**SCHEDULING 2018 - 2019**

June, 2018

Dear Parent/Guardian:

Though our students are focused on the end of the school year, we look forward to September. We have been working diligently on the master schedule and are pleased to let you know that you can access your child's tentative schedule on **Parent Access**. Please review it carefully along with the following information about schedule changes. Your child's final schedule will be available in Parent Access in late August.

* Students should contact their Guidance Counselor if one of the following schedule conflicts exists:

1. An academic subject (English, history, science, mathematics or world language) is missing.
2. Student has been incorrectly placed in a sequential course, i.e., the student has been scheduled for Spanish 3 but has not passed Spanish 2.
3. Physical Education/Health is missing.
4. Two courses have been scheduled for the same period.

* Students will have through **June 19** to make elective changes period for period.
* Elective changes from the **start of school through September 15** will be considered on a period for period basis pending availability.

Please remember that we cannot honor requests for teacher changes. We hope you

have a relaxing and enjoyable summer.

Sincerely,

Catherine Angelastro

Director of Guidance