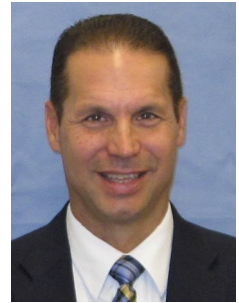


COURSE REQUESTS @LHS

January 2020

Principal's Message

As we approach the midpoint of the school year, plans are already being made for next year's schedule. An important component of that planning is our course request process. As a parent, it is important that we provide a means for you to be an integral part of planning for your student's course requests.



Counselors from Liberty High School visit Oklahoma Road Middle School to meet with 8th grade students and guide them through the course request process. In the next week, core academic teachers at Oklahoma Road Middle School will be making course and level recommendations for students in their classes. These recommendations from the teachers will be shared with you as valuable input in making scheduling decisions.

As part of the orientation process, 8th grade parents are invited to 8th grade night on January 30 at 5:30 pm in the Liberty High School auditorium. The night will consist of a brief presentation after which parents and students will divide into smaller groups according to their assigned counselor. There will be an opportunity to ask questions and clarify information.

Finally, all students and their parents are invited to attend the course selection nights on either February 4th or 12th between 4 and 7pm. Parents will meet with their child's advisor to finalize their course selections for the upcoming year. These nights will also offer parent sessions on the topics of Planning with a Purpose, and Internship opportunities for High School students. In addition, a variety of completer programs will be showcased in the main lobby for you to explore. A detailed schedule of events will be sent out via email prior to the conference nights. We look forward to seeing you and your student at one of our Course Request Nights.



Prepare, Schedule, Strive

In This Issue

- Advisory Conferences
- Key Dates
- Scheduling FAQs
- Counselor's Corner



Conference Preparation

- Review your student's ECP prior to the conference.
- Review your student's academic progress.
- Create a list of questions you have for the advisor.
- Discuss your student's college and career goals with them.
- Ask for clarification.
- Review any requirements that your student's college choices may have.

Conversations for Success

Making the Most of the Advisory Conference

Advisory conferences are a student led opportunity for you to discuss your student's college and career goals with the advisor and your student. These conferences focus on academic progress, assessment data, college and career goals, and student interests. They are an opportunity for the student to reflect on his/her own progress while planning the most effective path to meeting long-term goals.

Conversations Matter

Course selections are an ongoing conversation between student, counselor, parent and advisor. Choosing the right path can be difficult. Here are some ways you can support your student in the course selection process:

- Talk with your student about his/her interests and how the courses they are selecting reflect those interests.
- Talk as a family about your student's academic goals.
- Encourage your student to get involved in clubs and activities related to his/her interests.
- Attend one of the course request conference nights in February.
- Ask questions during the process so that you can understand all of the available options.
- Ask about options such as Dual Enrollment, Career and Technology Center, Internships, and Completer Programs.



What is an Educational Career Plan (ECP)?

Graduation Options:	Completer Program & University Of MD		Alg	Eng	Bio	Gov
Completer Program:	Accounting	Met Requirement?	✓	✓	✓	✓

Subject/Credits	Grade 9 & Earlier	Grade 10	Grade 11	Grade 12
English (4)	HON ENGLISH 9	HON ENGLISH 10	AP LANGUAGE	AP LITERATURE
Social Studies (3)	HON GOVERNMENT	HON US HISTORY	AP WORLD HISTO- RY	AP MACROECONOMICS
Science (3)	CONCEPTUAL PHYS- ICS	HON BIOLOGY I HON CHEMISTRY I		
Math (4)	ALGEBRA I	HON GEOMETRY	HON ALGEBRA II HON TRIG/ PRECALCULUS	HON CALCULUS AP STATISTICS
Phys Ed (1)	PHYSICAL EDUCA- TION I			INDIVIDUAL/DUAL SPORTS
Health (0.5)	HEALTH I			
Financial Literacy (0.5)			FINANCIAL LITERA- CY	
Technology Educa- tion (1)		EXPLORING COM- PUTER SCIENCE		
Fine Arts (1)	ART I			
World Language (2) or Advanced Tech (2) or Completer Pro- gram (4-6)	SPANISH I PRINCIPLES OF BUSI- NESS ADMINISTRA- TION & MANAGEMENT	SPANISH II HON ACCOUNTING I	ACCOUNTING II HON SPANISH III	ADV BUSINESS MANAGE- MENT HON MARKETING
Electives			ISSUES IN AMERI- CAN SOCIETY HON PSYCHOLOGY	HON CAREER RELATED INTERN HONORS FILM AND LITER- ATURE
Total Credits (25)	8.00	8.00	8.00	8.00

The Educational Career Plan (ECP)

Planning for the Future

From the time students start school there is a question that consistently comes up year to year—what do you want to be when you grow up? By high school, the question has shifted to ask, “Where do you see yourself after your time at Liberty?” While student answers will vary, our goal remains the same—provide our students with the skills necessary to reach their goals beyond our walls.



In order to ensure that students are prepared for the journey beyond Liberty, each student creates an Educational Career Plan (ECP). This plan is a roadmap of the four years a student spends at Liberty High School and is tailored to the needs of the student. The ECP looks at where a student wants to be following graduation and seeks to provide a map for courses and programs that will support them in becoming college and career ready.

The ECP is edited each year through individual student meetings with the school counselor and is reviewed by the student’s advisor. The document also serves as a focal point of scheduling conferences and is the vehicle for creating student course requests. **Parents will be able to view 2020-21 course requests in the Home Access Center beginning on February 3, 2020.**



Key Dates

January 30, 5:30PM 8th Grade Information Night

The administrative team and the school counseling department will present information for incoming 9th grade students and their parents. Sessions will be focused on course selection.

Parents and students will have the opportunity to gain additional information and to ask questions of their student's school counselor.

February 4 and 12, 4-7 PM Course Request Conference Nights

Course Request Conferences are an opportunity for parents to meet with their student and his/her advisor to finalize course selections for the 2020-2021 school year. Parents should use the sign up genius to schedule their appointment. Informational sessions on the topics listed below will also be offered. Please schedule your appointment accordingly.

Planning with Purpose — Explore how students can utilize careful academic planning, extracurricular activities, service learning, and employment to make the most of their high school experience. (5:30pm on 2/4 and 2/12)

Internship Opportunities for High School Students — Career pathways help students focus their studies in a particular content area and prepare for opportunities like career related internships. (6pm on 2/4, 5pm on 2/12)

February 14, 2020 Course Registration Deadline

All course selections are due to your student's Advisor no later than February 14, 2020. These course requests are essential to building our schedule for the upcoming school year.

Basics of Scheduling

Scheduling is...	Scheduling is not....
Taking classes required for graduation.	Quickly filling out a form.
Taking classes related to my career interests.	Taking a class because my friend is taking it.
Taking classes I enjoy.	Taking courses because they are “easy.”
Looking for opportunities to challenge myself.	Taking a class to “give myself a break.”

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From Requests to Scheduling—Frequently Asked Questions

Are the course requests the classes I will be taking? Yes and no. The course requests represent the classes that students would like to take. However, there are courses requested each year that do not have sufficient requests in order to run. A majority of students receive all of the courses requested. However, there are some who need to make replacement choices or receive alternate courses.

Why does my student need to choose alternate courses? Alternate courses are selected so that in the event a requested course does not run or will not fit into a student’s schedule we are able to substitute a course in its place. It is important that all alternate courses are classes the student would be willing to take if scheduled.

How many students need to request a course for it to run? Each year we are given a number of available staff for the building. We build our schedule to maximize course offerings. If there is a significant interest and available staff we will make every effort to run a course.

How can I see course requests? Course requests are available in Home Access Center. Beginning on February 3rd, parents will be able to view course requests in HAC.

When will my student receive his/her schedule? Building a master schedule is a process. It takes approximately 2 months to build our school’s master schedule. Our goal is to have student schedules ready for distribution by the conclusion of the school year, but they will be available to view in Home Access Center in early August. If a schedule change is required, there is a form and only certain circumstances to honor a schedule change.

