

Dear Parents/Guardians

The registration process for high school is important, as it determines your child's schedule and the master schedule for the 2023-2024 school year. Stevens High School staff planned to host Middle School Information Night on February 21; however, it was canceled due to weather. We are unable to reschedule due to numerous conflicts with middle school and high school events. Since we were unable to host the event, we have created an informational video [Class of 2027 8th Grade Middle School Night](#) that addresses successful transition to high school and registration. Further, important dates and information regarding registration are documented below.

8th grade students will watch an informational registration video on February 28 or March 1 in their Enrichment class at Southwest and 4th block class at West. The videos are available on the Stevens High School website located under the Our School Registration heading [Registration – Stevens High School \(rcas.org\)](#). Please watch the short video clip and communicate with your child about his/her 2023-2024 course selections. In addition to the video, we have prepared a registration course selection sheet that students will complete. The course selection sheet is also available on the Stevens website.

In the video, students are directed to complete the course selection sheet and communicate with their parents about their chosen courses. After completing the course selection sheet, students will return the sheet to their assigned teacher (Enrichment teacher at Southwest, 4th block teacher at West) no later than March 6. March 7, 8 and 9 Stevens High School administration and counselors will visit classrooms and assist students entering 2023-2024 course selections into Skyward. Students will use the course selection sheet when working with counselors; therefore, it is important your child completes the sheet and turns it into his/her Enrichment teacher (Southwest) or 4th block teacher (West).

Since staffing is based on students' course selections, **dropping a class after March 9 will only be done to accommodate extenuating circumstances.** Students who are dropped administratively from a course will receive a withdrawal fail. District policy requires students in grades 9-11 register for at least six classes per semester. Changes made after registration are disruptive to the master schedule. If students are unsure about a class, they should consult with their school counselor, administrator, or teachers prior to registering. In years past, parents and students have expressed frustration when not allowed to drop classes; therefore, please take the time now to review and approve your child's 2023-2024 course selections.

I have included a letter and attachment from the office of College and Career Readiness. The letter and attachment explain the RCAS Academy model and nine pathway plan of study.

Summary

Watch the 8th grade Middle School Night Video since Middle School Informational Night was canceled on February 21, due to weather [Class of 2027 8th Grade Middle School Night](#)

- February 28 or March 1 – Students watch registration video and receive registration course selection sheet.
- March 6 - Students turn in completed course selection sheet to assigned teacher.
 - Southwest turn into Enrichment teacher, West turn in.
- March 7, 8 - Stevens counselors/admin visit Southwest classrooms to assist with entering course selections in Skyward.
- March 9 - Stevens counselors/admin visit West classrooms to assist with entering course selections in Skyward.

- View the Stevens High School Registration website to assist your child in the registration process [Registration – Stevens High School \(rcas.org\)](https://rcas.org) .
- Use the registration website if you have any technical difficulties with any of the links on the email.
- View the letter and attachment from the Office of College & Career Readiness.

We look forward to working with you and your child during the registration process.

Sincerely,

Tyler Rachtetto
Stevens High School
Assistant Principal