



*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.*

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Paul J. Gelinus Junior High School

Corinne Keane, Principal  
Michael Jantzen, Assistant Principal

May 2021

**Re: Grade 7 Course Verification Process**

Dear Parent(s)/Guardian(s):

Welcome to P.J. Gelinus Junior High School! Due to the demanding nature of the seventh grade academic curriculum, careful placement in seventh grade courses is especially important. Our goal is to provide students with stimulating and challenging coursework and to place students in a program of study where they can enjoy a positive and successful learning experience.

The courses in which your child will be enrolled at the start of the seventh grade school year will be posted on the parent portal on **Thursday, May 13th**.

The following criteria are used as a guideline for consideration to appropriately place students into the honors programs for English, Social Studies, Science and Math:

- Report Card
- Teacher Observation Report
- AIMSweb Reading Assessment
- i-Ready Math Assessment

It is important to note that the above criteria serve only as a guideline for placement decisions and does not guarantee placement into honors courses. All placement decisions are carefully reviewed in an effort to maintain the integrity of our program and offer students the most appropriate educational program of study. In the event that you believe your child qualifies for placement in a course at a different level, you may appeal the indicated placement.

**In order to make a placement appeal, please submit an email to [ckeane@3villagecsd.org](mailto:ckeane@3villagecsd.org) with the following information by Friday, June 11th:**

- State the reason(s) you believe your child's placement should be changed and any additional information, which you believe, is pertinent to a change in placement in seventh grade courses.
- We will also consider report cards from previous years.

Each appeal will be carefully reviewed by building administration and department chairs, and parents will receive an email notification of the school's decision by Friday, June 18th. We trust this process will serve to resolve placement issues for the 2021-2022 school year. Please note that your child's initial course placement may change throughout the school year. Adjustments may be made in course level based upon evaluation of your child's academic effort and performance. Please review the Program of Study, found on the school website, for course maintenance criteria information.

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25 Mud Road ■ Setauket, New York 11733-1499 ■ Telephone: (631) 730-4700

Cheryl Pedisich, **Superintendent of Schools**  
Jeffrey Carlson, **Deputy Superintendent, Business Services**  
Kevin Scanlon, **Assistant Superintendent, Educational Services**  
Gary Dabrusky, Ed.D., **Assistant Superintendent, Human Resources**

(2)

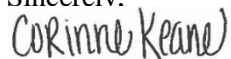
Should you wish to change your child's **elective course(s) only**, please email the **Gelinas Guidance Office** at [gelsched@3villagecsd.org](mailto:gelsched@3villagecsd.org) by **Friday, June 11<sup>th</sup>**.

Junior high school student schedules, which include courses, assigned teachers, class periods, and room numbers, will be posted on the portal on ***Friday, August 20th***.

The new student walk-through will be scheduled on **Tuesday, August 31st**, details to follow. This is an opportunity for your child to tour the building, walk through their new schedule. Please make every effort for your child to attend the event so they can acclimate themselves to P.J. Gelinas Jr. High School.

We hope that this information proves helpful to you and your child, and we look forward to meeting you and working closely with you during your child's junior high school years.

Sincerely,

  
**Corinne Keane**  
Principal

  
**Michael Jantzen**  
Assistant Principal