



# Freshman Planning Toolkit

*Fond du Lac High School*

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## **Stay Connected Using the Following:**

[Fond du Lac High School Student Services Website](#)  
[FHS Student Services FACEBOOK PAGE](#)  
[FHS Student Services TWITTER PAGE](#)

\*Also please make sure that you have a correct email address in SKYWARD as we email often!

## Meet Your Fond du Lac High School Student Services Department

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# Graduation Requirements

	<b>FHS GRADUATION</b>	<b>UW WI System Admissions</b>	<b>WI Private Admissions</b>	<b>WI Technical College Admissions</b>
<b>English</b>	4 credits	4 credits	4 credits	4 credits
<b>Math</b>	3 credits	3 credits through Algebra 2	3 credits	3 credits
<b>Science</b>	3 credits	3 credits (lab sciences)	3 credits	3 credits
<b>Social Studies</b>	3 credits *civics exam required	3 credits	3 credits	3 credits
<b>PE (over 3 year period)</b>	1.5 credits			
<b>Health</b>	.5 credits			
<b>Personal Finance</b>	.5 credit			
<b>Electives</b>	8 credits (core classes taken above the required amount count towards elective credit count)	Credits taken in your area of interest. *Check Foreign Language requirements.	Credits taken in your area of interest. *Check Foreign Language requirements.	Credits taken in your area of interest.
<b>Total</b>	23. 5 credits			

## Option of AVID programming

# **Laude System**

## **Rationale**

- Recognize the spectrum of high-achieving students
- Enable students to pursue a track of study containing more diverse curricular options based on their interests
- Ensure recognition for all students related to academic success

## **GPA Criteria and Award Levels (must have BOTH GPA and # laude semesters)**

**3.25:** Honor Cord

**3.4 – 3.59:** Cum Laude (minimum of 18 semester Laude courses)

**3.6 – 3.79:** Magna cum Laude (minimum of 20 semester Laude courses)

**3.8 and Above:** Summa cum Laude (minimum of 22 semester Laude courses)

# Attendance Policy



## **ATTENDANCE IS TAKEN EVERY HOUR AT FHS!!!!**

Students who are truant from all or part of the school day may be subject to the following:

- **First Offense:** Conference between teacher and student
- **Second Offense:** Teacher notifies parent/guardian and ADMINISTRATION of trancies
- **Third Offense:** Teacher and student meet with Assistant Principal
- **Fourth Offense:** Teacher writes a referral for “Failure to Follow Attendance Rules”
- **Fifth Offense:** Teacher writes referral for “Truancy: Chronic and Unexcused”

*After the fifth offense student truancy will become an administrative managed behavior and a plan will be developed that may include referral to Lakeside Municipal Court for Habitual Truancy.*

## **HABITUAL TRUANCY**

- A student will be considered a habitual truant if they are absent from school without an acceptable excuse for part or all of five (5) or more days on which school is held during a school semester.

### **Notice of Habitual Truancy**

- When a student initially becomes a habitual truant, the building principal or attendance designee shall provide a notice to the student’s parent or guardian by registered or certified mail.

## **EXPECTATION FOR BEING ON TIME**

It is expected that all students be to class on time, including physical education, music, and study hall.  
If you arrive to your class without a pass...

**YOU WILL BE KEPT IN CLASS, MARKED AS TARDY, and Your Teacher Will:**

**1st Intervention** - Address the behavior, reinforce expectations

**2nd Intervention** - Address the behavior, reinforce expectations

**3rd Intervention** - Address the behavior and make contact home to inform parent/guardian of tardy and make them aware that the next tardy will result in a referral to the office. **\*Alert Administration vis Email**

**4th Intervention** - Complete the teacher referral and a lunch detention will be assigned.

**5th Intervention** - Complete the teacher referral and a lunch detention will be assigned.

**Student Services** becomes involved and an **Attendance Contract** will be implemented.

**6th intervention** - Complete the teacher referral and a 1/2 Day In-School Suspension will be assigned.

Parent conference with administrator will be scheduled.

Warning given that the next intervention will be a truancy/loitering citation.

**7th intervention** - Complete the teacher referral and a truancy/loitering citation will be given.

**Student consequence for not serving assigned detention:** ½ day ISS for insubordination.

**Note:** This could have further consequences for students under the co-curricular code.

# Planning Timeline

Throughout high school, you should be thinking about your plans for after graduation. Use this helpful timeline to get started and make sure to meet with your counselor to talk about your plans!

## Freshman Year

- Build strong academic, language, mathematics and critical thinking skills by taking challenging courses.
- Study hard and get excellent grades, Your transcript begins now.
- Strengthen your vocabulary by increasing your reading.
- Browse through college literature or browse the internet to get an idea of what kinds of schools may be of interest to you. [Collegeboard Big Future](#) is a great website to help begin the college search.
- Get involved! Find an extracurricular activity that you are passionate about and stick with it. Colleges look for involvement and commitment. They go hand in hand.
- Start a file to keep track of your extracurricular involvement dates (offices held) as well as any awards or internships you may have. This will serve you well when you are filling out college, creating a resume, and scholarship applications in just a few short years.
- If you go on a summer vacation or have time during school vacations, make sure to visit a college or two in the area.
- Start saving for college and look into financial aid opportunities if you have not already started.
- Participate in XELLO activities in Homeroom.
- Think about summer enrichment programs- See our ["Summer Enrichment"](#) page for more ideas.

## Sophomore Year

- Participate in all ACP activities provided by FHS including the college fair, business fair, etc.
- Keep up your grades and continue to challenge yourself with courses and extracurricular activities. Remember, try to focus on one or two extracurriculars and stick with them for the duration of high school.
- Remember that selective schools look for Honors or AP courses.
- Continue to file away all of your awards and dates of participation for your future applications.
- Think about summer enrichment programs- See our ["Summer Enrichment"](#) page for ideas.
- Go to the UNCA college fair, take advantage of the many colleges and universities that visit the Fond du Lac High School campus, and talk to any friends you know who may currently be in college about their experiences.
- Student athlete? You may want to register for the [NCAA Clearinghouse](#).

## 9th Grade Frequently Asked Questions



1. **When should I take the SAT/ACT/college entrance exams?** During Junior year, you'll take the ACT in March. You can use your Pre-ACT and ACT Aspire results to help you prepare for the ACT.
2. **When should I start looking at post high school plans and scholarships?** Now! It's never too early to start exploring, thinking, planning, and saving. Applications for colleges and scholarships start senior year. Take advantage of the college fair that we offer at FHS as well as when we have different reps for all areas of interest, like apprenticeship, college, military etc.
3. **What should I do to better my chances of accomplishing my post high school plans?** Keep your grades up, take courses that challenge you, get involved in extracurriculars and volunteer work, be a leader, stay organized, be proactive, consider summer opportunities.
4. **I'm not doing well in a class. Can you get me a tutor?** We always recommend that you see your teacher for extra help. Your teacher knows best about what is going on in your class and can give you the most help. Ask your teacher if you can come in before school, during cardinal time, or stay after school for extra help. If you find that you are still struggling see your counselor to find a solution (ie. after school tutoring).
5. **Where do I get driver's ed information?** Please stop in the front office for information.
6. **Can I change my schedule?** Yes, as long as it is in the agreed timeframe. Students have 10 school days to add a NEW class. Students have 5 weeks to drop a class for a study hall only.
7. **How do I know if I'm taking the classes I need to graduate/go to college?** Each spring, you will meet with your School Counselor to update your four year plan and choose courses for the following year. We will review your requirements during that time, discuss your plans for after high school, and make sure you are requesting the classes you need for the following year.
8. **Do my classes even count freshman year?** Yes, all of your grades count towards your GPA and will be listed on your high school transcript. Remember an A- is NOT a 4.0.
9. **What do I do if I need an appointment with my School Counselor?** Please stop in and see our secretary to make an appointment! We have lots of meetings and different responsibilities around campus, so you might not be able to catch us if you just drop in.  
If there is an emergency, please notify a staff member right away. *(Please note that emails and social media accounts are not monitored outside of school hours, on weekends, or during holiday breaks. If you or someone you know is having a mental health emergency and needs immediate assistance outside of school hours, please call 911.*

## **Post High School Options**

There are a number of different options available to students after high school. These opportunities can include:

**FOUR-YEAR COLLEGES** - Your options for 4-year colleges are many, including private and public schools. These types of schools offer bachelor's degrees, which are usually completed in four years of full time study. Some 4-year colleges also have graduate schools that offer master's and doctoral degrees.

**TWO-YEAR COLLEGES** - These 2-year options can also be private or public schools. The University of Wisconsin System includes 13 freshman-sophomore campuses. Typically, a 2-year college is less expensive than a 4-year college. Two-year diplomas, certificates and degrees are offered through these schools. Many students will begin at a 2-year college and then transfer to a 4-year university to pursue an advanced degree. UW Colleges offer Guaranteed Transfer Programs with every four-year UW campus.

**TECHNICAL COLLEGES** - Most technical colleges offer certificates, diplomas and associate degrees in many fields. Your typical length at a technical college will depend on your program choice and if you choose to be a full-time student. Most students attend technical colleges for two years. The programs and degrees offered at a technical college can be very specific and great options for those students who want to enter the work force quickly. Transfer agreements also allow students to transfer credits or programs from a Wisconsin Technical College to a college or university to complete a bachelor degree.

**MILITARY** - The military offers many educational opportunities for students in return for their service to their country. Our counseling department can connect you with the recruitment officers, who can ensure you meet all the necessary requirements before high school graduation.

**EMPLOYMENT** - Students may choose to go directly into the work force after high school graduation. If you know you would like to pursue a career that requires no further education, or have been offered a job that will provide you the training you need, this may be an option for you. A meeting with your counselor will help you in planning.

**GAP YEAR** - When choosing to do a gap year, students should consider what they would be doing to advance or enrich themselves both personally and professionally. Students choose from an array of opportunities, including volunteer work, employment, travel, internships and sports. Gap year opportunities should assist in improving students' knowledge, maturity, decision-making, leadership, independence and self-sufficiency (see Deferred Admission in the Common Terminology section).

## **Dual Credit Opportunity are plentiful at FHS:**

**[Take a look at our Start College Now and our Early College Credit by clicking here.](#)**

Do you want to take college courses while in high school? Fond du Lac High school currently offers courses through the [Early College Credit Program \(ECCP\)](#) and [Start College Now Program](#). The program allows our students to take one or more courses at an institution of higher education for high school and/or college credit.

Early College Credit Program (ECCP) or Start College Now (SCN)...

Here are the very important steps YOU need to take:

- Talk with your high school counselor to see if it's a good fit for you. They will consider how the class aligns with academic plans and whether you meet the pre-requisite for taking a college level class.
- Fill out the Early College Credit Program (ECCP) application or Start College Now -  
[Application for UW Schools](#)  
[Application for Private Institutions](#)  
[Application for Technical College](#)

**[Take a look at our CAPP program by clicking here.](#)**

In CAPP courses students experience the challenge of college curriculum while in a high school environment, which:

- sets them apart from other college applicants.
- gives them the opportunity to register earlier.
- allows them to explore a variety of options while in college.
- provides them a chance to double major and graduate on time.
- lessens their course load.
- helps them graduate early.

**[Take a look at our MPTC dual credit program by clicking here.](#)**

Dual credit provides high school students the opportunity to earn college credit while still in high school, without leaving their high school classroom. The courses are taught by certified high school instructors using college curriculum, grading policies and textbooks. These credits are transferable to all schools within the Wisconsin Technical College System and may also transfer to four-year colleges.

BENEFITS (benefits extend beyond whether or not you go to MPTC after high school)

- No cost
- Get a jump start on college
- Don't have to leave high school classroom
- Save time and money for future college coursework
- Earn college and high school credit at the same time
- Make your college application more competitive by completing college level course work and having a college transcript

**[AP Courses-](#)** See your counselor if you are interested in taking AP coursework offered through the high school. We have many AP courses onside as well as numerous AP courses offered through our WVS program.

# Academic and Career Planning

## Fond du Lac High School



As students navigate throughout their high school years, they will utilize Xello as a tool to explore career possibilities and to implement goal setting and course planning to align with potential future career pathways. Students will create and continuously revise and reflect on their personal Academic and Career Plan (ACP) with the help of staff, counselors, and parents throughout their years at FHS.

ACP is an ongoing process that is meant to build upon itself from one year to the next and support the unique development of each individual student. The ACP of each student is expected to change throughout the years and should reflect on their own personal experiences.

### 9<sup>th</sup>

#### 9<sup>th</sup> GRADE STUDENT OUTCOMES

- Xello-planned lessons focused on personality, exploration, careers, factors, and getting experience.
- Explore Career Clusters
- Identify and schedule FHS courses that align with career clusters (9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup>)
- Exposed to the variety of post-secondary education options based on each student's interests, abilities, workforce need, and financial feasibility
- Create and explore goals in My Plan
- Silver Cord Volunteer Experiences (9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup>, 12<sup>th</sup>)
- Homeroom ACP Activities (9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup>, 12<sup>th</sup>)
- Complete job shadow/college visit/volunteer day and reflection
- Challenge Day
- 1:1 check-in with counselor to schedule courses and discuss career plans (9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup>)

### 11<sup>th</sup>

#### 11<sup>th</sup> GRADE STUDENT OUTCOMES

- Xello-planned lessons focused on choosing a post-secondary plan, career demand, and entrepreneurial skills.
- Search and evaluate post-secondary opportunities
- Update/Review Xello assessment results and how they support post-secondary choices
- 1:1 meeting with school counselors and parents/guardians
- Complete job shadow/college visit/volunteer day and reflection
- Revise career and life goals in My Plan
- ACP 1:1 check-in with Homeroom teacher (11<sup>th</sup>, 12<sup>th</sup>)
- ACT preps - ZAPS and Cardinal Time
- 1:1 check-in with counselor to schedule courses and discuss career plans (9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup>)

### 12<sup>th</sup>

#### 12<sup>th</sup> GRADE STUDENT OUTCOMES

- Xello-planned lessons focused on career backup plans, job interviews, and defining success
- Explore scholarships and financial aid opportunities
- Develop a financial plan to support postsecondary transition
- Develop backup plan
- Complete job shadow/college visit/volunteer day and reflection
- Review positive professional communication skills
- Finalize career and life goals in My Plan and have the knowledge to easily alter and improve plans in the future
- Senior Planning Day
- Senior Bootcamp
- Financial Aid Night & FAFSA "Fill-Out" Event
- Youth Apprenticeship (11<sup>th</sup>, 12<sup>th</sup>)
- CNA Coursework (10<sup>th</sup>, 11<sup>th</sup>, 12<sup>th</sup>)
- Tutoring (at Elementary/Middle Schools) (11<sup>th</sup>, 12<sup>th</sup>)
- ACP 1:1 end-of-the-year progress review with Homeroom teachers (9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup>, 12<sup>th</sup>)
- 1:1 check-in with counselor to schedule courses and discuss career plans (9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup>)

### 10<sup>th</sup>

#### 10<sup>th</sup> GRADE STUDENT OUTCOMES

- Xello-planned lessons focused on work values, career and lifestyles cost, and workplace skills and attitudes.
- Review the high school graduation and college admission process/requirements
- Research potential colleges and programs
- Explore and revise career and life goals in My Plan
- Participate in Fondy Fair/Breakouts and related lessons (10<sup>th</sup>, 11<sup>th</sup>, 12<sup>th</sup>)
- Participate in Business Fair/Hiring Expo and related lessons (10<sup>th</sup>, 11<sup>th</sup>, 12<sup>th</sup>)
- Resume building introduced through Homerooms (10<sup>th</sup>, 11<sup>th</sup>, 12<sup>th</sup>)
- Complete job shadow/college visit/volunteer day and reflection
- 1:1 check-in with counselor to schedule courses and discuss career plans (9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup>)

# The ABC's of Fond du Lac High School

**Academic and Career Planning (ACP):**

ACP is intended to equip students and their families with the tools necessary to make more informed choices about postsecondary education and training as it leads to careers. (See additional sheet for future planning).

**ACT:**

The ACT is a national college admissions examination. All Juniors will take the exam at FHS; it's an exam that you can study for.

**ADD/DROP Dates:**

Students may add/drop classes during the first 10 days from the start of a semester. After 10 days, students may not add a class. Students may drop a class without penalty through week 5 of the start of the semester without penalty, as long as they do not already have a study hall.

**AP (Advanced Placement):**

AP gives students the chance to tackle college-level work while they're still in high school and earn both college credit and placement through a high stakes exam at the end of the class. Each collegiate institution chooses how they transfer in AP scores (scores range from 0-5).

**CAPP:**

A UW-Oshkosh initiative and collaboration with participating high schools to provide academically capable students an opportunity to earn college credit while still in high school. It is a concurrent enrollment program, meaning courses are taught for the most part during the regular school day, by certified high school teachers who hold adjunct lecturer status with UW-Oshkosh. You receive both high school and college credit for your work, thereby decreasing your time to earn a college degree.

**Cardinal Time:**

Held during the school day, Cardinal Time allows students the opportunity to get extra help in classes, re-take tests, etc. Students sign up each week to go to selected teachers unless a teacher schedules ahead of time.

**CLEP:**

The College Level Examination Program (CLEP) is a program that enables students to earn college credit for introductory-level courses by achieving satisfactory scores on subject-specific tests.

**College Board:**

College Board has a membership association of educational institutions that includes over 6,000 universities, colleges, and other educational organizations. It is best known for the standardized tests it administers including the SAT, PSAT and the AP exams.

**DEP (Differentiated Education Plan):**

An educational plan created for a student that provides additional academic success and looks different than the typical FHS student schedule.

**GPA (Grade Point Average):**

GPA will start at semester and change every semester after grades are calculated. See "FHS Laude System" handout. Failed courses do not receive cred. A- is not the same as an A; you will not receive a 4.0 for an A-.

**Early College Credit Program (ECCP):**

This program allows Wisconsin public and private high school students an opportunity to take one or more courses at an institution of higher education for high school and/or college credit.

**Laude Credit:**

Laude classes are those that are at a higher level. For example, Laude classes are the 3<sup>rd</sup> year of a language or higher, or those that are college/technical college credit classes. At the end of students' 8<sup>th</sup> semester, Laude distinction is calculated via students' GPA and a number of Laude semesters taken in high school.



**Math Placement Exam:**

Underclassmen are offered the Math Placement Exam in the spring of their year in school in which they are completing Algebra II. This placement exam is a REQUIRED piece for any student interested in taking College Algebra, Pre-Calculus, Calculus, Calc II, States, etc.

**PSAT:**

Optional tests for Junior students who are in the top percentage of their class, PSAT is related to the National Merit Scholarship. The PSAT measures three basic academic areas that are important for success in college:

- Critical Reading
- Math Problem-Solving
- Writing Skills

**PLTW - Project Lead the Way:**

The PLTW programs are rigorous, specialized, and are designed for the academically motivated student seeking a more in-depth, hands-on knowledge of an engineering-based or medical-based career. For a student to be successful in these programs and be prepared for the PLTW exams, the student must be committed to the academic rigor of both courseworks. FHS offers PLTW in the following pathways: Biomedical Sciences Pathway, Engineering Pathway, and Computer Science Pathway.

**Project Learn Tutoring:**

After-school tutoring program, sponsored by the Boys and Girls Club. Held at FHS Monday-Thursday.

**Reassessment:**

Students will have the opportunity to apply to reassess on all summative assessments given within a semester (not including comprehensive final exams). Students must complete the reassessment approval form within 2 school days of the assessment being returned to the student. If the student was present and did not participate in the original test on the date it was given, they will have received an NYA and have 2 days from the return of that test to apply for a reassessment. Students must complete all summative assessments/reassessments 5 school days prior to the last day of the semester.

**Transcripted Credit:**

A method for MPTC and high schools to partner to provide students the opportunity to enroll in course work while fulfilling high school graduation requirements. These credits can transfer to other technical and other four-year colleges/universities.

**Silver Cord Program:**

Program guided for "Encouraging students to dedicate their time and talents back to the Fond du Lac community"

- Students who have completed 100 hours will receive one-half credit towards graduation (1x).
- Students who completed 120 hours will receive a youth service honor cord at graduation and one-half credit towards graduation.
- Students who completed 160 hours will receive a youth service high honor cord at graduation and one-half credit towards graduation.

The vision of the Fond du Lac School District Counseling Program is for every student to acquire the academic, career, and personal/social skills to achieve their fullest potential and make a positive difference in their home, workplace and global community. This statement summarizes the intent of the program.

**Start College Now:**

Allows high school students the opportunity to take college courses at Wisconsin Technical Colleges.

**Retake Policy:**

Students have two school days to discuss with the teacher a plan to reassess. Each teacher has their own specific policies.

**YA (Youth Apprenticeship):**

Available to Juniors and Seniors, Youth Apprenticeship involves coursework and related work-based learning relevant in many Career Pathways. These one or two-year programs are designed to integrate school-based and work-based learning. Programs will provide academic and occupational skills necessary for employment and/or advanced standing in a post-secondary technical program. Employment sites must be willing to pay Youth Apprentices at least minimum wage via company payroll which includes workers' compensation and payroll taxes. They must also be willing to work with the school Youth Apprenticeship instructor.

**Zero Hour:**

Allows students to take more classes than the traditional school day. Courses offered for freshman are World Studies; sophomores may take PE. Zero-hour classes begin at 7:00AM every day.

# Go Fondy!

## FHS State-Mandated and School Assessments -

The Fond du Lac School District administers the state-mandated WI student assessment system testing program and the FDLSD testing program. These results provide valuable information regarding student strengths and interests that can be used in planning a course of study. BUT WE NEED YOUR HELP, talk to your student about their results!!

Assessment	Description	Population Grade Level	Subject Area	Admin Window
Aspire	A pre-college readiness system that measures academic readiness for college. The test uses the same score scale as ACT to monitor academic progress and growth.	9, 10	English Reading Math Science	March-May
Forward	A college readiness assessment that assesses students' academic readiness for college.	10	Social Studies	March-May
ACT plus Writing	A college readiness assessment that assesses students' academic readiness for college.	11	English Reading Math Science Writing	Feb./March
Dynamic Learning Maps (DLM)	ALTERNATIVE assessment for students with significant intellectual disabilities	3-12	Sub. Specific, Pre-Academic, Communication Skills, Attention Skills	March-May
ACCESS	Measure of English Language Proficiency	ELL students	Reading Writing Listening Speaking	Dec.-Feb.
District Assessment				
<a href="#">PRE-ACT</a>	Predicts future success on the ACT test, and provides	9 and 10	Math Science	

	both current achievement and projected future ACT test scores on the 1-36 ACT score scale.		STEM English Reading	
Optional Assessments				
PSAT	College readiness and National Merit Scholarship Qualifying Test	11		
Placement Testing	Concurrent Enrollment MATH placement	9-12 Algebra II and above		
UW / COLLEGE Placement Testing	Places and evaluates students in specific content areas *RECOMMEND 4 years of math	12	Math English Foreign Lang.	SPRING OF SENIOR YEAR

## **SILVER CORD PROGRAM**

### **WHAT IS THE SILVER CORD SERVICE PROGRAM AT FHS?**

- Students who have completed 100 hours will receive one-half credit towards graduation (1x).
- Students who completed 120 hours will receive a youth service honor cord at graduation and one-half credit towards graduation.

The vision of the Fond du Lac School District Counseling Program is for every student to acquire the academic, career, and personal/social skills to achieve their fullest potential and make a positive difference in their home, workplace and global community. This statement summarizes the intent of the program.

**\*applications can be picked up from Student Services**