

Brownell 2026 Registration Schedule

4th to 5th Grade

- Richard Visit: January 15th, 9:00am
- Monteith Visit: January 12th, 10:00am
- Kerby Visit: January 14th, 9:00am
- Monday, January 13th Rising Fifth Grade Parent Info Night @ MPR, 6:30 pm
- Course selection sheets due **Thursday, Jan. 29th** (4th-grade teachers collect forms)

5th to 6th Grade- don't forget Math 6 kiddos!!

- **Monday, Feb. 2nd** - Hand out course selection sheets after all school assembly
- **Wednesday, Feb. 11th** - Course selection sheets due in homeroom

6th to 7th Grade- Don't forget double honors kids!!

- **Thursday, Feb. 5th** - Presentation and distribution of course selection sheets in SS classes (Johnston 1, 2, 4, 5, 6)
- **Thursday, Feb. 12th** - Course Selection sheets due in SS classes

7th to 8th Grade

- **Friday, Feb. 6th** - Presentation and distribution of course selection sheets in SS classes (Campbell 1, 2, 3, 5, 6)
- **Friday, Feb. 13th** - Course Selection sheets due in SS classes

8th to 9th Grade

- **Rising Freshman Parent Night @ GP North/South, 6:30 pm January 7th**
- **Tuesday, Jan. 20th (2:00-3:15pm)** - North (Library) and South (MPR) presentations/Q & A (distribute registration materials). Counselors explain HS course selection sheets
- **Wednesday, Feb. 4th** - HS Course Selection Sheets due in SS classes (math teacher and parent signature required)
- **Monday, Feb. 9th** - HS Scheduling in SS classes (Dettlinger- 1, 3, 4, 5, 6,)

To Do List

4th - 5th grade

Update and run off sheets - RH

Collect sheets from feeder schools - **CO, BN**

5th - 6th grade

Update and run off sheets - CO

Email teachers about coming to homeroom to speak to students and hand out sheets, instruct them to collect course sheets - **CO**

Post a Schoology reminder with due date- **CO**

Collect course sheets- both

6th - 7th, 7th - 8th

Update and run off sheets - CO

Update the PowerPoint presentations- **CO**

Post the PowerPoint to Brownell website - **CO**

Email teachers about presenting in classes, let teachers know about collecting sheets - **CO**

Share the Powerpoints with them so they can have them ready for presentation- **CO**

Post a Schoology reminder with due date- **CO**

Collect course sheets - **Both**

8th - 9th

Update and run off course sheets, HS grad requirements, instruction sheet - **CO**

Organize HS Counselor visit (confirm counselor attending, communicate with advisory teachers) - **CO**

Communicate with SS teachers about timeline - **CO**

Get North/South to send any videos/powerpoints to add to the registration section of our website- **CO**

Post a Schoology reminder with schedule- **CO**

Collect the course sheets and go over them before scheduling- **CO/BN**

Schedule the classes with the students in SS- **CO/BN**

Overall

Post registration dates in Bronco bulletin, Counselor Corner, and Brownell website - **CO**

Update Program of Studies on Brownell Website- **CO**

Update Course Selection Sheets on Brownell Website- **CO**

Ask office staff to create binders for each grade/by counselor - **CO, BN**

Set up station with course sheets in counseling area - **CO**

All course sheets will be inputted by Friday, March 6th

To Dos:

***Send emails to teachers to ask them if the dates are OK**

***Check Bronco Bulletins for updates/when we did them**