Staff WAAG
January 12 – January 16, 2026

Monday January 12	Tuesday January 13	Wednesday January 14	Thursday January 15	Friday January 16
(ABCD)	**(Conference Day)**	**(ABCD)**	**(PLT-ABCD)**	**(ABCD)**

Monday January 12 (ABCD)

Block A	8:30	9:50
Block B	9:55	1:15
Recess	11:15	11:25
Block C	11:30	12:50
Lunch	12:50	1:35
Block D	1:40	3:00

Staff Meeting @ 3:15 PM

Tuesday January 13 (Conference Day)

Conference Day Schedule

Homeroom	8:30	9:00
Session 1	9:10	10:10
Break	10:10	10:25
Session 2	10:25	11:25
Lunch	11:25	12:15
Session 3	12:15	1:15
Session 4	1:25	2:25
Homeroom	2:30	3:00

Graduation Numeracy 10 Assessment

Pro-D Meeting @ Lunch

Wednesday January 14 (ABCD)

Block A	8:30	9:50
Block B	9:55	1:15
Recess	11:15	11:25
Block C	11:30	12:50
Lunch	12:50	1:35
Block D	1:40	3:00

Evacuation Drill @ 2 PM

Thursday January 15 (PLT-ABCD)

Block A	8:30	9:38
PLT	9:43	10:31
Block B	10:36	11:44
Recess	11:44	11:54
Block C	11:59	1:07
Lunch	1:07	1:47
Block D	1:52	3:00

PAC Meeting @ 7 PM

Friday January 16 (ABCD)

Block A	8:30	9:50
Block B	9:55	1:15
Recess	11:15	11:25
Block C	11:30	12:50
Lunch	12:50	1:35
Block D	1:40	3:00

Evacuation Drill @ 2 PM
(if rained out on Wed)

ATTENDANCE – Please take daily attendance in MyEd. MyEd is a live data base, and attendance needs to be taken on-time and accurately every class.

Day	Attendance Due	Absent Alert Sent home
First Block	9 am	6 pm
Last Block	2:15 pm	6 pm

IMPORTANT: STUDENTS REQUESTING COURSE CHANGE INTO YOUR CLASS

Please remember: Students may be requesting a course change and approach teachers asking to be placed in a class. **Please do not agree to accept students into your class without speaking to the counsellor first. Also, direct the students to speak to their counsellors as well.** We are still accepting new students from Central Registration (helpful to increase our numbers) and spaces may be taken as counsellors are putting together schedules for these new students.

PLT Reminder and District PLT Dates

Please remember to return attendance sheets to the office each week. We will continue to provide sign-up sheets in advance.

Teachers who teach 4 blocks this semester should take 1 PLT off every 4 sessions. Teachers should collaborate with department members to ensure that the 'off session' is different from their colleagues. Please don't post a sign-up sheet if it's your session off.

District PLT Dates: **Feb. 12, Mar. 5, April 2, May 31.**

Volunteer Requirements – Drivers and In School Volunteers

- All volunteers are now required to complete a criminal record check (CRC) prior to having their volunteer driving form being signed by the office
- CRC's are completed online at no cost to the volunteer. There is a processing time for the CRC to be completed.

Once the school volunteer has submitted their online CRC, it is complete. School volunteers can email or print a copy of their submission confirmation and provide it to the school principal. This confirmation should be attached to the driver and/or volunteer form and stored in the school office.

Teacher Absences: Pre-booking a TTOC

To avoid not getting a TTOC due to shortages, it is helpful to confirm a TTOC if you know that you will be absent – this may also help folks rest easier knowing ahead of time that classes are covered and, also, who is covering your classes.

Phone Policy Reminder

- Students should not use personal digital devices during instructional time, unless permission is granted by the supervising staff for educational purposes.
- When not permitted, personal digital devices should be powered off and secured inside a student's backpack, locker, or secured location.

Just a reminder that the consistent application of this policy in our classrooms, will promote school-wide success. Students are sharing with parents that we are not following this policy, so we need to be aware of phone use (i.e. Instagram) in classes.

DATES TO REMEMBER:

Jan 12	Staff Meeting @ 3:15 PM
Jan 13	Conference Day / Graduation Numeracy 10 Assessment / Pro-D Meeting @ Lunch
Jan 14	Evacuation Drill @ 2pm
Jan 15	PAC Meeting @ 7pm
Jan 19	Ed Fac Meeting @ Lunch / Semester 2 Course Change Requests Due @ 8am
Jan 20	SBT Meeting @ Lunch
Jan 21	SCC Meeting @ Lunch
Jan 22	Feeder School Concert
Jan 23	Last Day of Semester 1 / Awards Meeting @ Lunch
Jan 26	Pro-D Day (School Closed) / Tech Team Tune Up
Jan 27	Learning Completion Day (Non-instructional Day)
Jan 27	Graduation Language 12 Assessment
Jan 28	Summary of Learning Marks Due / Semester 2 Starts
Jan 30-Feb 6	Artona Grad Photos
Feb 2	Summary of Learning S1 Published / Staff Meeting @ 3:15 PM
Feb 3	Gr 10 & 11 Program Planning Presentation (PLT) / SBT Meeting @ Lunch
Feb 5-6	Grad Friendship Photos
Feb 5	Gr 8 & 9 Program Planning Presentation (PLT) /MEC Info Session on Teams / PAC Meeting @ 7 PM
Feb 9	Parent Program Planning Info Night on MS Teams
Feb 11	SCC Meeting @ Lunch
Feb 12	Meet the Teacher Night
Feb 13	Pro-D Day (School Closed to Students)
Feb 15	Maha Shivaratri
Feb 16	BC Family Day (School Closed)
Feb 17	Lunar New Year / Ramadan Begins
Feb 23	2026-2027 Course Requests Due @ 8am / Ed Fac Meeting @ Lunch
Feb 24	Pro-D Meeting @ Lunch
Feb 25	Pascal, Cayley, Fermat Math Contests

Weight Room Access – Staff Key

In recognizing the importance of staff having access to opportunities for physical activity, the weight/fitness room lock has been changed so it can be accessed by the Staff Key – BH2R13 via the hallway door outside of class time. *Please be mindful of the following reminders as this is a teaching space.*

- Clean up equipment that was used
- Don't remove equipment from the space
- Spray equipment/mats after use
- Ensure the doors are locked when leaving

There is an auxiliary cord attachment for playing music if you wish to use – cord and dongle not provided.

Atrieve Link

Please use the following link to access Atrieve:
https://sd38.atrieveerp.com/
It appears the old link says your username is invalid.