**PREPARING YOUR STUDENT**

**for**

**SPRINGFIELD PUBLIC SCHOOL and BEYOND**

**A Look at the Grade Levels Ahead**

These checklists will provide information to help students and their parents plan and prepare for their junior high and high school education at Springfield Public School.. If you have any questions about your child’s education, feel free to contact teachers, the principal, or the school counselor. They will be happy to assist you. Look for information on our school website at: www.springfield.mntm.org

***7th & 8th Grade***

***Getting Ready for High School***

I. Monitor Academic Progress- Throughout the year, make sure that you monitor “real time grades” via Infinite Campus. If students are falling behind or not completing their work in seventh and eighth grade, they will be placed on the ICU list and will be asked to stay after school to get work made up.

II. Even though the grades received in junior high are not used in computing a high school student’s GPA (Grade Point Average), the grades received in seventh and eighth grade are often used to determine course placement for the next grade in areas like Math.

Seventh grade students will now receive standards based grades. Seventh and Eighth graders will also be receiving “Habits of Success” grades, Behavior Grades, based on their Participation, Responsibility/Work Ethic, and Citizenship and Respect.

III. Help your students choose their freshman courses carefully since grades received in grades 9-12 **do** count toward the high school GPA.

IV. Students in seventh and eighth grade will take the Minnesota Comprehensive Assessment Tests (MCAs) in Reading and Math in the spring of each year. NWEA tests are now given to both seventh and eighth grade students as well.

V. Feel free to contact your student’s teachers, school counselor, and/or principal if you ever have any questions about your student’s academic or social progress. The junior high years are challenging for both students and parents. Many resources are available to help students and parents during this time of transition.

***9th & 10th Grade***

***First Years in High School***

I. Freshman grades are used in determining a student’s high school GPA. Course grades and credits all become part of a student’s transcript. Your student transcript will be important for applications to colleges and scholarships. Freshman activities, honors, and awards can also be listed on college and scholarship applications.

 A. Monitor Academic Progress- Throughout the year, make sure that you monitor “real time grades” via Infinite Campus. At Springfield Public School, progress reports (midterm reports) are distributed only to those students who are failing at midterm time. Eligibility for activities can be affected by failing grades. Report cards are distributed at the end of each semester.

 B. Provide Encouragement- Encourage your student to get good grades and help him/her to realize the importance of his/her academic grades during high school.

II. Encourage your student to get involved in school activities. In addition to athletics, Springfield Public School offers a wide variety of clubs and non-athletic activities to join. Please check out the school website at [www.springfield.mntm.org](http://www.springfield.mntm.org) to see a list of all the activities that are offered.

 A. Most college and scholarship applications ask students to list their high school activities.

 B. Many applications ask for evidence of leadership such as being a class officer or leader of a club.

 C. Participate in activities outside of school. If possible, do some volunteer work. Community service is very worthwhile, and it is impressive on any application.

III. Start exploring and discussing college options:

A. Go to college fairs. Many college representatives also visit Springfield High School throughout the year to meet with students and talk to them about college. This is a great way to get information and start exploring programs and admission requirements.

B. Discuss career aptitudes and interests. Each freshman has a username and password to the MCIS College/Career Planning website at [www.mncis.intocareers.org](http://www.mncis.intocareers.org) Please see Mrs. DeBerg if you need help accessing this site or retrieving your username and password. This is a great website/tool for all kinds of information and assessments for college/career planning.

III. Select appropriate tenth and then eleventh grade courses. If your student is unsure what classes to take, please see your school counselor to assist with the registration process. If you have a college in mind, it would be a good idea to look at their admissions requirements to be sure that your student is taking the courses that are needed for admission. Students who have a Cum GPA of 3.0 or above at the end of their sophomore year will be eligible to take a College Now course through SMSU as a junior.

IV. Start keeping a record of your student’s activities and awards. Include school and community activities, leadership positions, honors including honor roll, employment, and volunteer work. Update this file yearly.

V. If you have not done so, start a college savings account.

![MCj02905020000[1]]()

***11th Grade***

***What You Need to Do During Your Junior Year***

I. Continue to monitor academic progress.

II. Encourage your student to be involved in activities and to develop leadership skills.

III. Make sure your student registers for the PSAT/NMSQT Test:

 A. This test is given in October. The cost for the test is around $17.00.

 B. This test qualifies the student for the National Merit Scholarship if his/her scores are exceptionally high.

 C. Students are tested in Critical Reading, Math, and Writing.

IV. Explore Colleges:

1. Juniors are allowed two college visit days per school year. Students should see the school counselor when they would like to make a college visit, and she can help set up appointments. Please bring at least two dates that would work for the visit and the area of interest in which your student would like to explore.

B. College representatives visit Springfield High School in the fall and spring. Students should watch the school announcements and Schoology for upcoming visits and sign up in the high school office if they would like to speak with a college rep.

V. Prepare to Take the ACT in the spring:

A. All juniors will be given the opportunity to take the ACT for the first time for FREE in the spring usually in April**.** Springfield Public School has purchased an ACT Prep Course called Onto College with John Baylor Prep. This course will be infused into the junior math, English, and Science courses for six weeks prior to the ACT to provide additional preparation for the ACT test.

1. Scores from the April ACT should arrive by the time school is out in May.

VI. Make sure your student has selected the right courses for his/her senior year:

1. Make sure graduation requirements will be met. Students need at least 24 credits in both required and elective areas in order to graduate.

 B. Select appropriate courses for twelfth grade. If you have a college in mind, it would be a good idea to look at their admissions requirements to be sure that you are taking the courses that are needed for admission. Students who have a Cum GPA of 3.0 or above will be eligible to take a College Now course through SMSU as a senior.

VII. Begin looking at scholarships:

 A. Scholarship information is posted in the school announcements, on the school web- site, on Schoology, and in the counselor’s office.

 B. Explore the Internet for available scholarships for juniors.

VIII. Update your Activities and Awards file.

IX. Go to College Open Houses and Tours over the summer.

X. Continue to put money into your college savings account.

XI. Get your senior pictures taken during the summer.



***12th Grade***

***What You Need to Do During Your Senior Year***

I. Continue to work hard to get good grades. Final transcripts need to be sent to the college you will be attending. All grades from grades 9-12 will be on the final transcript.

II. Set up a calendar for the year to record test dates, application deadlines, college visitation days, etc.

III. Sign up for the ACT or SAT if you want to improve your scores:

 A. Look at your previous scores if you have already taken the ACT or SAT exam and determine if you want to take it again. Register only on-line!!

 B. The majority of colleges and universities look for ACT scores of 19-23 and higher; and for SAT scores of around 1000 or higher. Study for this test. See Mrs. DeBerg

 about practice tests! Use your MCIS web account. Mrs. DeBerg has

your user names and passwords. We can also give you access to John Baylor Prep from last year.

IV. Complete college applications in the fall.

A. Most colleges are now encouraging you to apply on-line. These can be found on the college website usually under “Undergraduate Admissions”.

 B. Be sure to give your school counselor and/or teachers plenty of time in advance to get transcripts, application information filled out, and recommendations completed.

 C. Applications with early January deadlines should be turned in by the first week of December because many schools are closed the last part of December. Make sure applications are completed thoroughly and mailed well before the deadlines.

 D. Your Activity and Awards files will be very useful for seniors in order to help them complete their Senior Information sheets.

V. Visit colleges and listen to college representatives when they come to school. Seniors are allowed at least two college visit days during their senior year.

VI. Complete financial aid and forms.

1. Apply for FAFSA (Free Application for Federal Student Aid) on-line. Students and

parents each need to apply for a PIN number at [www.pin.ed.gov](http://www.pin.ed.gov). Once a pin number is acquired, students and parents may apply for financial aid at [www.fafsa.ed.gov](http://www.fafsa.ed.gov)

B. FAFSA applications are now open October 1st and parents can use tax information from the previous year.

 C. Financial aid is generally awarded on a “first come, first serve” basis, so it is important to get your application in early.

D. Many colleges around the area have a Financial Aid night where parents and students can learn about financial aid and receive help in understanding and completing the forms. Ask the school counselor for details.

VII. Look for scholarship information in the counselor’s office or on the Internet.

 A. Many national scholarships are available during the entire school year.

 B. Local Springfield scholarships start becoming available around February 1.

VIII. Make the DECISION.

 A. At some point in the late fall or early spring, seniors and their parents must make a decision about where to attend college.

 B. Do NOT choose a college before making a college visit.

 C. If you are planning to live on campus, be sure to send in the required housing deposit before the deadline.

IX. Work hard to achieve good grades. Final transcripts after graduation need to be sent to

 the college you will be attending. All grades from grades 9-12 will be on the final

 transcript. If you took a college class, YOU will have to request a transcript from that

 college to give to the college you will be attending.

X. Prepare for GRADUATION!

 A. Make sure you have your community service hours completed and turned in to the high school office. You need sixteen of them in order to graduate.

 B. Be sure all bills, fines, and dues are paid.

 C. Library books should be turned in.

 D. Check with teachers to make sure all work is turned in and completed.

 E. Attend final class day for seniors to complete the Senior Check Out!

![MCj02978610000[1]]()

 F. See you on GRADUATION NIGHT, MAY 21, 2021! ☺

These were just a few tips and reminders for both parents and students to think about during their

7th – 12th grade years. Please feel free to contact Mr. Moriarty, Principal (723-4288); Mrs. DeBerg, School Counselor (723-4288); or individual teachers if you have any questions regarding the education of your student. We at Springfield Public School want your student to be successful during his/her school years with us as well as after graduation. Thank you in advance for your assistance with your student’s education.

*Resource Personnel*

Mrs. Stephanie Bertram ESL Instructor 723-4288

Ms. Jennifer Nelson School Psychologist 723-4288

Ms. Kami Castleman Family Facilitator 723-4288

Mrs. Heidi McCone School Nurse 723-4286

Mrs. Deb Wallert Hearing Impaired 723-4288

Sioux Trails In-School Counseling 723-4288





**Springfield Public High School**

**Graduation Requirements**

**2021-2022**

Students must earn 24 credits in order to graduate from Springfield Public High School. Students must take a minimum of 6 classes each semester. Credits must be earned in the following categories.

**2020-2021 School Year**

• English/Language Arts 4 Credits

Mandated Testing

MCA Testing:

To be eligible for a diploma from a Minnesota public high school, students must take the following MCA tests:

• 10th Grade: Reading

Additionally, students in Grade 11, will also take the ACT test in the spring.

MCA III Test:

 Federal legislation, under No Child Left Behind, states that achievement testing is required in grades 3-8, 10.

• Social Studies 4 Credits

• Math 3 Credits

• Science 3 Credits

 ~Physical Science

 ~Biology

 ~Chemistry or Physics

• Art/Fine Arts 1 Credit

• Physical Education .5 Credit

• Health .5 Credit

• Electives 8.0 Credits

• 16 Hours Community Service

 (Senior Year)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

24 Credits