



Miles Macdonell Collegiate

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June 2018

To the Students, Parents and Guardians of the Miles Macdonell Community:

Welcome to Miles Macdonell Collegiate. We are pleased to welcome you to the 2018-2019 school year. We trust that you are ready to enjoy a restful summer break and are looking forward to the new school year. Our administrative team will be in school starting on Tuesday, August 21, 2018. If you have any questions or concerns, please contact us at that time.

IMPORTANT – All students are asked to bring the following on the first day of classes:

1. Student fees (if not already paid)
2. The opening week schedule (see attached)
3. The signed Parental Informed Consent for Out of School Activities (see attached)
4. Grade 9 students: the parent permission slip and the \$20.00 fee for the “R U BUCK ENUF?” welcoming event occurring on Thursday, September 13, 2018

1. TIMETABLE INFORMATION

Student timetables are enclosed. Please review your timetable carefully. You will find a Counsellor Teacher’s name printed on this timetable. This teacher will be your Teacher Advisor (TA). If any of the courses that you selected this past spring have not been included in your timetable, a scheduling conflict occurred. For example, if single-section courses are during the same period, only one may be scheduled. In most cases, the next choice was scheduled.

2. TIMETABLE CHANGES

Requests for course changes may be made in person from August 28th to August 30th. Course Change Request forms and TA-specific drop-off boxes will be available in the Student Services office. Forms will also be available on line at <https://retsd.mb.ca/school/miles/Pages/default.aspx>. If accessing the website to print the course change form, changes can be made on the form along with parent/guardian’s signature, and the form must be brought to the school in person. Emailed forms will not be accepted.

When pondering a course change request, please consider the following:

- Ensure that all required courses are on your schedule:
 - ✓ Grade 9: English, Canada in the Contemporary World, Science, Physical Education, Mathematics
 - ✓ Grade 10: English, Mathematics, Geography, Science, Physical Education
 - ✓ Grade 11: English, Mathematics, History, Physical Education
 - ✓ Grade 12: English, Mathematics, Physical Education
- Grade 9 students cannot make core course changes and the opportunity to make option course changes will be limited
- Many of the option courses are already full. Students may still request these courses, but will be placed on a waiting list. Students will be contacted should space become available, based upon their position and priority on the wait list
- Course Change Request forms are to be filled out and placed in the appropriate TA-specific collection container. A Student Services member will contact the student or parent/guardian to discuss any challenge in completing the requested change
- Students will receive one course change request form and therefore one opportunity to make a timetable change. Consider all course changes carefully prior to submitting your form
- When course changes can be made, revised timetables will be distributed to those students during the first Teacher Advisor Meeting on the first day of school
- It is important that students follow the schedule that they have been given until they have been notified of any change. Students may not simply stop attending a class while anticipating a change

3. TUESDAY, SEPTEMBER 4, 2018 School Opening

School will open on Tuesday, September 4, 2018. This will be an Administration Day and therefore there will be no scheduled classes on this day.

WEDNESDAY, SEPTEMBER 5, 2018:

- All Grade 9 students are asked to report to their Teacher Advisor at 8:25 a.m. for orientation. This will be a full day of school
- All returning Grade 10, 11 and 12 students are asked to report to their Teacher Advisor at 12:30 p.m.
- All new Grade 10, 11 and 12 students are asked to meet in Room 4 at 10:30 a.m. for an orientation
- A schedule for the opening week of classes is attached. Bring this schedule with you as you arrive for the fall semester of studies.

4. STUDENT FEES

A fifty dollar (\$50.00) student fee to cover locker, yearbook, student I.D. card, computer fee, and some school activities (student council, intra-murals) is required from all students. Many Grade 10, 11 and 12 students have already paid this fee when they registered in March. Grade 9 students and any Grade 10, 11 and 12 students who have not yet paid should do so on September 5, 2018.

5. STUDENT PARKING

Miles Macdonell has parking spots available for students at a cost of \$190.00 (subject to change). As there is a two hour parking limit on streets surrounding the school, this is a great option for a minimal cost. The parking commissionaires are diligent and issue many tickets. Applications for these parking spots will be available during the second week of school. Please listen to the announcements for further information. Students who do not drive safely or follow the established parking rules will have their parking pass revoked.

6. PARENT PORTAL

The parent portal provides you with a variety of information about your child. This includes, attendance, schedules, academic history, finances, busing and report cards.

Finally, we would like to direct you to our Miles Macdonell Collegiate website <http://retsd.mb.ca/school/miles/Pages/default.aspx> in the **Helpful Links** section for a document named '**Summer Mailout**' which provides important information regarding Miles Macdonell Collegiate on the following topics:

- Start-up information & credit requirements
- Teacher Advisor Program
- School Hours
- Assessment Protocol
- Parent/Student/Teacher Conferences
- Attendance / Lates Protocol
- School Supplies
- Technology
- Extra-Curricular Program
- Parent Advisory Council (PAC)
- Students Turning 18 Years of Age
- RETSD Dress Code
- Parent/Guardian Support and Involvement
- Driver Education 2018-2019
- Miles Macdonell Mission Statement
- Opening Week Schedule Information
- Life-Threatening Allergies
- Online Learning
- Physical Education Information
- Cosmetology Information
- Student Services Department
- Student Council

We look forward to an invigorating year of growth and learning for all Miles Macdonell Collegiate students. Have a safe and restful summer. We look forward to seeing you in the fall!

Sincerely,

Mr. M.Bruce
Principal

**Miles Macdonell Collegiate
Opening Day Schedule
Wednesday, September 5, 2018**

Grade 9

8:25 a.m. All Grade 9 students report to their Teacher Advisor.

9:45 a.m. All Grade 9 students and their Teacher Advisors will be called to an assembly in the theatre. Following the assembly, all Grade 9 students and their Teacher Advisors will return to their homerooms to complete unfinished tasks.

11:30 a.m.-12:30 p.m. All Grade 9 students will proceed to the Chelsea Green Space for a Welcome Back Barbeque compliments of the MMC Student Council (STUCO).

12:30 p.m. All Grade 9 students will report to their Teacher Advisors to complete tasks.

Grade 10, 11 and 12 Students

10:30 a.m. – 11:30 a.m. All **new** Grade 10, 11 and 12 students will meet in Room 4 for orientation.

12:30 p.m. All Grade 10, 11 and 12 students report to their Teacher Advisors as indicated on their timetable. A brief orientation will occur prior to following a condensed schedule for the afternoon.

Condensed Afternoon Schedule

Each shortened class will be 20 minutes in duration:

Slot 1 1:15 – 1:35 p.m.

Slot 2 1:40 – 2:00 p.m.

Slot 3 2:05 – 2:25 p.m.

Slot 4 2:30 – 2:50 p.m.

Slot 5 2:55 – 3:15 p.m.

Regular classes will run on Thursday, September 6, 2018 and Friday, September 7, 2018.

On Thursday, September 6:

- During slot 1, Grade 10 students will be invited to the Theatre for an assembly.
- During slot 2, Grade 11 students will be invited to the Theatre for an assembly.
- During slot 3, Grade 12 students will be invited to the Theatre for an assembly.

PARENTAL INFORMED CONSENT FOR OUT OF SCHOOL ACTIVITIES IN THE LOCAL COMMUNITY

September 2018

Dear Parent/Guardian,

The purpose of this letter is to inform you about some of the out-of-school activities or events in the local school community in which your child will participate during the course of this year. Your signature at the bottom of this form confirms that you are aware of the information provided in this letter.

The River East Transcona School Division and the staff of Miles Macdonell Collegiate recognize that valuable and unique learning can take place outside of the school building. We are therefore encouraged to make use of the total resources of the local community to meet curriculum goals.

During the course of the school year, student groups will engage in activities within the local community that take them out of the school building. These activities may include but are not limited to activities, events and/or field trips such as: the YMCA-YWCA, bowling alleys, elementary schools, etc.

The risk of injury exists in all student activity. However, due to the very nature of some activities, the risk of injury may increase. The safety and well-being of students is a prime concern and every effort is made to minimize the foreseeable risks inherent in any activity.

While participating in school activities, which take them into the community, it is expected that students will conduct themselves appropriately during all aspects of schooling.

If, for some reason, your child cannot or ought not participate in activities of this nature, please let us know.

In signing this form, I acknowledge receipt of this letter and the information provided therein.

Please have your son/daughter return this form to their TA on the first day of school.

PARENTAL INFORMED CONSENT FOR OUT OF SCHOOL ACTIVITIES IN THE LOCAL COMMUNITY 2018-2019

Student's Name (please print): _____

Teacher Advisor (please print): _____

Parent/Guardian Signature

Date