Burnaby Mountain Secondary School

August 30, 2021

September 2021 Back to School Plan

Dear Burnaby Mountain Families:

Welcome back! We are all excited about the return to school, but we also fully understand that there is still some uncertainty and apprehension out there. This document is meant to answer as many of your questions as we can.

The first day of school for students is Tuesday, September 7th.

Health and Safety

We are working under the guidance of public health authorities and the Ministry of Education to develop a plan so that students and staff can learn and work together safely. We are ready to welcome your child back to school on September 7th. Some of the many actions taken to safely restart school this September include:

- Daily health screening checks for students and staff before arriving at school. (A copy of the Health Assessment is available on the school website).
- Students who are ill (cold, flu or showing Covid-19 symptoms) must stay home. If a student becomes ill during the school day parents will be contacted to come and pick them up as soon as possible.
- There will be enhanced cleaning protocols in place.
- Teachers will be encouraged to take their class outside more frequently where appropriate.
- All students are required to wear a mask or face shield indoors, in schools and on school buses with some exceptions (for example: eating and drinking, vigorous physical activity, playing the trumpet).
- No sharing of food or drink.
- All visitors must sign in and wear a non-medical mask when inside the school. Parents are asked to book an appointment or reach out to school staff by phone, virtual meeting or email.
    - Staff and students will also be asked to use the hand sanitizer stations located at the entrance doors before entering the building and frequent handwashing is encouraged throughout the day.
    - All students will participate in a safety orientation on the first day of school.
    - Burnaby Mountain has an HVAC system with Merv 13 filters.

Student Orientation Days and Times

- All students will be scheduled for a safety and school orientation to take place on September 7th.
- Students will report to their Period 1 class to receive this orientation and then will be dismissed.

Grade 8 Students	10:00 am – 12:00 pm
Grade 9/10 Students	1:00 pm – 2:00 pm

Grade 11/12 Students	1:30 pm – 2:30 pm

- These information sessions will cover the safety protocols for our school, explain our new timetable and schedule and student photo information, so that students arrive on September 8th prepared to safely begin their classes.
- Student timetables will be available through MyEdBC on the afternoon of Friday, September 3rd. Student MyEd accounts will not be available until then.
- **Grade 8 and all new students will receive an email with log in instructions and passwords for MyEdBC on (Friday, September 3) to ensure that they are able to access their MyEdBC accounts.**
- **Grade 8's will meet in Gym 2 and be escorted to their classes by their period one teacher.**
- Please see our school website for more information about accessing your MyEdBC account. If you still are having a problem, please email Jacqueline.Duff@burnabyschools.ca

School Schedule
(Regular classes will begin on September 8th)

<table>
<tr><th>(Mon-Thurs)</th><th>Mon</th><th>Tue</th><th>Wed</th><th>Thu</th><th>Fri</th><th>(Fri Only)</th></tr>
<tr><td>8:40-9:10</td><td colspan="4">Flexible Student Support Time</td><td>Extended Flex /Collab</td><td>8:40-9:30</td></tr>
<tr><td>9:10-10:23</td><td>Period 1</td><td>Period 1</td><td rowspan="3">Period 1 (includes break time)</td><td rowspan="3">Period 2 (includes break time)</td><td>Period 1</td><td>9:30-10:38</td></tr>
<tr><td>10:23-10:38</td><td>Break</td><td>Break</td><td>Break</td><td>10:38-10:53</td></tr>
<tr><td>10:38-11:51</td><td>Period 2</td><td>Period 2</td><td>Period 2</td><td>10:53-12:01</td></tr>
<tr><td></td><td colspan="5">Lunch</td><td></td></tr>
<tr><td>12:36-1:48</td><td>Period 3</td><td>Period 3</td><td rowspan="2">Period 3</td><td rowspan="2">Period 4</td><td>Period 3</td><td>12:46-1:53</td></tr>
<tr><td>1:53-3:05</td><td>Period 4</td><td>Period 4</td><td>Period 4</td><td>1:58-3:05</td></tr>
</table>

What is Flexible Student Support Time?

- Working with students to support student learning.
- Personalized non-enrolling instructional time to support student learning choice and agency.
- Opportunity for group work/collaboration with peers.
- Time for linear learning support or enrichment – students can connect with their classroom teacher and other support personnel.

More information will be provided to students in their opening orientation.

Course Change Requests

This year, we will be processing **all change requests via e-mail**. Students should send any requests to the counsellor assigned to their last name. Counsellors will do their best to honour the requests, but there are limitations based on what is available.

COUNSELLORS		
Tracy Arron	A – Go	tracy.arron@burnabyschools.ca
Jennifer Duhamel-Conover	Gr – Lo	jennifer.duhamelconover@burnabyschools.ca
Jim Gatzke	Lu – Pa	jim.gatzke@burnabyschools.ca
Fred Strand	Pe – Z	Fred.strand@burnabyschools.ca

*Please include a cell phone number where you can be reached.

COUNSELLORS WILL NOT MAKE COURSE CHANGES UNLESS THERE IS A LEGITIMATE ERROR IN THEIR SCHEDULE

TIMETABLE ERRORS INCLUDE THE FOLLOWING:

- *You are missing a class (have fewer than 8 Courses)*
- *You are in a class that you have successfully completed*
- *You are missing a course that is required for Graduation*

COUNSELLORS WILL NOT MAKE CHANGES IF…

- *You want a different teacher*
- *You don't like the time of day a class is offered*
- *Your friends aren't in your class*

Counsellors know this can be a stressful time for students, and they appreciate your patience.

School Entrance for Students

Students are asked to do their daily health check, enter the building from their assigned door to ensure that we can maintain social distancing protocols. Students are asked to use the exit doors nearest their classroom and on the same floor to leave when their class is over.

Period 1 First Floor Classes - 100 level classrooms, Gym	Students will enter the doors in the parking lot under the yellow outside stairs
Period 1 Second Floor Classes – 200 level classrooms	Students will enter the main doors off of Eastlake by the rainbow crosswalk.
Period 1 Third Floor Classes – 300 level classrooms	Students will enter the doors off of Gaglardi nearest to the cafeteria

School Supplies

- Each teacher will inform his/her students about supply requirements for his/her specific course.
- Students should arrive at their first class with a binder and pen or pencil.

Lockers

Students can visit the following webpage to choose a locker https://mountainburnaby.lockergm.net/. The locker database will be available ***Wednesday September 1st at 9:00 am for Grade 8 students and International Students*** and ***Friday September 3rd at 9:00 am for grade 9—12 students.*** If needed, students can visit the computer lab to choose their locker on the first day of school. Login using your student number as both the user id and your password. All students will receive an email with instructions this week. Please check your Office 365 account for this information.

School Photos

School photos for all students will take place on Wednesday, September 8th

Important Contacts

Counsellor	Alphabet	Schedule	Email Address
Tracy Arron	**A - Go**	Mon - Fri	tracy.arron@burnabyschools.ca
Jen D.C (Department Head)	**Gr – Lo**	Mon - Fri	jennifer.duhamel-conover@burnabyschools.ca
Jim Gatzke	**Lu – Pa**	Tues, Thurs & every 2nd Friday)	james.gatzke@burnabyschools.ca
Fred Strand	**Pe - Z**	Mon - Fri	fred.strand@burnabyschools.ca

Principal..... Lee Anne Kristmanson: leeanne.kristmanson@burnabyschools.ca

Vice-Principal..... **(A-K)** Dan Adrian: dan.adrian@burnabyschools.ca

Vice Principal ..... **(L-Z):** Deena Lewis deena.lewis@burnabyschoolsl.ca

Learning Support Services Department Head:..... Heather Ocenas heather.ocenas@burnabyschools.ca

Indigenous Success Workers: ..... Janessa Redwood-Henry janessa.redwood-henry@burnabyschools.ca

..... Lindsay Mindlin lindsay.mindlin@burnabyschools.ca

International Support Liaisons:..... Adaly Molina adaly.molina@burnabyschools.ca

School Safe Specialist:..... Sean McCarron sean.mccarron@burnabyschools.ca

Student Records (Request changes to student/parent contact information):
..... Karen Lemke karen.lemke@burnabyschools.ca

Child's teacher (Email is always best) firstname.lastname@burnabyschools.ca

Calendar Dates:

Please make a note of the following important dates in September:

September 8th.....Photo Day

September 23rd.....Terry Fox Run

September 23rd.....PAC Scholarship Info Session for Parents

September 24th.....Professional Development Day

September 29th.....Clubs Day

September30th.....Day of Truth & Reconciliation (Non-Instructional Day)

October 4th.....First PAC Meeting @ 7pm

TBA.....Grade 8 Retreat

The staff of Burnaby Mountain Secondary are eager to welcome our new Grade 8 students and our returning Mountain Lions back to school. We are dedicated to ensuring that you have a positive and safe school year.

Kind regards,

Lee Anne Kristmanson
Principal
Burnaby Mountain Secondary School