

**Paula Phelps, Principal • Julia Bamba, Assistant Principal • Dawn Wallace, Assistant Principal**

Greetings IHS Students and Parents!

I hope this finds you enjoying a sunny spring day in the Northwest! The purpose of this letter is to share important and relevant 2009-2010 scheduling information with you.

We are all facing challenging times with the current economic conditions. School and the educational system are no exception. The concrete details of the effect on the Issaquah School District in general and Issaquah High School specifically are, as yet, unknown. We do know, however, that budget tightening due to lost revenue is imminent. The most significant changes for IHS will be larger class sizes and no ability to make schedule changes.

As a brief review - IHS designs their Master Schedule (courses offered) based upon student requests. If enough students sign up for a particular course, it runs. If students do not sign up, it will not run. Often students and parents believe we are making arbitrary decisions on courses based on some hidden value system. I cannot stress strongly enough that this decision lies with you. We have already determined, from existing sign-ups, that various courses will not run and others have been combined. All of these are noted on the back of your enclosed schedule request.

In the past several years we have been able to create a system with maximum flexibility and options for students. Students have been able to view their completed schedule, including class period and teacher, before leaving school in June. We cannot complete a master schedule and hiring until a budget is solidly set. Therefore, the above noted flexibility will not be possible for students this year. With increased class size and few empty seats there will be no possibility for changing classes once they are set. **Therefore, this is the one and only time you have an opportunity to alter your schedule requests. Please note - there will be no schedule changes in the summer or fall, due to budget constraints.**

This is how the process will work for this spring, summer and fall.

- **REVIEW REQUESTS-** Enclosed you will find your requests for next year. Please review this closely. This is the time to make your **final decision** about courses. AP and honors courses should be considered carefully, as the flexibility to change your decision later is gone. Staffing decisions for next year will be made based on student's course choices. This is more significant than I can express.
- **CHANGE REQUESTS** - Should you desire to alter your requests; you must obtain a Change Request Form from the counseling office. They will be **available beginning April 21<sup>st</sup> and will not be accepted after April 29<sup>th</sup>.**
- **MASTER SCHEDULE** - Upon receipt of a concrete budget from the state and school district, we will create a Master Schedule. This could occur as late as July/August.

- **COMPLETION OF STUDENT SCHEDULES** - We will do our best to honor your 6 selected courses. If that is impossible we will substitute one of your alternates. During this time we will also be checking for prerequisites (proper sequential courses, grade requirements to proceed, graduation requirements for seniors, etc.) We will alter your schedule to reflect proper placement in these instances.
- **BACK TO BUSINESS DAYS** - Exciting News! We will handle all business - forms, fee payment, and schedule viewing - online this year! You will receive instructions for accessing this information this summer.

In spite of the challenges we face, we look forward to next year! We anticipate an educational experience that will be effective, enjoyable, and of exceptional quality.

Thank You.

Paula Phelps, Principal