



**EDUCATIONAL AND TECHNOLOGY SERVICES
MEMORANDAM**

Principals of Secondary Schools

May, 2018

**SECONDARY V VISUAL ARTS PROGRAM
SUMMER SCHOOL
July 5th, 12th and 19th, 2018**

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. Registration to take place at Laurier MacDonald on June 27 between 9:00 and 3:00.

**Location of
Pick-up and Drop-off:** Laurier MacDonald High School
7355 Viau
St-Leonard, Québec
H1S 3C2

Dates and Times:

Class One – Group Meeting: July 5th 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 5th- July 12th
Students are expected to work on the project independently during this time.

Class Two - Individual Meeting: July 12th 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 12th – July 19th
Students are expected to complete the project independently during this time.

Class Three – Individual Meeting: July 19th from 8:30 am to 10:30 or 10:30-12:30 pm
Project must be returned on July 19th. (Early drop-off is accepted however no late projects will be accepted)

Cost: \$100 exact cash, debit card, certified cheque or money order payable to the EMSB (No personal cheques or company cheques – no credit 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 2018 SUMMER SCHOOL

Laurier MacDonald High School

Project due date: July 19th, 2018

Cost: \$100.00 exact cash, debit card, certified cheque or money order payable to the EMSB
(No personal cheques or company cheques – no credit 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: _____

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 2018 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.