



VANCOUVER TECHNICAL SECONDARY SCHOOL

2600 East Broadway, Vancouver, BC V5M 1Y5

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vantech.vsb.bc.ca

Important Information – Please Translate
這是一份重要資訊 — 請找人為您翻譯 這是一份重要信息 — 請找人為您翻譯
Mahalagang Impormasyon - Paki salin sa sariling wika
Thông tin quan trọng - Xin tìm phiên dịch
ਮਹੱਤਵਪੂਰਨ ਜਾਣਕਾਰੀ-ਮਿਹਰਬਾਨੀ ਕਰਕੇ ਅਨੁਵਾਦ ਕਰੋ/ਕਰਵਾਓ
महत्वपूर्ण जानकारी - कृपया अनुवाद करें
Información importante - Por favor traducir 重要な情報-翻訳してください
중요한 정보 - 번역 부탁드립니다 معلومات مهمة - الرجاء الترجمة

Welcome Back Van Tech Students!

INFORMATION FOR THE FIRST WEEK OF CLASSES

We are really looking forward to welcoming you safely back to school on Thursday September 10th and Friday September 11th for student orientation days.

Students can login on MyEd on **Tuesday September 8th @ 9:00 am** to see their timetables. MyEd is currently disabled for students; however, students will be able to login using their passwords from the previous school year on Tuesday. If you are a new student to Van Tech, you have been given a generic district password: Dist\$2021 and will be prompted to change your password after you login for the first time. For step-by step instructions for accessing your MyEd account, please use the following [link](#).

Student timetables will determine what time students will attend their session on both orientation days. As the schedules look different this year, please view the following [video](#) for a detailed overview on orientation days.

Orientation Days Schedule

Students will attend on BOTH days for orientation sessions:

- **Thursday September 10** based on the **Quarter 1 Rotation 1 (Q1R1)** face-to-face class
- **Friday September 11** based on the **Quarter 1 Rotation 2 (Q1R2)** face-to-face class

Thursday September 10		Friday September 11	
Students attend QUARTER 1 ROTATION 1 F2F CLASS		Students attend QUARTER 1 ROTATION 2 F2F CLASS	
F2F AM SESSION	8:40 AM – 9:40 AM	F2F AM SESSION	8:40 AM – 9:40 AM
F2F PM SESSION	1:18 PM – 2:18 PM	F2F PM SESSION	1:18 PM – 2:18 PM

On MyEd, you will see the following when you look at your schedule:

Q1R1 - Q1
ROTATION 1

Q1R2 - Q1
ROTATION 2

F2F_AM-FACE TO FACE AM	MFR-08-004A FRENCH 8 Cali, Alessia 607 (#576)
F2F_PM-FACE TO FACE PM	MSC-08-004B SCIENCE 8 Cali, Alex 300 (#576)
FLEX_AM-FLEX AM	
FLEX_PM-FLEX PM	
OFF_TT_AM-OFF TT (AM)	
OFF_TT_LUN-OFF TT (LUNCH)	
OFF_TT_PM-OFF TT (PM)	
OFF_TT_E1-OFF TT EXTRA1	
OFF_TT_E2-OFF TT EXTRA2	
OFF_TT_E3-OFF TT EXTRA3	
REMOTE_A-REMOTE (A)	MFR-08-004A FRENCH 8 Cali, Alessia 607 (#576)
REMOTE_B-REMOTE (B)	MSC-08-004B SCIENCE 8 Cali, Alex 300 (#576)

Ensure you are looking at Quarter 1 (Q1)

This is the **Rotation 1** for the F2F Class and will determine your time for the orientation session on **THURSDAY SEPT 10**.
For example, this student will attend the AM Session and go to **FRENCH 8** in Room 607 for their orientation session.

This is the **Rotation 2** for the F2F Class and will determine your time for the orientation session on **FRIDAY SEPT 11**.
For example, this student will attend the PM Session and go to **SCIENCE 8** in Room 300 for their orientation session.

Students **without** a scheduled class on Thursday or Friday will meet (while remaining physically distant) in the auditorium at 11:00.

Students are expected to attend both orientation days sessions as each day will cover different topics, such as:

- School Policies
- Health and Safety
- Class Schedules
- Course Information

[Video: Orientation Days](#)

School Entrances & Navigating through the School

Students are asked to enter the school using the following entrances:

- Main Building: Front doors on Broadway or side door on Penticton Street
- 600 Wing: North door (closest to the main building).
- Cafeteria/ Gym/ Drama Room: Drama Doors

Students are asked to hand sanitize when entering, socially distance while in the building and remain on the right side of the hallways while walking through the school.

We are asking students to not congregate in the hallways and to not come into the building prior to 8:30am/1:10pm, unless students are scheduled for an off-timetable class. Students should proceed directly to their classrooms and leave the building when their class has finished unless they are scheduled to attend a FLEX class. Also, students are not permitted to be in the building during lunch, unless they are attending an off-Timetable class.

How do you know if you are supposed to attend in Session A (in the morning) or Session B (in the afternoon)?
On **Tuesday, September 8th at 9:00 am** the District will open the MyEd Family Portal. Students will be able to log on then to see their timetables. If you are needing information on how to navigate MyEd or read the schedule please watch our [VIDEO](#)

If you forgot your password, please make a request using our [form](#). Please note, these will be reset by 4pm everyday.

If you CANNOT access MyEd, please call the office on Tuesday Sept 8 or Wednesday September 9 (604. 713. 8215). If you are still having trouble, please come to the MyEd Help Station that will be set up outside at the main door of the school from 8:00- 8:35am.

[Video: Timetable & Schedule Explanation](#)

Details on Student Schedules

The 2020-2021 school year will be divided into four quarters.

Quarterly Schedule

- Quarter One: September 14, 2020 to November 17, 2020
- Quarter Two: November 18, 2020 to February 3, 2021
- Quarter Three: February 4, 2021 to April 23, 2021
- Quarter Four: April 27, 2021 to June 29, 2021

Each day will be divided into four parts.

Daily Schedule

- F2F AM 8:40am to 10:25am
- Flex time AM 10:30am to 11:30am
- Flex time PM 12:15pm to 1:15pm
- F2F PM 1:18pm to 3:03pm

F2F AM and F2F PM

Students will take two courses per quarter. Students will participate in both classes each day, face-to-face (F2F) for one and remote for the other. Face-to face classes will have 15 or fewer students (for a typical class). Students will attend either the AM session or PM session for their F2F course. This means that they will attend school every day in the morning *or* in the afternoon. Both courses in the quarter will rotate between face-to-face and remote learning in an approximate two-week cycle to ensure a learning group of less than 120 as directed by the Provincial Health Office. Some students may have an additional in-person course that takes place during flex time. The flex time schedule is unique to our school and will vary from student to student.

There will be designated spaces at school for students who need to access technology or WIFI to support their coursework. At Vancouver Technical Secondary, students may access computers in the Technology Hub, located in the library.

Remote Learning

For courses which are in the remote learning rotation in each quarter, students can expect instruction a minimum of 3 times a week and maximum of 5 times a week. This instruction will occur via Microsoft Teams Classroom during Flex Time. Students are expected to attend synchronous virtual class sessions to the best of their ability. We recognize that there may be times when students are unable to join the sessions due to conflicts with other classes or personal reasons. Teachers will be recording and posting the sessions for future reference.

Flex Time

Flex Times AM and PM will be utilized for student support purposes for remote courses that need to be run outside of the quarterly schedule for educational and student support. Student timetables have been adjusted for most students that have a course during Flex Time. At Vancouver Technical, Flex Time will be used for supplemental time needed for Advanced Placement (AP) courses (schedules will be given out by teacher), and Yearbook (Tuesday and Thursday FLEX AM). Our academic skills block will run both in the during the quarter as assigned (students will work on study and organization skills) and students will be assigned a FLEX time that will run all year for academic support.

Student Specific Timetables

Students will be able to access their timetables on MyEd on **Tuesday September 8th at 9:00 am**.

Special Education Programs

Students in self-contained special education programs will attend their regularly scheduled program as per their bus schedule beginning on Thursday, September 10. Students will receive their health and safety orientation during the first two days. First Student Bus schedules will be sent to individual families with specific pick-up and drop-off times. If you have questions about your child's program, contact Learning Services (604-713-5202) or your program teacher. Please note, teachers do not return to work until Tuesday, September 8. Teachers of programs will contact their students next week with details of orientation days.

Off-Timetable Courses

Off-timetable courses will continue to run off-timetable. The scheduling of off-timetable courses will be provided by their teacher by Friday September 11th.

For more detailed information on how to read student schedules, please watch the following link: [VIDEO](#)

Timetable Changes

Due to Covid-19, course change procedures will be different this year. Please review the following information and see the attached link (at the bottom of this section) to book time with your Counsellor.

Process for Timetable Changes – September 2020

[Video: Process for Timetable Changes](#)

Important Background Information:

- The timeline this year on timetable changes because of COVID this year is INCREDIBLY tight.
- Students will not have the luxury of “trying” classes out; we cannot compromise class bubbles.
- To help with Social Distancing, the Grade 9-12 counsellors will be working out of the Small Gym during much of the first two weeks.
- If you make an appointment using the link below, it takes place in the Small Gym.
- The appointment process detailed in the video at the bottom will require students to sign in with their @learn.vsb.bc.ca account.

Week One (Orientation Week): Tuesday, September 8th until Friday, September 11th

1. Students can log into MyEd on **September 8th at 9 AM** and see their Timetables.
 - Check out the video information (see link at bottom) on how to read your schedule.
2. Students **MAY** email or make a 10-minute appointment with their counsellor through the online booking site (see link at bottom) for any of the following reasons:
 - You have an unscheduled period, which makes your timetable incomplete.
 - Have completed a class on the timetable and need the next level/new class.
 - Have a Quarter 1 class that they no longer want.
3. Students may **NOT** make appointments and **should not** yet email for the following:
 - Changing a class in Quarter 2, 3, or 4.
 - Changing teachers or to be in a friend's class.

Week Two (First Week of Classes): Monday, September 14th until Friday, September 18th

1. Students MAY email or make a 10-minute appointment with their counsellor through the online booking site (see link at bottom) for any of the following reasons:
 - You have an unscheduled period, which makes your timetable incomplete.
 - Have completed a class on the timetable and need the next level/new class.
 - Have a Quarter 1, Period 2 (REMOTE class) they want to change.
2. Students may **NOT** make appointments and should **NOT** yet email for the following:
 - Changing a class in Quarter 2, 3, or 4.
 - Changing teachers or to be in a friend's class.
 - **Changing a Quarter 1 class that you have already attended Face to Face, unless they are a grade 11 or 12 and are inquiring about dropping the course.**

Beyond Week Two: Monday, September 21st onwards

1. Students can come to the Counselling Suite and see their grade counsellor or email
 - Students should be wearing a mask and socially distancing. No more than three students in the counselling suite at a time.
2. Only class changes for Quarters 2, 3, and 4 are possible.
3. Grade 11 and 12 students may inquire about dropping a Quarter 1 class.

Helpful Links:

1. [Video](#) on How to read your timetable:
2. [Video](#) on Process for Timetable Changes:
3. Booking Site for Making a Counselling Appointment: [Course Changes Calendar](#)
*Make sure you select the right grade and the correct counsellor. **DO NOT** choose the “Anyone” option*

Health & Safety Reminders, Lockers & Lunch

- families are to complete a daily health assessment, prior to attending school
- students must wear masks in common areas, including hallways
- students must sanitize their hands upon entering the school
- parent access to the school is by appointment only
- students are **only to be at school** if they have a F2F class **or** scheduled Flex **or** Off Timetable class

Daily Health Assessment

All parents, guardians, and/or caregivers have the responsibility to conduct a Daily Health Assessment of your child(ren) each day before sending them to school. We ask that students return this [form](#) to their first block face-to-face class teacher on Monday, September 14th. This is a one-time form; a copy does not need to be submitted to your school each day.

Masks

Every student and staff member will be given two masks when they return to school in September. Under the updated health and safety guidelines, masks are required for all staff and all students in middle and secondary school when they are in high traffic areas like school buses and hallways, and anytime they are outside of their classroom or learning group and they cannot safely distance from others.

- Students will have the choice to wear a mask in the classroom
- Staff will have the choice to wear a mask when interacting within their learning group
- Everyone must treat each other and those wearing masks with respect

Exceptions will be made for students and staff who cannot wear masks for medical or disability related reasons. Even when wearing a mask, staff and students will still be required to maintain physical distance from people outside of their learning group where possible. If a student or staff member develops symptoms while at school, they must wear a mask while they are preparing to go home. [Review COVID-19 mask use information](#) from the British Columbia Centre for Disease Control (BCCDC).

Lockers

Lockers **will not** be issued to students at this time. Students are expected to bring their materials to and from school each day. Accommodations can be made in special circumstances, please contact your child’s counsellor.

Lunch

Our schedule is designed to reduce contacts between students so there will be no common lunch period. At this time, our cafeteria **will not** serve lunch and students are expected to leave the school after their scheduled session and/or flex time. The lunch programs for students and families that were established in the spring will continue.

Technology

Students in Need of Technology

For students that who need to borrow technology to support student learning, please contact: Sonja Rondestvedt, Vice-Principal (srondestvedt@vsb.bc.ca)

Microsoft Teams

In preparation for September, we ask that students update their **Microsoft Office 365** accounts prior to the start of the school year – reset passwords at <https://studentpass.vsb.bc.ca/> or email studentpasswords@vsb.bc.ca.

Students will exclusively use Microsoft Teams as their remote learning platform.

Access to Technology

There will be designated spaces at school for students who need to access technology or WIFI to support their coursework. At Vancouver Technical Secondary, students may access computers in the Technology Hub, located in the library.

Tech Technology Tools

Students are to be familiar with MyEd, Microsoft Teams and Office 365. If students need to review how to use these technology tools, please refer to this [handout](#).

Student Support & Student Absences

STUDENT SUPPORT: If your child requires additional social-emotional support, feels anxious about school or if you are uncertain at this time if your child will return to in-person instruction, please contact your child’s counsellor.

Our counsellors will also work with students and families to ensure arrangements are made for students who need to attend school all day every day, such as those with diverse learning needs. Our school’s Indigenous education workers and teachers will also continue to provide supports and programming for Indigenous students throughout the school year.

STUDENT ABSENCES: If your child is absent from face-to-face classes or unable to participate in remote classes due to illness, please contact the classroom teachers and your child’s counsellor. This will ensure your child is supported in their learning during and after the absence. Given the condensed nature of the quarterly system, absences can significantly impact a student’s achievement and negatively affect marks. Evaluation is based on the demonstration of student understanding. Students are expected to and will be afforded an opportunity to demonstrate their learning for assignments and tests missed within a reasonable timeframe in consultation with the teacher.



Communication

Who do I contact with questions/concerns about....?

...content, progress, learning in a course	Classroom Teachers
...registration for next year’s courses	Grade Counsellor
...graduation requirements	Grade Counsellor
...support for my child with learning needs	Program Case Manager/School Based Resource Teacher (SBRT)
...support for my child with social emotional needs	Grade Counsellor; Youth & Family Worker
...support for technology	Grade Counsellor
...support for family around food security	Grade Counsellor; Youth & Family Worker
...support for Indigenous learners	Indigenous Education Team
...support for substance use/misuse	Grade Counsellor & Supporting and Connecting Youth (SACY) Engagement & Prevention Worker
... support for transition to grade 8	Community School Team Coordinator
...support for language interpretation	Grade Counsellor
...support for English Language Learners (ELL)	Classroom Teacher or ELL Department Head
...support for International Program students	International Student Advisor
...student transcripts	Student Records Clerk
...student password assistance	Form on website, Grade Administrator
...general inquiries about school procedures	Administrative Assistant

Contacts

Role	Name	E-mail
Grade Counsellors		
Grade 8	Renee Hock (she/her)	rhock@vsb.bc.ca
Grade 9	Mr. David Waisberg	dwaisberg@vsb.bc.ca
Grade 10	Mr. Bodo Niek	bniek@vsb.bc.ca
Grade 11	Mr. Alin Cuerrier	acuerrier@vsb.bc.ca
Grade 12	Mr. Nick Van Iersel	nvaniersel@vsb.bc.ca
International Student Advisor	Ms. Angela Bigioli	abigioli@vsb.bc.ca
Program Case Managers/Resource Teacher		
School Based Resource Teacher	Ms. Kynthia Petrakis	cpetrakis@vsb.bc.ca
Junior Links Program	Ms. Kelly Shen	kshen@vsb.bc.ca
Senior Links Program	Ms. Cynthia Mendoza (on leave)	skauldher@vsb.bc.ca
DSP	Mr. Phil Stephens	pstephens@vsb.bc.ca
LSP- Grade 8	Ms. Lynn Price	lprice@vsb.bc.ca
LSP- Grade 9	Mr. Rod Ofreneo	raofreneo@vsb.bc.ca
Support Workers		
Indigenous Education Team	Ms. Liz Krieg Ms. Shawna Tait	ekrieg@vsb.bc.ca stait@vsb.bc.ca
Supporting and Connecting Youth Engagement & Prevention Worker	Ms. Kelly Melsness	kelly.melsness@vch.ca
Community School Team Coordinator	Ms. Vive Wong	vwong@vsb.bc.ca
School Liaison Officer		
School Liaison Officer	Constable Dan Murphy	dan.murphy@vpd.ca 604-717-2638 (message)
Administration		
Administrative Assistant	Ms. Jackie Lee	jslee@vsb.bc.ca
Student Records Clerk	Ms. Wendy Glennie	wglennie@vsb.bc.ca
Vice-Principal (Grade 9, 11)	Ms. Sangeeta Kauldher	skauldher@vsb.bc.ca
Vice-Principal (Grade 8,10)	Ms. Sonja Rondestvedt	srondestvedt@vsb.bc.ca
Principal (Grade 12)	Mr. Roberto Moro	rmoro@vsb.bc.ca

Calendar of Events

SEPTEMBER 2020- DECEMBER 2020

2020	SEPT	07	M	LABOUR DAY HOLIDAY
		08	T	Collaborative Time for Staff
		09	W	Collaborative Time for Staff
		10-11	Th-F	Student Orientation
		14	M	Start of Full Day of Instruction
		22-24	Tu-Th	School Photos *tentative
		25	F	Professional Development Day (No classes)
	OCT	07	W	Collaborative Time for Staff (FLEX AM)
		12	M	THANKSGIVING DAY HOLIDAY
		23	F	Professional Development Day (No classes)
	NOV	02-05	M-Th	Numeracy & Literacy Assessments
		10	T	Remembrance Day Assemblies
		11	W	REMEMBRANCE DAY HOLIDAY
		18	W	Collaborative Time for Staff (FLEX AM)
		27	F	Professional Development Day (No classes)
	DEC	03	Th	Collaborative Time for Staff (FLEX AM)
		20	F	Last day before Winter Break

Resources, Links & Information

Resources, Links, & Information

Technology:

[Intro to Teams](#) : Introduction to using Microsoft Teams

[Teams \(Student\)](#): Student Resource for using Microsoft Teams for remote learning

[Teams \(Parent\)](#): Guidance for Parents as their child uses Microsoft Teams remote learning

[Tech's Technology Tools](#): An overview of MyEd, Office365 & Teams for Van Tech Students

[MyEd Help Page](#): Basic step by step instructions for setting up and using your MyEd Account

Back-to School- Van Tech Video Series:

[Welcome Back](#)

[Orientation Days](#)

[Timetable & Schedule Explanation](#)

[Timetable Changes](#)

Welcome [Video for the Class of 2025](#) from our Grade 8 Transitions Counsellor- Renee Hock

Welcome [Video for the Class of 2021](#) from our Grade 12 Counsellor- Mr. Van



STAY CONNECTED!

We will continue to stay connected and update our community via:



vantech.vsb.bc.ca



Email



[@vantechsec](#)



[@vantechsec](#)

We continue to recognize this is a very uncertain time, but together, with compassion and kindness, we will work to ensure the safety and well-being of every student. Thank you for your patience and understanding as we work through the complexities of school start-up this September. We sincerely look forward to welcoming back our staff and student community to our school.

Vancouver Technical Administration

Mr. Roberto Moro, Principal (Grade 12)

Ms. Sangeeta Kauldher, Vice-Principal (Grades 9,11)

Ms. Sonja Rondestvedt, Vice-Principal (Grades 8,10)

Acknowledging that we live, work, and play on the unceded and traditional territories of the Coast Salish peoples – skwxwú7mesh (Squamish), sel̓ilw̓itlh (Tsleil-Waututh), and xʷməθkʷəy̓əm (Musqueam) nations