



Jane Macpherson  
Superintendent of Student Achievement  
Hamilton-Wentworth District School Board  
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August 26, 2018

Dear Parents, Guardians and Caregivers,

As the start of the 2019-20 school year approaches, I would like to provide you with an update on the renovations taking place at Memorial (City) Elementary School. As you may know, renovations to the Gym, Playground and Learning Commons have been ongoing this summer.

I'm happy to share that many of the planned updates are complete or nearing completion. We have completed most of the work in the new Learning Commons, which has

- received new paint;
- new ceiling tiles;
- new carpeted reading area; and
- reconfiguration of the computer area to open the space.

Unfortunately, we have experienced some delays to the renovations due to the age of the school and unknown foundation conditions. I would like to update you on the progress of the work so far:

**Gym** - The new gym has started construction. There were delays due to site conditions, which includes foundation repairs. The Gym is scheduled to be completed for the end of January 2020.

**Playground** - Work commenced on the playground the week of July 22, 2019. As work continues, some areas will be off-line to students and staff at the beginning of the new school year. There will be clearly marked signs to indicate which areas are off-line. The playground is scheduled to be complete in November.

**Learning Commons** - We have had a delay in the Learning Commons due to the delivery of the new shelving. We anticipate this delivery for mid-September at which time the Library Learning Commons System team will help to repopulate the shelves.

We are all excited that the renovations are almost complete and are looking forward to welcoming everyone and starting the 2019-20 school year. Any further updates will be posted on the school's website.

We want to thank all students, families and staff for their continued support and patience as we near the completion of upgrades at the school. If you have any questions, please do not hesitate to contact the school at 905-662-6939.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jane Macpherson'.

Jane Macpherson  
Superintendent of Student Achievement