



Miles Macdonell Collegiate

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June 2019

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

Welcome to Miles Macdonell Collegiate. We are pleased to welcome you to the 2019-2020 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 20, 2019. 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. Grade 9 students: the parent permission slip and the \$20.00 fee for the “R U BUCK ENUF?” welcoming event occurring on Thursday, September 12, 2019

TIMETABLE INFORMATION

Student timetables are available on the student/parent portal. Please review your timetable carefully. You will find a Counsellor Teacher’s name 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.

TIMETABLE CHANGES

Requests for course changes may be made in person from August 27th to August 29th. Course Change Request forms and TA-specific drop-off boxes will be available in the Student Services office. Forms will also be available online 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:

1. 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
2. Grade 9 students cannot make core course changes and the opportunity to make option course changes will be limited

3. 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
4. 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
5. 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
6. When course changes can be made, revised timetables will be available on the student/parent portal as soon as possible.
7. 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

TUESDAY, SEPTEMBER 3, 2019 School Opening

School will open on Tuesday, September 3, 2019. This will be an Administration Day and therefore there will be no scheduled classes on this day.

WEDNESDAY, SEPTEMBER 4, 2019:

- 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.

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, intramurals) 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 4, 2019.

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.

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. Report cards and student schedules can be found in the Student Portfolio section. If you are having difficulty accessing the portal please contact the school.

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.**' In this document, you will find further 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 2019-2020
- 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 Week Schedule

September 4, 2019
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.

Thursday, September 5, 2019

Regular class schedule resumes.

Friday, September 6, 2019

Grade level assemblies will be held to welcome students back to Miles Macdonell, go over behaviour expectations and share any other pertinent information.

- 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.