

Dear Parents/Guardians and Students:

We hope this correspondence finds you, your family and loved ones healthy and safe. We know these are uncertain times and we wish to provide as much information as possible regarding your/your child's education.

The Ministry of Education has indicated that midterm report cards will not be issued this semester; however, a full disclosure date has been established. The full disclosure date for Semester 2, full semester, Grade 11 and 12 courses has been set for May 8, 2020. Students will be notified of their mark updates on May 1, 2020. Students will have five instructional days to consider withdrawing from a course. If a student withdraws from a Grade 11 or 12 course prior to May 8, then the course will not be recorded on the Ontario Student transcript. If a student withdraws from a Grade 11 or 12 course after May 8, a withdrawal (W) is entered in the credit column, and the student's mark at the time of withdrawal will be recorded as a percentage in the achievement column of the transcript.

The Ontario Ministry of Education has directed schools to determine Semester 2 mid semester mark updates for all Grade 11 and 12 courses based on work assigned up until March 13, both formative and summative. Additionally, teachers may use evidence of learning and formative assessment from April 6 - April 15, if the further achievement of expectations results in an improved mark.

In order to meet mark reporting for the full disclosure deadlines, we have adjusted our timelines as follows:

May 1 Teachers will share mid semester mark updates, via TeachAssist, with students in Grade 11 and 12 courses. Parents and Guardians will need their child's password in order to view the mid semester mark updates on TeachAssist.

**May 1 -
May 8** Students may contact their Guidance Counselor to drop a course if needed. An email from a parent/guardian giving permission is required if the student is under the age of 18 and would like to drop a course. Students will be required to email the counsellor according to the following alpha by the student's last name:
**A – Go: Ms. Wager (heather.wager@yrdsb.ca),
Gr – Lis: Ms. Scagnetti (krys.scagnetti@yrdsb.ca)
Liu – So: Ms. Ruffo (alice.ruffo@yrdsb.ca),
Sp – Z: Mr. Bramer (jesse.bramer@yrdsb.ca)**

Subject Line of the Email: Request to Drop a Course

You must include the following information:

1. Full Name, Student Number, Grade, Age
2. Course You Want to Drop and the Teacher's Name
3. Other Courses you are taking at Markville and Courses you are taking outside of Markville (attach proof)
4. Your detailed reason for wanting to drop the course
5. Is there a textbook for the course?
6. Indicate that you have discussed with parent(s) /guardian and they are in support (if under 18 y.o., your parent/guardian will be contacted through email for permission)

May 8 This is the last day that a student may drop a course in order for it not to be recorded on the Ontario Student Transcript and not have a mark recorded.

We recognize that you and your child may have questions regarding this information. If it is helpful for you to connect with a staff member from the school, please contact a teacher, guidance counsellor or administrator to discuss your questions.

If you have concerns about how your child may be affected by the change to reporting, including possible concerns for their mental health, help is available. Resources and supports related to student mental health can be accessed through [YRDSB COVID-19 Mental Health Resources for Students and Families](#). If you ever have an immediate safety concern for your child, including risk of suicide, please contact your local hospital or emergency services by calling 911 immediately.

We remain deeply committed to supporting our students and families as we continue to navigate the effects of COVID-19 on education. If our school can support your family in any way, we encourage you to connect with us.

Please take care,

Patricia Obadia
Principal