



## Seycove Principal Bulletin #2 September 13<sup>th</sup>, 2020

Thursday and Friday last week were certainly an amazing two days, and even with all of the challenges, I feel were a successful start. It has been truly wonderful to see almost all our students come through the doors and into the building! We were impressed with our students – they arrived on time for their grade orientations and also had their masks on as they entered school property!

I know that you will continue to have questions and concerns, and we are doing our best to stay on top of them. My goal with the **Principal Bulletins** is to try to answer as many as I can at the same time. Please do not hesitate to contact us at the school. I encourage everyone to continue to check the [School](#) and [District](#) websites on a regular basis, as the information that is posted there is updated frequently. The information listed below is not in any specific order. Please ensure that you read all the way to the bottom to ensure nothing is missed.

I would ask you to continue to remind your child(ren) of the importance of maintaining social distancing and keeping their mask on while in the common spaces throughout the school. In addition, Students are encouraged not to arrive earlier than their scheduled class (or tutorial time) and to quickly make their way home after their face to face instruction is over. We are discouraging any congregating for social purposes on school property.

The most essential routines that we can continue to develop and build awareness of include:

- Practicing Hand Hygiene
- Ensuring Adequate Physical Distancing
- Wearing a mask outside of the classroom, and in the classroom when social distancing cannot be maintained

We are looking forward to welcoming all students tomorrow morning at 09:35am. For students who were unable to attend the orientation On Thursday and Friday, they are asked to arrive at 8:45am and there will be a table set-up at the main entrance of the school where they will be able to pick up their timetable and their two masks during the flex time. These students will then be directed to the Library Learning Commons for their Health and Safety orientation in advance of attending classes.

All other students are asked to arrive 5 minutes before their first class, and go directly to the classroom, entering by the closest door to the class as described last week.

Rob McLeod  
Principal

**DAILY SCHEDULE:** I would like to once again thank you for your patience. I am happy to share that the details of the daily schedule have now been finalized. The schedule is the same one used by all secondary schools, and has been created with safety as a priority, and allows us to minimizing the size of the learning cohorts as much as we are able while still maintaining a robust course offering at Seycove. Here is the daily schedule we will be following:



SEYCOVE SECONDARY   2020–2021 Daily Schedule					
	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
8:30–9:30	FLEX TIME	FLEX TIME	FLEX TIME	FLEX TIME	FLEX TIME
9:30–9:35	TRANSITION TIME	TRANSITION TIME	TRANSITION TIME	TRANSITION TIME	TRANSITION TIME
9:35–11:55	MORNING CLASS	MORNING CLASS	MORNING CLASS	MORNING CLASS	MORNING CLASS
11:55–12:40	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH
12:40–3:00	AFTERNOON CLASS	AFTERNOON CLASS	AFTERNOON CLASS	AFTERNOON CLASS	AFTERNOON CLASS



SEYCOVE SECONDARY  
 Attendance: 604.903.3673  
 Email: seycove@sd44.ca

NOTES

**GENERAL SCHEDULE HIGHLIGHTS:** Here are some of the most important points.

- The timetable is based on a quarter system.
- Each quarter is approximately 10 weeks.
- Students will take two courses each quarter, for a maximum total of 8 courses in the school year.
- **One course is offered during the morning period; another course is offered during the afternoon period.**
- **The timetable does not rotate. (i.e. the morning period class STAYS in the morning for the entire quarter)**
- Classes in the morning period and afternoon period are each approximately 140 minutes.
- Each day includes Flex Time (to provide time for teachers to meet with students who request additional support, instructional time or teacher preparation).
- Students will enter/exit the building only by the entrances/exits that are nearest to their classroom.

**GRADE 8/9 SCHEDULE HIGHLIGHTS:**

- **Students will have in-person, in-class instruction for the morning and afternoon classes.**
- Students will be placed into learning cohorts of approximately 30 students who will be scheduled together into the morning class and in most cases the same learning cohort for the afternoon class. *There are a few exceptional circumstances where students may move to another learning cohort for the afternoon.*

#### GRADE 10-12 SCHEDULE HIGHLIGHTS:

- **Students will have in-person, in-class instruction for the morning class.**
- **Courses in the afternoon class will be hybrid: in-person, online and remote**
- Students in the afternoon class will be divided into 2 sub-groups (A and B) to allow for physical distancing amongst students. The cohorts will be divided equally into the 2 groups by the teacher. The delivery model for Monday afternoon classes will be ONLINE via MS Teams.
- After approximately 5 weeks, **the instructional delivery method will switch** (i.e. from in-person to hybrid: in-person, online and remote). With this model every student will have approximately 70% of their course delivered with in-person learning.

1st 5 weeks	Morning Block	Monday Face to Face	Tuesday Face to Face	Wednesday Face to face	Thursday Face to face	Friday Face to face
	Afternoon Block	Monday All Students Online	Tuesday Group A In-class	Wednesday Group B In-class	Thursday Group A In-class	Friday Group B In-class
	<b>Deliver Methods SWITCH</b>					
	Morning Block	Monday All Students Online	Tuesday Group A In-class	Wednesday Group B In-class	Thursday Group A In-class	Friday Group B In-class
2nd 5 weeks	Afternoon Block	Monday Face to Face	Tuesday Face to Face	Wednesday Face to face	Thursday Face to face	Friday Face to face

**TIMETABLES:** The Seycove timetable is extremely complex and as mentioned already we have guided all of our planning with safety at the forefront. Our priority has been to keep our cohorts small and consistent while satisfying the graduation requirements and student course selections from the spring.

Counsellors worked with students in the spring to thoughtfully select their course requests – at that time, as is the case every year, students and families were informed that course changes in the fall are extremely difficult. As the timetable build is complete, and staffing has been allocated based on the student requests in the spring, there is extremely limited ability to make any changes to schedules. This has been complicated even more so by the requirement to place our students in cohorts.

The Counsellors will prioritize schedule adjustments for students **without complete timetables** and students **without graduation requirements**. Parents of students who have concerns about their timetables are asked to please contact their child's grade counsellors directly via email as follows:

- Grade 8 and 10 ...Margie Arnold ([marnold@sd44.ca](mailto:marnold@sd44.ca))
- Grade 9 and 11... Ruby Willems ([rwillems@sd44.ca](mailto:rwillems@sd44.ca))
- Grade 12 ... last name **A-K** ... Margie Arnold and last name **L-Z** ... Ruby Willems

**FOOD SERVICES:** A reminder again that the food service operations at Seycove have been suspended – the school cafeteria program and vending machines will not be available until further notice. We encourage students to **pack a lunch** and a water bottle and keep a few extra snacks such as a piece of fruit or granola bar available in their backpack. In the event a student forgets a lunch or any other items, there will be a cart outside the main entrance of the school for parents to drop off a labelled item – important to note that this will not be monitored.

**VISITORS:** As we would like to keep the Seycove “bubbles” small, we will ask families to make appointments via email if they need to meet with any staff member, and meet virtually whenever possible. There is limited/restricted access to school sites, so parents/visitors needing to come to the school are asked to please phone ahead. When you arrive at the school you are asked to:

- use only the main entrance and to sign in and out
- follow the established guidelines around hand hygiene and physical distancing
- Wear a mask at all times.

**MS TEAMS:** In my communication last week, parents were asked to familiarize themselves again with the **MS Teams platform**, as this will be how teachers will communicate directly with families and students. It will be the instructional delivery platform if the provincial COVID-19 response requires schools to move to either Stage 3 or 4 of [B.C.'s Five Stage Framework for K-12 Education](#).

Teachers will send, via MS Teams, announcements of new assignments, messages and invitations to class meetings to students' district email, the same address used to login to Teams. To ensure that these invitations and notifications are not missed, it is recommended that students link their district email to their phone, tablet, computer, and/or device email app. Instructions for creating the account in your specific email/mail app is available from the device manufacturer. It is important however that it be created as a *Microsoft Exchange* or *Exchange* account.

More information regarding MS Teams can be found here: [MS Teams Information](#).

## FULL YEAR CALENDAR DATES:

<b>Quarter 1</b>			
Sep 14-Nov 17	<b>42 Days</b>		
E-1	M Sept 14 – W Oct 14	20	Days
E-2	Th Oct 15 – M Nov 16	21	Days
RCE/Reports	T Nov 17	<u>1</u>	Day
		42	
<b>Quarter 2</b>			
Nov 18-Jan 29	<b>43 Days</b>		
E-3	W Nov 18 – W Dec 16	21	Days
E-4	Th Dec 17 - Th Jan 28	21	Days
RCE/Reports	F Jan 29	<u>1</u>	Day
		43	
<b>Quarter 3</b>			
Feb 1-Apr 20	<b>43 Days</b>		
E-5	M Feb 1 – W Mar 3	21	Days
E-6	Th Mar 4 – M Apr 19	21	Days
RCE/Reports	T Apr 20	<u>1</u>	Day
		43	
<b>Quarter 4</b>			
Apr 21-Jun 23	<b>43 Days</b>		
E-7	W Apr 21 – Th May 20	21	Days
E-8	F May 21- T Jun 22	21	Days
RCE/Reports	W Jun 23	<u>1</u>	Days
		43	
T JUN 22: <b>Last day of scheduled classes</b> (RCE optional)			
M JUN 28: <b>FINAL REPORTS TO BE PUBLISHED</b>			

## GRADE 08 ROTATIONS:

At Seycove we have 2 grade 08 elective rotations where the students have 3 electives, one each for 1/3 of the Quarter. Here are the dates where the switches will be made between electives:

### Grade 8 Elective Rotation 1 : Quarter 1 ... 41 days

- **Elective 1** ... Sept 14-Oct 1<sup>st</sup> ... 13 days
- **Elective 2** ... Oct 5-Oct 26 ... 14 days
- **Elective 3** ... Oct 27-Nov 16 ... 14 days

### Grade 8 Elective Rotation 2 : Quarter 4 ... 42 days

- **Elective 1** ... April 21-May11 ... 14 days
- **Elective 2** ... May 12-June 1 ... 14 days
- **Elective 3** ... June 2-June 22 ... 14 days

**Rotation 1:** Textiles, Woodwork, Art

**Rotation 2:** Drama, Foods, Engineering