**GidGalang Kuuyas Naay Secondary School**

Quality, Commitment & Caring in Education

PO Box 70, 701 Oceanview Drive, Queen Charlotte, British Columbia V0T 1S0

Tel: (250) 559-8822 ~ Fax: (250) 559-8328

August 19, 2020

September Start-up Draft Planning:

1. September 8

|  |  |
| --- | --- |
| 8:45am | Brief orientation for moving throughout the building. Review “Shape of the Day”   * Sign in sheet * Hallway movement * Using the Stairs * Bathrooms |
| 9:00am | Review Health and Safety Guidelines with Health and Safety Committee |
| 10:30am | * Review Health and Safety Guidelines with all staff * Review Cohort Plan and Bell Schedule * Working Groups Brainstorming for Feedback on operational planning |
| 12:00pm | Lunch |
| 1:00pm | Working Session to incorporate feedback into Cohort and operational planning |
| 2:30pm | Meeting as needs arise |

1. September 9

|  |  |
| --- | --- |
| 8:45am | Brief meeting to summarize yesterday’s work |
| 9:00am | Individual teacher meetings to review and problem solve around assignment changes that may be necessary. |
| 12:00pm | Lunch |
| 1:00pm | Teacher planning time in classes.   * More time for reviewing assignments as needed. * Coordinating Food Programs |

1. September 10, 11

Teacher planning time. Touching base with classes. Distribution of PPE as needed if available.

1. September 14, Grades 8 and 9. September 15 Grades 10-12.
   1. 8:45am Health and safety orientation. Early dismissal 12:00pm

|  |  |
| --- | --- |
| 9:30 am | Block 1 class |
| 10:00 am | Block 2 class |
| 10:30 am | Block 3 class |
| 11:00 am | Block 4 class |
| 11:30 am | Block 8 class |

1. **Cohorts:**
   1. The school population will be split into two groups. A middle school group (grades 8 and 9), and a High School group (grades 10-12). There is no way to tell how big either of those groups will be until classes begin. It is possible GKNSS will be less than 120. In that case, we will operate the school as if it were one cohort. In the event that two cohorts are required, the bell schedule is too complicated to stagger given all teachers teach multiple grades. Class changes will be directed one grade at a time so that there is never more than one grade in the hallways at a time. Class changes will take longer and will be directed from the office.
   2. Lunch breaks will be in designated places for Middle School and High School grades. Grades 8 and 9 will be assigned to the grade 8 hallway and the Learning Center/Library. Grades 10-12 will be assigned to the student lounge, the main reception area and a room in the Applied Skills wing (either the stage or the art room). Outside areas will be available to all students given masks if they are interacting closer than six feet.
   3. Without a major reorganization and reassignment of all teachers, it will be impossible to assign staff to a cohort. Even if the timetable is destroyed and reinvented, given the number of staff, it is unlikely I have enough teachers to devote to grade 8 and 9 classes isolated from senior classes. However, it will be possible to instruct teachers to physically distance and masks are made available.

1. **Communication**
   1. Primarily, communication is through email. School culture has become accustomed to sharing information and facilitating discussions with community through mass emails. Daily Health Checklist will be shared through email with all parents and students, and reviewed during orientation. The school website will also post all communiques sent home.

1. **Students Returning**
   1. I know of four students who for sure are planning alternatives. However, some are planning on registering in our DL and others are planning Home School. Some may be considering DL programs from elsewhere. There have been plenty of signs on social media that many parents are considering their options, so it is difficult to say how many will attend full time.