

August 2021



Welcome to the 2021-22 school year!

On behalf of the entire staff, we hope you safely enjoyed your summer and are starting to look forward to the school year ahead. We send this start up correspondence to highlight some of the dates and procedures for the first few weeks of school and to recognize some of the comings and goings that have taken place over the summer.

Firstly, we wish to thank the caretakers and office staff for all that has taken place in preparation for the year ahead. Over the past two school years, there have been several revisions of school that required immediate modifications to how we rethink the safe and orderly operations of teaching and learning. The custodians have the building both looking great and reorganized as per the latest requirements of the Ministry of Education and Provincial Health Officer ([2021-22 Plan for Schools](#)). Throughout the summer, our office staff has been busy finalizing student records, supporting families with various requests, and coordinating an orderly start to a September 7<sup>th</sup> start up, when the provincial “rulebook” was made available on August 24<sup>th</sup>. All the conscientious work from our office staff, custodians and district maintenance workers is noticed and appreciated.

We also thank the various district staff and departments as so much of what we do at PMSS is in association with their hard work and thoughtful effort. This July and August created another layer of complexity and collaboration in getting all our district schools ready under new guidelines in a way that both respects individual school context and balances operational consistency across our entire district.

Finally, thank you in advance to all our students and families for the trust and patience you place with us as we start a school year that once again has new questions and scenarios that will require some time thought and understanding by all of us, as we return to somewhat familiar routines while establishing new norms and habits.

Please take some time to review the information that follows as it outlines some of the start up questions and procedures for the first day, first week and first month. Our next bulletin home will be an FAQ based on your feedback. If you have any questions about the routines of school under the latest COVID health and safety measures, then please submit your questions [HERE](#).

Welcome again to the 2021-22 school year at PMSS.

Sincerely,

Mr. Glen Conley  
Principal

## August 2021

Our counsellors, coordinators and administration returned to school this week. The counselling team's focus is registering new students, revising student schedules in relation to summer school courses completed, and updating all timetables as we shift back to a semester system from quarters. Should you need to contact a school counsellor or administrator, know that our general practice is to associate students by alpha group (student surname) but all administrators and counsellors are here to willingly work with any family.

<u>Alpha</u>	<u>Counsellor</u>	<u>Alpha</u>	<u>Vice Principal</u>
A - Lia	<a href="#">Ms. Cindy Campbell</a>	A - Jh	<a href="#">Ms. Denise Nembhard</a>
Lib - Z	<a href="#">Mr. John Gibney</a>	Ji - Pn	<a href="#">Mr. Brent Taylor</a>
IB Coordinator	<a href="#">Mr. Sean Lenihan</a>	Po - Z	<a href="#">Ms. Veronika Farnell</a>
International Coordinator	<a href="#">Ms. Kira Woldring</a>		

A reminder to our returning students that we will not be scheduling appointments for course changes. In June, timetables for returning students were distributed and counsellors reviewed student requests as a final step in the process of timetabling that started in February. The exception is students who require amendments due to graduation needs and/or completed summer school courses previously not identified to counsellors in June. If you have a question about the details of your schedule, please first email your counsellor.

### Start Up Schedule

<b>August 31 – September 3</b>	
<b>Tuesday, Aug. 31<sup>st</sup></b>	<b>On site: Counsellors, coordinators, office staff and administration</b> <ul style="list-style-type: none"> <li>• New student registrations. Ongoing all week</li> <li>• Diploma pick up for 2021 graduates</li> </ul>
<b>Wednesday, Sept. 1<sup>st</sup></b>	<b>Student Schedules Viewable on My43 Portal</b>
<b>Thursday, Sept. 2<sup>nd</sup></b>	<b>English Language Learners</b> <ul style="list-style-type: none"> <li>• Language testing by appointment with Ms. Woldring</li> <li>• Gr. 9 – 12 orientation for International students</li> </ul>
<b>Friday, Sept. 3<sup>rd</sup></b>	<b>Grade 9 and new to PMSS Student Orientation /School Tour</b> <ul style="list-style-type: none"> <li>• 10am – 12pm</li> <li>• Arriving students meet outside by the main entrance</li> <li>• SOAR leadership students will lead small groups orientations (Attendance encouraged but not required; Home room Sept. 7<sup>th</sup> will again review start up information)</li> <li>• Students will receive a paper copy of their timetable</li> </ul>

## August 2021

Week One: September 7 - 10	
Tuesday, Sept. 7 <sup>th</sup>	<b>School Opens: Grade level attendance in Home Room</b> Gr. 9 @ 10:00 – 10:55 / Gr. 10 @ 11:00 – 11:55 Gr. 11 @ 12:00 – 12:55 / Gr. 12 @ 1:00 – 1:55
Wednesday, Sept. 8 <sup>th</sup>	<b>Semester 1 Begins (Day 1)</b> <ul style="list-style-type: none"> <li>All students attend Home Room at 8:30</li> <li>Regular bell schedule day</li> </ul>
Thursday, Sept. 9 <sup>th</sup>	<b>All Students attend Home Room at 8:30</b> <ul style="list-style-type: none"> <li>Individual student photo day.</li> <li>Regular bell schedule day</li> </ul>
Friday, Sept. 10 <sup>th</sup>	<b>All Students attend Home Room at 8:30</b> <ul style="list-style-type: none"> <li>Regular bell schedule day</li> </ul>

<b>PMSS Bell Schedule</b>	
2021-2022	
<b>Monday</b>	
Block	Schedule
0	7:19 – 8:27 (before school)
1	8:30 – 9:38
2	9:41 – 10:49
3 / Lunch	10:49 – 11:39
4	11:43 – 12:50
5	12:54 – 2:02
6	2:05 – 3:13 (after school)
<b>Tuesday - Friday</b>	
Block	Schedule
0	7:10 – 8:26 (before school)
Flex	8:30 – 8:57
1	8:59 – 10:15
2	10:19 – 11:35
3 / Lunch	11:35 – 12:25
4	12:29 – 1:45
5	1:49 – 3:05
6	3:09 – 4:25 (after school)

For the first week of school, we will have Home Room Wednesday, Thursday, and Friday during Flex time (8:30 – 8:57). During this time staff and students will make connections and spend time reviewing and discussing the routines and rhythms of this September’s context.

Most of our students will have four classes each day per semester with a start time of 8:30. Our school is unique in that we are the only IB school and many of our senior students have schedules exceeding eight classes in the year. Therefore, our schedule has additional blocks to accommodate both the program requirements (ex. ‘0’ block is primarily IB students) and some courses that run outside of our schedule. In general terms we reference 8:30 as the start of the day and after period 5 as the end of the day. Please make note of the difference between our Monday schedule (no Flex time and earlier end time) to the rest of the week.

## August 2021

### School Communication & Visitor Access

The school phone number: 604-939-6656

Office email: [088-Office@sd43.bc.ca](mailto:088-Office@sd43.bc.ca)

Website: [Port Moody Secondary School](#)

District: [School District No. 43 \(Coquitlam\)](#)

Our main office is generally open 8:00am – 4:00pm (amended hours will be posted on holidays, professional development days, summer months).

Again, this year we kindly request visitors not enter the school unless you have first scheduled an appointment. There will be limited access to the building with a priority to those supporting activities that benefit student learning and well-being. Prior to entering the school for your appointment please be aware of the posted health and safety protocols (you must complete a daily health check before entering the building and wear a mask). Upon entry to the school all visitors must immediately report to the main office to sign in and confirm health check answers.

In addition to our news bulletin sent on Tuesdays and Thursdays, our most common means of sharing school wide information is the website, school app and automated messaging system *School Messenger*. To receive *School Messenger* information and our news bulletins, we require your contact information and approval by indicating 'yes' on the parent school policy form. Please contact the office if you ever wish to have your email removed or updated. Our mobile app is available for download at the App Store by searching: *My School Day* and selecting Moody Secondary School.

Our staff directory with email addresses is located on our website under the Staff tab (also viewable on our app). We ask your first contact regarding your child's learning be with the teacher(s) should you have a need, issue or question relating to a specific class.

On the occasion when a student is excused absent, please contact the office by phone or by using the email [MoodySecondaryAttendance@sd43.bc.ca](mailto:MoodySecondaryAttendance@sd43.bc.ca) with the following information in the body of the message:

- 1) Student First Name
- 2) Student Last Name
- 3) Grade
- 4) Duration and reason for student absence. If unknown please respond, "until further notice".
- 5) Please provide the student's Home Room Number and/or Teacher's Name

If leaving early for an excused reason, please ensure your child has signed out at the office.

### School Supplies, Laptops, & Lockers

Teachers will indicate course specific materials when introducing the course syllabus at the start of the year. In general, the regular supplies of binders, paper, pens/pencils, dividers, and a calculator are sufficient.

While not required, students are strongly encouraged to have a personal laptop (BYOD).

## August 2021

Proper PE strip is required for those students in a PE course. Change room access and PE locker usage will be reviewed with students when classes commence next week.

Aside from PE and band, the school lockers are unavailable to start the year as we assess the orderly movement in the hallways. Towards the end of September, we will look to assign lockers for only those students requesting one. At the best of times, we do not have enough lockers for everyone, and many students are therefore assigned shared lockers. Standing at each others locker and wandering the halls with friends has been an acceptable social norm and fun part of the school day for as long as I can remember! When tasked with controlling this movement and avoiding clustering in the halls, locker usage is a concern for this September. However, we do recognize students will have very full backpacks with the return to full course loads this year. Our hope is that together we will have established the new norms of safely navigating the building by the end of the second week and begin to address locker assignment the week of the 20<sup>th</sup>.

### **Moved / Moving?**

If you are receiving our updates but are no longer attending Port Moody Secondary, please contact the office as soon as possible and we can remove you from our contact list and if necessary, assist you with your timely registration at your new school.

Regular attendance and notification of absences is expected throughout the year. During the first weeks of school this is especially important as we review our overall enrolment and available space in our schedule. Any student's ongoing daily unexcused absence, coupled with no contact from the household, can result in the loss of placement in some or all courses previously assigned.

If you recently moved to our district and you are a parent with a work permit or study permit, please first contact the International Education Department at 604-936-5769. For families living out of catchment / out of district and interested in attending PMSS, please submit your request using the *2021 - 22 School Transfer Request Form* in our Quick Links section of our homepage.

### **Parent Forms & Fees 2021 - 22**

We will notify families when the district managed start of year forms (required & optional) will be available online from our homepage under Quick Links > Parent eForms and/or go directly to KEV School Cash Online. School District 43 uses the KEV School Cash Online for both fee statements and registration forms.

Paper copies for Emergency Preparedness will be distributed to students during the first week. We request all forms be submitted by Thursday, September 23<sup>rd</sup>.

No student will be denied educational opportunities offered at the school due to financial hardship and if need arises, please contact one of the Vice Principals.

### **Student Accounts & Transcripts Service**

It is expected students use their district accounts for school related tasks. The 3 accounts widely used:

1. District Account = access to email and Office 365 applications
2. Provincial Account "MyEd" = access to student schedule; report cards; course selection
3. ManageBAC = IB Diploma years only

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Regarding #2: please record your password, and do not attempt a forgotten password more than 3 times. If you do not know your password, select “forgot my password” and reset it. Accounts are locked after 5 attempts. Unlocking your account is not an automated process and instead requires our office staff to manually reset the password.

StudentTranscripts Service ([STS link](#)) is a government site students should become familiar with and bookmark as it is used to:

- View or order your secondary school transcript
- Send your secondary school transcripts to post-secondary institutions
- Order your graduation certificate
- View scholarships awarded by B.C.
- View your provincial exam or graduation assessment results

### **Port Moody Parent Advisory Council**

Our PAC meets the first Tuesday of the month at 7:00pm. To start this school year we will again host the meeting online/ remote. The first meeting of the year will be October 5<sup>th</sup> on Zoom and the reminder/ online link to join, will be posted in our daily newsletter as we near the date.

### **Digital Learning News!**

All Grade 9 students will be taking Applications of Digital Learning 10 over the course of the 2021-2022 school year. This course includes key learning assignments as well as learning experiences that will be embedded into students’ other Grade 9 classes.

Consumption, communication, and creation are central themes of the course. With support, students will learn how to critically consume information presented to them in various digital platforms. They will also learn how to create digital content, including blogs, presentations, infographics, social media posts, videos, and podcasts as they learn how to effectively and appropriately communicate and exchange information, experiences, and ideas with various audiences.

Students and caregivers will be informed of general course information such as (virtual) course assemblies and meetings, and additional learning opportunities (e.g. during Flex learning times) through MS Teams. Specific class and assignment information will also be shared with students via MS Teams. Additional information may also be shared on our school’s [MySchoolDay App](#) (Digital Learning channel), the school announcements via The Times Newsletter, and/or via school email.

We’re looking forward to connecting with you soon!

Thank you,  
Team DL

Marina Mehai  
Giovanni Valente  
Brent Phillips-Watts  
Angela Chan

## August 2021

### Buses, Traffic & Parking

The closest bus stops are located on St. Johns Street. The closest SkyTrain station is Moody Centre on the Millennium Line. If ever you have an issue with bus service or scheduling, please use the Translink customer service link: <https://www.translink.ca/feedback>

Link to Translink [Trip Planner](#)

Albert Street and the surrounding streets are very congested during drop off and pick up. Last year traffic calming measures (closed access streets) were introduced by the city in the surrounding area. We appreciate how congested the streets are and know that it will take some time to figure out family commuting schedules. Unfortunately, the school is not open to early drop offs or late pick ups. Please do not arrive to school well in advance of your start time or make plans to wait after your last class for a ride. The school does not currently have the open accessibility that many have previously utilized, and you will be required to wait outside.



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### Drivers:

- Drop off / pick up is at the lower roundabout at the entrance to the student parking lot (highlighted in yellow)
- In the mornings move towards the curbside of Albert so that staff and district vehicles can drive up Albert Street.
- Above the school sign (highlighted in red) is parking for staff, preapproved families, and emergency vehicles only.
- Potential lateness does not grant access to the upper lot for drop off.
- Disregard for the traffic calming measures and signage of no parking on Albert Street have been a reported source of ongoing frustration from our neighbours. Please adhere to the posted signage.

### Pedestrians / Transit Commuters:

- Be considerate to drivers needing to get in and out of this area by walking around the drop off (yellow) area rather than across it.
- Take turns. Allow cars to cross over intersections and then cross streets at marked intersections
- Available space on the busses at the start and end of day is an issue. Please be respectful of one another by loading and unloading in an orderly manner. Do not push past those who arrived ahead of you.

The reality of this latest start up is that we again require some time to reorganize the delivery of a comprehensive educational program. The return of historical events and opportunities outside the classroom are thankfully also on the near horizon. Re-introducing extracurricular activities, clubs and teams is a focus of our current planning and information will be shared in future bulletins.

We look forward to seeing you soon as we return to a semester schedule.

August 2021

FIRST  
PEOPLES

# PRINCIPLES OF LEARNING

Learning ultimately supports the well-being of the self, the family, the community, the land, the spirits, and the ancestors.

Learning is holistic, reflexive, reflective, experiential, and relational (focused on connectedness, on reciprocal relationships, and a sense of place).

Learning involves recognizing the consequences of one's actions.

Learning involves generational roles and responsibilities.

Learning recognizes the role of indigenous knowledge.

Learning is embedded in memory, history, and story.

Learning involves patience and time.

Learning requires exploration of one's identity.

Learning involves recognizing that some knowledge is sacred and only shared with permission and/or in certain situations.



For First Peoples  
classroom resources  
visit: [www.fnesc.ca](http://www.fnesc.ca)

