

November 11th, 2020

Remembrance Day: ***"When you go home, tell them of us and say, for their tomorrow we gave our today." Lest we Forget....***

Dear Parents & Guardians

I want first thank everyone in our school community for their commitment to our school and the hard work they have put in to successfully and safely navigate St. Joseph's Catholic High School through Quadmester 1. Your trust, diligence, and cooperation are greatly appreciated. We are wrapping up Quadmester 1 this week and will be sending out report cards to our families during the week of November 23rd. As part of our preparations for Quadmester 2 we will be emailing student timetables home to our families on Thursday November 12<sup>th</sup> at the end of the school day.

Please take a moment to read over the following important information pieces regarding Quadmester 2:

### **COMMITMENT TO ONE MODEL OF LEARNING:**

Thank you to those parents who have contacted our main office and expressed their intent to switch your child's mode of learning, (i.e., from in-class to virtual or vice-versa). These requests are being accommodated in our timetable and classroom teachers will be made aware of the students in their class who are "face-to-face" or "virtual" learners. As of now we are moving forward with our class rosters and their "face-to-face" and "virtual" student compliments. Students and families are expected to respect their commitment to the mode of learning they have chosen. In the case of extenuating circumstances, additional request for mode changes can be made, and will require consultation with the subject teacher and school administration. This request must come to the school in writing.

### **BLENDED CLASSROOM EXPERIENCE:**

Our Quadmester 2 hybrid classrooms will now host two student audiences: "face to face" and "virtual" learners. This classroom teacher will deliver programming to both "in person" and "virtual" students. The virtual learning platform and virtual classroom experience will vary depending on the class and program requirements. Hybrid classes will use a combination of asynchronous and synchronous modalities to engage their "virtual" students. There may be differences in how program content and assessments and evaluations occur for both groups of learners. The teacher will exercise their professional judgement and discretion on how best to meet the needs of the learners in their classes.

**All students**, will be expected to be participating and engaged in learning from 8:00 AM until 1:15 PM (their lunch/d dismissal time). Attendance will be conducted on a daily basis for all students during these school hours. Students cannot chose to flip flop back and forth between their "face-face" or "virtual" course commitment. A "face-to-face" student who is absent from the school building is absent from the course. We need to ensure stability in our classroom rosters with regards to which students are in which modes, which in turn will support effective planning, preparation, and delivery of our course programs. There will be cases where a student may be in a "face-to-face" mode in one of their Quadmester 2 classes and a "virtual" mode in the other Quadmester 2 class. This occurs in alternating weeks for one week at a time and respects class cohorts. The class roster is the class cohort

### **UPDATED STUDENT TIMETABLES:**

Timetables for Quadmester 2 will be securely emailed home on Thursday November 12<sup>th</sup> at the end of the school day. The timetable process for Quadmester 2 has been a complex work in progress as we reintegrated over 200 former VSS students back into the SJO fold. Our Student Services department and Administration have done a tremendous amount of work to create timetables that meet the needs of our “face to face” and “virtual” learners. Our efforts have been guided by the following priorities:

- i. meet graduation requirements for all students
- ii. schedule students in appropriate pathways
- iii. honour our grade 12s post-secondary requirements.
- iv. provide opportunities for elective choices.

Our ability to accommodate requests for timetable changes is limited as the timetable for Quadmester 2 is not flexible. This situation will ease up going into semester 2: Quadmesters 3 and 4.. The process of bringing the school back together across two periods in alternating weeks, while correlating with the VSS credits earned outside of our original timetable, has required program adjustments, course movements, rescheduling, and staffing adjustments. The program timetable/schedule now in place allows us to move forward into Quadmester 2 while setting us up for the rest of the school year in a way that best meets the educational needs of our students. We do not have the ability to go through this exercise again next week. This means we will be holding fast and secure to the timetable now in place for Quadmester 2. That being said we will still endeavor to deal with situations deemed critical to the academic success and pathway requirements of our students should they arise.

Similar to the start of the school year, student timetables will be securely emailed by the end of day on Thursday, November 12<sup>th</sup>. The password to access your child’s timetable is his/her birthdate in the following of **yyyy-mm-dd** e.g. (November 4, 2004: 2004-11-04)

Should your child need a guidance appointment in relation to their timetable, students are asked to complete the Google Form that will be available in their grade specific "Guidance Google Classroom". The form will be available by Monday November 16<sup>th</sup>. Our guidance counsellors will be following up with these requests.

**Quadmester 2 Opening-Transition Schedule:**

***FRIDAY, NOVEMBER 13TH:***

NO STUDENTS AT SCHOOL

PA Day

***MONDAY NOVEMBER 16TH:***

NO STUDENTS AT SCHOOL

Classroom teachers will provide an asynchronous introduction/course work to all students in the class. This is not a "live" lesson.

Information on how students will access this information will be shared with students prior to 8:00 AM on Monday morning. Students should be checking their school email Friday and over the weekend.

***TUESDAY NOVEMBER 17TH:***

ONLY the Week 1, "face-to face" students in the following classes are to report to school on this day:

TFJ2O (Hospitality & Tourism) with Ms. Low

TWJ3E/4E (Woodworking) with Mr. Palaro

AMI1O (Instrumental Music) with Ms. Tamburri

DCO3OX2 (COOP) with Mr. Prentice

***Face-to-face students:*** in all other Week 1 hybrid courses will participate in an asynchronous lesson from home - they are not to report to school on this day.

***Virtual students:*** Teachers will provide synchronous and asynchronous lessons. Students will be provided this information as specified by their classroom teacher Monday.

***WEDNESDAY NOVEMBER 18TH:***

All face-to-face learners will attend school. Virtual learners will participate in an asynchronous lesson from home.

***THURSDAY NOVEMBER 19TH:***

All learners (both virtual and face-to-face) will participate in classroom learning (synchronous and asynchronous) activities as outlined by the teacher.

All face-to-face learners will attend school.

Virtual students will engage in their online program.

**Attendance is mandatory for all learners from 8:00 AM until lunch dismissal at (1:10 PM-1:15 PM).**

Moving forward each school day will resemble this - all learners together.

*\*Please note – this is a week 1 schedule only. Week 2 will run as a regular week schedule for all students.*

**ATTENDANCE:**

All students are to be in school from 8:00 AM to their lunch dismissal (1:10 PM-1:15 PM). Attendance will be conducted on a daily basis for all students during these school hours. If your child is going to be absent from, late to, or leaving early from school, parents are asked to contact the school and let us know. We are requesting that this notification happen PRIOR to the start of the school day on the day your child is going to be absent, late or leaving early. There is an answering machine 24 hours per day.

**QUADMESTER 1 FINAL REPORTS:**

Final report cards for Quadmester 1 will be sent home during the week of November 23rd. We will let you know the mode of delivery: secure email, sent home with students, or a combination of both.

Thank you again for your continued support and trust. More information to follow. Take care, stay safe, and God Bless!

Together in Catholic Education

Joe Timmins