



EDUCATIONAL AND TECHNOLOGY SERVICES

MEMORANDAM

Principals of Secondary Schools

April, 2017

**SECONDARY V VISUAL ARTS PROGRAM
SUMMER SCHOOL
July 6th, 13th and 20th, 2017**

The Education and Technology Services Department is offering a Secondary V Summer School project and mini course for Secondary V students, who have not met the Secondary IV Arts Education certification requirements. Students must have completed their Secondary V school year to be eligible for registration in this summer school course.

Administrators are asked to complete a letter of recommendation (see attached) for students fitting this description. Please return the completed forms to A. Furfaro, Educational and Technology Services Department by June 16, 2017.

Location of John F. Kennedy High School
Pick-up and Drop-off: (St. Michel Metro)
3030, Villeray St.
Montreal Qc
H2A 1E7

Dates and Times:

Class One – Group Meeting: July 6th from 8:30 am to 10:30 or 10:30-12:30 pm
This class will be the introduction to the project and will give students a head-start on beginning the work.
Independent work: July 6th- July 12th
Students are expected to work on the project independently during this time.

Class Two - Individual Meeting: July 13th from 8:30 am to 10:30 or 10:30-12:30 pm.
Each student will receive a scheduled time to meet with the teacher to review the progress of their work.
Independent work: July 13th – July 19th
Students are expected to complete the project independently during this time.

Class Three – Individual Meeting: July 20th from 8:30 am to 10:30 or 10:30-12:30 pm
Project must be returned on July 20th. (Early drop-off is accepted however no late projects will be accepted)

Cost: \$100 exact cash, certified cheque or money order payable to the EMSB (No personal cheques or company cheques – no credit cards or debit cards)
(Note- non EMSB students - \$150 with certificate of eligibility)

- Principals are requested to distribute this information to all those concerned.
- Fees do not include the cost of Art materials.
- The final mark in August will be based on the evaluation of the project that is determined by the rubrics included in the project's package. No class mark will be submitted.

/
Alessandra Furfaro
Director
ETS Department



SECONDARY V VISUAL ARTS PROGRAM

JULY 2017 SUMMER SCHOOL

John F. Kennedy High School

Project due date: July 20th, 2017

Cost: \$100.00 exact cash, certified cheque or money order payable to the EMSB
(No personal cheques or company cheques – no credit cards, no debit cards)
(Note: non EMSB students - \$150.00 with certificate of eligibility)

REGISTRATION FORM

Course Requested: _____

Student Name: _____

Address: _____

Postal Code : _____ Home Phone No: _____

Quebec Permanent Code: _____

School: _____ School Code: _____

Payment: _____ \$ Cash Certified Cheque Money Order

Registered by: _____

Date: _____

Note: Please remember to attach a certified cheque, exact cash or money order made payable the "English Montreal School Board". Return this registration form and the letter of recommendation on or before June 16, 2017 to A. Furfaro, c/o Education and Technology Services.

Block A : 8:30 am to 10:30 am

Block B : 10:30 am-12:30 pm

**Please make sure to indicate your choice of the 8:30 am to 10:30 am session or the 10:30 am to 12:30 pm



Commission scolaire English-Montréal

English Montreal School Board

LETTER OF RECOMMENDATION

SECONDARY V VISUAL ARTS PROGRAM

STUDENT'S NAME: _____

HIGH SCHOOL: _____

DATE: _____

**ADMINISTRATOR'S
SIGNATURE:** _____

Reason for Referral _____

TO: Alessandra Furfaro, Director, ETS

The student whose name is indicated above has been recommended to take a Secondary V Visual Arts program offered by the English Montreal School Board. Please consider this letter of recommendation as proof that the student was enrolled in Secondary V for the school year ending in June 2017 and therefore is eligible.

Should any further information and/or clarification be required, please contact the high school administrator listed above.

Thank you for your continued collaboration.