



## **OTTAWA TOWNSHIP HIGH SCHOOL DISTRICT 140**

211 East Main Street, Ottawa, IL 61350  
(815)433-1323 • Fax (815)433-1338 • [www.ottawahigh.com](http://www.ottawahigh.com)

**Dr. Michael Cushing**, Superintendent  
**Patrick Leonard**, Principal  
**Jeff DeWalt**, Assistant Principal  
**Janet Pearson**, Chief Financial Officer  
**Dawn Roalson**, Director of Special Needs  
**John Alexander**, Dean of Students  
**Dr. Kristin Heredia**, Dean of Students  
**Dan Le**, Instructional Coach

---

### **Enrollment and Course Selection Information – Class of 2023**

Dear Parents/Guardians,

Ottawa Township High School is implementing online enrollment for incoming students starting with the Class of 2023. We are requesting that you complete enrollment information, which will include student, parent/guardian, health, and other information formerly submitted on paper between the dates of January 10<sup>th</sup> and January 23<sup>rd</sup>, 2019.

Parents/guardians who currently have a student at OTHS may access Online Enrollment by logging in to Skyward Family Web Access and selecting New Student Enrollment from the menu on the left side of their current student's information. Those who are new to the district or whose other students are no longer active at OTHS will need to request login information by visiting [www.ottawahigh.com](http://www.ottawahigh.com) and clicking the "New Student Enrollment" link. Skyward will email login information to the address provided when your request is made.

Guidance counselors will be visiting feeder school districts to meet with you and your student with the intent of selecting coursework for the freshman year at OTHS, the second step in this process. Counselors will be at feeder schools on the following dates:

- January 24<sup>th</sup> – Grand Ridge
- January 25<sup>th</sup> – Marseilles
- January 28<sup>th</sup> – Waltham and Milton Pope
- January 29<sup>th</sup> – Rutland and Deer Park
- January 30<sup>th</sup> – Wallace
- January 31<sup>st</sup> - February 1<sup>st</sup> - Shepherd

Students will be placed in their 9<sup>th</sup> grade core-area classes based on the scores from the PSAT 8, taken by the 8<sup>th</sup> graders at each feeder school in November, current grades, teacher recommendations and other available data. Placing students in classes is a collaborative effort between your child's current school and OTHS. We have done a lot of work in recent years to try to ensure that each student is enrolled in classes that will be challenging, while also allowing for regular successes, as this is when students experience the greatest academic and personal growth.

The 9<sup>th</sup> Grade Course Catalog also contains class descriptions to help you and your son/daughter in making class choices that will best suit them moving forward. Courses in math, English, science, social science and physical education are required for the freshman year. This leaves room for only two electives each semester. Please take the time to read over the list of elective offerings and choose courses that your student will enjoy being a part of.

Please keep in mind that this step pre-registers your child for high school. This process will continue when you receive a packet of information from OTHS in July and will be completed when all fees are paid, additional paperwork from the packet is completed and returned, and schedules are picked up in August.

Thank you for taking the time to participate in your child's pre-registration as a member of the Ottawa Township High School Class of 2023. Please contact me if you have any questions about this letter or material in the course catalog at 815-431-2481 or [jdewalt@ottawahigh.com](mailto:jdewalt@ottawahigh.com).

Sincerely,

Jeff DeWalt