

ARENA SCHEDULING  
CHS 2016


# TODAY'S OBJECTIVES:

- \*RULES AND REQUIREMENTS OF ARENA SCHEDULING
- \*REVIEW GRADUATION REQUIREMENTS
- \*CREDIT CHECKS USING YOUR TRANSCRIPT
- \*ACCESS THE COURSE DESCRIPTION GUIDE
- \*ARENA SCHEDULING WORKSHEET
- \* REQUIREMENTS FOR DUAL CREDIT, DUAL ENROLLMENT, AIDES, A+ TUTORING, SBE, AG COE, AND FLEX

WHAT IS ARENA SCHEDULING?

## ARENA SCHEDULING

1. COMPLETE A CREDIT CHECK.
2. USING THE MASTER SCHEDULE, CREATE **THREE** SCHEDULING OPTIONS.
3. STUDENTS ARE PRIORITIZED BY GRADES AND ATTENDANCE ON THE SEMESTER ONE FINALS EXEMPTION LIST. USING THAT LIST, STUDENTS ARE DISMISSED TO THE ARENA TO SIGN-UP FOR CLASSES.
4. STUDENTS ARE RELEASED TO THE ARENA IN GROUPS OF 30 AND HAVE 30 MINUTES TO COMPLETE SIGN-Ups.
  1. CLASSES GET FULL, THUS THE IMPORTANCE OF CREATING **THREE** SCHEDULE OPTIONS.
  2. TEACHERS RUN THE ARENA AND CAN MAKE DECISIONS ON YOUR BEHALF THAT ARE IN YOUR BEST INTEREST.
  3. IF YOU ARE LATE TURNING IN YOUR SCHEDULE OPTIONS, YOU WILL SCHEDULE WITH THE LAST GROUP OF THE DAY.
  4. IF YOU CANNOT COMPLETE SIGN-Ups IN YOUR TIME SLOT, YOU WILL RETURN AND SCHEDULE WITH THE LAST GROUP OF THE DAY.
  5. IF YOU ARE ABSENT ON ARENA SCHEDULING DAY, YOU WILL SCHEDULE THE FOLLOWING DAY.



# BENEFITS OF ARENA SCHEDULING

## STUDENTS

Create my own schedule.

Pick my teachers.

Scheduling incentives.

Schedule changes are not needed.

My schedule is final in March.

## TEACHERS

Monitor advanced and audition class rosters.

Create class rosters.

No schedule changes.

View class sign-ups LIVE!

Communicate with the arena in real-time.

# GRADUATION REQUIREMENTS

## GRADUATION REQUIREMENTS

|                         |         |
|-------------------------|---------|
| American History        | SS 1.00 |
| Communication Arts      | CA 4.00 |
| Fine Arts               | FA 1.00 |
| Government              | SS .50  |
| Health                  | HE .50  |
| Mathematics             | MA 3.00 |
| Physical Education      | PE 1.00 |
| Practical Arts          | PA 2.00 |
| Science                 | SC 3.00 |
| Social Studies Elective | SS 1.50 |
| Elective                | EL 7.50 |
| <b>Totals 25.0</b>      |         |

## CREDITS EARNED

|      | 1st | 2nd | Accumulated Total |
|------|-----|-----|-------------------|
| 9th  | 3.5 | 3.5 | 7                 |
| 10th | 3.5 | 3.5 | 14                |
| 11th | 3.5 | 3.5 | 21                |
| 12th | 3.5 | 3.5 | 28                |

## GRADES, BUT NO CREDITS

\*Aide

\*Repeating a non-repeatable course



## CUM LAUDE SYSTEM

### SUMMA

27 credits

3 specified core electives

3.90+ gpa

No early grads

### MAGNA

25 credits

3.70+ gpa

Early grads qualify

### CUM LAUDE

25 credits

3.50-3.69 gpa

Early grads qualify

## ACADEMIC LETTER

3.34+ gpa in all academic classes during first semester

4 of 6 classes must be academic during both semesters

Only classes taken on CHS and SRTC campus count

Must attend 6 classes per day

## STUDENT ATHLETES

### NCAA

- \*Require 16 core credits (visit [ncaa.org](http://ncaa.org) for the approved list)
- \*10 core credits must be completed before your 7th semester.
- \*Earn a core-course 2.3+ gpa
- \*ACT sliding scale
- \*Register online \$65 w/ NCAA Eligibility Center @ [ncaa.org](http://ncaa.org)

### NAIA

- \*Meet 2 of 3:
  - 18 on the ACT
  - 2.0+ gpa
  - graduate in top half of student body
- \*Register online \$70 w/ NAIA Eligibility Center @ [PlayNAIA.org](http://PlayNAIA.org)

TRANSCRIPT & CREDIT CHECK

Cassville High School

Cassville, MO 65625  
(417) 847-3137

Courses Currently Enrolled

Immunizations

**DPT:** 05-27-1997, 08-11-1997, 10-28-1997, 01-06-1999, 04-11-2001  
**HPB:** 04-01-1997, 04-30-1997, 06-09-1998  
**MMR:** 06-09-1998, 04-11-2001  
**OPV:** 05-27-1997, 08-11-1997, 10-28-1997, 01-06-1999  
**TDAP:** 04-30-2010

Required Assessments

Assessments

**ACT Scores**

04/12/2014 ACT English : 16  
 ACT Mathematics : 16  
 ACT Reading : 19  
 ACT Science : 15  
 ACT Composite Score : 17

**EOC English II (E2) - Missouri**

04/01/2014 Achievement Level : Proficient  
 EOC Scaled Score : 211 (State Range: Proficient)

**Missouri Constitution**

05/26/2011 Missouri Constitution Test : Pass

**Personal Finance**

05/21/2015 Personal Finance : Pass

**US Constitution**

05/22/2015 US Constitution Test : Pass

Attendance

| School Year | Grade Level | Marking Period | Poss. Att. | In Att. | Att. % | Absent |
|-------------|-------------|----------------|------------|---------|--------|--------|
| 2011-2012   | 09          | S1             | 85.07      | 64.56   | 75.90% | 20.50  |
| 2011-2012   | 09          | S2             | 86.94      | 64.58   | 74.28% | 22.36  |
| 2012-2013   | 10          | S1             | 59.00      | 54.50   | 92.37% | 4.50   |
| 2013-2014   | 11          | S1             | 78.34      | 64.83   | 82.75% | 13.51  |
| 2013-2014   | 11          | S2             | 86.67      | 73.22   | 84.49% | 13.45  |
| 2014-2015   | 12          | S1             | 85.67      | 71.18   | 83.08% | 14.50  |
| 2014-2015   | 12          | S2             | 85.00      | 72.00   | 84.71% | 13.00  |

Required Graduation Credit Summary by Course Subject Area

Diploma: Cassville High School Diploma (2014-2015)

| Subject Area            | SA | Required     | Earned       | Need              |
|-------------------------|----|--------------|--------------|-------------------|
| American History        | SS | 1.00         | 1.00         | Completed         |
| Communication Arts      | CA | 4.00         | 4.00 (+1.50) | Completed (+1.50) |
| Fine Arts               | FA | 1.00         | 1.00 (+.50)  | Completed (+.50)  |
| Government              | SS | .50          | .50          | Completed         |
| Health                  | HE | .50          | .50          | Completed         |
| Mathematics             | MA | 3.00         | 3.00         | Completed         |
| Physical Education      | PE | 1.00         | 1.00         | Completed         |
| Practical Arts          | PA | 2.00         | 2.00 (+6.50) | Completed (+6.50) |
| Science                 | SC | 3.00         | 3.00 (+1.00) | Completed (+1.00) |
| Social Studies Elective | SS | 1.50         | 1.50         | Completed         |
| Elective                | EL | 7.50         | 7.50 (+3.00) | Completed (+3.00) |
| <b>Totals</b>           |    | <b>25.00</b> | <b>28.00</b> | <b>.00</b>        |

**2011-2012, S1 - Cassville High School (09)**

|                   |    |     |
|-------------------|----|-----|
| MA ALGEBRA IA     | C  | .50 |
| CA COMM ARTS I    | D+ | .50 |
| SS GEOGRAPHY      | D+ | .50 |
| PE GIRLS PE       | A- | .50 |
| SC PHY SCIENCE    | D- | .50 |
| EL SPANISH I      | B  | .50 |
| FA THEATRE APPREC | C+ | .50 |

**2012 Summer School, SS - Cassville High School (09)**

|                  |   |     |
|------------------|---|-----|
| MA CR-ALGEBRA IA | P | .50 |
| HE CR-HEALTH     | P | .50 |

**2012-2013, S2 - Groveton H.S., Groveton, TX (10)**

|                      |   |     |
|----------------------|---|-----|
| FA ART I             | A | .50 |
| SC BIOLOGY I         | C | .50 |
| PA CHILD DEVELOPMENT | A | .50 |
| CA ENGLISH III       | C | .50 |
| MA GEOMETRY          | C | .50 |
| EL SPANISH I         | C | .50 |
| SS WORLD HISTORY     | B | .50 |

**2013-2014, S2 - Cassville High School (11)**

|                            |    |     |
|----------------------------|----|-----|
| MA *ALGEBRA II (w*)        | F  | .00 |
| SS AM HISTORY              | D  | .50 |
| CA COMM ARTS II            | C  | .50 |
| SC GEOLOGY I               | C+ | .50 |
| PA SRTC HEALTH OCCUPATIONS | D+ | .50 |
| PA SRTC HEALTH OCCUPATIONS | D+ | .50 |
| PA SRTC HEALTH OCCUPATIONS | D+ | .50 |

**2014-2015, S2 - Cassville High School (12)**

|                              |    |     |
|------------------------------|----|-----|
| PA BUS PERS FIN              | A- | .50 |
| CA COMM ARTS IV              | A  | .50 |
| MA CR-ALGEBRA II             | P  | .50 |
| EL CREDIT RECOVERY           | NG | .00 |
| SC GEOLOGY II                | B- | .50 |
| CA SRTC-EMB CREDIT COMM ARTS | A  | .50 |
| CA SRTC-EMB CREDIT COMM ARTS | A  | .50 |
| PA SRTC MARKETING            | A- | .50 |
| PA SRTC MARKETING            | A- | .50 |
| PA SRTC MARKETING            | A- | .50 |

Note: (w\*) denotes a weighted course.

**Cassville High School 4.0 Grading Scale:** A = 4.0 (4.33), A- = 3.67 (4.0), B+ = 3.34 (3.67), B = 3.0 (3.33), B- = 2.67 (3.00), C+ = 2.34 (2.67), C = 2.0 (2.33), C- = 1.67 (2.0), D+ = 1.34 (1.34), D = 1.0 (1.0), D- = 0.67 (0.67), F = 0 (0), I = 0 (0), NC = 0 (0), NG = 0 (0), P = 0 (0), EX = 0 (0)

**Total Credits Earned:**

**Cumulative Non-Weighted GPA:**

**Cumulative Weighted GPA:**

**Class Rank:**

**Anticipated Graduation School Year:** 2014-2015

**Graduation Date:** 05/21/2015

✓ Semester classes with a D- or better.

NAME \_\_\_\_\_

**CHS Credit Check**

- 1st 2nd **COMMUNICATION ARTS (4)**  
 \_\_\_ Advanced Communication Arts I  
 \_\_\_ Communication Arts I  
 \_\_\_ Advanced Communication Arts II  
 \_\_\_ Communication Arts II  
 \_\_\_ Advanced Communication Arts III\*  
 \_\_\_ Communication Arts III  
 \_\_\_ Advanced Placement English\*  
 \_\_\_ Communication Arts IV  
 \_\_\_ Embedded SRTC Comm Arts  
 \_\_\_ Public Speaking  
 \_\_\_ Speech  
 \_\_\_ Debate I  
 \_\_\_ Debate II  
 \_\_\_ Other CA \_\_\_\_\_

- 1st 2nd **MATHEMATICS (3)**  
 \_\_\_ Transitions Algebra  
 \_\_\_ Algebra I  
 \_\_\_ Informal Geometry  
 \_\_\_ Geometry  
 \_\_\_ Algebra II  
 \_\_\_ Pre-College Algebra  
 \_\_\_ College Algebra\*  
 \_\_\_ Statistics\*  
 \_\_\_ Trigonometry\*  
 \_\_\_ Calculus I\*  
 \_\_\_ Other Math \_\_\_\_\_

- 1st 2nd **PHYSICAL EDUCATION (1)**  
 \_\_\_ P.E.

- 1st 2nd **HEALTH (1/2)**  
 \_\_\_ Health

- 1st 2nd **ELECTIVES**  
 \_\_\_ Spanish I  
 \_\_\_ Spanish II\*  
 \_\_\_ Spanish III\*  
 \_\_\_ Spanish IV\*  
 \_\_\_ French I  
 \_\_\_ French II \*  
 \_\_\_ French III\*  
 \_\_\_ French IV\*  
 \_\_\_ Skills for Success  
 \_\_\_ A+ Tutoring  
 \_\_\_ ACT Prep  
 \_\_\_ Study Skills-Spec Ed / ESL  
 \_\_\_ Other Electives \_\_\_\_\_  
 \_\_\_ Other Electives \_\_\_\_\_  
 \_\_\_ Office Aide *Grade but No Credit*

- 1st 2nd **SCIENCE (3)**  
 \_\_\_ Physical Science  
 \_\_\_ Biology  
 \_\_\_ Geology I  
 \_\_\_ Geology II  
 \_\_\_ Chemistry I  
 \_\_\_ Chemistry II\*  
 \_\_\_ Chemistry 101\*  
 \_\_\_ Anatomy/Physiology\*  
 \_\_\_ Chemistry II\*  
 \_\_\_ Geology II  
 \_\_\_ Biology 102\*  
 \_\_\_ Physics\*  
 \_\_\_ Other Sci \_\_\_\_\_

- 1st 2nd **SOCIAL STUDIES (3)**  
 \_\_\_ Government  
 \_\_\_ World History  
 \_\_\_ American History  
 \_\_\_ Survey of Am. History \*  
 \_\_\_ Geography  
 \_\_\_ Psychology  
 \_\_\_ Current Issues  
 \_\_\_ Civil War  
 \_\_\_ World War II  
 \_\_\_ Other SS \_\_\_\_\_

- 1st 2nd **FINE ARTS (1)**  
 \_\_\_ Art I  
 \_\_\_ 3-D Art  
 \_\_\_ Drawing  
 \_\_\_ Painting  
 \_\_\_ Advanced Art  
 \_\_\_ Concert/Marching Band  
 \_\_\_ Jazz Band  
 \_\_\_ Music Appreciation  
 \_\_\_ Chorale  
 \_\_\_ Girl's Choir  
 \_\_\_ Advanced Girl's Choir  
 \_\_\_ Centerstage Show Choir  
 \_\_\_ Beginning Guitar  
 \_\_\_ Theater History  
 \_\_\_ Theater Production  
 \_\_\_ Drama  
 \_\_\_ Other FA \_\_\_\_\_

| Credits Earned |       |             |
|----------------|-------|-------------|
| 1st            | 2nd   | Accm. Total |
| 9th            | _____ | _____       |
| 10th           | _____ | _____       |
| 11th           | _____ | _____       |
| 12th           | _____ | _____       |

- \_\_\_ US Const. \_\_\_ MO Const.  
 \_\_\_ Personal Finance  
 \_\_\_ American History  
 \_\_\_ Government

Add up your total earned credits for each semester.

✓ Met requirements.

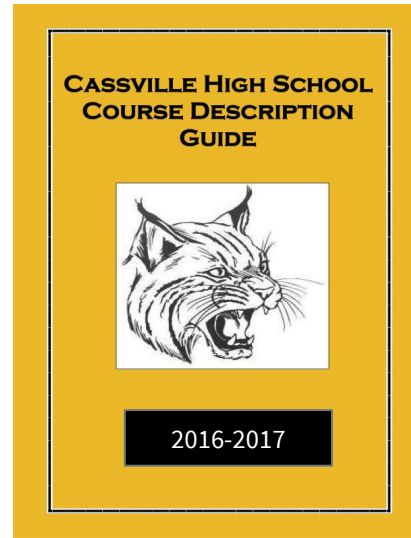
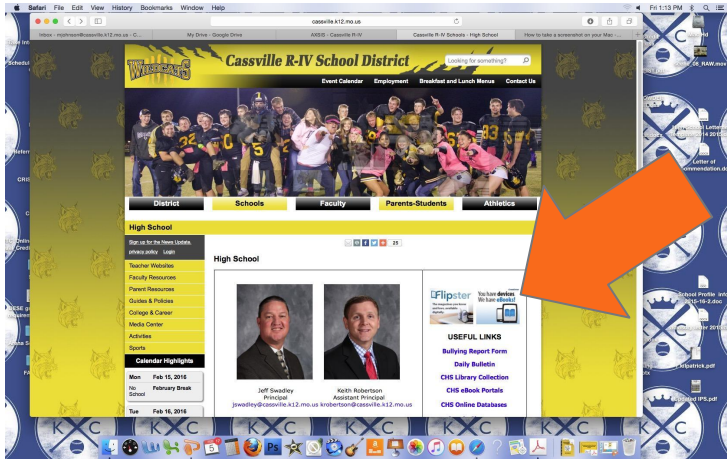


# COURSE DESCRIPTION GUIDE

# COURSE DESCRIPTION GUIDE

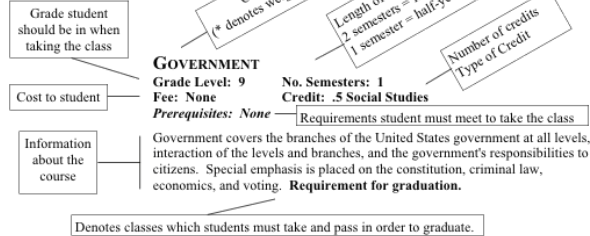
## ACCESS:

- \*Emailed to your student email account
- \*Online at [www.cassville.k12.mo.us](http://www.cassville.k12.mo.us)



## COURSE DESCRIPTIONS

### UNDERSTANDING COURSE DESCRIPTIONS



## COURSE DESCRIPTIONS

**COMMUNICATION ARTS**

LANGUAGE • COMMUNICATION • LANGUAGE

See page 22 for Communication Arts sequence of courses.

### COMMUNICATION ARTS I

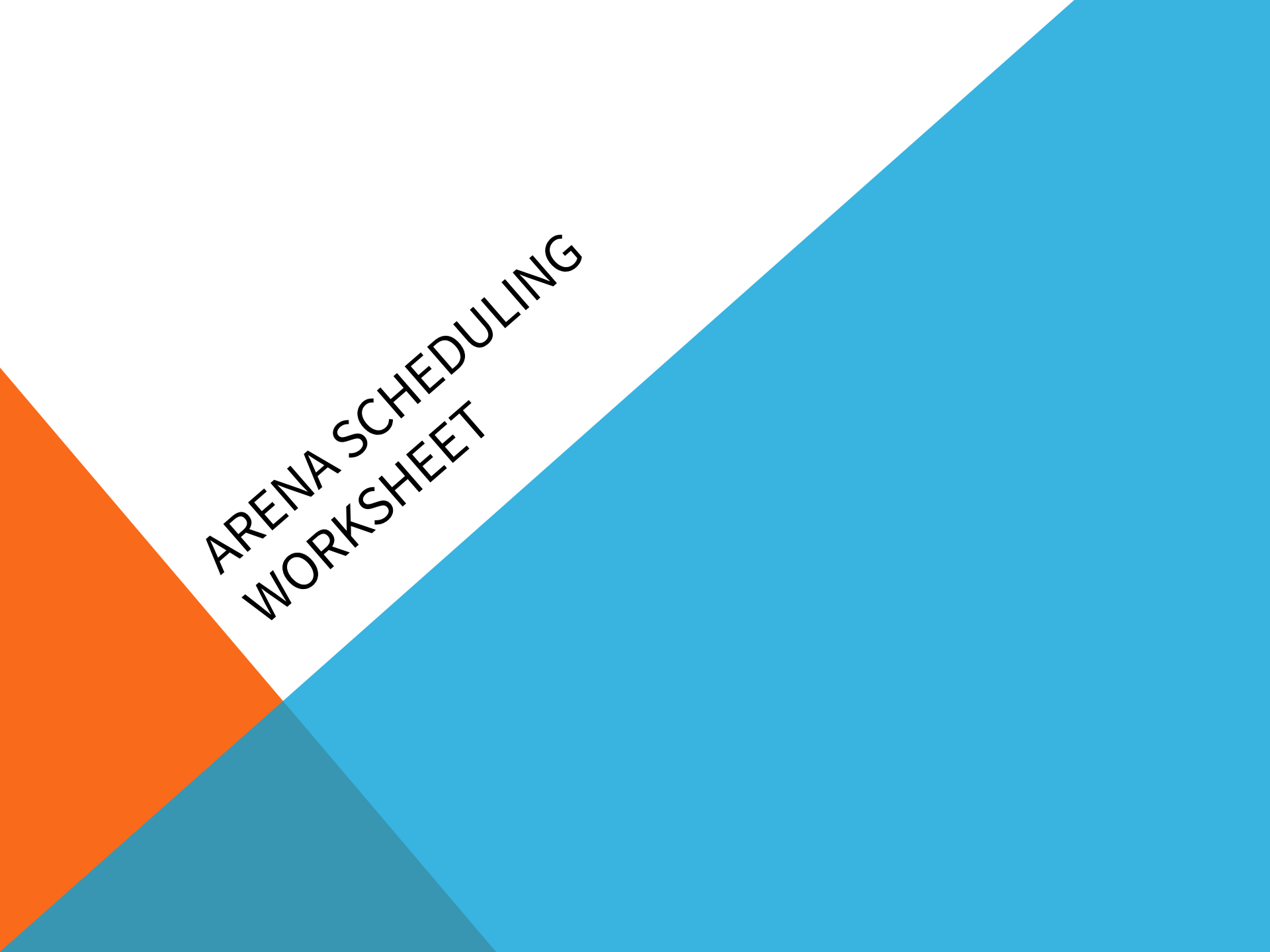
Grade Level: 9 No. Semesters: 2  
 Fee: None Credit: 1-Comm. Arts  
 Prerequisites: None

Communication Arts I involves the study of grammar, sentence structure, and writing, including paragraphs, summaries, and responses to outside readings. Focus is on literature studies of poetry, short stories, novels, drama, and writing activities related to this literature, as well as vocabulary studies.

### ADVANCED COMMUNICATION ARTS I

Grade Level: 9 No. Semesters: 2  
 Fee: None Credit: 1-Comm. Arts  
 Prerequisites: Proficient on MAP, STAR test results, A- avg. in 8<sup>th</sup> grade English, Teacher recommendation and Writing sample

Advanced Communication Arts I is a preparatory class for Advanced Communications Arts II and III and Advanced Placement English. Students will follow the same course of study as Communications Arts I with a greater emphasis



# ARENA SCHEDULING WORKSHEET



**STUDENTS**

For COU office use only:

Date turned in: \_\_\_\_\_

Initials: \_\_\_\_\_

**DUE IN THE COUNSELOR'S OFFICE ON FRIDAY MARCH 4**

Name \_\_\_\_\_ Grade as of 2016-2017: 10TH

**due  
date**

**Arena Scheduling Worksheet**

**CA, MA, HE, etc.**

**PLAN A**

|                |              | Semester 1  |               |                | Semester 2  |               |                |
|----------------|--------------|-------------|---------------|----------------|-------------|---------------|----------------|
|                |              | Course Name | Course Number | Arena Approval | Course Name | Course Number | Arena Approval |
| Type of credit | Class Period |             |               |                |             |               |                |
|                | 1            |             |               |                |             |               |                |
|                | 2            |             |               |                |             |               |                |
|                | 3            |             |               |                |             |               |                |
|                | 4            |             |               |                |             |               |                |
|                | 5            |             |               |                |             |               |                |
|                | 6            |             |               |                |             |               |                |
|                | 7            |             |               |                |             |               |                |

**XX**

**PLAN B**

|                |              | Semester 1  |               |                | Semester 2  |               |                |
|----------------|--------------|-------------|---------------|----------------|-------------|---------------|----------------|
|                |              | Course Name | Course Number | Arena Approval | Course Name | Course Number | Arena Approval |
| Type of credit | Class Period |             |               |                |             |               |                |
|                | 1            |             |               |                |             |               |                |
|                | 2            |             |               |                |             |               |                |
|                | 3            |             |               |                |             |               |                |
|                | 4            |             |               |                |             |               |                |
|                | 5            |             |               |                |             |               |                |
|                | 6            |             |               |                |             |               |                |
|                | 7            |             |               |                |             |               |                |

**PLAN C**

|                |              | Semester 1  |               |                | Semester 2  |               |                |
|----------------|--------------|-------------|---------------|----------------|-------------|---------------|----------------|
|                |              | Course Name | Course Number | Arena Approval | Course Name | Course Number | Arena Approval |
| Type of credit | Class Period |             |               |                |             |               |                |
|                | 1            |             |               |                |             |               |                |
|                | 2            |             |               |                |             |               |                |
|                | 3            |             |               |                |             |               |                |
|                | 4            |             |               |                |             |               |                |
|                | 5            |             |               |                |             |               |                |
|                | 6            |             |               |                |             |               |                |
|                | 7            |             |               |                |             |               |                |

**SOPHOMORE MINIMUM REQUIREMENTS:**

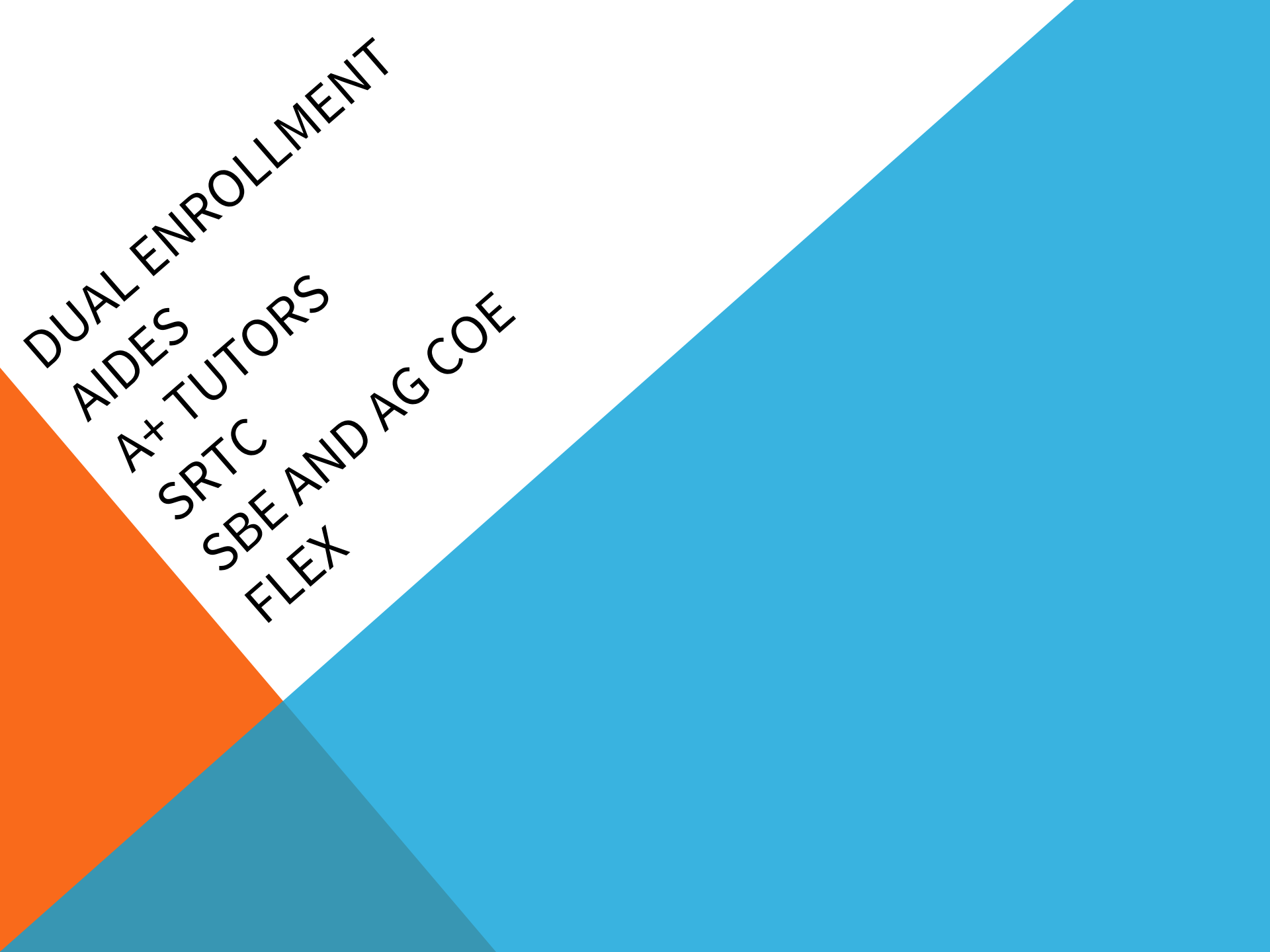
1.0 CREDIT OF CA II: CA

1.0 CREDIT OF MATH: MA

1.0 CREDIT OF BIOLOGY: SC

1.0 CREDIT OF WORLD HISTORY: SS

**requirements**



DUAL ENROLLMENT  
AIDES  
A+ TUTORS  
SRTC  
SBE AND AG COE  
FLEX

## DUAL CREDIT/DUAL ENROLLMENT

- \*parent permission form
- \*gpa requirements
  - Freshman 3.0+ and 90<sup>th</sup> percentile on the ACT
  - Sophomores 3.0+
  - Juniors-Seniors 2.5+
- \*placement test requirements
- \*all online classes have a pre-requisite of college level English & Reading scores

| <u>COURSE</u> | <u>ACT/COMPASS</u>                  |
|---------------|-------------------------------------|
| ENGL 101      | English 18/70                       |
| HIST 106/107  | Reading: 18/81                      |
| MATH 111/112  | Math 22/ 54 w/Alg. Placement Domain |
| MATH 150/160  | Math 26/51 w/Trig. Placement Domain |

## AIDES

\*aide contract

## A+ TUTORING

\*contract on file w/Mrs. Raborn

## SRTC

\*contract w/SRTC



## WORK RELEASE PROGRAMS

### SBE (Supervised Business Experience)

- \*grades 11-12
- \*PA credit
- \*Computer Applications course
- \*minimum grade of “C”
- \*avg. 20 hours p/week
- \*94% attendance

### AG COE (Supervised Agriculture Experience Co-Op)

- \*grades 11-12
- \*PA credit
- \*Ag. Science II AND concurrently in an adv. Ag. class
- \*minimum grade of “C”
- \*avg. 20 hours p/week
- \*94% attendance

### FLEX

- \*grade 12
- \*earn up to 2.5 credits
- \*PA credit
- \*avg. 20 hours p/week
- \*95% attendance
- \*avoid OSS

# TIMELINE:

**\*provide access to the Course Description Guide**

**\*release Master Schedule**

**\*collect scheduling worksheets**

**\*Juniors due March 2**

**\*Sophomores due March 3**


**\*Freshmen due March 4**

**\*Arena Schedule**

**\*High School March 10 beginning at 8:15am**


**\*High School Makeup March 11 in AM**

**\*8<sup>th</sup> graders March 11 in the PM**



TEACHER RESPONSIBILITIES  
PRIOR TO DAY OF ARENA  
SCHEDULING

# AS A DEPARTMENT:

- \*Create “Approval Lists” for advanced, audition, and teacher approval courses**
    - \*Use Google Docs and share access within your department!**
  - \*Collaborate on select students who would benefit from not being grouped together**
    - \*Use Google Docs and share access within your department!**
  - \*Choose ONE teacher to represent your department in the Arena**
    - \*This teacher must be firm!**
    - \*This teacher must be willing to adhere to the “Approval Lists!”**
    - \*This teacher must be willing to adhere to the collaboration notes created to keep students from being grouped together!**
- 




# AS A TEACHER:

**\*Promote your classes**

**\*Review prerequisites, fees, and equipment/activity expectations with students**





# TEACHER IN THE ARENA RESPONSIBILITIES

# TEACHER IN THE ARENA:

- \*Access your department's "Approval Lists" for advanced, audition, and teacher approval courses**
- \*Access collaboration notes created to keep select students from not being grouped together**
- \*Fill class rosters**

|    | A               | B             | C    | D             | E             | F             | G             | H         | I | J |
|----|-----------------|---------------|------|---------------|---------------|---------------|---------------|-----------|---|---|
| 1  | HOUR:           | 1ST           | 2ND  | 3RD           | 4TH           | 5TH           | 6TH           | 7TH       |   |   |
| 2  | CLASS:          | Comm. Arts II | PLAN | Comm. Arts II | Comm. Arts II | Comm. Arts II | Comm. Arts II | Adv. CA I |   |   |
| 3  | COURSE/SECTION: | 030201/01     |      | 030201/03     | 030201/04     | 030201/05     | 030201/06     | 032601/07 |   |   |
| 4  |                 | 1             |      |               |               |               |               |           |   |   |
| 5  |                 | 2             |      |               |               |               |               |           |   |   |
| 6  |                 | 3             |      |               |               |               |               |           |   |   |
| 7  |                 | 4             |      |               |               |               |               |           |   |   |
| 8  |                 | 5             |      |               |               |               |               |           |   |   |
| 9  |                 | 6             |      |               |               |               |               |           |   |   |
| 10 |                 | 7             |      |               |               |               |               |           |   |   |
| 11 |                 | 8             |      |               |               |               |               |           |   |   |
| 12 |                 | 9             |      |               |               |               |               |           |   |   |
| 13 |                 | 10            |      |               |               |               |               |           |   |   |
| 14 |                 | 11            |      |               |               |               |               |           |   |   |
| 15 |                 | 12            |      |               |               |               |               |           |   |   |
| 16 |                 | 13            |      |               |               |               |               |           |   |   |
| 17 |                 | 14            |      |               |               |               |               |           |   |   |
| 18 |                 | 15            |      |               |               |               |               |           |   |   |
| 19 |                 | 16            |      |               |               |               |               |           |   |   |
| 20 |                 | 17            |      |               |               |               |               |           |   |   |
| 21 |                 | 18            |      |               |               |               |               |           |   |   |
| 22 |                 | 19            |      |               |               |               |               |           |   |   |
| 23 |                 | 20            |      |               |               |               |               |           |   |   |
| 24 |                 | 21            |      |               |               |               |               |           |   |   |
| 25 |                 | 22            |      |               |               |               |               |           |   |   |
| 26 |                 | 23            |      |               |               |               |               |           |   |   |
| 27 |                 | 24            |      |               |               |               |               |           |   |   |
| 28 |                 | 25            |      |               |               |               |               |           |   |   |
| 29 |                 |               |      |               |               |               |               |           |   |   |
| 30 |                 |               |      |               |               |               |               |           |   |   |
| 31 |                 |               |      |               |               |               |               |           |   |   |
| 32 |                 |               |      |               |               |               |               |           |   |   |

Boone ▾ Etter ▾ Hagens ▾ Hall ▾ McNeill ▾

Each department will have access to their rosters as a shared group.

Every teacher in the Department will have a sheet on the excel doc that contains their class schedule and course numbers that coincide with Lumen.

fx

|    | A               | B             | C    | D             | E             | F             | G             | H         | I | J |
|----|-----------------|---------------|------|---------------|---------------|---------------|---------------|-----------|---|---|
| 1  | HOUR:           | 1ST           | 2ND  | 3RD           | 4TH           | 5TH           | 6TH           | 7TH       |   |   |
| 2  | CLASS:          | Comm. Arts II | PLAN | Comm. Arts II | Comm. Arts II | Comm. Arts II | Comm. Arts II | Adv. CA I |   |   |
| 3  | COURSE/SECTION: | 030201/01     |      | 030201/03     | 030201/04     | 030201/05     | 030201/06     | 032601/07 |   |   |
| 4  |                 | 1             |      |               |               |               |               |           |   |   |
| 5  |                 | 2             |      |               |               |               |               |           |   |   |
| 6  |                 | 3             |      |               |               |               |               |           |   |   |
| 7  |                 | 4             |      |               |               |               |               |           |   |   |
| 8  |                 | 5             |      |               |               |               |               |           |   |   |
| 9  |                 | 6             |      |               |               |               |               |           |   |   |
| 10 |                 | 7             |      |               |               |               |               |           |   |   |
| 11 |                 | 8             |      |               |               |               |               |           |   |   |
| 12 |                 | 9             |      |               |               |               |               |           |   |   |
| 13 |                 | 10            |      |               |               |               |               |           |   |   |
| 14 |                 | 11            |      |               |               |               |               |           |   |   |
| 15 |                 | 12            |      |               |               |               |               |           |   |   |
| 16 |                 | 13            |      |               |               |               |               |           |   |   |
| 17 |                 | 14            |      |               |               |               |               |           |   |   |
| 18 |                 | 15            |      |               |               |               |               |           |   |   |
| 19 |                 | 16            |      |               |               |               |               |           |   |   |
| 20 |                 | 17            |      |               |               |               |               |           |   |   |
| 21 |                 | 18            |      |               |               |               |               |           |   |   |
| 22 |                 | 19            |      |               |               |               |               |           |   |   |
| 23 |                 | 20            |      |               |               |               |               |           |   |   |
| 24 |                 | 21            |      |               |               |               |               |           |   |   |
| 25 |                 | 22            |      |               |               |               |               |           |   |   |
| 26 |                 | 23            |      |               |               |               |               |           |   |   |
| 27 |                 | 24            |      |               |               |               |               |           |   |   |
| 28 |                 | 25            |      |               |               |               |               |           |   |   |
| 29 |                 |               |      |               |               |               |               |           |   |   |
| 30 |                 |               |      |               |               |               |               |           |   |   |
| 31 |                 |               |      |               |               |               |               |           |   |   |
| 32 |                 |               |      |               |               |               |               |           |   |   |

Fill rosters by typing students' first & last names

Class sizes set

**TEACHER**

1. Check class roster availability
2. Confirm applicable approval list
3. Add student to class roster
4. List course number & section
5. Initial

For COU office use only:  
Date turned in: \_\_\_\_\_  
Initials: \_\_\_\_\_

**DUE IN THE COUNSELOR'S OFFICE ON FRIDAY MARCH 4**  
Name \_\_\_\_\_ Grade as of 2016-2017: **10TH**

**Arena Scheduling Worksheet**

**PLAN A**

|         |       | Semester 1  |               |                | Semester 2  |               |                |
|---------|-------|-------------|---------------|----------------|-------------|---------------|----------------|
| Type of | Class | Course Name | Course Number | Arena Approval | Course Name | Course Number | Arena Approval |
|         | 2     |             |               |                |             |               |                |
|         | 3     |             |               |                |             |               |                |
|         | 4     |             |               |                |             |               |                |
|         | 5     |             |               |                |             |               |                |
|         | 6     |             |               |                |             |               |                |
|         | 7     |             |               |                |             |               |                |

course number and section

your initials

**PLAN B**

|                |              | Semester 1  |               |                | Semester 2  |               |                |
|----------------|--------------|-------------|---------------|----------------|-------------|---------------|----------------|
| Type of credit | Class Period | Course Name | Course Number | Arena Approval | Course Name | Course Number | Arena Approval |
|                | 1            |             |               |                |             |               |                |
|                | 2            |             |               |                |             |               |                |
|                | 3            |             |               |                |             |               |                |
|                | 4            |             |               |                |             |               |                |
|                | 5            |             |               |                |             |               |                |
|                | 6            |             |               |                |             |               |                |
|                | 7            |             |               |                |             |               |                |

**PLAN C**

|                |              | Semester 1  |               |                | Semester 2  |               |                |
|----------------|--------------|-------------|---------------|----------------|-------------|---------------|----------------|
| Type of credit | Class Period | Course Name | Course Number | Arena Approval | Course Name | Course Number | Arena Approval |
|                | 1            |             |               |                |             |               |                |
|                | 2            |             |               |                |             |               |                |
|                | 3            |             |               |                |             |               |                |
|                | 4            |             |               |                |             |               |                |
|                | 5            |             |               |                |             |               |                |
|                | 6            |             |               |                |             |               |                |
|                | 7            |             |               |                |             |               |                |

**SOPHOMORE MINIMUM REQUIREMENTS:**  
1.0 CREDIT OF CA II: CA      1.0 CREDIT OF BIOLOGY: SC  
1.0 CREDIT OF MATH: MA      1.0 CREDIT OF WORLD HISTORY: SS

their transcript is on the back!

**This is the course/section number you will write in the course number box.**

| B             | C    | D             | E             | F             | G             |
|---------------|------|---------------|---------------|---------------|---------------|
| 1ST           | 2ND  | 3RD           | 4TH           | 5TH           | 6TH           |
| Comm. Arts II | PLAN | Comm. Arts II | Comm. Arts II | Comm. Arts II | Comm. Arts II |
| 030201/01     |      | 030201/03     | 030201/04     | 030201/05     | 030201/06     |

For COU office use only:  
 Date turned in: \_\_\_\_\_  
 Initials: \_\_\_\_\_

**DUE IN THE COUNSELOR'S OFFICE ON THURSDAY MARCH 4**  
 Name \_\_\_\_\_  
 Schedule as of 2016-2017: 10TH  
**Arena Scheduling Worksheet**

**PLAN A**

|                |              | Semester 1  |               |                | Semester 2  |               |                |
|----------------|--------------|-------------|---------------|----------------|-------------|---------------|----------------|
|                |              | Course Name | Course Number | Arena Approval | Course Name | Course Number | Arena Approval |
| Type of credit | Class Period |             |               |                |             |               |                |
|                | 1            |             |               |                |             |               |                |
|                | 2            |             |               |                |             |               |                |
|                | 3            |             |               |                |             |               |                |
|                | 4            |             |               |                |             |               |                |
|                | 5            |             |               |                |             |               |                |
|                | 6            |             |               |                |             |               |                |
|                | 7            |             |               |                |             |               |                |

Initial here →

**PLAN B**

|                |              | Semester 1  |               |                | Semester 2  |               |                |
|----------------|--------------|-------------|---------------|----------------|-------------|---------------|----------------|
|                |              | Course Name | Course Number | Arena Approval | Course Name | Course Number | Arena Approval |
| Type of credit | Class Period |             |               |                |             |               |                |
|                | 1            |             |               |                |             |               |                |
|                | 2            |             |               |                |             |               |                |
|                | 3            |             |               |                |             |               |                |
|                | 4            |             |               |                |             |               |                |
|                | 5            |             |               |                |             |               |                |

