



LEARNING SUPPORT SERVICES

MEMO TO: Elementary Principals and Vice-Principals
Elementary Teachers

c. Elementary Superintendents of Student Achievement
Craig Smith, President, E.T.F.O. (csmith@etfothamesvalley.com)
Terry Card, President, E.T.F.O. Occasional Teachers (etfoot@gmail.com)

FROM: Kevin Auckland, Superintendent of Student Achievement
Sheila Powell, Superintendent of Student Achievement
Michael Tamasi, System Principal

SUBJECT: Term 1 Kindergarten Communication of Learning and Elementary Report Cards

DATE: 2023 January 25

Due to technical difficulties, including the recent discovery of the reduced character count in grade 7 and 8 report card comment boxes, Kindergarten Communication of Learning and Term 1 Report Card due dates have been extended. Please see the chart below for the updated timeline.

Description	Progress Report Card (Gr. 1-8) and Kindergarten Communication of Learning: Initial Observations	Term 1 Provincial Report Card (Gr. 1-8) and Kindergarten Communication of Learning	Term 2 Provincial Report Card (Gr. 1-8) and Kindergarten Communication of Learning
Term begins:	September 7, 2022	September 7, 2022	January 27, 2023
P.A. Day for assessment purposes:	Not applicable	Friday, January 20, 2023	Friday, June 2, 2023
In order to optimize the amount of time for assessing and evaluating student learning, teachers will submit completed* reports by: <i>*Completed means the teacher has added all data for each required area and has proofread all reports.</i>	Thursday, October 20, 2022	Thursday, January 26, 2023 Thursday, February 2, 2023	Thursday, June 8, 2023
Administrators will return reports to teachers by:	Monday, October 31, 2022	Monday, February 6, 2023 Monday, February 13, 2023	Monday, June 19, 2023
Reports go home:	Friday, November 4, 2022	Friday, February 10, 2023 **Thursday, February 16, 2023	Tuesday, June 27, 2023

**** Please note that report cards will be sent home on Thursday, February 16.**

Thames Valley District School Board - Learning Support Services

1250 Dundas Street, London, Ontario, Canada N6A 5L1 Tel. (519) 452-2000, Fax. (519) 452-2485

We build each student's tomorrow, every day.

Considering the current technical difficulties, this timeline has been adjusted to support teachers with additional time to complete report cards where needed. Where possible, teachers are highly encouraged to submit their report cards in advance of the adjusted due date. In situations where the reduced character count has created an issue, please note that teachers are not expected to rewrite the comment. Therefore, a teacher will need to delete a portion of the existing comment and ensure that it still contains essential/relevant information about student achievement.

We understand that there are challenges and technical difficulties that come with using new software platforms. The transition to Aspen was required because Trillium/TWEA is no longer available to school boards.

We appreciate your patience and on-going commitment to providing quality comments for families in support of student learning.

Thames Valley District School Board - Learning Support Services

1250 Dundas Street, London, Ontario, Canada N6A 5L1 Tel. (519) 452-2000, Fax. (519) 452-2485

We build each student's tomorrow, every day.