



# WATCHUNG HILLS REGIONAL HIGH SCHOOL

Elizabeth C. Jewett  
Superintendent

Timothy M. Stys, CPA  
Business Administrator

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Principal

February 2019

Dear Parent/Guardian,

With the second semester underway, it is time to focus on scheduling for next year. Students will begin scheduling on Thursday, February 21. Students should review the teacher recommendations by course and level. The goal in recommending levels is to make sure we find the most suitable placement for our students.

Our teachers are our best resource in this effort. They have been assessing their students' academic performance for the past six months, and they have the professional experience and expertise to make recommendations that will guide students to the most appropriate placements for the following year. Any concerns regarding these placements need to be addressed with the department supervisor and teacher between **April 22 - May 15**. There will be no level changes after **May 15**.

We encourage students to read our Program of Studies carefully. It can be found on our website. When selecting courses, it is important to remember the following:

- A strong program of studies that will challenge students appropriately is recommended whether the student is planning to attend college, enter the job market or join the military.
- Many required courses are taken in the freshman and sophomore year – it may be time to consider new elective courses that reflect your student's interests, possible college majors, and career goals or allow the student to experience a new field.
- Students will need to list three or four choices for alternates.

Course request confirmations will be available online in late March in Parent Access. This will not be a final schedule but a confirmation of your primary requests and teacher recommendations. Students will have time to make changes to their electives. After this time, counselors will address conflicts using the alternates provided.

In June, students will receive completed schedules. They will have through **June 14** to make elective changes, period for period. Elective changes from the start of school through September 11 will be considered on a period-for-period basis, pending availability.

We look forward to a smooth scheduling process and a great second semester. Thank you for your cooperation.

Sincerely,

Catherine Angelastro

Direction of Guidance