



## Guidance Office

196 Main Street, New Paltz, New York 12561 • Phone: (845)256-4121 • Fax: (845)256-4129 • [www.newpaltz.k12.ny.us](http://www.newpaltz.k12.ny.us)

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**Alexandra MacKinnon**  
*Coordinator of Student  
Support Services, Secondary*

**Jessica Bradley**  
*School Counselor*

**Kathryn Flanagan**  
*School Counselor*

**Stephanie Popper**  
*School Counselor*

February 12, 2019

Dear Parents/Guardians of NPHS Students:

New Paltz High School is excited to announce a new, more efficient method of course scheduling for the 2019-2020 academic year. We are pleased to replace our formal model with online scheduling using Parental Portal. This year, the online tool is available for students currently in Grades 9-11.

Through Parent Portal, students and parents will be able to select courses available to each grade level based on required core courses and electives. Students may indicate a first or second choice for electives to ensure they have options. School counselors will carefully review schedules to ensure students have selected the courses necessary to graduate.

Online scheduling is not designed to replace the personal interactions between students and their counselors. The process still includes several occasions for face-to-face meetings.

We anticipate the scheduling process to begin late-February and be completed by early-April. Families can begin planning for next year's schedule at any time by reviewing the course selection book, which can be found on the Guidance website at: <http://www.newpaltz.k12.ny.us/hscourses>. A print version will be available in the Student Support Center (Guidance Office).

In the coming weeks, another informational letter will be sent home with more specifics. We will support students and keep parents and guardians informed throughout the process. The traditional scheduling process will still be available to families who are unable to complete the process through Parent Portal. If you have any questions or concerns, please feel free to contact our office anytime.

Sincerely,

Barbara Clinton, Principal

Alexandra MacKinnon, Student Support Services

**"New Paltz High School...caring, connecting, and making a difference."**

*New Paltz Central High School Mission Statement:*

*"To become a community of learners that emphasizes mutual respect and responsibility in which everyone realizes their potential."*