



FAMILY BULLETIN

VOLUME 002

2250 Eddington Drive, Vancouver, BC V6L 2E7 | 604. 713.8974
<https://www.vsb.bc.ca/prince-wales>

September 08, 2023

Dear Prince of Wales School Community,

I am thrilled to extend my heartfelt welcome as we embark on a brand new school year here at Prince of Wales Secondary. It is with great excitement and anticipation that I step into my role as your new principal, and I am honored to be a part of this amazing learning community. I look forward to getting to know each and every one of you in the coming weeks and months. Together, we will make this school year a memorable and successful one!

We would like to welcome the following new staff to our school:

- Daniel Bagnall (TREK)
- David Edwards (Social Studies/ ELL)
- Sara Kuleza (TREK)
- Graham May (TREK)
- Jenny McDonald (Math/ ELL Science)

As we begin this new school year journey together, please know that our commitment to our students' growth, well-being, and success is unwavering. We believe that education is not only about academics but also about nurturing the whole individual. Our focus will continue to be creating a safe, inclusive, and inspiring environment where every student can thrive.

In this newsletter, you will find important information for our school year, including important dates, student learning updates, Flexible Instruction Time (FIT), MyEdBC and Microsoft Teams accounts, daily and weekly schedules, news from our Counselling Department, news from our Parent Advisory Council, as well as school policies and procedures. We suggest that you save a copy of this newsletter for reference. We plan to send out regular parent communication where we will remind families of this information.

For those families new to our school and all grade 8 families, we are hosting a Family Information Night on **Tuesday September 12, 2023 at 6:30 pm** in the auditorium. This will also include specific information for Grade 8 families regarding Grade 8 camp.

We have enjoyed welcoming students into their first days of classes this week. We would like to extend a huge thank you to our engineering, custodial, office, counselling student support teams and teaching staff who have done a wonderful job getting our school ready for our opening week.

It is a privilege to serve the PW community, and we look forward to the upcoming school year. Let's make it a year of growth, achievement, and lasting memories.

~ Prince of Wales Administration



Sangeeta Kauldher (she/her),
Principal (Grades 8,10,11)



David Cacchioni (he/him),
Vice Principal (Grades TREK,9,12)



COUNSELLING DEPARTMENT INFORMATION

The Counseling Department is excited to make connections with students and build community within our grade groups. We would like to introduce Mr. Adam Lipsky who is joining our team! Mr. Lipsky is a counselling practicum student who will be supporting Grade 8 and 9 students.

As a reminder, we offer a variety of services in the counselling department, so swing by and we will be happy to help you!

What we provide students....

Counselling Services



Anything on your mind? Having troubles with your friends or family? Please come by the counselling suite if you would like to talk. Your information is confidential.

Courses & Scheduling

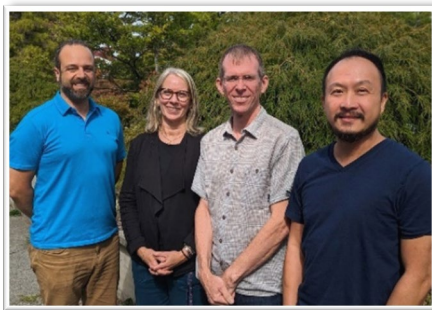


If any course conflicts are present in your schedule, or if things aren't working out for you, come by and we will try to work support you.

Anything Else



We will try our best to assist with anything within our abilities, if there is anything not listed, feel free to stop by and let us know what's up!



Meet the Team!

From L → R

Mr. Adam Lipsky

[\(alipsky@vsb.bc.ca\)](mailto:alipsky@vsb.bc.ca)

Ms. Julie Baerg

[\(jbaerg@vsb.bc.ca\)](mailto:jbaerg@vsb.bc.ca)

Mr. Scott Morgan

[\(samorgan@vsb.bc.ca\)](mailto:samorgan@vsb.bc.ca)

Mr. Chris Tse

[\(ctse@vsb.bc.ca\)](mailto:ctse@vsb.bc.ca)

Grade 8, 9 Support

Grade 8, 9 (Last Names A → H)

Grade 10

Grade 8, 9 (Last Names T → Z)

Grade 11, TREK

Grade 8, 9 (Last Names I → S)

Grade 12

Course Changes

Our priority is to ensure students have complete timetables by having at least eight blocks scheduled. When schedules are available, if students are missing classes or did not complete summer school as planned, we ask that students go to see your grade-based counsellor. All other course change requests will be scheduled in the first and second week of school by signing up outside the counselling suite for an appointment. The last day for timetable changes will be **Friday September 15, 2023.**

PAC INFORMATION

We invite all parents/caregivers of PW students to join us for PAC meetings!

PAC meetings are an opportunity for folks to hear from, and ask questions of, the school administration and we welcome suggestions for topics for future meetings. More information can be found on the [PAC webpage](#) along with notes from previous meetings.



**Join us at the next meeting on October 23 at 7:00 pm in the Library
all are welcome, we are always looking for new members!**



GRADE 8 INFORMATION

Welcome to our new cohort of grade 8 students and families! Grade 8 students received a Grade 8 Camp Package in their homeroom on September 6th. There are 3 forms that need to be returned to the office by Friday September 15th at the latest. Grade 8 Camp is a beloved tradition at PW, and an amazing experience for students to connect with each other, with staff and with nature. We will be hosting a welcome session / grade 8 camp information session for all grade 8 parents/guardians on **Tuesday September 12th from 6:30-7:30 pm** in our auditorium. We encourage as many of you to join us as possible. If your child did not bring home the Grade 8 camp info package and form package, extra copies are available in the office.

GRADE 12 INFORMATION

SAVE THE DATE! Grade 12 Information Night- Monday September 18, 2023 from 6:30 - 7:30pm in the auditorium. Grade 12 students and families are invited to hear information from Grade 12 counsellor, Mr. Tse about graduation requirements, post-secondary, ask questions and MORE!

Grad photos sessions at Artona take place October 21-23rd and can be booked online

<https://artona.com/schools/PWAL/programs/graduation>

This year's Prince of Wales Graduation Commencement ceremony will take place at 1:30pm on Thursday June 20th at the Chan Centre in UBC.

SCHOOL FORMS

Students were given out four forms in homeroom on Wednesday September 6th:

- Emergency Medical
- Consent for Local Activities
- Data Collection
- Emergency Reunification.

Please make sure that these forms are filled out, signed and returned to the trays in front of the main office by **Wednesday September 13, 2023**. Please come to the office if you have misplaced your copies or download them at <https://www.vsb.bc.ca/prince-wales/page/11977/forms>

Also, please visit <http://myforms.vsb.bc.ca> this week to sign several important forms online:

- VSB Media Consent
- External Media Consent Form
- Grade 4-12 AUP Form (Acceptable Use of Technology Policy) - very important, read through this carefully with your child.
- 4) Adobe CC Consent Form
- 5) CASL Consent Form (Communicating Student Learning)

GENERAL PROCEDURES

Absences & Attendance

To report your child's absence, please contact the school at 604-713-8974.

Information required is:

- Date of absence
- Student number
- Student name
- Reason for absence (ie, sick, appointment)

Please note: Students cannot report their own absence.



Notice of Late Return

To help us ensure a smooth start to the new school year, we would like to remind you that students **must** attend school by Friday September 8, to confirm enrolment. If your child/children will not be in attendance the first week back to school, but will do so after then, please fill out this form [Notice of Late Return Form - Fillable](#) and return this form to the office or email a copy to student records at apooley@vsb.bc.ca

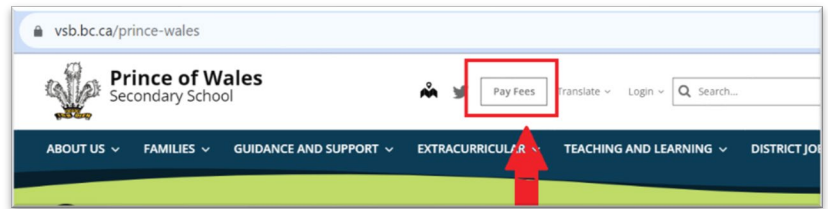
If the school cannot verify your child's attendance at school by Friday September 8, 2023, your child's space will be given to another student on the school's waitlist.

Fees

To pay school or course fee, create an account using [School Cash Online](#). The school fee schedule (an itemized list of fees to be paid by grade), can be found [HERE](#).

Please pay by Sept. 29th. Any future fees, for events such as field trips, will be available on School Cash Online.

NOTE: Direct links to School Cash Online and the school fee schedule can be found at the top of the PW website:



Daily Health Checks

Although there are no formal protocols, we encourage all students and staff to complete a daily health check. If you feel unwell, stay at home. Parents and caregivers are responsible for assessing their children daily before sending them to school. School administrators will ensure staff and other adults know they are responsible for assessing themselves daily for symptoms prior to entering the school.

Masks

Although masks are not required, we remain a mask friendly environment. It continues to remain a personal choice for staff and students to wear a mask.

Cafeteria

Breakfast and Lunch service in the cafeteria began on **Thursday September 7th, 2023**. Students can purchase food in the cafeteria or bring their own food and eat at the tables. We also have many outdoor spaces for eating lunch, so take advantage of the good weather.

TECHNOLOGY TOOLS

Students will become familiar with the following programs over the school year. We encourage students to note their password in a secure place.

| Technology Tool | MyEd | TEAMS | Microsoft 365 |
|--|--|--|---|
| LOGIN | STUDENT NUMBER | [studentnumber]@learn.vsb.bc.ca | [studentnumber]@learn.vsb.bc.ca |
| LINK | MyEd Website | TEAMS Website | https://www.office.com/ |
| USE | Attendance, grades, class schedule, report cards | Classroom Materials, PW Student Hub, Career Ed 8 Career Ed 9 | Student use of Microsoft Suite of Programs (Word, Excel, PowerPoint etc.) |
| HELP? | LINK FOR MYED HELP | TEAMS TRAINING | LINK FOR MICROSOFT 365 HELP |
| Where can I go to reset password? | Click "I forgot my Password", Office Staff | Any teacher, Office Staff | Any teacher, Office Staff |



VSB Accounts

All students have an VSB account created with your username as [studentnumber]@learn.vsb.bc.ca

For example, if your student number is 8675309, then your username is 8675309@learn.vsb.bc.ca

This account will be used daily by students, so please be sure your child has their password and can login to use school computers, Office 365, VSB email and VSB Secured WiFi. If you need to reset your password, you can visit <http://studentpass.vsb.bc.ca> and choose a new password. Security guidelines suggest using two or three words such as "purple pumpkin pepper."

Microsoft Teams

We will continue the use of MS Teams this year, with students being added to classroom and school/grade-wide Teams this week. All students have been added to the PW Student Hub TEAM, which will be the central hub for the school communication. Many classes will use TEAMS to post course information, assignments and other class happenings. Starting next week, students should be checking Teams as part of their daily routine. We encourage families to access TEAMS with their child to see what it entails.

DAILY BELL SCHEDULE

| | Monday | Tuesday | Wednesday | Thursday | Friday |
|-----------------|---------------|---------------|---------------|---------------|---------------|
| FIT | 8:40 – 9:20 | | 8:40 – 9:20 | | |
| Break | 9:20- 9:25 | | 9:20- 9:25 | | |
| Period 1 | 9:25- 10:25 | 8:40 – 10:00 | 9:25- 10:25 | 8:40 – 10:00 | 8:40 – 10:00 |
| Break | 10:25 – 10:35 | 10:00 – 10:15 | 10:25 – 10:35 | 10:00 – 10:15 | 10:00 – 10:15 |
| Period 2 | 10:35– 11:35 | 10:15 – 11:35 | 10:35– 11:35 | 10:15 – 11:35 | 10:15 - 11:35 |
| Lunch | 11:35 – 12:20 | 11:35 – 12:20 | 11:35 – 12:20 | 11:35 – 12:20 | 11:35 – 12:20 |
| Period 3 | 12:20– 1:40 | 12:20 – 1:20 | 12:20– 1:40 | 12:20 – 1:20 | 12:20 – 1:40 |
| Break | | 1:20- 1:22 | | 1:20- 1:22 | |
| FIT | | 1:22- 2:02 | | 1:22- 2:02 | |
| Break | 1:40 – 1:45 | 2:02-2:05 | 1:40 – 1:45 | 2:02-2:05 | 1:40- 1:45 |
| Period 4 | 1:45 – 3:05 | 2:05-3:05 | 1:45 – 3:05 | 2:05-3:05 | 1:45 – 3:07 |

* Please NOTE that student classes will rotate halfway through the semester- Tuesday November 14, 2023 (Semester 1) and Tuesday April 23, 2024 (Semester 2)

COLLABORATIVE PLANNING TIME

This year the Vancouver School Board calendar will include eight (8) days on which the school day is shortened for students. The school day remains the same length for school staff. These periods of time, called Collaboration Planning Time, provide the opportunity for school staff to come together to engage in activities and discussions specific to their unique school community to support and enhance student progress and achievement. During Collaboration Planning Time, teachers work directly with peers within the school setting to share, discuss, and learn from each other to enhance their teaching practice within the "Four Pillars" of education:

Curriculum ♦ Instruction ♦ Assessment ♦ Social / Emotional Learning.



During Collaborative Planning Times, *students are not expected to be at school*. To ensure that instruction is equitable during all periods, some Collaborative Planning Times will be scheduled in the morning during the AM- **8:40 AM – 10:00 AM** or the PM- **1:45 PM – 3:07 PM** As a reminder, the Provincial government sets out minimum hours of instruction for all grade levels. The Vancouver School Board calendar, with Staff Collaboration Planning Time included, still meets all Provincial requirements.

The Collaborative Planning Time date and bell schedule are as follows:
(*Students are not expected to be in classes during these times*)

| AM Collaborative Time | |
|--|----------------|
| Dates: September 8, October 13, January 12, April 12 | |
| COLLAB TIME | 8:40 to 10:00 |
| Block 1 | 10:05 to 10:45 |
| Block 2 | 10:55 to 11:35 |
| Lunch | 11:35 to 12:20 |
| Block 3 | 12:20 to 1:40 |
| Block 4 | 1:45 to 3:05 |

| PM Collaborative Time | |
|---|----------------|
| Dates: November 10, February 9, May 3, June 7 | |
| Block 1 | 8:40 to 10:00 |
| Block 2 | 10:15 to 11:35 |
| Lunch | 11:35 to 12:20 |
| Block 3 | 12:20 to 1:00 |
| Block 4 | 1:05 to 1:45 |
| COLLAB TIME | 1:45 to 3:05 |

FLEXIBLE INSTRUCTIONAL TIME (FIT)

This is instructional time designed to support students' personalized learning. The intent is to build-in flexibility and choice within a student's schedule that allows them to determine how, when and where their learning takes place, to access extra help from teachers, collaborate with peers and pursue other learning activities During the first FIT period on Thursday September 7th, all students received a presentation to review and explain FIT and how it works.

This year, FIT will happen four days a week, for 40 minutes:

- Monday and Wednesday, 8:40 AM - 9:20 AM.
- Tuesday and Thursday, 1:22 PM - 2:02 PM.

In the fall, teachers will communicate with students how to best utilize this time in support of their academic success. Prince of Wales Secondary, along with the VSB, is excited that this year's schedule incorporates flexibility and remains committed to continuing the work and conversations around structures that best support learning for all students.

Details:

- This is school time (instructional time) and students get a choice of how to spend it doing school work or student interest activities.
- For example, students may participate in weekly classes, collaborate with peers, see individual teachers, or pursue learning activities that may fall outside of their scheduled classes
- Staff and supports will be available for students.
- All students are expected to be in a learning space

LEARNING UPDATES (STUDENT REPORTING)

The purpose of assessment is to facilitate learning and move it forward in an equitable and inclusive way. It helps students answer three questions about their learning:

- Where am I now?
- Where am I going?
- How do I get there?



Quality assessment is ongoing and responsive. It informs the instruction cycle and provides teachers with evidence to plan. It helps families understand and support their children's learning. Most importantly, it provides students with meaningful feedback to guide their learning and help them reflect on their growth.

The new Provincial Reporting Policy requires that students in Grades 8 and 9 will receive marks on a four-point proficiency scale (Emerging, Developing, Proficient, Extending), while students in Grades 10 -12 will still receive a letter grade and percentage. Learning Updates (report cards) for all students will now also include self-reflection and goal setting, as well as descriptive feedback.

Once a month, PW students will meet with the Homeroom teachers during FIT to work on their self-assessments.

PW students will receive Written Learning Updates and Informal Learning Updates such as telephone calls, e-mails, and conferences.

If you have questions or concerns about your child's progress, please reach out to their teacher as soon as possible.

Learning Update Dates:

| Semester | Learning Update: Interim Report | Learning Update: Mid-Semester Report | Learning Update: Parent-Teacher Conferences | Learning Update: Summary of Learning |
|---|---------------------------------|--------------------------------------|---|--------------------------------------|
| 1 | Oct.13, 2023 | Nov. 23, 2023 | Dec. 7, 2023 | Feb. 8, 2024 |
| 2 | Mar. 7, 2024 | Apr. 25, 2024 | May 8, 2024 | June 27, 2024 |
| Linear Courses | Nov. 23, 2023 | Feb. 8, 2024 Apr. 25, 2024 | Dec. 7, 2023 May 8, 2024 | June 27, 2024 |
| Core Competencies (Self Reporting) | Nov. 23, 2023 | Apr. 25, 2024 | n/a | June 27, 2024 |

You can read a summary of the changes [HERE](#) or use the Ministry of Education and Child Care's [WEBSITE](#).

If you have any questions on these changes, please reach out to any school Administrator for further information.

Please note, your child's Learning Update is electronic and will be published to their MyEd BC account. It is recommended that you download and save a copy for future reference.

GRADUATION ASSESSMENTS

Graduation assessments are not associated with any course mark, but their completion is part of the BC Graduation Requirements.

Students in Grade 10 will be scheduled to write two Provincial Assessments to assess their proficiency in numeracy and literacy. Any student in grade 11 or 12 who has not written the numeracy or literacy 10 assessments.

Students that are in Grade 12 will be scheduled to write the literacy assessment. Details of times and room numbers will be provided closer to the date.



Families can familiarize themselves with assessment information, preassessment activities and assessment exemplars by clicking the links below.

| Grade | Assessment Date | Assessment | Link |
|-------|------------------|------------|---|
| 10 | November 3, 2023 | Numeracy | https://curriculum.gov.bc.ca/provincial/grade-10-numeracy-assessment |
| 10 | April 19, 2024 | Literacy | https://curriculum.gov.bc.ca/provincial/grade-10-literacy-assessment |
| 12 | January 26, 2024 | Literacy | https://curriculum.gov.bc.ca/provincial/grade-12-literacy-assessment |

ATHLETICS

Sign up for Fall Athletic Teams is currently taking place. It is not too late to sign up! Sign up sheets for the following teams are located just outside of the West Gym P.E. office:

- Cross Country Running (open to grades 8-12, no tryout is required)
- Swimming (open to grades 8-12, no tryout is required).
- Grade 8/9 Rugby (no tryout or experience is required)
- Girls Field Hockey (open to grades 8-12)
- SR. Girls Volleyball (open to Students in grades 10, 11, 12)
- Grade 9 Girls Volleyball
- Grade 8 Girls Volleyball
- Senior Boys Soccer (open to boys in grades 8-12 , tryout is required)



Messaging regarding upcoming practices and tryouts will take place through the Student Athletic Channel on the PW Student HUB (school Microsoft TEAM). Please encourage your student to check the Student Hub daily.

Any parents or guardians who might be interested in coaching or helping out with Fall Athletics please contact our school's Athletic Director, Ben Lubinizki at blubinizki@vsb.bc.ca

STUDENT INSURANCE

The VSB is offering parents access to two voluntary student accident plans which offer coverage for students and their families against accidental injury, unexpected medical/dental expenses and critical illness. The two companies that are offering this product are the IA Family Accident Reimbursement Plan (FARP) and Study Insured.

Families can register online to purchase and participate in either of these plans by using the URL's provided below;

- <https://www.solutionsinsurance.com/aonbc>
- www.studyinsuredstudentaccident.com

**IMPORTANT DATES**

| September | Event |
|---------------------------|--|
| Mon, Sep 4 | Labour Day – school closed |
| Tues, Sep 5 | First Day of School – Grade Assemblies |
| Wed, Sep 6 | First full instructional day – Semester 1 begins |
| Fri, Sep 8 | Collaborative Day (AM- classes begin at 10:05 am) |
| Tues, Sep 12 | New Families Welcome & Information Night, 6:30 pm (Auditorium) |
| Mon, Sep 18 | Grade 12 Information Night, 6:30 pm (Auditorium) |
| Wed, Sep 20 | Photo Day |
| Fri, Sep 22 | Professional Development Day - classes not in session |
| October | |
| Mon, Oct 2 | Day in lieu of National Day for Truth & Reconciliation – school closed |
| Wed, Oct 4- Fri, Oct 6 | Grade 8 Camp |
| Mon, Oct 9 | Thanksgiving Day – school closed |
| Thurs, Oct 13 | Learning Update: Interims published to MyEd Family Portal Collaborative Day (AM- classes begin at 10:05 am) |
| Wed, Oct 17 | Mini School Information Night |
| Fri, Oct 20 | Professional Development Day - classes not in session |
| Oct 21 – 23 | Grad Photos at Artona Studios |
| Mon, Oct 23 | PAC Meeting – 7 pm Library |
| November | |
| Fri, Nov 3 | Grade 10 Numeracy Assessment |
| Wed, Nov 8 | Grade 9 Immunization Clinic |
| Fri, Nov 10 | Remembrance Day Assemblies Collaborative Day (PM- classes end at 1:45 pm) |
| Mon, Nov 13 | Day in lieu of Remembrance Day – school closed |
| Tues, Nov 14 | Start of Block Rotation 2 (Period 2- Period 1- Period 4- Period 3) |
| Thurs, Nov 23 | Learning Update: Mid-Semester Report published to MyEd Family Portal |
| Fri, Nov 24 | Professional Development Day – classes not in session |
| December | |
| Thurs, Dec 7 | Parent/Teacher Conferences – early dismissal |
| Fri, Dec 22 | Last day of school before Winter Break |
| Dec 25 - Jan 5 | Winter Break |
| January | |
| Mon, Jan 8 | School re-opens |