



Pitt Meadows Secondary School Ecole Secondaire Pitt Meadows

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September 2020 Newsletter #1

FROM THE ADMINISTRATION - We look forward to welcoming you back to PMSS on Thursday September 10th. We hope that you all enjoyed summer making memories with family and friends. This newsletter will provide you will information for our school start up. A warm welcome back. We hope you have a fantastic school year.

Sincerely, Mrs. Schwarz, Mr. Drapeau, Mr. Lozinski

<u>Administrative Assignments:</u>	Mrs. Schwarz	Grade 12	cheryl_schwarz@sd42.ca
	Mr. Drapeau	Grades 8, 10	denis_drapeau@sd42.ca
	Mr. Lozinski	Grades 9, 11	gary_lozinski@sd42.ca
<u>Counselling Department:</u>	Ms. Elizabeth Morrow	Grades 8, 10, International	elizabeth_morrow@sd42.ca
	Ms. Alisha McLaughlin	Grades 9, 11, 12 Counselling	alisha_mclaughlin@sd42.ca
	Ms. Penny Griffin	Grade 12 Academic Advisor	penny_griffin@sd42.ca
	Ms. Tory Flavin	Youth Care Worker	Victoria_flavin@sd42.ca

Schedule and Format - Our year will be divided into a quarter system in which students will complete 2 courses over a ten-week period. Over the school year, students will complete 8 courses. A blended model will decrease the number of students in the building as well to enhance safety.

Grades 8 and 9 will be in session full time - blended learning 8:25am to 8:50 working at home and reporting to school at 9:00 with their school day ending at 2:45.

Grades 10, 11, 12 will be learning in a blended model with their day starting at 8:30am. Specifically, grades 10-12 will be on campus in the morning and, at the discretion of the teacher, learning from home for an afternoon block.

September 8 and 9 (Staff Only)

Staff only will be on campus for these days. It is important that all staff are aware and can clearly communicate the new Health and Safety Expectations. We are using these days to ensure that every communication with your child is consistent and based on the directives from the BC Ministry of Health. Time will also be dedicated to professional development, to collaborate with colleagues and classroom set-up.

September 9 Student Timetables Available

Grade 9 - 12 students can access their timetable on their [MyClass account](#) on **Sept 9 at 9:00**. (Need Tech Support? Contact: myclass@sd42.ca)

Grade 8 students will receive a paper copy from their **LINK leader** when they come to campus on Friday Sept 11th.

September 10 – 11 (Student Health & Safety Orientation – see grade schedule below)

Students will meet their Block A teacher and learn the new important Health and Safety protocols. Each session is 90-minutes

All students are to line-up, physical distance and please wear a mask to enter the school building.

Please note that you will receive 2 masks the following week from the school district. If you feel that you may require a change in your schedule, we respectfully request that you wear a mask in your cohort in case you may be moved to another class/cohort.

Thank you for your understanding and co-operation.

GRADE LEVEL	DATE	TIME	ENTRY LOCATION
Grade 11	Thursday Sept 10	9:30am to 11:00	Front exterior near computer lab
Grade 12	Thursday Sept 10	9:30am to 11:00	Front exterior door (elevator hallway)
Grade 10	Thursday Sept 10	12:30pm to 2:00pm	Side Gym exterior door
Grade 9	Friday Sept 11	9:00am to 10:30	Back of the building near Career Centre
Grade 8	Friday Sept 11	11:00am to 12:30	*Back of the building near Music Room

*Grade 8's, staff and your link leaders will be there to greet you



Opening Week

TIMETABLES AVAILABLE: Tuesday September 9
on the SD42 website student/parent [MyClass account](#)

QUARTER #1 - Monday September 14 to Tuesday November 17

Monday, September 14 (Day 1)

Block A – Grade 10/11/12

8:30am to 11:35am (embedded break)

Block A – Grade 8/9

9:00am to 11:35am (embedded break)

BLOCK 'Y' (45 min)

11:35am to 12:20pm

LUNCH BREAK

12:20pm to 12:50pm

Block B – Grade 10/11/12

Blended – students can remain at school or at the teacher's discretion work at home

Block B – Grade 8/9

In class 12:55 to 2:45pm

Tuesday, September 15 (Day 2)

Block B – Grade 10/11/12

8:30am to 11:35am (embedded break)

Block B – Grade 8/9

9:00am to 11:35am (embedded break)

BLOCK 'Y' (45 min)

11:35am to 12:20pm

LUNCH BREAK

12:20pm to 12:50pm

Block A – Grade 10/11/12

Blended – students can remain at school or at the teacher's discretion work at home

Block A – Grade 8/9

In class 12:55 to 2:45pm

Wednesday, September 16 (Day 1)

Block A – Grade 10/11/12

8:30am to 11:35am (embedded break)

Block A – Grade 8/9

9:00am to 11:35am (embedded break)

BLOCK 'Y' (45 min)

11:35am to 12:20pm

LUNCH BREAK

12:20pm to 12:50pm

Block B – Grade 10/11/12

Blended – students can remain at school or at the teacher's discretion work at home

Block B – Grade 8/9

12:55 to 2:45pm

Thursday, September 17 (Day 2)

Block B – Grade 10/11/12

8:30am to 11:35am (embedded break)

Block B – Grade 8/9

9:00am to 11:35am (embedded break)

BLOCK 'Y' (45 min)

11:35am to 12:20pm

LUNCH BREAK

12:20pm to 12:50pm

Block A – Grade 10/11/12

Blended – students can remain at school or at the teacher's discretion work at home

Block A – Grade 8/9

In class 12:55 to 2:45pm

Friday, September 18 (Day 1)

Block A – Grade 10/11/12

8:30am to 11:35am (embedded break)

Block A – Grade 8/9

9:00am to 11:35am (embedded break)

BLOCK 'Y' (45 min)

11:35am to 12:20pm

LUNCH BREAK

12:20pm to 12:50pm

Block B – Grade 10/11/12

Blended – students can remain at school or at the teacher's discretion work at home

Block B – Grade 8/9

In class 12:55 to 2:45pm

More information will be shared during your orientation regarding 'Y' Block.

Note: Friday's rotate every other week (Day 1 schedule / Day 2 schedule)

LATE STUDENTS - If you are late there is a sign-in book located outside the main office in the hallway.
Please go to the outside office windows and let someone know you are there; we will open the main doors of the school.

COURSE CHANGE PROCESS BEGINS SEPT 14TH

1. All classes will be completed two at a time over the course of the year (quarters). Blocks **A & B**, for example, will be completed in the first quarter of this school year followed by **C & D**, **E & F** and **G & H**.
2. Please remember that subject courses are not offered in all blocks or cohort groups. We worked to ensure that all student have a full timetable and that graduation course credits are scheduled for all students Grades 10 to 12.
3. Some student electives will not reflect requests due to limitations of cohort groupings of courses.

If you see an error in the timetable or recognize that the classes on your child's timetable impact their graduation or credit requirements...

4. Students can **pick up a course change form from their Block A teacher** beginning on **September 14th** to be filled out at home and signed by the parent/guardian consenting to the request.
5. Please note that only completed requests (parent/guardian signature and clarification for the reason for the request) will be reviewed.
6. Please be aware that **adjustments to schedules will be considered to support specific student safety needs** (for example, as outlined in an IEP) **or challenges that will impact graduation**.
7. Parents of students who have support teachers should contact those teachers with their questions directly.
8. Grade counsellors will start reviewing course change requests in the following priority:
First: Grade 12 Second: Grades 10 & 11 Third: Grades 8 & 9
9. **If an adjustment to the schedule is possible you will be contacted.**
10. Requests can be submitted to the Block A teacher for consideration until **Friday, September 25th**. Please note that emailed requests for changes will not be processed.
11. It is important that **course change requests are considered carefully in the month of September**, as changes requested after September 25th will be reviewed only in the case of exceptional circumstances.
12. Grade counsellors are noted below for your reference:

Grade contacts for academic scheduling:

Grade 12: **Ms. Griffin** penny_griffin@sd42.ca
Grade 8 & 10: **Ms. Morrow** elizabeth_morrow@sd42.ca
Grade 9 & 11: **Ms. McLaughlin** alisha_mclaughlin@sd42.ca

GRADE 8 STUDENTS – Welcome to Link Crew

Hi grade 8 students! We look forward to welcoming you on September 11

We have some grade 11 and 12 student leaders that are excited to meet you. We are here to welcome, support and connect you to our wonderful school community. We are so excited to meet you on September 11 at **11:00am** at Pitt Meadows Secondary. Your Link Leaders will greet you outside the school and welcome you into the building. We will help you find your homeroom class. After meeting your homeroom teacher and receiving some very important information, Link Leaders will get to know you better.

With adhering to the health & safety protocols, we will give you a tour of the school, review your timetable, and confirm that we are all connected on SD42 Microsoft Teams!

Attendance/late/early dismissal

If your student is ill or if you are planning a holiday, attendance notification can be added to the parent portal. Absence reports are collected every morning and added to the daily attendee data. Once the absence is recorded by the office, all the teacher will see the "excused absence".

Please note that missing a week in this new quarter system is equivalent to missing a month in the linear (yearlong courses). We fully understand that there may be medical/specialist appointments that your student needs to attend.

Students sign out and sign in

A sign-in book is located outside the main office in the hallway. With parent permission, students leaving early for the day need to sign out (excluding Gr 10, 11 & 12's who are in blended learning)

Typically, a prior phone message, portal message or parent okay is required.

Note: Text messages are not accepted as parent permission.

Does your child have medical information we need to know?

If your child has any health care needs that require support at school, including the administration of any medications, medical forms must be completed.

The school cannot assist with any medical intervention unless these forms are completed.

Please contact the school as soon as possible to complete a form.

This procedure complies with the policy regarding the health care needs of children at school.

If there are any questions, please contact the school.

Cindy_Rasmussen@sd42.ca

STUDENTS NEEDING TECHNOLOGY



Last spring the district was able to provide laptops to students who did not already have a device.

If you need a device for your child, please email Mr. Drapeau at denis_drapeau@sd42.ca



The **PMSS School App** is used to 'push out' important information relating to events happening at the school.

This app is an important communication tool that parents and students can access easily on their phones. This technology provides daily updates to the calendar and schedule, your timetable, homework notifications, etc., can all be accessed using 'the app'

Check it out by going to the App Store or Google Play <https://myschoolday.app/download>

Easiest way to be in the loop!

Collaboration Days (late starts)

These days allow teachers to meet and collaborate in support of students and improved teacher planning.

For the 2020 - 2021 academic year these collaborations sessions will create a delayed morning start for students.

Please see our school calendar for the dates.
Oct 7; Dec 8; Jan 14; Feb 24; May 5; June 3

Late Start Times:
Grades 10-12 at 9:45am / Grades 8 & 9 at 10:00am

Parent Advisory Council

The 2020 - 2021 PAC Executive:
Connie Gibson – Chair
Helen Rex – Secretary
Jenny Popoff – Treasurer

The BC School Act gives parents the right to belong to a parent advisory council (PAC) in their school, and through it to advise the board, principal, and staff on any matter relating to the school. It is a place for positive communication and an effective place to learn about the school and school community. Meetings are open for all parents to attend.

Upcoming meeting dates will be posted on our school website.

Important Dates

September 10/11 – *H & S Orientation All Grades

September 14 – Quarter #1 First Day

September 24 – Picture Day

September 28 – Non-Instructional Day

October 7 – Collaboration Day

- Late Start (Gr 10-12 at 9:45am / Gr 8/9 10:00am)

October 12 – Statutory Holiday Thanksgiving

October 23 – Non-Instructional Day

November 2 to 6 – Provincial Assessments

November 11 – Statutory Holiday Remembrance Day

November 12 – Non-Instructional Day

November 17 – Quarter #1 Last Day of classes

November 18 – Quarter #1 Flex Learning Day

Quarter #1 Final Report Card

November 19 – Quarter #2 First Day / *H & S Orientation

December 8 – Collaboration Day

- Late Start (Gr 10-12 at 9:45am / Gr 8/9 10:00am)

December 18 – Last day before Winter Break

December 21 to January 1 – Winter Break

January 4 – Instructional Day

January 14 – Collaboration Day

- Late Start (Gr 10-12 at 9:45am / Gr 8/9 10:00am)

January 25 – Non-Instructional Day

January 26 to 29 – Provincial Assessments

February 1 – Quarter #2 Last day of classes

February 3 – Quarter #2 Flex Learning Day

Quarter #2 Final Report Card

February 3 – Quarter #3 First Day / *H & S Orientation

February 15 – Statutory Holiday Family Day

February 16 – Non-Instructional Day

February 24 – Collaboration Day

- Late Start (Gr 10-12 at 9:45am / Gr 8/9 10:00am)

March 12 – Last Day before Spring Break

March 15 to 26 – Spring Break

March 29 – Instructional Day

April 2 – Statutory Holiday Good Friday

April 5 – Statutory Holiday Easter Monday

April 12 to 16 – Provincial Assessments

April 21 – Quarter #3 Last day of classes

April 22 – Quarter #3 Flex Learning Day

Quarter #3 Final Report Card

April 23 – Quarter #4 First Day / *H & S Orientation

May 5 – Collaboration Day

- Late Start (Gr 10-12 at 9:45am / Gr 8/9 10:00am)

May 12 – Non-Instructional Day

May 24 – Statutory Holiday – Victoria Day

June 3 – Collaboration Day

- Late Start (Gr 10-12 at 9:45am / Gr 8/9 10:00am)

June 24 – Quarter #4 Last day of classes

June 25 – Quarter #4 Flex Learning Day

Quarter #4 Final Report Card

**Health & Safety Orientation*



Class of 2021 GRADS

This will be a special and unique year for all the Grade 12 students. Further details and information will follow.

STUDENT FEES \$28.00

Have you signed up on the Parent Portal? Preferred payment for all fees is through the Parent Portal. Further details to follow for alternative arrangements.

For cash payments, please contact our accounts clerk [Tammy Tucker@sd42.ca](mailto:Tammy_Tucker@sd42.ca)

PICTURE DAY - Tuesday, Sept 24

Bring your smiles! All students should have their pictures taken on this day. They will receive a Student ID Card which is a great form of picture ID as well as discounts on public transit.

Photos will appear in the yearbook. In conversation with the photography company they will ensure that all expected safety protocols will be followed. More info to follow.



SCHOOL YEARBOOK

Yearbooks sales will be done online by using the [Parent Portal](#). The cost this year is \$55.00.

This will be one you truly want to have for your student or graduate! More details will follow.



LIBRARY BOOKS

Do you still have outstanding Library Books from June? We'd love you to bring them back!

There will be a marked box outside the main office as well as access to return your books at the Library.

Ways to help manage stress:

Times like these can be overwhelming for everyone. If you need help managing stress and or anxiety, parents and students can visit this website for helpful information:

[Canadian Mental Health Association](#)

PITT Stop Café YES, this will resume!

Updates will follow soon.

We are currently adjusting the café to ensure that we are compliant with the health & safety guidelines for a restaurant and develop patters for safe service.

No Vending Machines

Sorry to report that the vending machines are currently not available. Remember to bring water or something to drink.



School Supplies

There is no set supplies list however; there are basic supplies needed to get started. Teachers will also provide students with information if they require specialized items:

Lined Paper	Blue/Black pens	2 glue sticks	1 package graph paper
One or 2 binders	Pencils	1 package pencil crayons	1 pair of scissors
Dividers for binder	Erasers/White out	1 package felt pens	2 sharpies
Calculator	Ultra-Fine black markers	1 ruler	

Confused about how to connect?



- **PMSS Website:** pmss.sd42.ca
- **Find us on Twitter:** @Pittsecondary
- **Download the PMSS school App:** <https://myschoolday.app/download>

MyClass:

Here is the link to the **MyClass** Information Page: <https://myedbc.sd42.ca/MyClass>

Once you have logged in, click on the "Parent Tab" to view the site features:

- See your student's current attendance
- Access classroom resources
- View student calendar/events
- Communicate directly with teachers by email

New Grade 8 School Email Login

The districts MyEd team has reset all Grade 8 student **MyClass** passwords. Grade 8 students were emailed the link to the **MyClass** login page, along with the username and newly generated password: **student#@me.sd42.ca** email account

Access to the district student email accounts is important. Every Grade 8 is encouraged to log in to **MyClass** on Friday, September 4th (after 3:00pm) when their accounts are activated.

Student Information Update. Please log in to **MyClass** to view the PDF BC Student Information Verification Form showing on the front page under Published Reports.

This document contains the information we currently have on file for your student, including Parent Contacts, Emergency Contacts, any medical information, etc. If any of this information is incorrect, please print the form, handwrite the changes and sign and date the form. In a timely manner, so we can update your child's information, please return the corrected, signed form to the school office so that changes can be made to your student's record.

Communication through the Parent Portal:

Stay connected on the Parent Portal. To register for the Parent Portal, go to <http://parents.sd42.ca> and click on the "Parent tab", then select "New Parent Registration". Once you have opened an account, you must link your child to this account. You can request a linking key and additional information about how to link your child to your Parent Portal account from our Administrative Coordinator Ms. D'Angelo patty_dangelo@sd42.ca (Subject Line: Linking Letter, in the body of the email please include your child's name and grade).

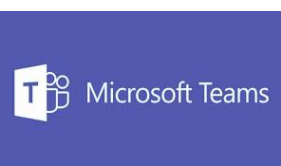
Site features include:

- Important District and School announcements
- Consent and policy acceptance forms
- Field trip forms
- School Fees (\$28.00)
- Yearbook Fees (\$55.00)
- Grad Fees (cost to be advised)
- Transportation registration and payments

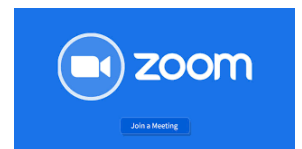
Student Permission Forms:

Please ensure that you have visited the [Parent Portal](#) consent forms section before **Thursday Sept 10**. You will find several consent forms including internet user agreement, yearbook photo consent, walking field trip etc.

Blending Learning Sites



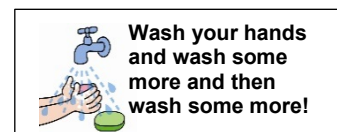
Microsoft Teams will be the primary software for the blended learning portion of our remote learning. In the first section of the school year we will be working to ensure students are logged in and proficient with these tools. We know that in the Spring of 2020 there was too much diversity in digital platform delivery. Teachers may use **Zoom** as well to connect with students or meet with parents virtually to discuss their child.



COVID 19 INFORMATION – THINGS TO KNOW

BEST PRACTICES:

- Students will be provided 2 reusable masks from our school district. Masks should be regularly cleaned after each use and stored appropriately. May we suggest that your child stores them in a special case or paper bag.
- Students are encouraged to bring their own water bottle, and utensils for lunch.
- Please note that all our schools will practice *pack it in and pack out lunch waste*. We should all reduce and reuse before we recycle.
- Students are not able to share supplies. Please ensure that they have their own school supplies for each subject of the quarter. Teachers will not be able to have shareable bins of pens and pencils as per Health and Safety Guidelines.
- Staff and students are not permitted to share food as per Health and Safety Guidelines.



WEARING A FACE COVERING

Masks are not required within learning groups (cohorts) but are mandatory for secondary students and staff when they are outside of their learning groups and in high-traffic areas where physical distancing cannot be maintained (e.g. in buses, hallways, school office, library and some classrooms). The school district will provide two reusable cloth masks to all secondary students. Staff who interact with multiple learning groups will be required to wear a mask and face shield when they are unable to maintain physical distancing.

VENTILATION AND ENHANCED CLEANING AND DISINFECTION ROUTINES

Ventilation systems in all school district facilities will meet **WorkSafeBC** requirements, and all air filters will be replaced on a regular basis. All schools will be cleaned in accordance with the Provincial COVID-19 Health & Safety Guidelines for K-12 Settings. General cleaning (including single-use surfaces like student desks) will occur once every 24 hours, while frequently touched surfaces as well as all shared equipment, appliances, manipulatives, and tools, will be cleaned and disinfected twice every 24 hours. The school district has hired additional custodians to meet the demands of these enhanced cleaning routines

DAILY HEALTH SELF-ASSESSMENT

Everyone entering the school environment is expected to do a Daily Health Assessment. This is a personal review of the signs and symptoms of Covid - 19. It is not necessary to print or submit. Further detailed information can be located on the SD42 website.

Please review the form in the attached link: [Daily-Health-Assessment-Checklist](#)

SYMPTOMS / ILLNESS

The BCCDC guidelines for schools are mandatory. If a student, staff member or any other adult has any symptoms of a cold, influenza, COVID-19, or any other infectious respiratory disease, they must not enter the school. <http://www.bccdc.ca/health-info/diseases-conditions/covid-19/about-covid-19/symptoms>

Students, staff members and any other adult must stay home and self-isolate if they have:

- ❖ Travelled outside Canada in the last 14 days
- ❖ Identified as a close contact of a confirmed case or outbreak
- ❖ This includes the children of essential service workers.

AS PER PUBLIC HEALTH GUIDANCE PROTOCOL IF A STUDENT/STAFF DEVELOPS SYMPTIONS OF THIS ILLNESS AT SCHOOL

If a student or staff member develops symptoms at school, schools should:

- ❖ Provide the student/staff with a non-medical mask if they don't have one (exceptions should be made for students/staff who cannot wear masks for medical and/or disability-related reasons)
- ❖ Provide the student/staff with a space where they can wait comfortably that is separated from others.
 - The student is to be supervised and cared for, when separated.
- ❖ Make arrangements for the student/staff to go home as soon as possible.
 - Contact the student's parent/caregiver with a request to have their child picked up as soon as possible
- ❖ Clean and disinfect the areas the student/staff used.
- ❖ Encourage the student/staff to seek assessment by a health-care provider.
- ❖ Request that the student/staff stay home until COVID-19 has been excluded and symptoms have resolved.

Anyone experiencing symptoms of illness should not return to school until they have been assessed by a health-care provider to excluded COVID-19 or other infectious diseases AND their symptoms have resolved.

Schools and school districts should notify their local medical health officer if staff and or student absenteeism exceeds 10% of regular attendance, to help with the early identification of clusters or outbreaks.

PROTOCOL IN THE EVENT OF A CONFIRMED COVID-19 CASE IN A SCHOOL

If a student or staff member is confirmed to have COVID-19, and were potentially infectious while they were at school:

- Public health will perform an investigation to determine if there were any potential close contacts within the school.
 - To learn more about contact tracing visit the [BCCDC.ca](http://www.bccdc.ca)
 - Students and staff who have interacted with the confirmed case may be asked to stay home while public health completes their investigation.
- If it is determined that there are close contacts within the school, public health will notify the school administrators to request class and bus lists to assist with contact tracing and provide guidance on what steps should be taken.
- Public health may then:
 - Recommend 14-day isolation if necessary (for confirmed close contacts)
 - Recommend monitoring for symptoms if necessary
 - Provide follow-up recommendations if necessary
- Schools must continue to provide learning support to students required to self-isolate
- Together, schools/school districts and public health officials will determine if any other actions are necessary.

DAILY HEALTH ASSESSMENT

All parents, guardians, and/or caregivers **MUST** conduct a Daily Health Assessment of their child(ren) before sending them to school. Keep this checklist in a well-frequented area (like your kitchen) and incorporate the assessment into your morning routine before leaving for school.

1. Symptoms of illness		Does your child have any of the following symptoms? Please circle ONE for each line.	
Fever		YES	NO
Chills		YES	NO
Cough or worsening of chronic cough		YES	NO
Shortness of breath		YES	NO
Sore throat		YES	NO
Runny nose / stuffy nose		YES	NO
Loss of sense of smell or taste		YES	NO
Headache		YES	NO
Fatigue		YES	NO
Diarrhea		YES	NO
Loss of appetite		YES	NO
Nausea and vomiting		YES	NO
Muscle aches		YES	NO
Conjunctivitis (pink eye)		YES	NO
Dizziness, confusion		YES	NO
Abdominal pain		YES	NO
Skin rashes or discoloration of fingers or toes		YES	NO
2. International Travel	Have you or anyone in your household returned from travel outside Canada in the last 14 days?	YES	NO
3. Confirmed Contact	Are you or is anyone in your household a public health confirmed contact of a person confirmed to have COVID-19	YES	NO

IMPORTANT: If you answered "YES" to any of the questions and the symptoms are not related to a pre-existing condition (e.g. allergies) your child MUST NOT come to school.

If you answered "YES" to questions 2 or 3, use the COVID-19 Self-Assessment Tool (<https://bc.thrive.health>) to determine if you should be tested for COVID-19. Please regularly check BCCDC's Symptoms of COVID-19 regularly to ensure the list is up to date. If any of your children are experiencing any symptoms of illness, contact a health-care provider for further assessment. This includes 8- 1-1, or a primary care provider like a physician or nurse practitioner.