



March 2025

Dear Hortonville High School Parents, Guardians, and Community:

As we enter March, we shift our priority to completing required state tests for our 9th-11th grade students. The following pages will show the times and practice materials for both ACT and Pre-ACT secure. In addition, you will find the schedules for both testing and student schedules for each exam date. If you have any questions about these processes, please contact any administrator at HHS.

ACT Test for 11th Grade-	March 11
Pre-ACT Secure for 9th Grade	April 8
Pre-ACT Secure/WI Forward for 10th Grade	April 8

Please try to avoid appointments and/or absences on this date.

Additionally, you will find a wide array of information from our counseling department regarding parent programs, college information, and Senior Awards Information. You will also find detailed information about college and career offerings, along with a chart that outlines the service-learning requirements for all students before graduation.

Attendance Matters!

As we move along in 2nd semester, we want to remind you of the importance of daily school attendance. If your child is healthy, please ensure they come to school every day. Each school day provides valuable learning time and opportunities to connect with teachers and peers.

HASD allows up to 10 excused absences per year. After the 10th absence, a doctor's note will be required for any further absences to be excused. Any unexcused absences may lead to a truancy referral and citation.

Consistent attendance is crucial for student success. Missing even a couple of days each month can result in falling behind in school. If your child is struggling with attendance, we are here to help. Please reach out for support and resources.

Tardies: Students arriving late (15 minutes or less) will be marked tardy. More than 15 minutes late will be an unexcused absence. Students with repeated tardies will receive lunch or after-school detention.

For questions, contact Student Services at 920-779-7933 ext. 13190.

Thank you for supporting your child's education and please feel free to contact me with any questions.

Tim Rietveld

Upcoming Reminders

March 3-

SCN and ECCP
Applications are due

March 10-

Parent Forum
Virtual @ 5 pm

March 11-

ACT Day

March 24-28

Spring Break

March 31-

Classes Resume

Tuesday, March 11 - Red Day

ACT Plus Writing	Start Time	End Time	Total Length
Testing Staff Briefing - Pick up test materials	7:30	7:45	
Juniors arrive, ID'd, and seated	7:45	8:05	
Read general instructions & pass out materials	8:05	8:20	
Test 1 - English	8:20	9:05	45
Test 2 - Math	9:05	10:05	60
Break	10:05	10:20	15
Test 3 - Reading	10:20	10:55	35
Test 4 - Science	10:55	11:30	35
Break	11:30	11:35	5
Test 5 - Writing	11:35	12:15	40
Lunch	11:50	12:50	
9th, 10th & 12th Grade Students Report	12:50		
1st Period	1:00	1:35	35
2nd Period	1:40	2:15	35
3rd Period	2:20	2:55	35
4th Period	3:00	3:35	35

PreACT Secure Preparation Links for Students (for 9th & 10th grade students)

Practice Test:

<https://tn.preact.actonline.act.org/client/index.html>

- You *do not need a username and password* to complete the practice tests. Just click on “Practice Tests” at the bottom.

Preparing for PreACT Secure:

<https://www.act.org/content/act/en/products-and-services/preact/resources/preparing-for-preact-secure.html>

Resources:

- [Taking the PreACT Secure \(pdf\)](#)
- [Preparing Students for the PreACT Secure Test Taken Online \(pdf\)](#)
- [Preparing for the PreACT Secure Test \(web content\)](#)
- [PreACT Calculator Policy](#)

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## **Forward Exam Preparation Links for Students (for 10th grade students only)**

### **Online Tutorials:**

<https://assets.drcedirect.com/States/WI/Tutorials/Student/current/index.html>

- Learn how to navigate the test and use the tools available while online testing

### **Practice Test:**

<https://dpi.wi.gov/assessment/forward/sample-items>

- 10th grade students only take the Social Studies Forward Exam
- Instructions: [Quick Guide to the Wisconsin Forward Practice Test](#)

**Let's Go**



**You got this!**

# **Tuesday, April 8**

## **Pre-ACT Secure HHS Schedule**

Start Time      End Time      Total  
Length

|                                                                                                            |       |       |    |
|------------------------------------------------------------------------------------------------------------|-------|-------|----|
| Freshmen and Sophomores arrive in rooms                                                                    | 8:30  | 8:35  | 5  |
| Read general instructions & pass out materials<br>Students complete demographic info in TesNav             | 8:35  | 8:55  | 20 |
| Test 1 - English                                                                                           | 9:00  | 9:35  | 35 |
| Test 2 - Math                                                                                              | 9:35  | 10:20 | 45 |
| Break                                                                                                      | 10:20 | 10:30 | 10 |
| Test 3 - Reading                                                                                           | 10:30 | 11:10 | 40 |
| Test 4 - Science                                                                                           | 11:10 | 11:45 | 35 |
| Wrap up testing - Freshmen and Sophomores                                                                  | 11:45 | 11:50 | 5  |
| *Sophomores - Forward Test<br>*Freshmen - ACP Lesson - go to Auditorium                                    | 11:50 | 1:00  | 70 |
| Freshman and Sophomore lunch<br>*Juniors and Seniors who wish to eat lunch can also come during this time. | 1:05  | 1:25  | 20 |
| Juniors and Seniors arrive for classes:                                                                    |       |       |    |
| 1st Period                                                                                                 | 1:30  | 1:57  | 27 |
| 2nd Period                                                                                                 | 2:02  | 2:30  | 28 |
| 3rd Period                                                                                                 | 2:35  | 3:02  | 27 |
| 4th Period                                                                                                 | 3:07  | 3:35  | 28 |

# Announcements!

Parents: To keep you informed of important happenings at school and in the community, we upload the Announcements daily to the Hortonville High School home page. They contain a great deal of useful information, and we encourage you to read them regularly. [Announcements](#)

## Notes from the Counseling Office

### START COLLEGE NOW AND EARLY COLLEGE CREDIT PROGRAM

Applications for Start College Now and Early College Credit Program classes for the 2025 Fall semester are due no later than **Monday, March 3, 2025 at 3:45 pm**. Applications are available outside the Counseling Office and on the Counseling website under [Dual Enrollment/College Coursework](#). Information on the Dual Enrollment programs is also available on this site. \*Please note: If your student is taking CAPP, AP, or TC classes here at the high school, they do not need to fill out Start College Now or ECCP paperwork. This paperwork is only if the student is attending a technical college or UW college for a class or doing an online class through these schools.

### YOUTH SERVICE LEARNING HOURS

Seniors should be sure to check with Ms. Lola regarding service learning hours (36 volunteer hours are required for graduation). Service hours must be completed by April 15 for graduation. Several volunteer opportunities are listed on our website on the [Youth Service Learning](#) webpage.

### JOB OPPORTUNITIES

Local companies continue to reach out to us with job opportunities they have available, including opportunities for this summer. If you have a student looking for a job, have them check out the bulletin board by the Counseling Office or view the same opportunities on our webpage. More opportunities will be posted as they are received. [Job Opportunities](#)

### ACT

All Juniors will take the ACT on Tuesday, March 11, 2025. Students who wish to retake the test can do so on one of the National ACT Dates below. More information on those dates/sites can be found once your child has created an ACT account online. [ACT](#)

### UPCOMING NATIONAL ACT TEST DATES

| Test Date     | Registration Deadline |
|---------------|-----------------------|
| June 14, 2025 | May 9, 2025           |
| July 12, 2025 | June 6, 2025          |

## JUNIOR/SENIOR RELEASE

If your Junior or Senior has a Commons in their schedule and they'd like Junior/Senior Release, please have them stop by the Main Office to pick up a Junior/Senior Release Form. Forms should be turned in to the Main Office as soon as possible. See Mr. Herbst with any questions.

## CAPP WORKSHOP



Are you registered to take a CAPP class next year to earn college credits? Attend our annual CAPP Workshop to complete **Step 1: Application** with a UW Oshkosh CAPP representative!

### CAPP COURSES AT HHS

- CAPP Writing 101
- CAPP American or British Lit.
- CAPP Weight Training
- CAPP Active Lifestyles
- CAPP Spanish 204, 312
- CAPP German 204, 304

Students planning to attend must sign up in Edficiency!

### WHEN IS THE WORKSHOP?

Monday, May 5  
During ELT  
HHS Auditorium

### WHAT SHOULD I KNOW COMING IN?

- Social Security Number
- Did your legal guardian file taxes last year?
- Does your parent/guardian hold a valid driver's license?



### **REQUESTING TRANSCRIPTS**

Seniors applying to colleges should request their transcripts either through Xello or ScribOrder. Xello is an Internet-based career exploration and planning tool to explore career and college options and develop a career plan. Instructions for sending a transcript are available on the HHS website under Main Menu | Academics | Transcript Requests. Final senior transcripts will be sent by the Counseling Office Staff to the school designated in each students' Senior Survey. The Survey will come out at a later date. [Transcripts](#)

### **SCHOLARSHIPS**

Did you know we have a Scholarships & Financial Aid page on our website? A list of scholarships, received from outside sources, is compiled, and updated weekly. It contains information regarding the scholarship amount, application criteria and deadlines. On that page, there are also links to local foundations pages, national scholarship sites and FAFSA information. The page is posted on the HHS website under Main Menu | Academic & Career Planning | Scholarships & Financial Aid. [Scholarships](#)

### **SENIORS – SHARE YOUR FUTURE PLANS!**

Whether going into the workforce, attending college or tech school, or going into the military, have your Senior stop by the Counseling Office once they have defined their post-high school plans. They can proudly display their plans on our "Class of 2025" bulletin board!

### **SENIOR AWARDS PROGRAM!**

Mark your calendars for **Wednesday, May 14 at 5:30 pm** for the annual Senior Awards Program. All students receiving an academic award or scholarship will receive an invitation to attend. Watch for those letters late April as scholarship selections begin to come into our office. As your student receives scholarship awards from outside sources or their selected college, please have them bring a copy of their letter of notification to Mrs. Van Asten for recognition at Senior Awards Night. All seniors are welcome to attend the awards program!



# YOUTH SERVICE LEARNING

36 VOLUNTEER HOURS REQUIRED FOR GRADUATION -  
FRESHMEN - 9, SOPHOMORE - 18, JUNIOR - 27, SENIOR - 36  
DEADLINE - APRIL 15TH OF SENIOR YEAR



## HHS YOUTH SERVICE LEARNING WEBSITE

- Available local volunteer Opportunities
- Deadlines
- Link to PATHWAYos to log hours



## LOGGING IN

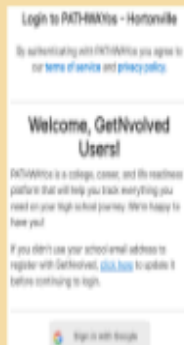
**IMPORTANT** - make sure the browser you are using is not logged into another account - sign out of your personal Google Account

1. Type in Hortonville under District Name - select Search
2. Select Login



## SIGN IN WITH GOOGLE

1. Sign in with Google button
2. Enter your School Email (firstname.lastname@hasd.org) and select Next
3. Enter your Password - Sign In (same password you use to log into a school computer)



## STUDENT DASHBOARD

1. Click - LOG SERVICE HOURS - upper right
2. Dashboard will provide list hours completed per grade
3. Dashboard will show hours pending



## LOGGING HOURS

1. Log Event Information
  - Event Name
  - Event Location
  - Community Organization
2. Log Supervisor Information
  - Name
  - Email
  - Phone Number

**IMPORTANT** - make sure email of supervisor is correct. Supervisor is who approves the hours

3. Log Hours and brief description of volunteering activity

## SUBMIT

Please verify hours get approved