Algonquin and Lakeshore Catholic District School Board
Summer School 2023

Principals: Maria Morris and Kevin Douglas

151 Dairy Ave, Napanee, Ontario K7R 4B2   (613) 354 6257   info@alcdsb.on.ca

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1. **Summer School Schedule**

   E-learning courses will begin on Monday, July 3rd and run until Friday, July 28th.

   One credit Coop courses will run from Monday, July 3rd to Friday July 28th. Two credit Coop may be possible between Monday, July 3rd and Friday, August 18th, if sufficient placement learning opportunities and activities can be scheduled in that timeframe. Students will be contacted by the Summer Coop teacher in June. Students are encouraged to try to arrange placements in advance.

2. **Summer School Contacts**

   Your contact for summer school information will be the Summer School Principals:

Maria Morris	**Kevin Douglas**
morrism@alcdsb.on.ca	**douglask@alcdsb.on.ca**
613-920-4815	**613-331-4392**

3. **Course Scheduling**

   Please note that courses will run only if there is sufficient enrolment. You will be notified if your course is cancelled due to insufficient enrolment by June 30th.

4. **Workload and Attendance**

   Summer school is a very intense process. **Students can expect to spend 5.5 hours per day on course work.** Assignments must be completed on time and must reflect your best effort. Your teachers want you to succeed, so please ask them for assistance. If a student misses two consecutive submission dates, a warning will be issued via e-mail to the student's eLearning e-mail and the parent's e-mail (if provided). After a third consecutive missed submission date, a student may be withdrawn from the course. **NOTE: ANY STUDENT WHO HAS NOT LOGGED INTO THEIR COURSE BEFORE THURSDAY, JULY 6th WILL BE AUTOMATICALLY DEMITTED FROM THEIR COURSE.**

5. **Registration**

   Follow the link below or QR Code to register for Summer ALCDSB courses. Once you complete the form you and your parents will receive a confirmation email as well your school guidance counsellors. Be sure to keep an eye on your emails going forward.

   Secondary Summer School Application (2023)

6. **Dropping a Course**

    The last official day to drop a course without academic penalty is Friday, July 14th, July 7th for careers and civics courses. Please inform your teacher by email if you choose to be removed from the course prior to this date. Any student on the class list after this date will have a mark entered on his/her transcript, even if you withdraw after this date. Students who wish to drop a course and are under the age of 18 must have parental consent. Parents can provide consent to allow their son/daughter to drop a course by providing an email to the teacher on or before the drop date of July 14th.

7. **Accessing the E-learning Course**

    The two documents below will provide a brief overview of how to access the learning platform as providing some general information on commonly used tools in Brightspace.

    Accessing ALCDSB Learning Platforms

    Getting Around Brightspace for Families (alcdsb.on.ca)

    All ALCDSB students will log into http://my.alcdsb.on.ca and will use their ALCDSB username and password. If you are unsure of your username or password, please contact your homeschool guidance department before the end of the semester. Students are encouraged to try logging into their course a few days before course start-up to make sure they can log in. **If you are unable to access your course, then please email Mike Veryzer at verymich@alcdsb.on.ca.**

8. **Course Material**

    All materials presented in the course meet the Ministry of Education's expectations. All students must have an e-mail address and access to Microsoft Word or Google Docs.

    Some of the activities in this course will require the installation of some free software "plugins" on your computer. Students should download the latest version of Google Chrome. All readings and texts for courses are presented in an online format.

9. **Exams**

    Courses will use culminating activities and/or exams.

10. **Final Report Cards**

    All students will have a copy of their final report card sent to their homes and homeschool in the month of August.