**Dr. Charles Best Secondary** **Newsletter**

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**Issue 1 – September 2, 2022**

**2525 Como Lake Avenue, Coquitlam, BC V3J 3R8 604-461-5581**

**Website:** [**http://www.sd43.bc.ca/school/charlesbest/Pages/default.aspx**](https://www.sd43.bc.ca/school/charlesbest/Pages/default.aspx) **Principal – Heather Murphy, Vice-Principals – Michelle Ciolfitto, Kelly Fridge, Joel Nelson***Our school goal is to develop a culture of connectedness and belonging within the school, among school staff, students, and our parent community, in order to enhance opportunities for collaborative partnerships.*



**Dear Dr. Charles Best Staff, Students and Parents,**

**Welcome Back to School!**

It is my pleasure to welcome you to the start of the 2022/2023 school year at Dr. Charles Best Secondary School. We are proud to continue our tradition of excellence in academics, athletics, and the arts. Our school is full – we have approximately students – half of our school is in the French Immersion Program. Thank you to Ms. Fournier and our leadership students for hosting our grade 9’s this week for an orientation day. We would also like to thank our office staff, caretakers, and district maintenance staff for the work they put into our school over the summer.

We are pleased to welcome new staff and returning staff who were on leaves or returning from lay off situations – Welcome to the Best staff.

Lyndsay Abdou Home Economics, Career Life Education

Kumi Abercrombie Business Education, Career Life Education

Paul Alvaro Social Studies, Business Education

Danial Anania Technology Education

Andrew Celenza English

Maria Doll Home Economics

Mike Gosselin English, Business Education, Career Education

Hee Jin Hyun Math

Spencer Jones Technology Education

Fahim Karmali Business Education, Digital Literacy

Chloe Kim Science

Andre LeBlond French Immersion

Janelle Lee Math

Jessica Nelsen English

Miranda Oak Science

Andy Radulovic Science, Digital Literacy

Jessica Rex English

Stephen Shong Math, Science

Megan Weeks Skill Development, Science

Amiee Henry Front Office Staff

Erin Trainner Student Services Educational Assistant

Ainsley Trainner Student Services Educational Assistant

Thank you for your patience as we start up our new year. Our counsellors, admin and office staff have been working to finalize student’s schedules but please understand that our timetable is extremely tight and there is little to no room for course changes.

Please help us help you and your child and work with us to make this another fabulous year.

Sincerely,

Heather Murphy

Principal, Dr. Charles Best Secondary School

**COUNSELLORS, VICE PRINCIPALS AND STUDENT SUPPORT STAFF**

Please stay in contact with your child’s teachers, counsellor, and administrator. Our email addresses are listed on the website. We organize our students by alpha groupings:

Principal: Heather Murphy

A-G VP: Michelle Ciolfitto Counsellor: Rachel John

H-O VP: Kelly Fridge Counsellor: Warren Chang

P-Z VP: Joel Nelson Counsellor: Tony Papillo

Youth Workers: Heather Bjornson

Alanna Waunch

Career Education Facilitator: Silke Kaufmann

International Education Coordinator: Shannon Joba

Head Secretary: Brenda Aarstad

Accountant: Nicole Mitianin

Student Records: Kym Thibault

Office Staff: Ramiza Hajdarevic

Christine Wynn

Amiee Henry

Information Technology Support: Andy Wong

Daytime Caretaker Dave LeBlanc

**WEEK AT A GLANCE - SEPTEMBER 6-9, 2022**

|  |  |  |  |
| --- | --- | --- | --- |
| **Tue., Sept 6** | **Wed., Sept 7** | **Thu., Sept 8** | **Fri., Sept 9** |
| 10:00 – 11:00 am Gr 9, 10 advisories  1:00 - 1:45 pm  Gr 11, 12 advisories | Day 1, Semester 1  Regular Bell schedule, first day of all **regular classes**  \*\*if your child cannot attend you must inform the school | Regular Bell Schedule  Gr 12 Assembly P-2 (go to blk 2 for attendance, class will be called down, dismiss from gym)  Gr 9 Assembly P-3 (go to gym after blk 2; gr 9’s will be dismissed with time to eat lunch) | Regular Bell Schedule  Photo Day  Leadership students will come to classrooms to collect students. Expect about a 20 min disruption between 8:30 and 1:30. |

**ADVISORY LISTS**

Please check the lists posted throughout the school on the first day of school (Tuesday, September 6) to see who your advisory teacher will be and where your advisory/homeroom is located. Advisories are alphabetical by grade.

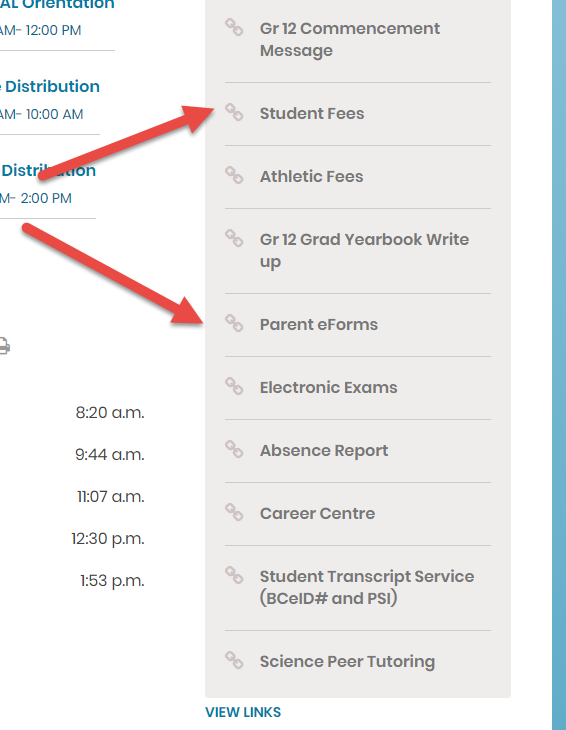
**ATTENDANCE**

Parents, if you child is not able to attend school on the first day, please contact the office by phone or email the school office at [charlesbestattendance@sd43.bc.ca](mailto:charlesbestattendance@sd43.bc.ca) . It is important to know if your child will be attending Dr. Charles Best Secondary and will be returning on a certain date. If your child misses school this week, please complete what you can online (see student fees section below) and come to the main office for help getting a locker, pick up forms, etc.

**ADVISORY INFORMATION – SEPTEMBER 6-8**

In advisory, students will:

* Receive their schedules, a locker, an “Emergency Release” form and a **personally addressed** “Student Information Verification” report. These handouts must go home for parents to complete/update and sign and are to be returned to the school by Thursday, September 8. These updates are vital to keep our records accurate. Even if there are no changes, parents are to sign at the bottom under the parents signature.



* **Students are to hand in their signed Verification form to the main office in the bin under their alpha; A-G, H-O, M-Z**

Prior to Wednesday’s advisory, parents should have already accessed our website online and completed e-forms (School Policy) and paid student fees. If you prefer to pay by cash or cheque please ask your child to bring their payment directly to the office. Activity Fee $45.00, Commencement Fee (grade 12’s only) $65.00, Yearbook $55.00 (optional). Optional PAC donation.

* **STUDENTS FEES**

Students will receive Fee Statements in their Advisories on the first day.  These fees will represent any course and school fees for this school year.   Course fees are to cover the costs of supplies for projects, guest speakers or field trip type activities.   Student Activity Fees cover the costs of all the extra curricular type activities such as clubs, presentations, awards, prizes, and supplies for all extra curricular type activities just to name a few.  Please contact your student’s vice principal or counsellor if you require support or further explanation with any of these fees.   Thank you for your continued support of our school we hope to continue to run even more clubs, school wide activities and teams this year!

**Fees are paid on School Cash On Line**

* Go to school cash online. Read, fill/ digitally sign out the online forms, pay fees
  + Code of conduct
  + School fees
  + Athletics fees
  + District policies
  + Volunteer driver
  + Parent volunteer
* **GRAD FEES**

Students in grade 12 will have a Grad Fee attached to their Fee Statement.  This fee covers the cost of the Commencement Ceremony, rental of the venue, gowns, caps, stole, cords, folders for their certificates, awards, decorations etc.

**PHOTO DAY FRIDAY, SEPTEMBER 9, 2022**

All students, regardless of grade, need to have their photo taken even if they choose not to purchase photos. Individual student photos are needed for the yearbook, student ID cards and the school data base.As photos are used for identification purposes, students are to be reminded that hats, props, masks are not to be worn. Those choosing to wear a mask will be asked to remove the mask at the moment the photographer is ready to take the picture. All Lifetouch staff will be masked during the photo sessions. Classes will be brought down to the small gym by Leadership students when it is their turn to have their photo taken.

**Tentative times for photos are listed below**:

Period 1 8:15 - 9:35 - photograph Grade 9 classes

Period 2 9:40 - 10:55 - photograph Grade 10 classes

Period 3 11:05 - 12:25 - photograph Grade 11 classes

Period 4 12:30 - 1:50 - photograph Grade 12 classes

1:50 - 2:30 - Flex time and last call photos

**STUDENT SCHEDULES**

Schedules have been made available through the MyEd portal and handed out during Grade 9 orientation. Grade 9 schedules that were not picked up will be available in Advisory on Tuesday.

Gr 10 – 12 students that have not been able to access their portal accounts can come to the main lobby before their Advisories to access your course schedules.

Schedules are being reposted into Student Portals on Friday.

**COURSE CHANGE REQUESTS**

All course change requests are submitted through an online form located on the opening page of our school website. Students should be following their most recent course schedule and not lining up at the counsellors’ offices requesting a change.

**GRADE 9 STUDENTS LUNCH**

All of our grade 9 students have a period 3 lunch.  Some grade 9’s may be involved in support blocks, band or choir during period 3 but generally all of our grade 9’s have their lunch block during this time.  Semester 1 all grade 9 students are required to remain on campus during their lunch.  They are not allowed to leave to spend their lunch off campus.  This week our cafeteria will have limited service as they start up for the year so be prepared to send your grade 9’s with lunch.  On Thursday Sept 8th our grade 9’s will have an important assembly for the beginning of period 3 so their lunch will only be 15-20 minutes at the end of the period.

**SCHOOL CAFETERIA**

Please note our School Cafeteria will not be open Tuesday Sept 6th.   Sept 7-9th there will be limited service.

**SCHOOL SUPPLIES**

There is a basic school supply list on the website.  A 3-ring binder, lined paper, pencil, pen, Bring your own Device (laptop etc).  Specific supplies for individual classes will be explained by their individual teachers the first day of their classes for example if they need a calculator etc.  If your student needs supplies that you cannot provide, please tell them to talk to their Vice Principal. We have a loaner Laptop Program if they need to borrow a laptop. They need to see Mr. Joel Nelson first.

**COMMUNICABLE DISEASE GUIDANCE**

Although the start of this school year feels considerably more normal than last, we are to be reminded that Covid and other communicable illnesses can be transmitted in public settings. It is important that students always complete a daily health check before coming to school. A health check means a person regularly checks to ensure they are not experiencing symptoms of illness (including but not limited to COVID-19 symptoms) that would limit their ability to participate fully in regular activities before coming to school to prevent spread of communicable diseases, such as COVID-19, within the school setting.

When your child is sick (including COVID) they should stay at home and follow BCCDC guidelines. If your child is exhibiting symptoms of illness, such as COVID-19 or gastrointestinal illness, they should stay home until they are well enough to participate in regular activities. Students can attend school if their symptoms are consistent with a previously diagnosed health condition (e.g., seasonal allergies) or symptoms have improved enough to where they feel well enough to return to regular activities and any fever has resolved without the use of fever-reducing medication (e.g., acetaminophen, ibuprofen).

The decision to wear a mask is a personal one, based on individual preference. Some students may choose to continue to wear a nonmedical mask or face covering throughout the day or for certain activities. The choice of staff and students to choose whether they practice additional personal prevention measures should be respected. In addition, students are reminded to sanitize their hands upon entering the building, wash their hands before and after eating and practice respiratory etiquette:

• Cough or sneeze into their elbow or a tissue. Throw away used tissues and immediately, perform hand hygiene.

• Refrain from touching their eyes, nose, or mouth with unwashed hands.

• Refrain from sharing any food, drinks, unwashed utensils, cigarettes, or vaping devices.

**DROP OFF/PICK UP**

We have an extended day schedule. We have a few classes that start at 7 am and we have a few classes that start at 3:20 pm but most of our students attend between 8:15 am and 3:15 pm. Please know that students are expected to be in their classrooms by 8:15 or if they start in Period 2 then 9:40 am so they should arrive to school with enough time to get organized and get to class by these times. We have two main areas: the front of the school and the upper parking lot. Please understand that our drop off and pick up areas get very congested so please plan for the extra time it will take and we ask that you are patient, kind and careful. If your schedules allow you might consider dropping off a little earlier than the rush and picking up a little later than the rush and maybe, we can spread out the congestion.

Please know that you cannot pick up or drop off in the **roundabout** at the west side of our lot, staff lot on the west end by the bus parking cage or down by the portables – it is dangerous and causes traffic issues. Please help us as we try to maintain a safe and efficient lot for your children and our staff.

**DR. CHARLES BEST INFORMER**

We have an in-school newsletter we will produce on Tuesdays and Thursdays. We will post it on our website as well. It is a great way to keep up with events and announcements happening at Best.

**DR. CHARLES BEST APP (instead of an agenda book)**

Our school has an APP for parents and students to be able to access pertinent school information: Calendar, Daily News (Informer), Code of Conduct, Schedules, Web Site, and all other school information that was previously in student agendas. Install free from the App Store or Google Play. Please note, we will also send important push notifications through this app, so please allow your device to receive notifications if asked.

**PAC CORNER**

The PAC welcomes everyone to the 2022-2023 school year!

Our first PAC meeting is on **Monday October 3 at 7:00 pm in the school library**. Principal Heather Murphy will be in attendance to provide school updates and answer any parent questions. All parents are members of the PAC and are invited to attend!

Here is your PAC Executive for this school year:

• Chair: Graeme Illman ([bestpacchair@gmail.com](mailto:bestpacchair@gmail.com))  
• Vice-Chair: Will Davis  
• Secretary: Michele Danielov  
• Treasurer: Upasna Sharma (\*temporary)  
• DPAC Rep: David White  
• Member-at-Large: Jenn Bell-Irving

We're still looking for parents to volunteer for specific roles for this school year:  
• PAC Exec Member-at-Large  
• PAC Treasurer (\*permanent)  
• PAC French Immersion Parent Rep

If you are interested in filling any of these roles, please contact the PAC Secretary at [bestpacsecretary@gmail.com](mailto:bestpacsecretary@gmail.com).