

Contacts 2020-2021

If...	Contact the...	By...
Your child is absent from school	Attendance Secretary <ul style="list-style-type: none"> Lee Butt 	<ul style="list-style-type: none"> Phone at 905-727-3131 ext. 100 e-mail drgwilliamsss.attendance@yrdsb.ca note to the student
Your child is to be absent for an extended period (3 days or more)	Attendance Secretary and/or the Vice-Principal <ul style="list-style-type: none"> Diane Conlon (last names A to L) Harmandeep Brar (last names M to Z) 	e-mail, phone, or note <ul style="list-style-type: none"> diane.conlon@yrdsb.ca harmandeep.brar@yrdsb.ca
You are requesting work for your child while s/he is absent	Guidance Secretary <ul style="list-style-type: none"> Jo-Anne Renfer 	<ul style="list-style-type: none"> Phone at 905-727-3131 ext. 101 e-mail at jo-anne.renfer@yrdsb.ca, note
You want to discuss your child's preparation for the Ontario Secondary School Literacy Test	VP in charge of Literacy <ul style="list-style-type: none"> Harmandeep Brar 	<ul style="list-style-type: none"> 905-727-3131 Harmandeep.brar@yrdsb.ca
You wish to discuss course selection, timetable, graduation requirements, well-being issues	Guidance Counsellor <ul style="list-style-type: none"> Mark Fuller (last names A to H) Patrick Manson (last names I to MB) Nicole Gordner (last names MC to P) Sue Durbacz (last names Q to Z) 	Phone at 905-727-3131 or e-mail <ul style="list-style-type: none"> Ext. 170 mark.fuller@yrdsb.ca Ext. 174 patrick.manson@yrdsb.ca Ext. 172 nicole.gordner@yrdsb.ca Ext. 171 sue.durbacz@yrdsb.ca
You wish to discuss any IB course selection, timetable or requirements	IB Coordinator <ul style="list-style-type: none"> Nicole Gordner 	<ul style="list-style-type: none"> Phone at 905-727-3131 ext. 172 e-mail nicole.gordner@yrdsb.ca
You want to review your child's behaviour and/or academic progress in a particular subject or course	Subject Teacher, SERT, Guidance Counsellor, or Student Success Teacher <ul style="list-style-type: none"> Bo Veal 	Phone, note, or e-mail <ul style="list-style-type: none"> Ext. 255 bo.veal@yrdsb.ca
You desire to discuss your child's behaviour and personal well-being	Guidance Counsellor, SERT, or the Vice-Principal	Phone, note or e-mail
You wish to discuss your child's overall academic progress	SERT, Student Success Teacher, Guidance Counsellor, or the Vice-Principal	Phone, note or e-mail
You would like to discuss any other aspect of the school	Vice-Principal or the Principal <ul style="list-style-type: none"> Melissa Schmidt 	Phone, note, or e-mail
You wish to be added to the school's e-mail contact list	School Receptionist (in the Main Office) Roya Houshmand	Phone or e-mail roya.houshmand@yrdsb.ca
You wish to resolve an issue with a staff member	Staff Member before contacting Subject Head and/or an Administrator	Phone, note or e-mail

School Phone: 905-727-3131 – Please request to speak with the individual of your choice or follow the automated prompts on the school's phone system.

Teachers' e-mail addresses and voice mail extensions are posted on the school website at <http://drgwilliams.ss.yrdsb.ca>.

