



Matthew McNair Secondary School
9500 No. 4 Road, Richmond, BC V7A 2Y9 (604)668-6575

September 3, 2022

Dear Guardians/Parents:

Summer has once again flown by quickly. We hope everyone has had a good break and that students are looking forward to a new school year. We are eager to have everyone back in the building and to welcome those new to our school community. We plan to provide opportunities for parents to be involved and to be a part of school life. We encourage you to attend parent meetings and open school activities. Monthly newsletters will be regularly published with the first being posted on the school website at the end of August. The McNair staff welcome communication with you; and, throughout the school year, information will be sent home electronically. As we all continue to navigate and move forward from the many challenges presented by the pandemic, McNair Secondary will continue to follow the expectations of the Provincial Health Officer and the Ministry of Education. At our Grade Assemblies, we will review health and safety protocols and other expectations as well as opportunities at McNair. We know that going to school, learning, and connecting with friends and teachers are all very important for our students' well-being and we are planning to work with you to have a successful year.

The following details are intended to assist with a smooth start-up for 2022-2023.

School Cash On-line continues to be the preferred method of payment for school related fees. All families **MUST** create an account as well as choose to receive notifications. School Cash On-Line will be the primary form of communication with respect to fees that are required such as the Basic School Fee as well as optional fees and opportunities such as Yearbook, Workbooks, Spirit Wear, Field Trips, etc. Setting up an account will also make tracking and paying fees much more convenient for families. We will have some of these fees accessible for payment after Tuesday, August 30th.

<https://richmondsd38.schoolcashionline.com> will take you to the registration page to set up an account if you have not already done so.

Once school starts, your child will get a **McNair Calendar (one per family)**. You will find this is a useful reference throughout the year. It includes key dates: Reporting, Holidays, Professional Development Days, Tournaments, Exams, Theater Production, Musical Concerts as well as other information to help you become familiar with our school. Please take a few minutes to review.

Grade 8 students will also receive a hard copy of the **student agenda** that includes much of the necessary information to assist with the organization of each school day. All **Grade 9-12** students will be accessing the **Student Agenda through our phone app**. Information of how to set up and use will be provided during the first day assembly.

On the first day of school, students will also receive the following: **Student Verification/Medical Form** (please make changes directly on the form and be sure to include an accurate email address for parents), and information about their **lockers**. Enclosed with this email is a **Media Release form** and a **Walking Fieldtrip form**. Please sign these documents and return to your Homeroom teacher by **Friday, September 9th**.

Students will NOT receive their timetable with this letter. Timetables have been emailed to students and will be sent out again on Friday with Homerooms listed. As well, students will receive a hard copy their **timetables on the first day of school (September 6th)**. A process has been outlined for students wishing to request changes to their timetables (but please recognize that timetable changes will be difficult).

Listed below are some important dates and additional information about school opening.

FIRST DAY - Tuesday, September 6, 2021

- Grade 8 10:00 AM until 11:00 AM approx. (Assembly in Large Gym & Homeroom)
- Grades 9-11 11: 30AM until 12:30 PM approx. (Assembly in Large Gym & Homeroom)
- Grade 12 1:00 PM until 2:00 PM approx. (Assembly in Large Gym & Homeroom)
- Mini School Assembly 11:00 AM to 11:30 AM (Mini School Students are also expected to attend their Grade Assembly at the appropriate time listed above.)

Grade 8 Teachers and Student Mentors will be present in the Large Gym Assembly at 10:00 AM to welcome and assist our new learners before being escorted to Homeroom classes. Grades 9 – 11 students will attend school at 11:30 AM. Grades 9 – 11 students will go to the large gym first before being dismissed to Homeroom classes.

Homeroom class lists will be posted by the main entrance at the front of the school by **6:00 p.m. on Friday, September 3rd**. As well, Homeroom numbers will be noted on students' schedules that will be emailed home. All students should check these lists to confirm their homeroom teacher and classroom number. For the first day, students are asked to bring a writing utensil to record notes. Grade 12 students will attend Homeroom first before their assembly. Students will be dismissed from school at the approximate end times listed above.

Wednesday, September 7

Students should arrive to school by 8:20 AM as the first class begins at 8:30 AM. New students may wish to arrive a little earlier in case they have questions about classes and locations. Again, there are plenty of people available to help students with any questions. This is a full school day. **Students are asked to report to their Homeroom class to begin each day this week to review particulars and to return signed forms (Medical, Media Release) before proceeding to their regular classes.** It will be **DAY 1 for Grade 8 students**. Teachers will distribute course outlines and explain expectations. Students will be given information about any supplies they may need for each course.

IMPORTANT PARENT MEETINGS IN SEPTEMBER

- **MEET THE TEACHER – September 22** – Details will be communicated soon.
- **FIRST VIRTUAL PAC MEETING** – An opportunity to get acquainted with other parents and the school, and to set some goals for the new school year – Date to be Confirmed. **Information and a meeting link will be sent out to families.**

Other important dates:

- September 23 - Professional Development Day (Schools Closed)
- September 28 - Student Photos
- September 29 - Grade 8 Activity Day (Details to follow)
- September 30 - National Day for Truth and Reconciliation (Schools Closed)

If your child will be absent during the first week of school but intends to return to McNair, please contact the school as soon as possible to confirm this with us. We need to organize classes accurately and to ensure that all absent students have a timetable and locker upon their return.

Things may seem a little overwhelming at first for those of you who are new to the school but you will find that things will fall into place quite quickly and that you will soon know your way around. In the meantime, there are lots of people around to help so don't hesitate to ask. We look forward to seeing you all. Have a great year!

Sincerely,

Deborah Ten-Pow

Ms. D. Ten-Pow
Principal
Matthew McNair Secondary School