

# PORT MOODY SECONDARY SCHOOL

## August 2018



Welcome to the 2018-19 school year!

On behalf of the entire staff, we hope you all enjoyed your summer and are looking 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 took place over the summer.

Firstly, we wish to express our gratitude for all that has taken place at our school and at a district level in an effort to get us prepared for this new school year. The custodians have the inside of the building looking great and a considerable amount of exterior work was completed this summer by our district's maintenance and facility staff. Throughout the summer, our office staff simultaneously finalized the numerous end-of-year tasks while setting up for an orderly start to this school year. All of their conscientious hard work is noticed and appreciated by the entire Blues community and enables us to hit the ground running for another year of teaching and learning.

We have finalized most of our hiring for this year and we welcome to the Port Moody staff:

Mr. Nick Baron (Math / Science)  
Ms. Megan Carruthers (Counsellor)  
Ms. Arnette Friesen (Library Assistant)  
Ms. Elizabeth Kim (Science)

Ms. Pat Naidoo (EAL / International Education Coordinator)  
Ms. Sharon Starr (Vice Principal)  
Mr. Giovanni Valente (Business)

Our counsellors, coordinators and administration team will return on Monday, August 27<sup>th</sup>. The counselling team's focus will be registering new students, hosting orientations, reviewing schedules and updating timetables in relation to courses taken during summer school. Students are generally assigned by alphabet to one of our 3 counsellors and 3 vice principals. At any time, should you need to contact a school counsellor or administrator, know that our general practice is to associate students with an alpha group (by student surname):

Alpha	Counsellor	Vice Principal
A – HUA	Ms. Cindy Campbell	Mr. Andrew Lloyd
HUF – PH	Mr. John Gibney	Mr. Brent Taylor
Pi - Z	Ms. Megan Carruthers	Ms. Sharon Starr

A reminder to our returning students that we will not be scheduling appointments for course changes in late August/ September. This timeline change (now in its 2<sup>nd</sup> year) is a result of class size and composition requirements. For further explanation please see the letter from the superintendent on our website: [Letter to Parents June 9.2017](#) . 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 when students first submitted course requests.

If you or someone you know recently moved in to our catchment and have not yet registered with us, then please come into the office early next week to begin the process. Our office staff is happy to assist you with the required documentation necessary for registration prior to scheduling an appointment with a counsellor. If you recently moved to our district and as a parent, you have a work permit or study permit, please first contact the International Education Department at 604-936-5769. For families living

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out of catchment/ out of district and interested in attending PMSS, please submit your request using our online [transfer request](#) form.

### Start of Year Calendar

<b>Monday, Aug. 27<sup>th</sup></b>	<b>Office staff, counsellors and administrators return to work</b> <ul style="list-style-type: none"> <li>➤ Please first contact the office by phone or email to make an appointment</li> <li>➤ New student registration for <u>in</u> catchment families will take place starting Tuesday and ongoing.</li> </ul>
<b>Tuesday, Aug. 28<sup>th</sup></b>	<b>EAL Testing</b> <ul style="list-style-type: none"> <li>➤ Language testing by appointment</li> </ul>
<b>Wednesday, Aug. 29<sup>th</sup></b>	<b>EAL Testing &amp; International Student Orientation</b> <ul style="list-style-type: none"> <li>➤ Language testing by appointment</li> <li>➤ School orientation starts @ 1:00pm</li> </ul>
<b>Thursday, Aug. 30<sup>th</sup></b>	<b>Grade 9 &amp; New Student Orientation</b> <ul style="list-style-type: none"> <li>➤ 10:00am – 12:00pm</li> <li>➤ Students meet in the multipurpose area to start the tour.</li> <li>➤ Student photos available for grade 9s.</li> <li>➤ Schedules will be distributed to grade 9s. Available again on the first day of school for those unable to attend this event.</li> </ul>
<b>Friday, Aug. 31<sup>st</sup></b>	<b>Registration continues</b>

<b>Monday, Sept. 3<sup>rd</sup></b>	<b>Labour Day – School is Closed</b>
<b>Tuesday, Sept. 4<sup>th</sup></b>	<b>1<sup>st</sup> day of school. Attendance at assigned times:</b> <ul style="list-style-type: none"> <li>➤ Grade 9s from 10:00 – 11:00am</li> <li>➤ Grade 10s from 11:00am – 12:00pm</li> <li>➤ Grade 11s from 12:00 – 1:00 pm</li> <li>➤ Grade 12s from 1:00pm – 2:00 pm</li> <li>➤ Homeroom rosters and maps will be posted around the school</li> <li>➤ Timetables will be distributed in home room</li> <li>➤ Each grade level will spend ½ hour in home room then the last ½ hour in the gym for a start of year grade assembly.</li> </ul>
<b>Wednesday, Sept. 5<sup>th</sup></b>	<b>Homeroom during Flex time</b> <ul style="list-style-type: none"> <li>➤ Paper copies of start-of-year forms and fees issued in homeroom (also available on our 'quick links' section of our website's homepage)</li> </ul>
<b>Thursday, Sept. 6<sup>th</sup></b>	<b>Homeroom during Flex time</b> <ul style="list-style-type: none"> <li>➤ Student photos (all grades - AM).</li> <li>➤ Photos are required by all students.</li> </ul>
<b>Friday, Sept. 7<sup>th</sup></b>	<b>Homeroom during Flex time</b>
<b>Monday, Sept 10<sup>th</sup></b>	<b>Homeroom during Flex time</b> <ul style="list-style-type: none"> <li>➤ Gr. 9 Team building afternoon (Blocks 4/5)</li> <li>➤ Lunch provided to our grade 9s</li> </ul>

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### Bell Schedule & Flex Time

This year we have added a Flex block to our weekly schedule. It is recognized instructional time (Tuesday to Friday) when students will have the opportunity to engage in their learning in more self-directed ways. Students are expected to be in one of their teacher's classrooms or a designated area during this time. September will be an introductory month with a gradual entry to Flex when we will start the first weeks with students attending their assigned homeroom during Flex time. During the initial homerooms we will introduce the rationale for Flex, the structure at PMSS, and answer questions to support the students in owning their learning during this block of time.

Our regular weekly bell schedule is below. During the year, some grade-level and school-wide events may occur during Flex block and will be announced ahead of time. When needed, amended schedules will be posted in advance for such events as our Terry Fox Run, Remembrance Day assembly, parent – teacher conferences, Spring Fling etc.

This [article](#) on Flex time was originally sent in our July summer message.

## PMSS Bell Schedule

2018 – 2019

### Monday

Block	Schedule
0	7:19 – 8:26 (before school)
1	8:30 – 9:37
2	9:41 – 10:49
3 / Lunch	10:49 – 11:39
4	11:43 – 12:50
5	12:54 – 14:01
6	14:05 – 15:12 (after school)

### Tuesday - Friday

Block	Schedule
0	7:10 – 8:26 (before school)
Flex	8:30 – 8:55
1	8:59 – 10:15
2	10:19 – 11:35
3 / Lunch	11:35 – 12:25
4	12:29 – 13:45
5	13:49 – 15:05
6	15:09 – 16:25 (after school)

### School Communication

The school phone number: 604-939-6656

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

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Our main office is generally open 8:00am – 4:00pm (amended hours on: holidays, professional development days, summer). In addition to our daily news, our most common means of sharing school wide information is the website, app and automated messaging system *School Messenger*. In order to receive *School Messenger* information and our daily news we require your contact information and approval by indicating 'yes' on the parent school policy form. If during the year you wish to have your email removed or updated, please contact the office. Our app is available for download at the App Store by searching: *Moody Secondary*.

Our staff directory with email addresses is located on our website (and app) under the Staff tab and we ask you first contact your child's teacher(s) should you have a need 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 '*Absence Report*' under Quick Links on our homepage. If leaving early for an excused reason, please ensure your child has signed out at the office.

## **School Supplies**

Teachers will indicate any course specific materials when introducing the course syllabus at the start of the semester. In general, the regular supplies of binders, paper, pens/pencils, dividers, a calculator are sufficient. Students are encouraged to use personal laptops and every student has a district created account. Proper PE strip is required for those students in a PE course. All students will have the opportunity to request a locker and lock during the first week of homeroom.

## **Moved/ Moving?**

If you have moved out of the area over the summer and will not be attending Port Moody Secondary, please contact the office as soon as possible and we can assist you with timely registration at your new school.

## **Students not in attendance the week of Tuesday, September 4<sup>th</sup>.**

If your child will be away at the start of the school year for a known reason, then please contact the office and indicate the start date for your child. Students absent without notice for the entire first week of school may have their courses removed with the assumption you are no longer residing in the PMSS catchment.

## **Parent Forms & Fees**

During the last week of August the updated 2018.19 online start of year forms (required & optional) can be accessed on our homepage under Quick Links > Parent eForms. Paper copies will also be made available to students during the first week. We request all forms be submitted by Wednesday, September 12<sup>th</sup>.

Student fee statements will also be posted when school starts and can be paid online using the district School Cash Online system at <https://sd43.schoolcashionline.com/>. This is the district's preferred method of payment. Cash and cheque is also accepted and envelopes for payment will be issued during the first week. Grad related fees for our grade 12s will be posted later in the year. 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.

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### **Transcripts, June Report Cards**

Transcripts for the Grads of 2018 and end of year report cards (all grades) are still available for pick up in the office. The Ministry of Education's transcript information is accessible [here](#).

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

Our PAC meets the first Tuesday of the month in our library at 7:00pm. The first meeting of the year will be October 2<sup>nd</sup>. The PAC executive and school administration welcomes and encourages your involvement with PAC, After Grad and other volunteer opportunities throughout the year.

One way to support our various school PAC initiatives is to donate to our PAC using the optional fees line item on School Cash Online. This year's donations will primarily support the updating of our library to a learning commons and the gym painting / mural work from this past summer.

### **New Curriculum and Graduation Requirements**

The Ministry of Education has been modernizing the K to 12 curriculum since 2011.12. Many of our students and families are very familiar with the changes and terminology as the revisions started in the earlier grades. The 2018.19 school year is leading to a culmination of the K to 12 system-wide implementation and the upcoming changes primarily relate to the implementation of new curriculum at the senior grade levels; the introduction of the Numeracy Assessment (2018); and transition from the English 12 provincial final exam to the new Literacy Assessment (2020).

We will regularly review graduation requirements, application timelines, and course requirements leading to graduation through our assemblies, bulletins, parent nights, and university/ college information sessions. We strongly recommend students meet with Ms. Truax in the Career Center to review pathways and program information important to your individual context and post-secondary plans.

Ministry of Education information (glossary of terms attached as a pdf) available here:

[B.C.'s New Curriculum](#)

[Graduation Information for Students](#)

### **Buses, Traffic & Parking**

Translink [Trip Planner](#) (link for public transit service).

Bus stops are located on St. Johns Street. The closest SkyTrain station is Moody Centre on the Millennium Line.

Albert Street and the surrounding streets are very congested in the mornings and after school. How we individually respond to this fact influences how we all start our day, and most importantly affects the safety of the students and staff at school. Definitely anticipate leaving yourself extra time the first week back as the general community adjusts to more volume on the roads after Labour Day. On a daily basis resolve to work together by considering others and respecting designated parking areas. The staff parking lot and laneway after the Port Moody sign is not a drop off / pick up location. Consider a regular spot that is within walking distance of the school yet considerate of our neighbour's ability to get in and out of their homes. We appreciate how congested the area is and thank you in advance for your cooperation.

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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 below)
- 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.

### Pedestrians:

- Be considerate to the flow of traffic by walking around the drop off area rather than across it
- Be safe and aware of your surroundings. We see too many of you talking to one another or staring at your screen as you step off curbs into traffic.



Enjoy the remaining days of summer. We look forward to seeing you soon and at the various school events throughout the year.

Yours truly,

Glen Conley, Andrew Lloyd, Sharon Starr & Brent Taylor