



Principal

Dr. Matt Irvin

Activities Director

Mr. Jerry Collins

Assistant Principals

Mr. Dwight Kirksey

Mr. John E. Thomas

Dr. Angela Thompson

Dr. Shiree Yeggins-Campbell

WEBSTER GROVES
HIGH SCHOOL

July 2019

Dear Parent or Guardian:

During registration, your child will pick up his/her schedule for the 2019-2020 school year. Students selected their courses after receiving recommendations from their teachers, guidance from the counselors, and, hopefully, input from you. The schedule reflects your child's abilities, interests, post-secondary plans and specific graduation requirements. Because the master schedule, hiring of faculty, and budgeting decisions are based on student requests, the following considerations will influence potential schedule changes.

- The student wants to change a non-core class (Art, Business, Drama, FACS, Industrial Technology, Music, PE, World Languages). These changes will only be made if class size(s) allow for it.
- There is an error in the student's schedule (student has already passed the class, was placed in the wrong class, is missing a class, has failed a prerequisite for the class, etc.)
- The student would like to "challenge up" to an accelerated, Honors, or AP class.
- The student has experienced a major emerging circumstance that requires us to change the schedule for the good of the student (with administrator approval).

If your child would like to initiate a schedule change based on one of these circumstances, they should complete the online [Schedule Change Request Form](#) prior to the end of the third day of the semester. Your child's counselor will review the request (upon our return on 7/29) and follow up with a decision shortly after.

Schedule changes will be reflected on your child's transcript as follows:

- Within the first 6 weeks of a semester: course will be removed from transcript
- During weeks 7-12: a WP (Withdraw Pass) or WF (Withdraw Fail) will be placed on your transcript (does not impact GPA)
- After week 12: an F will be issued

Please feel free to contact us at (314) 963-6400 if you have any questions or concerns.

Sincerely,

Alex King (A-E)
ext. 11916

Ken Winingham (F-K)
ext. 11914

Joe Hepfinger (L-R)
ext. 11912

Simone Cunningham (S-Z)
ext. 11913