-	=	1.67
C+	=	3.33	E	=	0.00

I = Incomplete

G = Credit (Pass/Fail grades)

H = No Credit (Pass/Fail grades)

Marshall High School has three (3) six-week grading periods per semester. So.....every six weeks your parents will find out how you are doing in each class. The semester grade is what accumulates during your high school career and determines if you receive “credit” or not.

OTHER POINTS OF PRIDE

- Participation in the Dual Enrollment state program for approved juniors & seniors at local colleges on a part-time basis.
- Juniors & Seniors can choose from 19 vocational programs at the Calhoun Area Technology Center.
- Availability of the Michigan Virtual High School which allows students to earn recovery credits, take traditional courses and Advanced Placement courses.
- The graduating class of 2010 earned more than \$500,000 in scholarship awards towards their college education.
- Junior students are offered the opportunity to attend a week-long study of our government through the Close-Up program.
- Each May over 400 Departmental Academic Awards were given out to students.

- Typically, approximately 1/3 of the graduating class will graduate with either honors, high honors or highest honors.

ACCREDITATION STATUS

North Central Association—"Accredited without Warning" for the 2008-2009 school year; continuous accreditation since 1904.

SAMPLE SCHEDULE:

<i>MONDAY/WEDNESDAY</i>	<i>TUESDAY/THURSDAY</i>	<i>FRIDAY</i>
<u>Block 1</u> 7:40-9:25 Health for one semester Social Issues the other semester	<u>Block 2</u> 7:40-9:25 Social Studies	<u>Block 1</u> 7:40-8:40 S1 Health / S2 Soc. Issues <u>Block 2</u> 8:45-9:25 Social Studies
<u>Block 3</u> 9:30-10:55 Math	<u>Block 4</u> 9:30-10:55 Seminar	<u>Block 3</u> 9:30-10:10 Math <u>Block 4</u> 10:15-10:55 Seminar
<u>Block 5</u> 11:00-12:25 Elective	<u>Block 6</u> 11:00-12:25 Physical Education	<u>Block 5</u> 11:00-11:40 Elective <u>Block 6</u> 12:15-12:55 Physical Education
<u>Block 7</u> 1:00-2:30 Science	<u>Block 8</u> 1:00-2:30 English	<u>Block 7</u> 1:00-1:40 Science <u>Block 8</u> 1:45-2:30 English

Fridays.....Attend all classes in Block Order 1,2,3,.....8

NEW STUDENT REGISTRATION REQUIREMENTS ~

In order for a new student to register at Marshall High School, they must present the following documents:

- Proof of Residency (any utility bill, drivers license, lease rental agreement, purchase papers, etc).
- Immunization Records
- Birth Certificate
- Withdrawal form with grades from last school attended
- Transcript reflecting academic program from 9th through the last semester of last school attended (these can be unofficial)
- Approval from Superintendent to enroll if enrolling under the School of Choice program
- \$20.00 Book Deposit fee

Those families walking in with the above forms can be given the MHS handbook, the MHS enrollment materials to complete, and receive an appointment to see a counselor. The new family/student should leave the transcripts and other MHS forms with the counselor for review.

During the school year, students/families arriving without any of the above will be given a student enrollment packet and a list of documents needed. Once they are certain all paperwork (items above) are available to the Marshall High School Counseling Office, they may make an appointment to register by contacting Dianne Kneller, Guidance Secretary, by telephone at (269) 781-1321, by email to dkneller@marshall.k12.mi.us, or by fax at (269) 781-5304. During the summer months please contact Rhonda Stepp at 269-781-1252, or via email at rstepp@marshall.k12.mi.us

NO STUDENT WILL BE REGISTERED WITHOUT THE ABOVE BULLETED ITEMS

EXTRA CURRICULAR ACTIVITIES ~

Knowledge Master Open	M Club	Drama/Theatre	Student Council
Marching Band	Debate Club	Equestrian	Flag Corps
Symphonic Band	French Club	Redhawk Chorale	Jazz Band
Science Olympiad	FFA	Bel Canto	Life Guard
Student Leadership Forum	Ski Club	Marshall Singers	Yearbook
Peer Listening Program	National Honors Society	Newspaper	Quiz Bowl
Students Against Drunk Driving	Washington DC Close-Up	Solo and Ensemble	Spanish Club
		YACKers	Youth of the Month- Exchange Club



**MARSHALL
REDHAWKS** **ATHLETICS**

SPORTS ~

GIRLS

Football Cheerleading – Fall
 Swimming – Fall
 Tennis – Fall
 Equestrian – Fall
 Basketball – Fall
 Cross Country – Fall
 Basketball Cheerleading – Winter
 Volleyball – Winter
 Golf – Spring
 Track – Spring
 Soccer – Spring
 Softball – Spring
 Bowling – Spring

BOYS

Football – Fall
 Cross Country – Fall
 Golf – Fall
 Equestrian – Fall
 Soccer – Fall
 Basketball – Winter
 Wrestling – Winter
 Swimming – Winter
 Tennis – Spring
 Track – Spring
 Baseball – Spring
 Bowling – Spring

- ***NO CREDIT IS EARNED FOR PARTICIPATION IN ANY SPORT.***
- ***PARTICIPATION IN ANY SPORT OR CHEERLEADING REQUIRES ACADEMIC ELIGIBILITY.***
- ***TRAINING RULES:***

PAY TO PARTICIPATE: Marshall Public Schools has adopted a pay to participate fee for all high school athletics and certain extracurricular activities. A \$200 family maximum will be applied between middle school and high school athletics.

TRAINING RULES: The following rules apply to all students participating in athletics at Marshall High School. It is expected that these rules will be followed during the entire year (12 months).

The coaches of the individual sports prescribe regular hours, conduct, practice and game attendance.

PENALTY: Penalties for violations of the above will be governed by the in-season coaches.

NOTE: Length of hair is not regulated, but if it is long enough to interfere with the student's performance, it should be tied back. The hair should be clean and no headbands are allowed. All hair policies pertain to in-season athletes.

The use, sale or possession of alcohol, tobacco, controlled substances, look-alikes, and uncontrolled substances used or sold as controlled substances are prohibited.

FIRST OFFENSE: Athletes who have failed to act in accordance with rule #2 will be subject to a penalty of dismissal from the squad for a period of 50% of the season if the violation occurs in or out of season. Fifty percent of the season is defined as half of the scheduled contests and can be carried to next sport of competition. (In the event the violation occurs at the end of a season the student may try-out for a team but will still have to serve the remaining portion of the suspension.) The student forfeits all points/time earned towards their letter.

SECOND OFFENSE: Athletes who have failed to act in accordance with Rule #2 for a second offense, during one calendar year from their first offense, will be subject to a minimum penalty of dismissal (for the remainder of the current season) and the equivalent of our entire season, during their next season of competition.

THIRD AND FOURTH OFFENSE: Athletes who fail to act in accordance with Rule #2 and commit a third violation during one calendar year from their 1st offense will not compete in MHS athletics for one entire school year. If a 4th violation occurs anytime during the athletes' suspension they will no longer be allowed to compete in the Marshall athletic program.

ACADEMIC ELIGIBILITY:

Students who have not received credit for a minimum of four (4) classes and a seminar the previous semester may not participate in interscholastic athletics.

Any student participating in athletics at Marshall High School may not be failing more than one class during the course of a semester. Eligibility forms are issued to all teachers (including CACC) every two weeks by the athletic office. Teachers will report the athlete's present grade accumulated from the beginning of the semester.

If the athlete is failing more than one class, he/she is automatically ineligible until he/she has achieved a cumulative passing grade.

DAILY ATHLETIC ATTENDANCE POLICY:

Athletes must be in all classes in order to participate in either a practice or an interscholastic contest. The only exceptions to this rule are doctor's appointments, school-sponsored activities, or permission of the athletic director.

ATHLETIC TICKETS: Fall and winter athletic tickets are available in the athletic director's office. These tickets provide students and adults a substantial saving from gate prices.

ATHLETIC PARTICIPATION: Before any athlete may participate in either a practice or an interscholastic event, the following items must be on file in the athletic director's office:

- Current physical card – The card must be completely filled out after July 1 of the upcoming school year.
- Signed training rules – These rules are located on the physical card. Both the athlete and his/her parent or legal guardian must sign the training rules.
- Informed consent form – This is due before the first interscholastic event.
- Insurance form or waiver – This is a requirement only for football.

MISCELLANEOUS INFORMATION ~

EXTRACURRICULAR ACTIVITIES:

Schools maintain extensive extra-curricular activities in the belief that these activities increase student's interest and pride in their school, and aid in the development of personality and character, as well as the ability to get along with peers. Disciplinary action resulting in suspension from school will affect extra-curricular activities for the same period of time. This includes practice and contest in Athletic, Debate and Forensics, Band or Vocal or any other school sponsored clubs or organizational activities.

A student suspended from school may not attend or participate in a school district activity.

CONFLICT IN ACTIVITIES:

Students have a responsibility to do everything they can to avoid continuous conflicts. This would include being cautious about belonging to too many activities where conflicts are bound to happen. It also means notifying the faculty sponsors involved immediately when a conflict does arise.

Faculty sponsors should use the Community Calendar (Karla Biven's and Rhonda Britten's) in scheduling events to avoid conflicts. When conflicts do arise, the sponsors should get together and work out a solution so the student does not feel in the middle. If a solution cannot be found, then the principal will have to make the decision based on the following:

- The relative importance of each event.
- The importance of each event to the student.
- The relative contribution the student can make.
- How long each event has been scheduled.
- Talk with parents.

Once the decision has been made and the student has followed that decision, he/she is not to be penalized in any way by the faculty sponsor. If it becomes obvious that a student cannot fulfill the obligation to a school activity, he/she should withdraw from that activity.

PASSES:

Students must have a pass to be in the halls during class time. They may be questioned by school personnel and returned to class if they do not have a proper pass. Students wishing to see an administrator or counselor should get a pass from the appropriate office. Students are to pick up these passes before school or during the five minute break. Students are first responsible to be in their classroom for attendance.

SCHEDULE CHANGES:

Students who feel it is necessary to change teachers for a particular course must accomplish the following before seeing a counselor:

- 1). Have a formal meeting with the teacher to be dropped and the teacher to be added. Arrangements to be made by the student. If both teachers agree and notify the counselor's office, the change will be made.
- 2). If one or both teachers do not agree, a formal meeting must be arranged with the parent, student and teachers for the purpose of resolving the matter.