

MEMORANDUM

Date: April 7, 2010

To: Workplace Steward

From: Victoria Bay, Status Chair
Tim Cunningham, President

Re: Grade 8 Girls' Career Conference: Opening Doors to Your Future 2010

Once again, the Status of Women Committee is pleased to announce its annual Grade 8 Girls' Career Conference. Please find enclosed the full registration package and one (1) poster. ***A copy of this package has been sent to both the Steward and either the Guidance Counsellor or Grade 8 Chair at your school so that the conference can be promoted.*** Please place the posters in a prominent location in your school.

This conference has been highly successful in the past and we are looking forward to another informative and inspiring event. Your help in publicizing and assisting in the selection of the participants is very much appreciated.

Please contact Janice Balesic at the PETL Office (905-564-7233) or email Victoria Bay at **victoria.bay@peelsb.com** with any further questions or concerns.

MEMORANDUM

Date: April 7, 2010

To: Guidance Counsellor and / or Grade 8 Chair

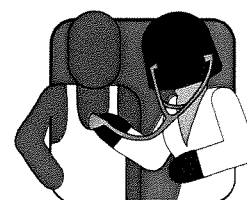
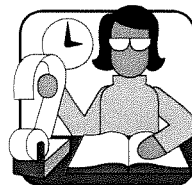
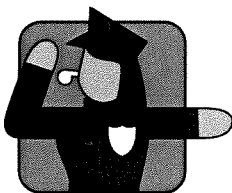
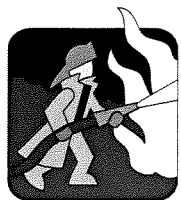
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Career Conference: Opening Doors to Your Future! Parent/Guardian Information Letter

Dear Steward/Grade 8 Teacher/School Coordinator/Guidance Counsellor,

Once again the Status of Women Committee (Elementary Teachers' Federation – Peel Local) is hosting a Grade 8 Girls' Career Conference. This weekend conference will be held at Erindale College, University of Toronto in Mississauga. Participants will arrive on Friday, June 4th between 4:00 and 5:30 p.m. to register, stay overnight in one of the campus residences and leave at approximately 3:30 p.m. on Saturday, June 5th.

All participants must have a female supervisor/mentor accompany them to the conference. **Wherever possible, we would like the female mentor to be the mother, aunt, family friend, etc., of one of the students.** We are hoping to provide an opportunity for the girls and their guest to work and learn together in a relaxing way. However, we realize that sometimes the only way for a student to attend is to have a teacher from the school come with them. **If a family mentor is not available for each group of three students, a teacher from the school would be welcome to come as a mentor.** Both adults and students will attend a True Colours Workshop on Friday night and a motivational speaker on Saturday afternoon. Students will attend three career presentations on Saturday morning (self-selected prior to their arrival), while their adult supervisors will attend information sessions about the high school curriculum and ways to deal positively with adolescents.

The Peel Local's Status of Women Committee is sponsoring this event for 250 guests. We are asking you to provide this opportunity for three students. If you have additional applications please include their names so that they can be placed on the waiting list. In the past we have been able to accommodate additional participants. **The registration deposit is \$40.00; however, this cheque will be returned when the residence keys are returned on Saturday afternoon at the end of the conference.** If participants fail to attend, the cheques will be cashed to pay for the room.

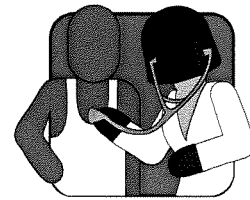
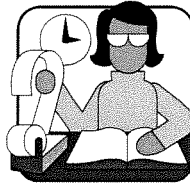
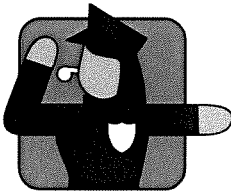
Please advertise this event in your school and to encourage girls who would benefit from this experience to apply. Each school may decide upon their own selection procedure. Students of all ability levels would benefit. **The school registration form (Form CC-4) should be forwarded to the PETL Office by Monday, April 26, 2010.**

This conference has been highly successful in the past and we are looking forward to another informative and inspiring event. Your help in publicizing and assisting in the selection of the participants is very much appreciated.

Please contact Janice Balesic at the PETL Office (905-564-7233) or e-mail Victoria Bay at victoria.bay@peelsb.com with any further questions or concerns.

Sincerely,
Tim Cunningham
President

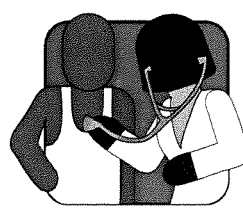
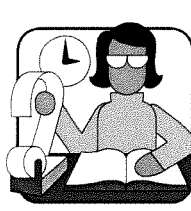
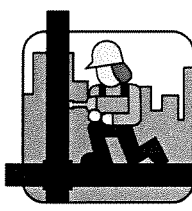
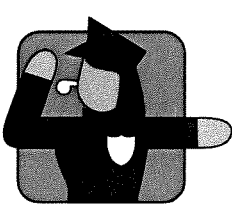
Victoria Bay
Status Chair



Steward/Grade 8 Teacher/School Coordinator/ Guidance Counsellor,

Your assistance is vital in making this year's Grade 8 Girls' Career Conference a success. We appreciate your cooperation and commitment to this worthwhile event. Please use the following timeline as a guide:

Today	<ul style="list-style-type: none"> ❑ Place the Career Conference poster (enclosed) in a prominent location in your school.
Starting Today until Monday April 26th	<ul style="list-style-type: none"> ❑ Discuss with school staff which girls would most benefit from participating (in most schools teachers decide who should go; some schools have a writing contest). ❑ Talk to the selected girls and ensure that they have an adult female supervisor (one female adult may supervise up to three girls) to accompany them. ❑ Give out Parent/Guardian Information Letter (CC-3) to be returned by Monday, April 26th. <p>Please do not give out the whole registration package (forms CC-5 through CC-11 plus maps) until the students have been officially accepted.</p>
By Monday April 26th	<ul style="list-style-type: none"> ❑ Please fill out the School Registration Form (CC-4) and fax this list of names from your school; please place extra names on the waiting list. ❑ The Status Committee will meet to finalize the list of participants.
By Thursday April 29th	<ul style="list-style-type: none"> ❑ The committee will fax you a list of the students who have been accepted. We will let you know at that time if we have room for students from your waiting list. ❑ If you do not receive a confirmation of participants by April 29th, call us by 4:00 p.m. (905-564-7233). ❑ After you have received confirmation of the students attending, give each confirmed student a copy of the registration package which should include the following forms: <ul style="list-style-type: none"> ❑ Career Conference Registration Form (CC-5) ❑ Permission Form/ Photo Consent Form (CC-6) ❑ Medical Form (CC-7) ❑ Career Speaker Biography sheets (CC-8) ** ❑ Schedule of Events (CC-9) ❑ Student Letter (C-10) ❑ Directions (CC-11) and map(s). ❑ Ask the students to have the forms returned to you by Thursday, May 13th. <div data-bbox="1097 1175 1535 1441" style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>** Form CC-8 will be faxed to the school organizer when participants are confirmed before April 29th.</p> </div>
By Friday May 14th	<ul style="list-style-type: none"> ❑ Fax the sheet entitled Career Conference Registration Form (CC-5) for each student as we need to coordinate Career Workshop Choices as soon as possible. ❑ Send (via the courier) the original copies of all forms (CC-5, CC-6, CC-7) along with the cheque attached, to: The Peel Elementary Teachers' Local c/o Educators' Centre Attn: Victoria Bay, Status Chair ❑ Status Committee will meet to finalize registration packages.
Friday, June 4th	<ul style="list-style-type: none"> ❑ Students may register at University of Toronto at Mississauga (formerly Erindale College) at the Oscar Peterson Residence between 4:00 p.m. and 5:30 p.m.



Career Conference: Opening Doors to Your Future! Parent/Guardian Information Letter

Dear Parent/Guardian:

Once again the Status of Women Committee (Elementary Teachers' Federation – Peel Local) is hosting a Grade 8 Girls' Career Conference. This weekend conference will be held at Erindale College, University of Toronto in Mississauga. Participants will arrive to register on Friday, June 4th between 4:00 and 5:30 p.m., stay overnight in one of the campus residences and leave at approximately 3:30 p.m. on Saturday, June 5th.

All participants must have a female supervisor/mentor accompany them to the conference. **Wherever possible, we would like the female mentor to be the mother, aunt, family friend, etc., of one of the students (i.e. at least one adult per three students).** We are hoping to provide an opportunity for the girls and their guest to work and learn together in a relaxing way. Both adults and students will attend a True Colours Workshop on Friday night and a motivational speaker on Saturday afternoon. Students will attend three career presentations on Saturday morning (self-selected prior to their arrival – *the areas represented will include health and medicine, entertainment and the arts, business, science and technology, law*), while their adult supervisors are invited to attend information sessions about the new high school curriculum and ways to deal positively with adolescents.

E.T.F.O. Peel's Status of Women Committee is sponsoring this event for 250 guests. All costs will be covered by the Peel Elementary Teachers' Federation. The registration deposit is \$40.00; however, this cheque will be returned when the residence keys are returned on Saturday afternoon. **If participants fail to attend, the cheques will be cashed to pay for the room.**

This conference has been highly successful in the past and we are looking forward to another informative and inspiring event. Please contact Janice Balesic or Suzanne Gill at the ETFO office (905-564-7233) if you have any further questions or concerns.

Sign below if you are interested in having your daughter attend this event and would like a Registration Package. **Please be aware that the teacher that is arranging for participation from your daughter's school must receive this signed form no later than Monday, April 26th.**

Date: _____

(Parent/Guardian signature)

Sincerely,

Tim Cunningham
President

Victoria Bay
Status Chair

Career Conference for Grade 8 Girls 2010 Career Conference – School Registration Form

Steward/Grade 8 Teacher/School Coordinator/Guidance Counsellor:

Please indicate the names of the students and adult supervisors who are interested in attending the Career Conference (Friday, June 4th and Saturday, June 5th) and **fax (905-564-7236) this form to the Local Office, attention Victoria Bay, by Monday, April 26th.**

*** PLEASE NOTE THAT ADULT SUPERVISORS MUST BE FEMALE AND 21 OR OVER**

Names (please print):

Student # 1 _____

Student # 2 _____

Student # 3 _____

Adult Supervisor: _____

Waiting List:

Student # 4 _____

Student # 5 _____

Student # 6 _____

Adult Supervisor: _____

Student # 7 _____

Student # 8 _____

Student # 9 _____

Adult Supervisor: _____

- If you have additional groups, please list on an additional piece of paper.

School: _____ **School Contact Person:** _____

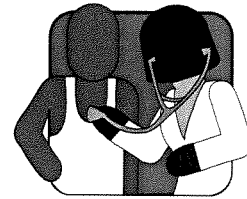
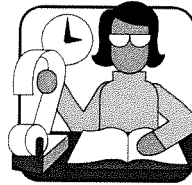
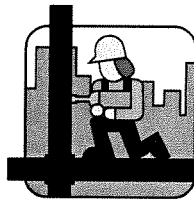
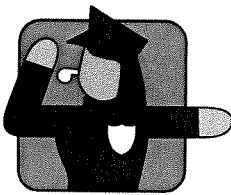
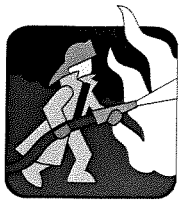
(please print)

Contact #: _____ **Email Address:** _____

We can guarantee three students and one adult mentor but may be able to provide more spots depending on registration from other schools. Please note that in some cases, we may be able to allow two adults to accompany two students.

We will fax you a confirmation so that you can distribute the appropriate registration forms found in your original package. ***If you do not receive a confirmation by Thursday, April 29th, please contact Janice Balesic at the PETL office by calling 905-564-7233.***

Thanks for your participation and support. If you have any further questions, please e-mail Victoria Bay at victoria.bay@peelsb.com or call Janice Balesic at the PETL office (905-564-7233).



CAREER CONFERENCE REGISTRATION FORM

Name: _____ Home Phone#: _____
(please print)

Name of Adult Supervisor: _____

Parent _____ or other _____ (please specify)

Teacher Reference: _____

School: _____

Special Dietary Requirements (e.g. allergies, vegetarian, etc.):

CAREER WORKSHOP CHOICES (see Career Speaker Biography Sheet CC-8):

The committee will try to give you three of your top five choices. In some cases, due to class size, it may not be possible.

1st Choice: _____

2nd Choice: _____

3rd Choice: _____

4th Choice: _____

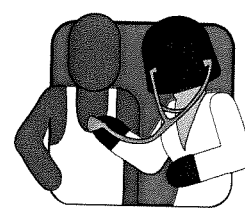
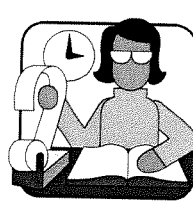
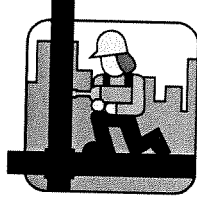
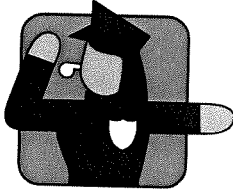
5th Choice: _____

Please return this registration form, along with the rest of the package, to your school co-ordinator no later than Thursday, May 13th.

Your package should include:

- Registration Deposit** (\$40 cheque made payable to Peel Elementary Teachers' Local – this will be returned upon departure with return of keys). If participants fail to attend, cheques will be cashed to pay for empty rooms.
- Career Conference Registration Form (CC-5)** (this page)
- Permission Form/Photograph Consent Form (CC-6)** (with parent/guardian signature)
- Medical Form (CC-7)**

Parent Signature: _____



PERMISSION FORM – Grade 8 Girls' Career Conference 2010

Dear Parent(s)/Guardian(s),

You will find a map to Erindale Campus attached. Signs will be posted directing you to the Oscar Peterson Residence for registration. At the residence, you and/or your daughter/student will be given your room assignment, keys, and a registration package including a schedule of conference activities and Student Career Workshop assignments. We will do our best to accommodate each student's career workshop choices.

Parents/guardians are responsible for transportation to and from the university. A registration fee of \$40.00 (payable to "Peel Elementary Teachers' Local) must be enclosed with all other documents as requested. This cheque will be returned when the keys to the room and residence are returned on Saturday afternoon. (If participants fail to attend, cheques will be cashed to pay for the empty room).

EMERGENCY ONLY on Friday, June 4th & Saturday, June 5th:

Suzanne Gill, Conference Coordinator	416-460-3821
Victoria Bay, Conference Coordinator	416-710-9262
Janice Balesic, Conference Coordinator	416-894-2815

-----Please detach and return no later than Thursday, May 13th -----

Conference Permission Form

I understand that this activity may involve situations not encountered at school, and I have counselled my daughter on the need for extra care and cooperation. My child has also been made aware of what is considered appropriate behaviour and the consequences of what is considered inappropriate behaviour. Inappropriate behaviour such as smoking or refusal to follow the rules will result in being sent home. In such a case, I as parent(s)/guardian(s) will be requested to come immediately to take my daughter home.

I give my permission for _____ (please print) of

_____ (school) to attend the Grade Eight Girls' Career

Conference on Friday, June 4th and Saturday, June 5th, 2010. I have read the above information and agree to the conditions.

Date: _____ Parent/Guardian signature: _____

Photo Consent

During the Grade 8 Girls' Career Conference, students will be involved in a number of sessions and activities that may result in a limited amount of photographs being made public. For example, some photographs of students may be included in a newspaper article about the conference, or in the Peel Elementary Teachers' Local annual magazine or website.

- I give permission to the conference organizers to post and publish photographs and/or information related to my child's participation in this year's Grade 8 Girls' Career Conference.
- I do not want to have my child's photograph used and/or information related to my child's participation in the Girls' Conference used in any publications.

Date: _____ Parent/Guardian Signature: _____



Grade 8 Girls' Career Conference MEDICAL FORM

(Please complete and return with Permission Form no later than Thursday, May 13, 2010)

Last Name: _____ First Name: _____

Name most commonly used if different from above: _____

Birth Date: Day _____ Month _____ Year _____

Custody of child: (please check the appropriate selection)

Mother only _____ Father only _____ Both _____ Guardian: _____

Close neighbour or family member to be contacted if we cannot reach you in an emergency:

Name: _____ Phone #: _____

Doctor's Name: _____ Phone #: _____

SPECIAL HEALTH INFORMATION:

Health/Sight: _____

Allergies/Other: _____

In the event of a serious illness or accident, we will contact a student's parent/guardian. If we are unable to do so, your signature on this consent form will allow us to proceed at our discretion to seek medical aid.

In the event of a medical emergency, I _____ hereby give my permission for my child to be taken to hospital or a doctor. This approval is given subject to the following instructions:

List if any: _____

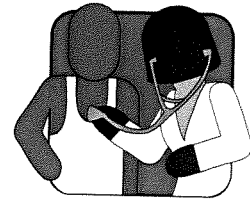
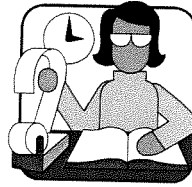
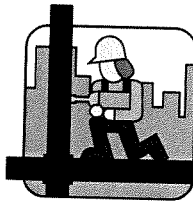
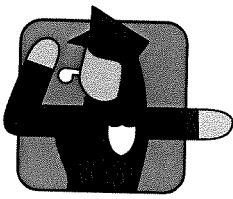
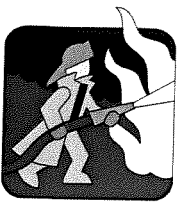
Student's Health Card Number: _____
(required if parent not attending with student)

Parent/Guardian Name: _____ Relationship: _____

Home Address: _____

Home Phone #: _____ Alternate #: _____

Parent/Guardian Signature: _____



Schedule of Events (tentative)

Friday, June 4th

4:00 - 5:30pm – Registration & check in (Oscar Peterson Residence)

5:15 – 6:30pm – Dinner at Spigel Hall (cafeteria)

7:00 – 9:00pm – True Colours (personality inventory)

9:00 – 9:15pm – Official Welcome

9:15 – 10:30pm – T-Shirt Signing & Guest Speaker

10:30 – 11:00pm – Back to Residence

11:30 – 7:00am – In residence rooms with chaperones

Saturday, June 5th

7:30 – 8:45am – Breakfast (cafeteria)

Students:

- **9:00 – 9:45am** – 1st career speaker
- **9:50 – 10:35am** – 2nd career speaker
- **10:40 – 10:55am** – break (cafeteria)
- **11:00 – 11:50am** – 3rd career speaker

Adults:

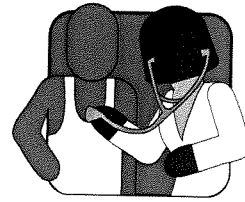
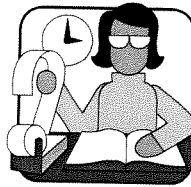
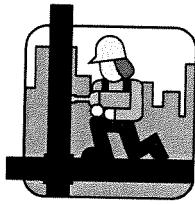
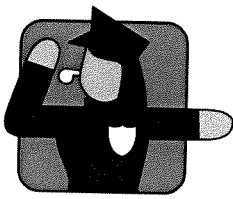
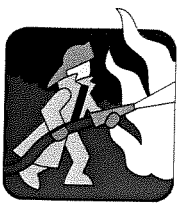
- **9:00 – 10:15am** – Former principal and superintendent Bridget Harrison presents...
“What to Expect in Grade 9”
- **10:20 – 10:35am** – Break (cafeteria)
- **10:40 – 11:55am** – Psychologist Reena Kronitz presents... ***“Dealing with Adolescents”***

All Participants:

12:00 – 1:00pm – Lunch (cafeteria)

1:15 – 2:30pm – Motivational Speaker

2:30 – 3:30pm – check out & pick up



Grade 8 Girls' Career Conference 2010

Thursday, May 13, 2010

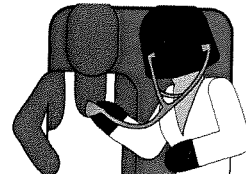
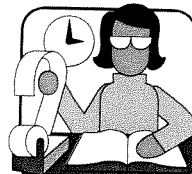
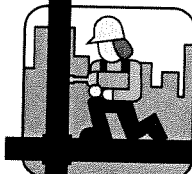
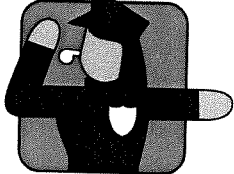
Dear Students & Parent/Guardian;

We are looking forward to seeing you on Friday, June 4th and Saturday, June 5th at University of Toronto at Mississauga. You will be given your complete information package at that time, including your room assignment and workshop choices. Here is some information to help you prepare for the conference.

- **Please bring your own towels** -- bedding is provided, but towels are not!
- **Please bring your own alarm clock** – you will need one in order to wake up for breakfast and your morning career speaker sessions on time.
- While you are welcome to bring peanut-free snacks, **all of your meals will be provided (free)**:
 - Friday – dinner; snack after True Colours
 - Saturday – breakfast, morning break, lunch
- While students are expected to use their own judgement regarding “lights out”, **you will be expected to be in your own residence room with your adult supervisor by 11:30 p.m.**
- The speakers are women with successful full-time careers who are **volunteering** their time to be at the conference. Remember that some of them may not be experienced at presenting in front of students...**please be a good audience.**
- **The conference is being fully funded by the Peel Elementary Teachers' Local – it is totally free for you to attend.** Your \$40 cheque will be returned to you when you return your key at the end of the conference. Cheques will only be cashed if you lose your key, there is damage to your room, or you do not show up to the conference.

If you have any questions during the conference, please do not hesitate to ask one of the organizing committee members (**who will be wearing bright green “Girls' Conference” t-shirts**). Have fun!

The Status of Women Committee – Peel Elementary Teachers' Local



Grade 8 Girls' Career Conference 2010

MAP AND DIRECTIONS TO THE UNIVERSITY OF TORONTO, MISSISSAUGA CAMPUS
 3359 Mississauga Road N., Mississauga, ON L5L 1C6
 Tel: (905) 828-5399

The Mississauga Campus of the University of Toronto (formerly known as Erindale College) is located on the east side of Mississauga Road, just north of Dundas Street and just south of Burnhamthorpe Road. **Registration will be at the Oscar Peterson Residence Building.**

Traveling East via Highway 401

- Exit Highway 401 at Erin Mills Parkway and go south
- Turn left (east) on Burnhamthorpe Road
- Turn right (south) on Mississauga Road
- Turn left at the Outer Circle Rd. (flashing light)
- Turn right at Residence Road (the first road) – registration is at the Oscar Peterson Residence building on the left hand side of residence road.

Traveling West Highway 401

- Take Highway 403 from Highway 401
- Exit at Mavis Road and go south
- Turn right (west) on Burnhamthorpe Road
- Turn left (south) on Mississauga Road
- Turn left at the Outer Circle Rd. (flashing light)
- Turn right at Residence Road (the first road) – registration is at the Oscar Peterson Residence building on the left hand side of residence road.

Traveling from the Queen Elizabeth Way (QEW)

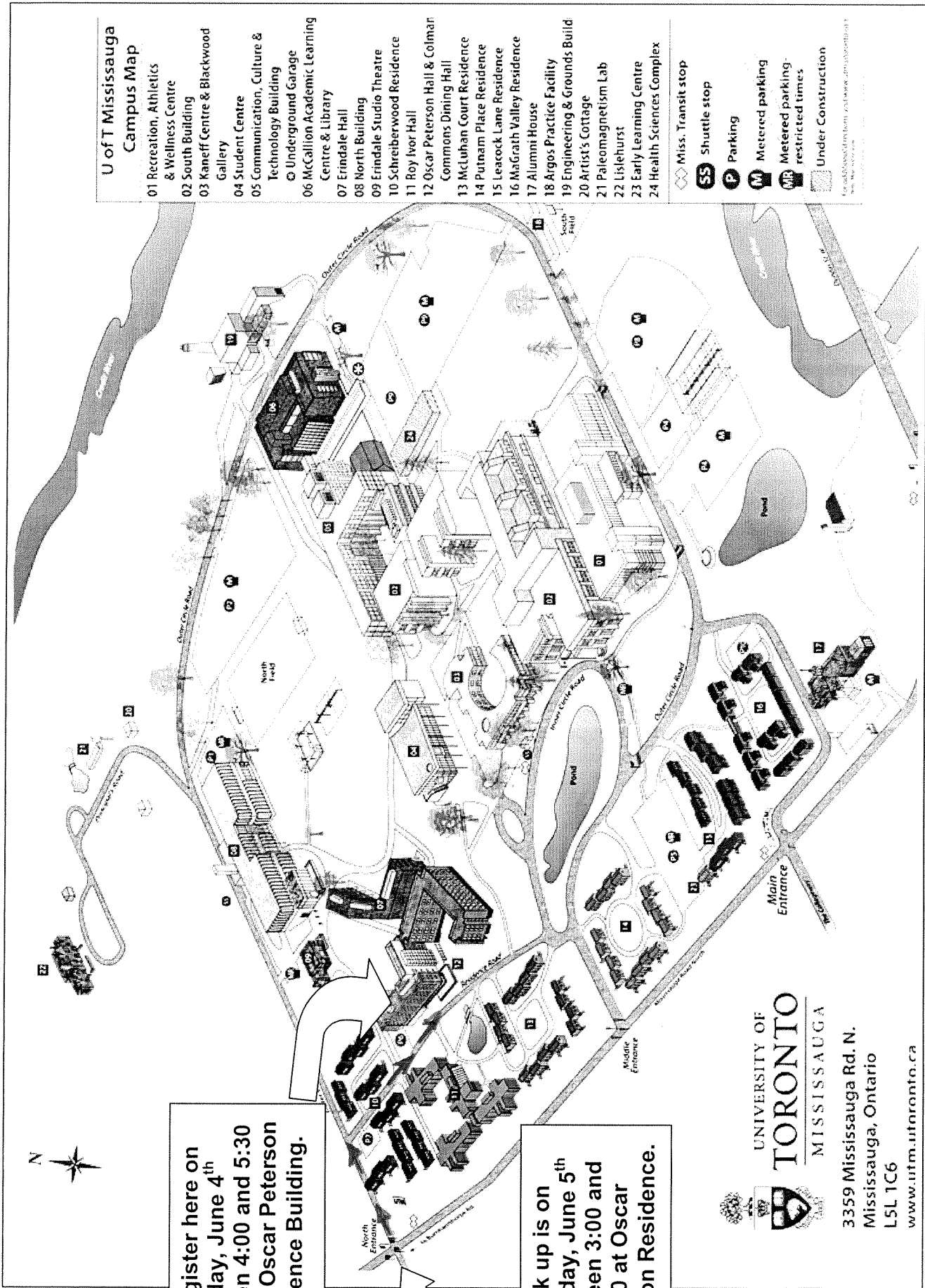
- Exit QEW at Mississauga Rd. North and go north
- After crossing Dundas Street, go past the traffic lights and turn right at the Outer Circle Rd. (flashing light) (Note: if you reach Burnhamthorpe Road, you have passed the entrance)
- Turn right at Residence Road (the first road) – registration is at the Oscar Peterson Residence building on the left hand side of residence road.

EMERGENCY ONLY on Friday, June 4th & Saturday, June 5th:

Suzanne Gill, Conference Co-coordinator	416-460-3821
Victoria Bay, Conference Co-coordinator	416-710-9262
Janice Balesic, Conference Co-coordinator	416-894-2815

Grade 8 Girls' Career Conference – University of Toronto in Mississauga

Friday, June 4th & Saturday, June 5th



- U of T Mississauga
Campus Map**
- 01 Recreation, Athletics & Wellness Centre
 - 02 South Building
 - 03 Kaneff Centre & Blackwood Gallery
 - 04 Student Centre
 - 05 Communication, Culture & Technology Building
 - 06 Underground Garage
 - 06 McCallion Academic Learning Centre & Library
 - 07 Erindale Hall
 - 08 North Building
 - 09 Erindale Studio Theatre
 - 10 Schreiberwood Residence
 - 11 Roy Ivor Hall
 - 12 Oscar Peterson Hall & Colmar Commons Dining Hall
 - 13 McLuhan Court Residence
 - 14 Putnam Place Residence
 - 15 Leacock Lane Residence
 - 16 McGrath Valley Residence
 - 17 Alumni House
 - 18 Argos Practice Facility
 - 19 Engineering & Grounds Build
 - 20 Artist's Cottage
 - 21 Paleomagnetism Lab
 - 22 Lislehurst
 - 23 Early Learning Centre
 - 24 Health Sciences Complex

- ◇◇ Miss. Transit stop
- SS Shuttle stop
- P Parking
- M Metered parking
- MR Metered parking - restricted times
- Under Construction

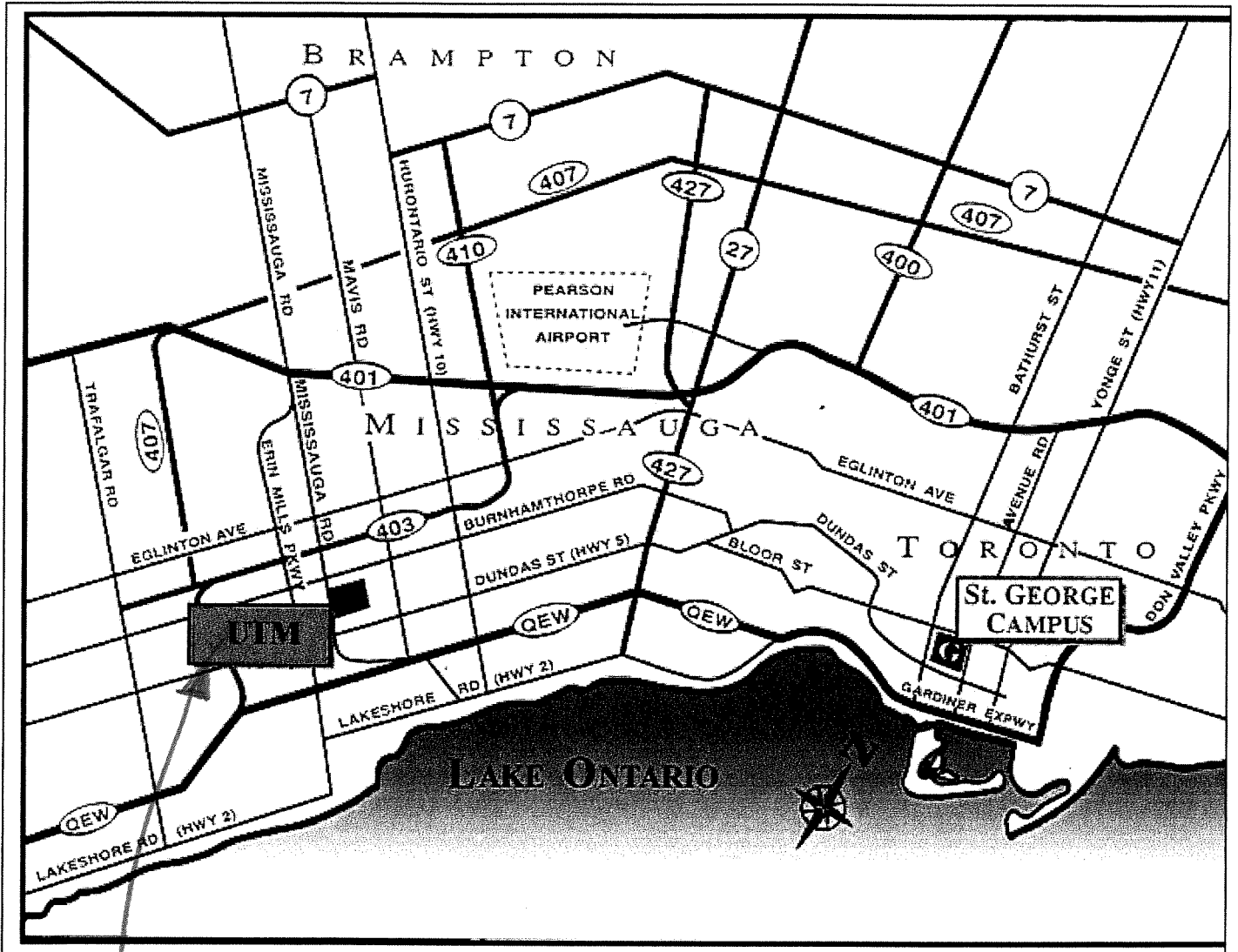
****Register here on Friday, June 4th between 4:00 and 5:30 p.m. at Oscar Peterson Residence Building.**

Enter at the North Entrance

Pick up is on Saturday, June 5th between 3:00 and 3:30 at Oscar Peterson Residence.

UNIVERSITY OF
TORONTO
MISSISSAUGA

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