



# Summer School 2016

519-885-0800



## Secondary Summer School Program Information

### DATES:

JULY 2016						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

### SECONDARY CREDIT COURSES:

#### New Credit

Students will complete 108 hours of teacher-delivered in-class instruction. Courses run from 8:30 a.m. – 3:00 p.m., Monday - Friday. Students can take 1 credit per summer session.

#### Make-Up

Students complete 54 hours of teacher-delivered in-class instruction, but achieve the equivalent of a full course credit. In order to be eligible for entry into a makeup credit, the student must have demonstrated sufficient evidence of understanding of the overall expectations to be reasonably expected by home school staff to be successful in the corresponding make-up course in summer school. Students may take up to two make-up credits: Period 1 (AM) 8:30 – 11:30 a.m., Period 2 (PM) 12:00 – 3:00 p.m.

### LOCATIONS:

**Sir John A. Macdonald Secondary School**  
650 Laurelwood Dr., Waterloo  
519-880-9979

**Bluevale Collegiate Institute**  
80 Bluevale St. N., Waterloo  
519-885-4620

**Cameron Heights Collegiate Institute**  
301 Charles St. E., Kitchener  
519-578-8330

**Jacob Hespeler Secondary School**  
355 Holiday Inn Dr., Cambridge  
519-658-4910

#### Two Credit Co-op

Designed for WRDSB students who are unable to fit co-op into their regular high school plan. This program is very demanding because it requires WRDSB students to have perfect attendance, be able to work 8 hour days at a co-op placement, and to attend three 7 hour pre-placement classes on Saturdays through May and June.

#### One Credit Co-op

Designed for WRDSB students who have only one credit left to complete their graduation requirements and are currently in an existing placement at the Co-op program in their home school OR who are unable to participate in the two credit Summer School Co-op program.

### Online Blended New Credit Courses

Online Blended Courses provide students with a flexible learning environment where students complete the course using a variety of online resources. Students may earn up to 1 credit.

### Locally Developed/Essential

Make-up credit courses will run half-day, Period 1 (AM) 8:30 – 11:30 a.m., Period 2 (PM) 12:00 – 3:00 p.m., are teacher-delivered, and you may earn up to two credits. These courses help prepare students for success in their daily lives, and in the workplace.

### ESL

These courses are offered as a new credit and will run full days, 8:30 a.m. – 3:00 p.m., are teacher-delivered, and you may earn one credit. These courses will help students become familiar with school routines and to adapt to their new lives in Canada.

### HOW DO I REGISTER?

Students who are currently enrolled in day school for the 2015/2016 year and have the pre-requisite for their desired course, must register with their home school guidance counselor. Registration forms will be available in the Guidance Department at your home school. Please refer to the important dates for each program for registration deadlines.

Students and/or adults who are not currently enrolled in a regular day school, and have the pre-requisite, must register at the Alternative and Continuing Education Office, on 151 Weber St. S. Waterloo, with a transcript from the last

High School attended. Our office hours for registration are 9:00 a.m. – 3:00 p.m. Please also refer to the important registration deadlines listed below for each program.

For New Credit, Blended Online, Locally Developed and ESL courses, students must register by **Thursday, June 16, 2016.**

For Make-up courses students must register by **Monday, June 27, 2016.**

For Co-op courses – WRDSB students may pick up application packages located in the Guidance Department at your home school.

### For the Two Credit Co-op Program

Attend the information session with parent/guardian on Wednesday, March 23, 2016 at 7:00 p.m. in the Cambridge Room at the WRDSB Education Centre. Submit the application form and all requested information to your guidance department by Tuesday, April 5, 2016. Completed Application packages will then be forwarded to Jenn Clark, Consultant, Learning Services-Experiential Learning, by Friday, April 8, 2016. Completion of the application and attendance at the interview and information session will not guarantee acceptance into the program.

### For the One Credit Co-op Program

Students must submit the application package to their guidance counsellor by Thursday, June 9, 2016. Students will be called by the Co-op teacher of the program to arrange an interview time on Monday, June 20, 2016.

## What You Need to Know – Student Information

### Busing

Limited busing is provided free of charge. Bus schedule is available online at [stswr.ca](http://stswr.ca) mid-to-late June. Students coming to school on a bus are reminded that this is a courtesy service. Unacceptable behaviour will result in loss of bus privileges. Please contact 519-650-4934 if you have any questions.

### The First Day

Alphabetical name lists will be posted in the school foyer showing each registered student's room number and timetable. Each student who registers for summer school will receive a "yellow" copy of their registration form. All students should bring their "yellow" copy as proof of registration. If the student's name is not found on the alphabetical list, the student **MUST** provide the office staff with this yellow copy in order to enroll in their course. We **ONLY** call students whose course has been cancelled. All other students must report to school on the first day.

### If You Miss the First Day

Students who do not attend the first day, without making prior arrangements, will be deleted from the course. Students can make prior arrangements by calling 519-885-0800 before June 29 and leaving their name, course code and summer school site.

### Attendance

In order to qualify for enough hours to obtain a credit, regular attendance is a must. Students must bring a note accounting for every absence. This note must be signed by a parent or guardian and should be given to your classroom teacher. Please call the Summer School Site to report any absences: for BCI 519-885-4620, for SJAM 519-880-9979, for JHSS 519-658-4910, and

for CHCI 519-578-8330. After two (2) absences, further absence results in course removal. Two (2) lates are equal to one (1) absence. Please report to the office to sign-in when you are late to school.

### Employment Related Scheduling Requests for students taking one make-up credit

If a student has a job that requires either a morning or afternoon class you must have a letter from your employer, received no later than 3:00 p.m. Friday, June 17, at the Alternative and Continuing Education Office on 151 Weber St. S. Waterloo, Fax 519-885-0123. If we receive the appropriate letter, we will do our best to accommodate the request, however there are **no guarantees**. All other students taking one make up credit **MUST** wait until the first day of Summer School to determine if they have been assigned to an AM or PM course. Make-up credit schools are not timetabled until the day before Summer School starts. It is not possible to switch AM or PM classes once Summer School has started.

### Final Exams

All courses will have a final evaluation on the last day of school, Wednesday, July 27, 2016. We are unable to accommodate alternate dates or times for final evaluations. Missed tests and exams will result in insufficient evidence being available for the teacher to be able to determine successful achievement of the course expectations. This may result in a credit not being issued. A medical note from a licensed practitioner is required for absence due to illness in such cases. Compassionate reasons will be considered on a case by case basis by the site administrators.

July 4	First day of classes
July 14	Progress Report Day (For Make Up Only)
July 18	Full Disclosure
July 27	Final Exam Day

### Hours:

#### New Credit (BCI, SJAM & JHSS)

- 8:30 a.m. – 3:00 p.m.  
(1/2 hour nutrition break)

#### Make-up Credit (CHCI & JHSS)

- Period 1 > 8:30 – 11:30 a.m.
- Period 2 > 12:00 – 3:00 p.m.

### Expectations

Since students attend summer school on a voluntary basis in order to further their education, and since summer school takes place over a short period of time, it is extremely important that students maintain high standards of attendance and behaviour. Students who attend summer school should aim to make their stay productive, pleasant and to:

- Adhere to all procedures, rules and regulations
- Complete assignments, homework and routine tests on time
- Cooperate with staff and students to create a positive learning environment
- Attend and participate regularly in class
- Respect the rights and the dignity of every person in the school

### Parking

#### Bluevale Collegiate Institute

Students may park in the lower lot beside the school.

#### Sir John A. Macdonald Secondary School

Students may park in the two lower lots behind the school.

#### Cameron Heights Collegiate Institute

Students may park in the lot that is located across from the school on Stirling Avenue.

#### Jacob Hespeler Secondary School

Students may park in the lot on the west side of the school. Cars parked in front of the school or parked elsewhere, will be ticketed.

### Smoking

In accordance with Provincial Law, smoking is not permitted on school property at any time for students, staff and visitors. Those who choose not to follow this direction effectively indicate that they do not want to attend Summer School.

### Food

A selection of food items that meet provincial guidelines for healthy nutrition in public schools is available through vending machine services only. No cafeteria service available. Food is allowed only in the cafeteria. Please place garbage in containers and/or in recycling bins.

### Textbooks

No writing is allowed in the textbooks. On receipt of the textbook, please report any major defacement to the teacher immediately. The teacher will then make a note of this for future reference. If the student does not complete the course, textbooks must be returned within three (3) days. Courses are incomplete until the student's record is clear with respect to textbooks.

### Computers

Computers are available on a limited basis for students to complete research assignments. The WRDSB "Acceptable Use" policy is in effect. Students who damage software or hardware or use computers for inappropriate purposes will be dismissed from summer school. Students who access inappropriate internet sites will be banned from further use of computers at summer school.

## New Credit

Full day teacher-delivered. Students can take 1 credit per summer. Courses run from 8:30 a.m. – 3:00 p.m.

COURSE	BCI	SJAM	JHSS	CHCI
ADA2OZ (ESL/ELD Drama)	X			
CHV2OH CIVICS (9 Days in Duration)*	X			
CHV2ON CIVICS (9 Days in Duration)*			X	
GLC2OH Career Studies (9 Days in Duration)*	X			
GLC2ON Career Studies (9 Days in Duration)*			X	
ENG1DI	X			
ENG1PI	X			
ENG2DI	X			
ENG2DN			X	
ENG2PI	X			
MFM1PI	X			
MPM1DI	X			
MFM2PI	X			
MPM2DI	X			
SNC2DI	X			
SNC2PI	X			
GPP3OZ (ESL/ELD)				X
CGG3OI (Travel and Tourism)		X		
CGG3ON (Travel and Tourism)			X	
CGW4UI (World Issues)		X		
CGW4UN (World Issues)			X	
CLU3MI (Law – Gr.11)		X		
CLN4UI (Law – Gr.12)		X		
ENG3CI		X		
ENG3CN			X	
ENG3UI		X		
ENG3UN			X	
ENG4CI		X		
ENG4CN			X	
ENG4UI		X		
ENG4UN			X	
HIP4OZ (ESL/ELD)		X		
HSP3MI (Anthropology, Psychology, Sociology)		X		
HZT4UI (Philosophy)		X		
MBF3CI (Foundations for College)		X		
MCF3MI (Functions/Applications – Coll./Univ.)		X		
MCR3UI (Functions – University Prep)		X		
MAP4CI (College/ Apprenticeship Math)		X		
MCV4UI (Calculus & Vectors)		X		
MDM4UI (Mathematics of Data Management)		X		
MDM4UN (Mathematics of Data Management)			X	
MHF4UI (Advanced Functions)		X		
MHF4UN (Advanced Functions)			X	
OLC4OI (Literacy)		X	X	
OLC4OZ (ESL)		X		
SBI3UI (Biology – Gr.11)		X		
SBI4UI (Biology – Gr.12)		X		
SCH3UI (Chemistry – Gr.11)		X		
SCH4UI (Chemistry – Gr.12)		X		
SPH3UI (Physics – Gr.11)		X		
SPH3UN (Physics – Gr.11)			x	
SPH4UI (Physics – Gr.12)		X		
SPH4UN (Physics – Gr.12)			X	

\*Because Civics and Careers are half credit courses, one session will run July 4 to 14 and one session will run July 15 to 27. Students are all required to show up on July 4 to determine their actual start date.

## Make-up

Fifty-One (51) hours of teacher-delivered instruction. Students may take up to two make-up credits. Period 1 (AM) 8:30 – 11:30 a.m. Period 2 (PM) 12:00 – 3:00 p.m.

COURSE	CHCI and JHSS
CGC1DI	X
CGC1PI	X
CHC2DI	X
CHC2PI	X
CHV2OH Civics (9 Days in Duration)*	X
ENG1DI	X
ENG1LI	X
ENG1PI	X
ENG2DI	X
ENG2LI	X
ENG2PI	X
ENG3CI	X
ENG3UI	X
ENG4CI	X
ENG4UI	X
GLC2OH Careers (9 Days in Duration)*	X
MAT1LI	X
MFM1PI	X
MPM1DI	X
MAT2LI	X
MFM2PI	X
MPM2DI	X
MBF3CI (Foundations for College)	X
MCF3MI (Functions/Applications – Coll./Univ.)	X
MCR3UI (Functions – University Prep)	X
MAP4CI (College/ Apprenticeship Math)	X
MCV4UI (Calculus & Vectors)	X
MCT4CI (Math for College Technology)	X
MHF4UI (Advanced Functions)	X
SNC1DI	X
SNC1PI	X
SNC2DI	X
SNC2PI	X
SCH4UI (Chemistry – Gr.12)	X
SBI4UI (Biology – Gr.12)	X

\*Because Civics and Careers are half credit courses, one session will run July 4 to 14 and one session will run July 15 to 27. Students are all required to show up on July 4 to determine their actual start date.

## Summer School Co-op

WRDSB students combine classroom and independent study activities with “on-the-job” learning to earn 1 or 2 Co-op credits. An attempt will be made to secure work placements in each student’s local community. These placements will be unpaid work experience and Workplace and Safety Insurance Board (WSIB) premium costs will be covered by the Ministry of Education for the students.

Should you require more information, please call 519-570-0003 x4623 or email [jenn\\_clark@wrdsb.on.ca](mailto:jenn_clark@wrdsb.on.ca)

### Two Credit Co-op Program:

Successful applicants MUST commit to the following schedule;

Saturday, April 23	Attend interview session	
Saturday, May 14	Attend pre-placement session #1	8:30 a.m. – 3:30 p.m. at Cameron Heights C.I.
Saturday, May 28	Attend pre-placement session #2	8:30 a.m. – 3:30 p.m. at Cameron Heights C.I.
Saturday, June 11	Attend pre-placement session #3	8:30 a.m. – 3:30 p.m. at Cameron Heights C.I.
Wednesday, June 29 – Tuesday, July 27	Work at co-op placement	8 hours per day, for 20 days and complete 16 hours of integration activities online.

Note: students applying to placements at Hospitals or Rogers TV will have interviews held at those locations between June 6 and June 10 after-school. Pre-placement sessions will be held at Cameron Heights C.I., 301 Charles St. E., Kitchener, N2G 2P8. In addition to the above, some independent study will be required with assignments due on Mondays.

### One Credit Co-op Program:

Should you require more information, please call 519-570-0003 x4623 or [jenn\\_clark@wrdsb.on.ca](mailto:jenn_clark@wrdsb.on.ca)

Monday, June 20	Attend interview session	3:00 – 7:00 p.m.
Monday, July 4, Tuesday, July 5 and Wednesday July 6	In-class pre-placement	8:30 a.m. – 2:30 p.m.
Thursday, July 7 – Tuesday, July 26	Work at co-op placement	6 hours per day
Monday, July 11 and Wednesday, July 27	In-class integration activities	

## Locally Developed Courses

**Make-up credit courses** will run half-day; Period 1 (AM) 8:30 – 11:30 a.m., Period 2 (PM) 12:00 – 3:00 p.m. May earn up to two credits.

COURSE	CHCI & JHSS Make-up
ENG1LI	X
ENG2LI	X
MAT1LI	X
MAT2LI	X

## ESL Courses

Full day teacher-delivered. For students interested in taking a new credit. Students can take 1 credit per summer. Courses run from 8:30 a.m. – 3:00 p.m. The OLC and HIP courses have the same requirements and expectations as the non-ESL courses, however they incorporate culturally appropriate content and ESL teaching methods and strategies.

COURSE	BCI	SJAM	CHCI
ADA2OZ (ESL Drama)	X		
GPP3OZ			X
OLC4OZ		X	
HIP4OZ		X	



## Online Blended Courses

### Have you ever considered learning online?

An Online Blended course provides a flexible learning environment where students complete the course using a variety of online resources.

Courses will run **ONLY** if there is sufficient enrolment.

The Registration deadline for Online Blended Learning is Thursday, June 16, 2016. **No late registration will be accepted for Online Blended courses.**

Students **MUST** meet the expectations for the three outlined modules.

COURSE	Grade	JHSS	BCI	SJAM
ENG3UA – English, University	11	X	X	
PPZ3OA – Physical Education	11	X	X	
MEL3EA – Mathematics for Work & Everyday Life	11	X	X	
ENG4UA – English, University	12	X		X
ENG4CA – English, College	12	X		X
MEL4EA – Mathematics for Work & Everyday Life	12	X		X
SBI4UA – Biology, University	12	X		X
SPH4UA – Physics, University	12	X		X

### Online Resource Access:

Students using a computer and the Internet may access the online resources seven days a week, at all hours for the duration of the course.

### Designated Computer Lab:

Students must attend a designated computer lab for Module 1.

Labs are located at:

**Bluevale Collegiate Institute**, 80 Bluevale St. N., Waterloo

**Sir John A. Macdonald Secondary School**, 650 Laurelwood Drive, Waterloo

**Jacob Hespeler Secondary School**, 355 Holiday Inn Drive, Cambridge

### Module 1

#### MONDAY JULY 4 and TUESDAY JULY 5, 2016

- Students must complete Module 1 in their designated computer lab **at the summer school site**, 8:30 a.m. to 3:00 p.m.

### Module 2

#### WEDNESDAY JULY 6 to TUESDAY JULY 26, 2016

- Students must complete Module 2 in a computer lab at the summer school site and/or work elsewhere using their own equipment.
- Students must access the online resources and submit meaningful work electronically **each day**.
- Students will be considered absent if they don't participate (i.e. access online resources and submit meaningful work) each day.

### Module 3

#### WEDNESDAY JULY 27, 2016

- Students must complete Module 3 on Wednesday, July 27, 2016. Their teacher will provide further information on Module 3 at the first face-to-face session (Module 1). Module 3 involves completion of the final evaluation and end-of school activities.

For all Summer School inquiries,  
further information and  
application forms, please contact:  
Alternative and Continuing Education  
**519-885-0800**

**FOR BUSING INFORMATION VISIT:**

[www.stswr.ca](http://www.stswr.ca)

(Limited Summer School Bus Schedules available mid-June)



**Waterloo Region District School Board**  
Alternative and Continuing Education

151 Weber Street South, Waterloo, ON N2J 2A9  
**519 885 0800 • [www.wrdsb.ca](http://www.wrdsb.ca)**