

January 17, 2020

Dear 7<sup>th</sup> and 8<sup>th</sup> Grade Parents/Guardians,

I am writing to give you a preview of the course placement recommendation and course registration process for our 2020-21 school year. Over the next few weeks, teachers will be discussing with their students the course and placement requirements for this upcoming school year. School counselors will also be visiting classrooms and sharing registration information and materials with students in preparation for this process.

Recommendations for English, Math, Science, and Social Studies placements are based on teacher professional judgment, academic performance, and ACT projections determined through analysis of prior standardized test results. Teachers have been asked to communicate with parents if a recommendation for a different level of course placement is recommended by the teacher for the next school year.

Below are dates that may be of interest to you as we move toward the end of the school year and the development of your student's 2020-21 daily course schedule:

**January 22<sup>nd</sup> – February 27<sup>th</sup>** - MJHS teachers will hold 8<sup>th</sup> grade classroom conversations with students about the 2020-21 placement and course registration process. (The MJHS School Counselors will also be onsite to advise 7<sup>th</sup> grade students at MRIS and CGIS.)

**January 24<sup>th</sup>** - MJHS will post all registration instructions, how-to videos, and supporting materials on the MJHS website homepage ([www.maryville-schools.org/mjhs](http://www.maryville-schools.org/mjhs)) in the top of the page under "Quick Links".

**January 27<sup>th</sup>** - MJHS will mail home letters inviting parents to attend parent orientation night on February 3<sup>rd</sup> for rising 9<sup>th</sup> grade (current 8<sup>th</sup> grade) students and February 4<sup>th</sup> for rising 8<sup>th</sup> grade (current 7<sup>th</sup> grade) students. This letter will include information regarding electives for the upcoming school year as well as instructions for registering online.

**February 7<sup>th</sup>** - MJHS will host a Parent-to-Parent Breakfast from 8:15 a.m. – 9:30 a.m. to preview the registration process for parents who prefer a more personal experience, rather than the larger parent nights being hosted on February 3<sup>rd</sup> and February 4<sup>th</sup> as indicated below.

**February 3<sup>rd</sup>** - MJHS will host a rising 9<sup>th</sup> grade (current 8<sup>th</sup> grade) parent night, located in the MJHS gym beginning at 6:00 p.m. to further share registration information and provide on-campus assistance to parents who would like to register their student for 2020-21 courses following the presentation. (Please bring your student's laptop, log-in information, and ID number if you would like to register on-site.)

*Continued on back*

**February 4<sup>th</sup>** - MJHS will host a rising 8<sup>th</sup> grade (current 7<sup>th</sup> grade) parent night, located in the MJHS gym beginning at 6:00 p.m. to welcome rising 8<sup>th</sup> grade parents to MJHS, share school-based information, registration information, and provide on-campus assistance to parents who would like to register their student for 2020-21 courses. (Please bring your student's laptop, log-in information, and ID number if you would like to register on-site.)

**February 7<sup>th</sup> – 17<sup>th</sup>** - MJHS will open the online 2020-21 course registration window in PowerSchool for students/parents to register for courses from school or home.

**March 2<sup>nd</sup>** - MJHS will mail home student course registration verifications.

**March 9<sup>th</sup> – 13<sup>th</sup>** - MJHS will reopen the window in PowerSchool for students/parents to make elective course request changes.

**March 27<sup>th</sup> – April 10<sup>th</sup>**- MJHS School Counselors will be available to address any change of course placement requests made by parents regarding 2020-21 core academic course placements recommended by your student's teachers.

**May 29<sup>th</sup>** - MJHS will mail 2020-21 daily course schedules with this year's final report cards.

I hope you find this information helpful as we all progress through the course placement and registration process for the upcoming school year.

I realize the entire placement and registration process can be overwhelming and can cause anxiety, but I ask for your patience as we all work through this process together to generate the appropriate course placements and daily schedule for your student. The process takes time and there are many behind-the-scene steps that have to be completed by our office staff to create and generate student schedules for the next year.

If you have further questions, please feel free to reach out to the MJHS School Counselors, your student's teacher, or me.

Sincerely,

Lisa R. McGinley  
MJHS Principal