

Dear Parents & Students,

We hope you've enjoyed your summer break, we look forward to seeing everyone on your assigned registration day. We'd like you to be aware of a few changes related to counseling happening this 2019-2020 school year.

We are very fortunate to now have four counselors! We welcome Grant Calverly to Green Canyon Counseling. With an additional counselor, we adjusted the alphabet assignments as follows:

Max Jones A – D
Grant Calverly E – J
Clint Fullmer K – P
Jennifer Hartman Q – Z

We know this change effects a large number of students, and change can be difficult, but we are more than confident each counselor is equally able to meet student needs.

You will be able to view your schedule on PowerSchool. However, schedules are subject to change due to balancing class sizes, staffing alterations, and adjusting incomplete schedules. Your schedule will not be considered final until Monday, August 12th. Needed schedule changes are to be made on your designated registration day.

Seniors – Monday, Aug 12th 9:00 – 1:00
Juniors – Tuesday, Aug 13th 9:00 – 1:00
Sophomores – Wednesday, Aug 14th 9:00 – 1:00
Freshman – Thursday, Aug. 15th 9:00 – 1:00
Make-Up Registration (all grades) – Thursday, Aug. 15th 4:00 – 7:00
Friday, Aug 16th 9:00 - 1:00

Your schedule is a reflection of the College and Career Readiness (PCCR) meeting you had in the spring with your counselor or school representative. The classes you chose were inputted into PowerSchool and every attempt has been made to create a schedule that includes all of your requests. We understand changes happen, but hope changes will be made with intentional thought and consideration.

We will try to meet with any student who needs to make a change to their schedule, but priority will be given to students with incomplete/misplaced (ie: extracurricular activities, teacher requests) schedules.

**It gets busy in the counseling office during registration and wait time to meet with your counselor can get long. To help address this, Sandie Nyman, our registrar, will check students in on a first come, first serve basis. She will text you when your counselor is free. You can avoid any wait time by using our [Class Change Request Form](#), available just outside the counseling office or in the Career Center. Request forms are processed each day. Students may check Powerschool within a day or two to see if changes were possible. Processed forms will be available in the Career Center with notes as to why changes could not be made.

Please note: If a student has an IEP, they will need to schedule an appointment with the Special Education Department instead of their counselor.

No schedule changes will take place on the first day of any trimester. Please attend the classes listed on your schedule. After this first day, schedule changes, if necessary, may be made the next two days.

There has been an update to our schedule change policy. In an effort to make ourselves equally accessible to ALL students, please note the following changes:

- There will no longer be a \$20.00 fee for schedule changes
- Four weeks prior to 2nd & 3rd trimesters, students will receive a printed copy of their schedule.
- Students will have one schedule change visit with their counselor per trimester
*Multiple changes for future trimesters may be made in that visit

We look forward to seeing everyone soon.

Go Wolves!