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Program Planning Schedule 2023-2024

Program of Studies distributed to students in Advisory meetings 

Tuesday, April 11th

After receiving the Program of Studies, students should review the courses that are available to them and engage in conversations with their advisors and parents/guardians about their plans for the following year. They may also wish to confer with their Grade Dean, who is happy to advise and look at possible scenarios. Please note that parents/guardians and advisors must indicate their approval of a student’s course selections by signing the Course Request Form.

Submission of Students’ signed Course Request Forms to their Advisors 

Tuesday, May 2nd

Online Registration 

Tuesday, May 16th

Students will receive their finalized schedules in August.

Graduation Requirements

Eighteen full credits in the academic disciplines (see next page for departmental requirements)

Four years of Physical Education/team sports/approved out of school contract

Certification in CPR/AED/First Aid

Health 1 & Health 2 (Physical Education & Health requirement)

HMO (ninth-grade Counseling & Guidance requirement)

College Counseling Workshop (Eleventh-grade requirement)

Advisory

Service Learning
Departmental Requirements

This is a list of the minimum graduation requirements for each department. Please consult the “Grade-by-Grade Course Lists” for information about when these courses are usually taken. Consult individual department sections for detailed information about courses.

**English**
Continuous enrollment grades 9 through 12.

**History**
Atlantic World History
United States History
One 300- or 400-level elective

**Mathematics**
Geometry
Algebra II & Trigonometry

**Science**
Biology
Chemistry or Physics

**World Languages**
Proficiency through Level III in Chinese, French, Japanese, Latin, or Spanish.

**Arts**
A total of two credits in grades 9 through 12, minimum. All students must take at least one half credit in studio/performance, and at least one half credit in appreciation.

**Computer Science & Engineering**
A total of one half credit in grades 9 through 12.

**Counseling & Guidance**
HMO in grade 9.

**Physical Education & Health**
Physical Education in grades 9 through 12, unless replaced by team membership or an approved Independent Out of School/Athletic Contract.
Certification in CPR/AED for the Professional Rescuers & Health Care Providers with First Aid.
Health 1
Health 2
Service Learning

In the 2023-2024 academic year, the Upper Division requirement will be grade-wide Service-Learning Days. Attendance is required of each student for their grade’s Service-Learning Day, as a graduation requirement. Dates for each grade’s day will be available by the end of the 2022-2023 academic year.

Service-Learning Team and HM 246

The Upper Division Service-Learning Team and HM 246 continue to be the flagship service-learning programs at HM. Students in grades 9-12 who would like to continue their service-learning beyond the requirement are encouraged to apply.

The Service-Learning Team meets weekly after school on Tuesdays, while the HM 246 program meets weekly after school on Mondays. On Thursdays, we meet as a team for reflection, learning, and planning. Each of these programs partners with local community agencies. We plan and facilitate programs for elementary and middle school-aged participants, as well as for older adults.

Each program operates on a trimester schedule, similar to the athletic schedule. Students commit to a minimum of one trimester participation.

For more information on service-learning at HM, please email servicelearning@horacemann.org.
The Katz Library

The Katz Library for the Upper Division is a central hub of student activity at Horace Mann School. Between making recommendations for leisure reading, helping with databases, or assisting in finding books for specific projects, the librarians and staff are always available to students and faculty.

Because we believe that research skills should not be learned in a vacuum, but rather should be tied to curricula, librarians work closely with faculty and students to provide detailed instruction around specific assignments. To this end, the library collects heavily in the areas that will support the curriculum and we consistently order books upon request.

The Library’s collection houses more than 57,000 books and DVDs, as well as many print and digital magazines. The Library has access to nearly half a million ebooks and audiobooks for both leisure reading and school projects. In addition, the Katz Library subscribes to roughly fifty research databases that are available 24/7 through remote access with a student or faculty ID. The library provides seating for 180 students, with soft-seating areas for comfortable reading and studying. Over forty laptops are available for student use in the library, as well as twenty desktops. Seven group study rooms, located on both floors of the library, allow students to work collaboratively. One of these rooms also serves as a research classroom where classes meet to work with librarians and their teacher.

Throughout the school year, the Katz Library hosts a variety of special events, such as Library Spirit Day and Literary Lunch Chat. One of our most popular programs, Lit Chat is the semi-weekly book group meeting for Upper Division students. The discussions focus on books students are currently reading for leisure and for school, beloved books that are being made into movies or television series, and any other book-related topics.

Katz Library Hours
Monday-Thursday: 8:15-5:50pm
Friday: 8:15-3:30pm
Grade-by-Grade Course Lists

These are lists of likely courses by grade. Even in ninth grade, students will not have the same list of courses as all others in their grade. But, for the most part, you will find here department requirements and likely lists for students in each grade. Specific questions may be addressed to the student’s advisor or Grade Dean.

Grade 9

**Full-credit courses:**

English 9

Atlantic World History

Geometry

Biology

World Languages

Usually level 2 or 2 Honors in their chosen language, depending on the level of previous preparation and/or placement exam. Students are welcome to begin a new language at level 1.

**Half-credit courses:**

Arts

Half-credit course recommended of either type- studio/performance or appreciation.

Computer Science & Engineering

Half-credit course recommended.

**Additional requirements:**

Physical Education & Health

Students choose ONE: Concepts of Physical Fitness/Team and Life Sport, CPR/AED/First Aid, Lifeguarding, Learn to Swim, Health 1 (must be taken in ninth or tenth grade), Dance for PE credit, or Yoga for PE credit.

HMO

Advisory

Service Learning
Grade 10

**Full-credit courses:**

English 10

United States History

Algebra II & Trigonometry

Science

Chemistry or Physics Through Inquiry

World Languages

Usually level 3 or 3 Honors in their chosen language.

**Half-credit courses:**

At least one half-credit course recommended.

Arts

Arts half-credit course of either type - studio/performance or appreciation

Computer Science & Engineering

Half-credit course if not taken in ninth grade. If the requirement has been met, students may choose an elective course in this department.

**Additional requirements:**

Physical Education & Health

Students choose ONE: Concepts of Physical Fitness/Team and Life Sport, CPR/AED/First Aid, Lifeguarding, Learn to Swim, Health 1 (must be taken in ninth or tenth grade), Dance for PE credit, or Yoga for PE credit.

Advisory

Service Learning
Grade 11

Note that student schedules will vary widely beginning this year, depending upon completion of graduation requirements and choice of elective courses.

**Full-credit courses:**

**English 11**

3 or 4 other full-credit courses: By the end of tenth grade, most students have satisfied minimum course graduation requirements in the Departments of World Languages, Science and Mathematics. We recommend that students maintain a balanced program and that they not stop studying a given discipline once they have satisfied the minimum requirement. The courses listed here are the next courses in the sequence; note that they may be elective courses at this point.

**History**

Students are required to take a third year of History in either grade 11 or 12.

**Mathematics**

Most students take one of three precalculus course options.

**Science**

Most students take Physics (or Chemistry, if Physics Through Inquiry was taken in the tenth grade). Students may take an elective course if the appropriate pre- or co-requisites have been fulfilled.

**World Languages**

Students usually take a Level 4, Studies course, or the next course in their sequence of study. In consultation with their Grade Dean, students may elect to study a new world language.
**Half-credit courses:**

**Arts**

Students continue to work on their graduation requirement or, if the requirement has been met, students may choose an elective art course, either full or half credit.

**Computer Science & Engineering**

Students should choose a half-credit course if one has not been taken in ninth or tenth grade. If the requirement has been met, students may choose an elective course, either full or half credit.

**Additional requirements:**

**Physical Education & Health**

Students choose ONE: Concepts of Physical Fitness/Team and Life Sport, CPR/AED/First Aid, Lifeguarding, Learn to Swim, Health 2 (must be taken in eleventh or twelfth grade), Dance for PE credit, or Yoga for PE credit.

College Counseling Workshop

Advisory

Service Learning
Grade 12

Note that student programs are certain to vary widely in grade 12. See each departmental listing for the available courses and their prerequisite and selection procedures.

**Full-credit courses:**

- **English**: Students must enroll in either semester-long or year-long electives.

3 or 4 other Full credit courses

- By the end of tenth grade, most students have satisfied minimum graduation requirements in World Languages, Science, and Mathematics. We recommend that students maintain a balanced program and that they not stop studying in a given discipline once they have satisfied the minimum requirement.

  **The courses we list here are the next courses in the sequence; note that they are elective courses at this point.**

- **History**: Students are required to take a third year of History in either grade 11 or 12.

- **Mathematics**: Students may take a calculus course, and/or one of the other math electives offered each year.

- **Science**: Students may take an elective course for which the appropriate pre- or co-requisites have been fulfilled.

- **World Languages**: Students may take Level 4 or 5, a Studies course, or a Seminar class. In consultation with their Grade Dean, students may elect to study a new world language.

- **Interdisciplinary**: Students may apply to do a full-credit Independent Study in place of another full-credit class.
Half-credit courses:

Students continue to work on their graduation requirement or, if the requirement has been met, students may choose an elective art course, either full or half credit.

Arts

Students continue to work on their graduation requirement or, if the requirement has been met, students may choose an elective art course, either full or half credit.

Computer Science & Engineering

A half-credit course is required if one has not been taken in ninth, tenth or eleventh grade. If the requirement has been met, students may choose any half- or full-credit elective course in this department.

Additional requirements:

Physical Education & Health

Students choose ONE: Concepts of Physical Fitness/Team and Life Sport, CPR/AED/First Aid, Lifeguarding, Learn to Swim, Health 2 (must be taken in eleventh or twelfth grade), Dance for PE credit, or Yoga for PE credit.

Advisory

Service Learning
Upper Division Course Number Designations

100-level  Pass/fail, partial-year required courses

200-level  Foundational courses appropriate for all UD students

300-level  Elective courses appropriate for all UD students who have fulfilled the prerequisite foundational coursework, typically taken in eleventh and twelfth grades

400-level  Elective courses with substantial additional rigor; entry requires permission of the department.

200H / 300H 400H-level  Honors courses which typically move at a faster pace and cover additional material relative to equivalent non-Honors courses; entry requires permission of the department.

400-Level Courses

400-level courses involve a level of rigor that requires a strong understanding of foundational work in the field, and as such require departmental approval. The specific requirements are outlined in individual course descriptions. Students who wish to apply for 400-level courses should discuss their current work with the appropriate teachers and Department Chair and should discuss the workload that will be involved with their advisor. Students requesting more than three full-credit 400-level courses are subject to Grade Dean review.
Activities

Athletics
Students at Horace Mann have the opportunity to play on a number of athletic teams. Interscholastic athletics is a significant commitment, and students who plan to play on one or more teams should include this commitment when planning their schedules for coming years. Teams fielded by the Horace Mann Athletics Department include:

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<tr>
<th>Fall</th>
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<td>Boys’ Cross-Country (V)</td>
<td>Boys’ Basketball (JV,V)</td>
<td>Baseball (JV,V)</td>
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<tr>
<td>Girls’ Cross-Country (V)</td>
<td>Girls’ Basketball (JV,V)</td>
<td>Boys’ Crew (V)</td>
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<tr>
<td>Field Hockey (JV, V)</td>
<td>Boys’ Fencing (V)</td>
<td>Girls’ Crew (V)</td>
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<tr>
<td>Football (JV,V)</td>
<td>Girls’ Fencing (V)</td>
<td>Boys’ Golf (V)</td>
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<td>Boys’ Soccer (JV,V)</td>
<td>Boys’ Skiing (V)</td>
<td>Girls’ Golf (V)</td>
</tr>
<tr>
<td>Girls’ Soccer (JV,V)</td>
<td>Girls’ Skiing (V)</td>
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<td>Boys’ Squash(V)</td>
<td>Girls’ Lacrosse (JV,V)</td>
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<td>Girls’ Volleyball (JV,V)</td>
<td>Girls’ Squash (V)</td>
<td>Girls’ Rugby (V)</td>
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<td>Boys’ Swimming (V)</td>
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<td>Girls’ Swimming (V)</td>
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<td>Girls’ Track &amp; Field (V)</td>
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<td>Girls’ Indoor Track (V)</td>
<td>Boys’ Volleyball (V)</td>
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Publications
Publications are a prominent part of life at Horace Mann, and more than half of our students write for one or more publications at some time during their years in the Upper Division. Each publication has a faculty advisor who works closely with student writers and editors. Publications that have appeared in recent years include:

Bibliomann  The HuMannitarian  Prime
Business Mann  The Linguist  The Record
Cinemann  LitMag  The Review
Diagnosis  Mannikin  Spectrum
Folio 51  The Manntra  Voyager
For The Win  The Manuscript
HM Eats  Pixelated
Clubs
Horace Mann offers a wide variety of clubs for students who wish to pursue interests not addressed by course offerings or explore in greater depth beyond the classroom. Each club is advised by a member of the Horace Mann faculty and is supported by all available school resources. We encourage students to join one or more clubs that match their interests, as these extra-curricular activities are integral to student life in the Upper Division. When planning their schedules, students should take their club commitments into consideration. It is often better to make a significant commitment to one or two clubs that are of great interest than to join an array of clubs and not have the time to actively engage in any of them. Most of the Upper Division’s active clubs are listed here:

The ASL Awareness Club
Autism Acceptance Club
Automotive Engineering Club
Bioethics Club
Black Hair Care Club (BHCC)
Cancer Awareness Club
Chess Club
Citymeals on Wheels
Classics Society
Crafts for Cancer
Debate: Parliamentary
Debate: Public Forum
DECA
Dungeons & Dragons Club
East Wind West Wind
Economics Club
Ethics Bowl Club
Excelsior
Feminist Students Association
FIRST Tech Challenge
FRC Robotics 5806
French Club
Gender Sexuality Alliance (GSA)
Green HM
Happiness Club
Healthier at HM
HM Business League (HMBL)
HM Chefs United for the Culture (HMCUFC)
HM Criminal Justice Club (HMCJC)
HM Dance Co. (HMDC)
HM Evolutionary Biology Club
HM Fitness
HM for Islamic Awareness
HM History Club
HM Homelessness Outreach Club (HMHOC)
HM Music Outreach Club
HM Speech Team
HM SK8
HM STEAM Coalition
HM Theatre Company (HMTC)
HMFilm
HM Hospital Outreach Club
Jewish Culture Club
Latinx Advocacy Club
Math Team
Mock Trial
Model Congress
Model United Nations
Mott Haven Fridge @HM
NYC Interfaith Network
Poetry Out Loud
Programming Club
Saturday Morning Music Program
Saturday Morning Tutoring
Science Bowl
Science Olympiad
Scrabble & More
Spirit Squad
Sports Analytics
Students in Medicine
Tech Club
Tests of Engineering, Aptitude, Math and Science (TEAMS)
The Union
Wellness Initiative Club
When You Were Us
Women in Business
Zen Club