



The mission of the Three Village Central School District, in concert with its families and community, is to provide an educational environment which will enable each student to achieve a high level of academic proficiency and to become a well-rounded individual who is an involved, responsible citizen.

**THREE VILLAGE
CENTRAL SCHOOL DISTRICT**

February 2023

Dear Parent(s)/Guardian(s):

We will soon begin the course scheduling process for grade 9 students moving to grade 10. We ask that you kindly review the 2023-2024 Ward Melville High School Course Offering Guide, which is available on the Ward Melville website, as well as the [Ward Melville Guidance Department](#) website, for core (required) and elective course descriptions. A course verification letter for your child's tenth grade academic program will be made available via the parent portal later this year indicating placement in core academic classes, elective requests and support classes, if required. Please see the below link for the course catalog:

[2023-2024 Ward Melville High School Course Offering Guide](#)

This year, with the support of the guidance staff, students will log into the student portal to input elective course requests directly into Infinite Campus. Counselors will be meeting with all 9th grade students on February 2nd and 3rd to explain this process and discuss course offerings available to high school sophomores. Students will be instructed to input all elective course requests into the portal before Sunday, February 12. Students will meet, individually, with their guidance counselors to review the courses they have selected during the week of February 13.

Your child's current teachers use careful judgment when making course recommendations for future core courses. However, should you disagree with any recommendation, please contact the current classroom teacher to discuss your concerns. If you disagree with the teacher's final recommendation, you may pursue an appeal, which requires a written request be submitted to the Ward Melville High School Department Chairperson for the subject you are appealing for administrative review and determination of course placement.

Please note that most sophomores are scheduled each semester for seven classes plus physical education and lunch. PE and lunch are automatically added to the student's schedule. In addition, selected electives may have to be dropped when students require placement in Academic Intervention Services (AIS), English as a New Language (ENL), and/or Special Education support. These services may be removed when the student satisfies district or state testing standards and/or meets specific learning or academic criteria.

Thank you for your support with this process. Should you have questions about your child's program for next year, please contact his/her current guidance counselor at the junior high school.

Sincerely,

Amy Poulos

Lead Counselor
Murphy Junior High School

Anthony Dattero

Lead Counselor
Gelinas Junior High School

Dr. Kevin Scanlon, **Superintendent of Schools**
Jeffrey Carlson, **Deputy Superintendent**

Dr. Gary Dabrusky, **Assistant Superintendent, Human Resources**
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