

WELCOME BACK~FROM THE COUNSELING DEPARTMENT

*Counselors are available by appointment only, unless in the case of an emergency.
Thank you for your cooperation*

STUDENTS-Please email your counselor or see Mrs. Rickert or Mrs. Normali to schedule an appointment. Once school is in session, students can't leave class to make an appointment. Students should come to the counseling office ONLY between classes or before/after school to schedule an appointment.

COUNSELORS: Please note-Your son/daughter may have a different counselor due to caseload changes.

amy.proctormantyla@farmington.k12.mi.us Class of 2012-2015: A-D, S & Y

elisa.maher@farmington.k12.mi.us Class of 2012-2015: E-K, T-V & Z

teresa.traverso@farmington.k12.mi.us Class of 2012-2015: L-R & W-X

For questions regarding the Career Cruising EDP, College or Testing (ACT, PSAT, MME, etc)
Send an email to vicki.palmer@farmington.k12.mi.us

Secretaries: 248-489-3504

Debbie Normali- debra.normali@farmington.k12.mi.us

Laura Rickert- laura.rickert@farmington.k12.mi.us

SCHEDULE ADJUSTMENTS

Your individual schedule is a very important part of a successful school year. In February 2011, you had the responsibility to select appropriate courses for the entire year. You received recommendations from your classroom teachers, counselors, and parents. Although every effort has been made to create a schedule that meets your graduation requirements and your personal requests, there are occasions when a schedule needs to be changed. If you did not get into a class that you requested, you were placed in one of your alternate selections. If an alternate class was not available, you were given an open class that best fits your schedule. A schedule change request will **ONLY** be considered if you meet the criteria listed below. Form is included in the summer packet and is also available in the Counseling Office. Submit signed form no later than the end of the school day on 9/8/11.

District policy permits schedule adjustments for the following reasons only:

- Course on schedule was completed in Summer School
- Failure to take recommended Summer School course
- Not completing prerequisite for currently scheduled class
- Course on schedule already taken
- Incomplete schedule/computer error***You should have one class for each hour 1-5. A computer error is when you're scheduled to take classes out of sequence, for example, Law 2 at the same time as Law 1, or missing a class.

*Please review the calendar for testing dates and remember to visit the HHS website for updates.

Are you registered for LISTSERV? The counseling department encourages all of the Harrison families to sign-up for important announcements throughout the school year.