



## Calgary Board of Education

### JOHN WARE SCHOOL

10020 - 19 St. S.W., Calgary, Alberta T2V 1R2 Phone: (403) 777-7930 Fax: (403) 777-7939

March 31, 2009

Memo to Parents/Guardians of John Ware Students

Homeroom Class lists 2009-010

In this letter I would like to provide parents/guardians an opportunity to assist us in preparing for 2009-010. In preparation for the next school year we will soon begin organizing staff and students with the intent of creating a continued quality learning environment and providing students as many opportunities as possible to achieve excellence at John Ware. Part of this process is to investigate how we will organize our instructional groups.

This is a thoughtful method taking into consideration various criteria in making decisions about the placement of students. To give families some idea of what is involved, the deliberations often include; balanced class sizes, gender equity, student learning profiles, ESL students, learning styles, teaching styles, mentorships, interpersonal relationships, and teaching space availability to name a few.

To assist us in this planning, with the intent that the finalized lists will be completed sometime in May, we would invite any parent requests at this time. If you have a request for your child for 2009-10 school year, we **will accept it in writing, before May 1, 2009**. You may use any of the above listed criteria, or other educational rationale in explaining why you feel this placement request is in your child's best interest. Please present all written requests to the office and we will make every effort to accommodate each. **Requests after the deadline will not be considered.** Please understand the difficulty of moving students after the start of a new year, the disruption it causes for students, and the time that has already been invested in preparing for a positive start.

At this time we have not made any firm decisions on teacher deployment for 2009-010 therefore there is no guarantee for your request. **Additionally, and I cannot stress this enough, please write your request with an educationally sound rationale to better represent why such an application would be in the best interest of your child's learning.**

Finally, if you know that you will be moving, and your child(ren) will not be attending John Ware next year, please advise the office in writing as soon as possible.

Thank you for your understanding and support.

Sincerely,

Robin Laycock