

TIMELINE FOR SCHEDULING INCOMING 10-12 GRADERS FOR THE 2010-2011 SCHOOL YEAR

January, 2010

TERM I RECOMMENDATION DAY

Students will be issued a scheduling form, the Program of Studies, and a current transcript to take with them to each of their classes. Teachers will take time to meet with each student individually and discuss course options and opportunities for next year. Teachers will also discuss appropriate student placement and levels. Teachers will review prerequisites with students. The Program of Studies may be accessed online or in hard copy format.

February, 2010

TERM II RECOMMENDATION DAY

Students will receive recommendations from their Term II teachers following the same procedure as Term I Recommendation Day.

Students will return their yellow scheduling form signed by their parent/guardian to their first period teacher.

Counselors will begin to meet individually with students during their first period classes to schedule. Students need to have had their schedule sheet previously turned in to their first period teacher.

April, 2010

Counselors travel to Fairfield Freshman School to schedule students for their 10th grade year.

Parent Conferences: Parents can schedule to meet with counselors, teachers, and department chairpersons to review student course selections and plans for next year.

June, 2010

Last day for students to change course requests for fall 2010. Students can meet with counselor and with parent approval can make changes. Any changes after this time require the process described below.