

# KEHEEWIN SCHOOL HANDBOOK

2015 - 2016



“When love and skill work together  
expect a masterpiece”



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 EDMONTON PUBLIC SCHOOLS

*Bright futures  
begin here* 

***“When love and skill work together expect a masterpiece.”***

Welcome to everyone as we begin the 2015-2016 school year. We look forward to serving students, parents, as well as our immediate and extended community. The last few years at Keheewin and in Edmonton Public Schools have seen changes to curriculum, the more extensive use of technology, as well as growth in the number of students attending school. We are expecting more than 350 students, closer to our maximum number.

Keheewin School is designated to have two kindergarten classes and two classes at grade level so we can manage space. Keheewin School is a designated district site for Interactions, serving students that are on the autism spectrum.

Keheewin School is very fortunate to have an exceptional School Council that works hard to enhance the positive educational and overall experience of students. Due to their hard work and fundraising, Keheewin students benefit from enhanced resources and many other activities. Please consider contacting the school to join this vital group of parents doing great things for students. We can provide you with the information.

Sincerely,

Mr. Michael O’Hara  
Principal

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## SCHOOL BACKGROUND

Keheewin School opened in September, 1981. Our name came from Chief Keheewin of the Cree Indian Band, who lived in the Kaskitayo area. The Chief was named after the “Eagle” (Kehew in Cree). As a young man he distinguished himself for his bravery in the many fights with the Blackfoot and became chief early in life. He died in 1887 in Onion Lake, Saskatchewan.

## MISSION STATEMENT

Keheewin is dedicated to the academic and personal growth of students, building partnerships with parents and professional enhancement to support teaching and learning. Our primary shared focus is improving achievement for all learners in the area of literacy, specifically reading comprehension and writing. Keheewin’s motto is... “When love and skill work together, expect a masterpiece.”

## PHILOSOPHY

Keheewin is a place where relationships with people and learning are nurtured. We believe the purpose of education is to produce citizens who strive for personal academic excellence and who contribute to the well-being and growth of themselves, their peers, and the community.

At Keheewin we provide students with the very best teachers and modern learning tools. Staff is encouraged to continually grow. As a professional learning community, teachers collaborate with other professionals inside and outside the school to improve their practices. We maintain a safe and healthy learning environment for students and staff and invite parents to play an important role in the school through volunteering.

## EDMONTON PUBLIC SCHOOL BOARD

### PRIORITIES 2014 - 2018

- Foster growth and success for every student by supporting their journey from early learning through high school completion and beyond.
- Provide welcoming, high quality learning and working environments.
- Enhance public education through communication, engagement and partnerships.

## EDUCATIONAL PROGRAMS:

### **COMMUNITY PROGRAM**

The Kindergarten to Grade 6 program offers children and parents a variety of approaches and strategies dependent on a child's strengths or needs, curriculum expectations and teacher individuality. Balanced Literacy, a structured literacy program, is an integral component of instruction within Language Arts. The components of this program are:

- Working with words
- Shared reading
- Reading aloud
- Independent and guided reading

All courses offered are mandated by Alberta Education. Mandated courses include Language Arts, Mathematics, Social Studies, Science, Art, Music, Physical Education, Health and French as a Second Language (for Grades 4 to 6).

### **INTERACTIONS (District Site)**

This program provides academic programming in a small group setting for children who display characteristics within the Autism Spectrum Disorder. The classrooms provide a higher adult to child ratio than in a regular program. The Interactions program is focused on improving the developmental, social and communication skills of the students.

The staff, in the program, is knowledgeable in the area of Autism Spectrum Disorder and there is ongoing training throughout the year. A number of strategies are employed to help students reach their potential.

Communication skills will be developed both in and outside of the classroom. Students will have the opportunity to be integrated into other classrooms, when appropriate, to focus on socialization and/or academic skills.

## RESPECTFUL LEARNING AND WORKING ENVIRONMENTS

Edmonton Public Schools, in co-operation with its staff groups, is committed to creating a healthy, respectful learning environment for students, staff members, trustees, parents, volunteers, and general community.

We recognize the worth of every person without discrimination. We are committed to working toward the elimination of objectionable behaviour in our schools and workplaces, and to maintaining an environment that is respectful, safe, nurturing and positive for everyone.

Please help us achieve this goal by interacting in a manner which respects the dignity and value of others.

## KEHEEWIN SCHOOL CODE OF CONDUCT

**SCHOOL IS A PLACE WHERE THERE IS A *COLLABORATIVE* EFFORT TO LEARN, RELATE, AND GROW. NO SOCIETY, ORGANIZATION, OR GROUP CAN OPERATE WITHOUT RULES AND CERTAIN EXPECTATIONS.**

Keheewin School operates on the philosophy that all students have the right to learn in a safe and respectful environment. Learning is the shared responsibility of the school, the student, and the home. Our discipline program reflects the belief that students can and will make good decisions if they are allowed the opportunity to decide, given the positive support they need, and be held accountable for the decisions they make. We believe in a problem – solving approach should inappropriate behaviours take place, as our goal is to help children see themselves as being responsible for their own behaviour.

Our school-wide discipline program, of which this ‘Code of Conduct’ is a part, is directed toward placing responsibility for a student’s behaviour where it belongs - totally in their hands. This program is based on a set of expectations, consequences, and rewards.

## **Expectations**

As good citizens, Keheewin students are expected to:

1. Enter the school promptly through designated door when the bell rings but not before (except in emergency situations or with permission).
2. Walk quietly, in an orderly manner, throughout the school building.
3. Walk bicycles on school grounds and take them directly to the racks where they must be locked.
4. Wear only clean/dry footwear inside the school and leave dirty, wet footwear on the boot racks.
5. Play in designated areas only and use the playground equipment appropriately.
6. Keep their hands, feet, and objects to themselves.
7. Show courtesy, consideration, and respect to others and their property.
8. Refrain from visiting the shopping centre across the street from the school during the hours of 8:30 am and 3:45 pm unless written permission from parents is given.
9. Leave dangerous and personal equipment i.e., knives or other weapons, matches, bats, toys, electronic equipment, guns, hockey sticks, etc. at home.
10. Use all resources (books, supplies, materials, and equipment) with care and respect.

## **Classroom Behaviour Expectations**

Each class will develop a set of classroom expectations with appropriate consequences for the violation of these rules.

## **Major Offenses**

The following major offenses are unacceptable:

1. Hitting, kicking, or other physical abuse which has injured or is potentially dangerous
2. Defiance or open opposition to authority
3. Abusive or profane language or gestures
4. Throwing objects such as rocks, snowballs, sticks, etc.
5. Continuous disruptive behaviour that severely interferes with another student's right to learn
6. Willful disobedience
7. Willful destruction or defacing of school property
8. The possession or use of a weapon

It is a condition of attending Keheewin School that students agree not to commit these major offenses.

## **Approach to Student Behaviour**

Since students are responsible for their learning and behaviour, they must accept the consequences of making good or bad choices. In the event that children make a poor choice, they will be made aware of their error and have an opportunity to discuss the matter. As a result, students will recognize their poor judgment and will generally be helped to formulate more acceptable alternatives. In most situations, a simple reminder is all that is required. However, in other circumstances, due to the seriousness or frequency of the misbehaviour, a student may lose certain privileges, be given a time out, be given a work detail on school property, or be given an in school suspension/out of school suspension. There may be occasions when the principal, teachers, parents and child may meet to examine behaviour difficulties and to develop positive solutions. When considered necessary, parents will be contacted.

## **SCHOOL FEES/SUPPLIES**

All workbooks and printed materials (texts) required for the basic instruction of students will be provided, at no cost, to parents. Extra supplies for Grades 1 to 6 students will have to be purchased by the students. Supply lists are available from your child's homeroom teacher. Student fees will be assessed to cover such costs as field trips, transportation, admissions and use of facilities. Undue damage or loss of textbooks or library books will be charged to the students.

The Local Advisory Committee will set Kindergarten fees in September for the current school year. This will cover the cost of school supplies, special projects, kinder cooking, and field trips.

## **MONEY**

Except for small amounts, cheques made payable to Keheewin School would be appreciated. Cheques eliminate the problem of money lost on the way to school. When money is sent, please put it in an envelope with the child's name and room number (or teacher's name) written on the outside and what the money is for. We do not offer Debit/Interac method of payment.

Please emphasize with your children the danger of leaving money or valuables in their desks or other places at school.

## NEWSLETTERS

Individual teachers post classroom newsletters on SchoolZone, and important dates, events and other information are posted by office staff. Newsletters are essential to inform parents of school and community events and activities.

We ask that you check SchoolZone on a regular basis to keep informed.

## LUNCHROOM PROGRAM

For 2015-2016 there is a District Committee tasked to look at implementing a District approach to lunch-time supervision. Information to families about lunch-time supervision fees for 2015-2016 will be communicated at the conclusion of this work.

We would appreciate every effort being made with neighbours and nearby friends to provide noon hour care. **WHENEVER POSSIBLE, WE WOULD ENCOURAGE CHILDREN TO LEAVE THE SCHOOL OVER THE LUNCH BREAK.** The change from the school setting is a valuable break for each child.

### Lunchroom Fees are:

Monthly	\$22.00 per child
Casual	\$2.25 per child

## JUNK FOOD

The staff will take every opportunity to teach the students to consume nutritional foods and to avoid the so-called 'junk foods' such as candy, gum, pop, etc. Parents can assist us in this endeavour by encouraging proper nutritional habits.

## ALLERGIES

Due to severe allergies, Keheewin School is a peanut free facility. We ask parents to ensure no peanuts or peanut products are sent to school. As well, we also ask parents to check product labels and not to send birthday snacks that are labeled "may contain peanuts or peanut products". If you are sending birthday food, there are a variety of products made in peanut free facilities that would be preferred. Many Chapman's products (ice cream treats, wagon wheels, and

popsicles) are peanut free and can be purchased at Save-On Foods, Safeway and Sobeys. Costco also sells a line of peanut-free products. While we try, we cannot guarantee that peanut products will not make their way into the school. It is incumbent upon parents to teach their child what they can and cannot eat. If your child has an allergy, be sure to contact the school office upon registration to ensure we have a record of this. If an Epi-pen is required, please ensure that it is sent to school. Parents and students are expected to adhere to the guidelines of this policy.

## SCHOOL TELEPHONES

School telephones are for official school business only. Students are permitted to use the school telephone in emergency situations. Teacher permission is required.

Students are expected to leave home with all the items they will require such as school supplies, homework, musical instruments, and lunch. Failure to bring these items is not considered an emergency situation and a phone call may not be permitted. Play dates are to be arranged from home. Please help us in assisting your child to develop a sense of responsibility.

## OUT-OF-BOUNDS AREAS FOR STUDENTS

Students are not permitted to play in the staff parking lot, bicycle rack area, on the hill, around the community league building, or in front of the school. Students will not be allowed to visit the shopping centre across the street between the times of 8:30 am and 3:45 pm.

## ACCIDENTS

Personnel in the school office are to be notified as soon as possible regarding any accident anywhere on school property. If necessary, first aid will be administered and an attempt will be made to notify a parent. Please ensure the school has a current phone number.

**Note:** Please help prevent accidents. Students are urged to report to the office any dangerous equipment or other potential hazards around the school.

## SCHOOL COUNCIL/PARENTS SOCIETY

The School Council is a group of Keheewin parents and staff volunteers who meet on a regular basis for the discussion of issues related to education. This forum is an excellent opportunity to participate in your child's education. In addition, the Parents Society sponsors an annual fundraiser, an annual Family Picnic in June, and a performing arts group visit to the school each year. Everyone is welcome to attend the meetings.

## LOCAL ADVISORY COMMITTEE (L.A.C.)

To assist with the operation of the Kindergarten program, a special committee is elected in early June. All parents of Kindergarten pupils are encouraged to participate in meetings called by the chairperson.

## A.M.A. SCHOOL PATROLS

Students from Grades 5 and 6 make up our school patrols. Two crosswalks are patrolled, 20 Avenue and 105 Street, and the activated crosswalk light in front of the main entrance of the school. They provide a very important service and require the cooperation and encouragement of all. We urge parents to encourage their children to cooperate with the patrols.

Patrols will be on duty as follows:

<b>8:24 am – 8:37 am</b>
<b>11:30 am – 11:40 am</b>
<b>12:16 pm – 12:26 pm</b>
<b>3:30 pm – 3:40 pm</b>
<b>Thursday early dismissal 2:25 pm – 2:35 pm</b>
<b>Patrollers will return to school at the first bell</b>

If it is colder than -23°C, there will be no patrols outside.

Students delivered or picked up on the opposite side of the street must cross at a patrolled crossing. **Jaywalking is dangerous and against the law. For safety reasons, parents are not to drop off their children in the school parking lot, fire hydrant zone or other designated off limit areas.**

# HOMEWORK POLICY

Many factors influence the healthy development of a child. After-school activities such as Brownies, Cubs, piano lessons, and sports provide valuable life lessons as a part of growing up.

Homework, too, can play an important role in this process. Research has shown that when students do a little bit of homework each day, it:

1. Reinforces the learning they have done in school
2. Develops positive work habits
3. Enhances student achievement

At Keheewin, we believe that students should do some homework each evening, and for the purposes of this recommendation we are defining “homework” as any activity, assigned or otherwise, that will enhance your child’s learning. These activities (depending on the grade level) could include:

- Home reading
- Learning or practicing basic facts
- Writing a story
- Organizing binders and notes
- Researching more information on a topic being studied at school
- Reading the newspaper
- Preparing a title page
- Writing their own mathematics problems and solving them
- Making a spelling list of words they are misspelling in their work and then studying them
- Playing an educational game
- Practicing a musical instrument (recorder)
- Studying weekly spelling list

In order to strengthen the partnership between the home and the school, homework expectations will be reasonable and clearly communicated. Homework will be assigned by the teacher on an “as needs” basis. Specific assignments may occasionally exceed the suggested guidelines; if you find that your child consistently requires more than the suggested amounts of time to complete homework, we encourage you to contact his/her teacher.

We suggest that the following amounts of time are appropriate for each grade level:

Grades 1 and 2	10 - 20 minutes
Grades 3 and 4	20 - 30 minutes
Grades 5 and 6	30 - 45 minutes

Keep in mind; however, that students differ widely in their ability to manage the time required completing a given task.

We recommend that each child be given a quiet location and a set time to complete their homework. At the Grades 1 - 6 levels we encourage students to have a Student Agenda.

Your child's teacher will be addressing their particular homework expectations for their class at the Parent Information Night.

## ATTENDANCE POLICY/PHONE-IN ATTENDANCE CHECK

It is the responsibility of parents to communicate to their children the importance of attending school regularly and being punctual. Extended pupil absences adversely affect their school performance and when this occurs, parents will be informed.

Keheewin School will be operating a daily phone-in attendance check to:

1. Ensure that the child you send to school actually gets to school, and
2. Inform the school when the child will be away and that he or she is safely at home.

Our daily phone-in system works as follows:

1. Parents are asked to phone the school each day the child is away. One phone call is necessary for prolonged absences.
2. Teachers will take attendance and the office will match the absentees to the phoned-in list.
3. If a child is absent and there has been no phone-in, a parent will be phoned to **confirm the absence.**
4. Please use our automatic answering service (780-438-3874) to leave messages regarding absences. Leave your child's name, teacher's name and room number or grade.

Our answering service hours are:

Weekdays - 4:00 pm to 8:15 am

Weekends - 24 hours a day

**Note:** Normally, children who are too ill to go outside for recess are too ill to be at school. This is particularly true in the case of severe colds/flu. Children coming to school with severe colds/flu are unable to function well at school, provide a source of infection for other children, and would probably recuperate faster at home.

## CHANGE OF ADDRESS AND/OR TELEPHONE NUMBER

If you move during the course of the school year and your child remains at Keheewin, please advise the school office of your change of address and/or telephone number (home and work).

## BICYCLES/ROLLERBLADES

Children should be made aware of all the proper bicycle safety rules. It is mandatory to be wearing bicycle safety helmets when riding bicycles. Once you are at the bike racks you WALK'EM, LOCK'EM, and LEAVE'EM.

Please note that rollerblades, skateboards, and scooters should not be brought to school. If skateboards and scooters are, they must also be locked up during the day. All students must have a helmet for these as well.

## ADMINISTERING MEDICATION

There have been requests from parents to administer medication to their children during the time they are in school. The Edmonton Public Schools Operational Handbook states: "If a request is made to administer medication at school to students not sufficiently mature or reliable to care for their own needs, the following guidelines and procedures are to be observed. The principal shall require a signed request from the parent and physician indicating the type of medication (in original bottle) to be administered, required dosage and action to be taken in the event of possible hazards or side effects." Children with Epipens must carry them in a fanny pack on field trips. The teachers of younger children will carry the Epipens on any field trip.

**The Student Focused Medication Management Plan forms for this request are available in the school office and must be updated each school year.**

## **FIELD TRIPS**

Learning experiences which occur outside the school are an integral part of our school curriculum. Your child, depending on the grade level, will have an opportunity to participate in a number of field trips. Information will be provided to parents about the nature of the field trip and the costs. Parental consent forms will be required prior to all field trips. Children with Epipens must carry them in a fanny pack on field trips. The teachers of younger children will carry the epipens on any field trip. No child will be denied the right to participate in field trips due to lack of funds if the situation is brought to the attention of the teacher.

## **FIELD TRIP VOLUNTEERS**

Edmonton Public Schools insurance coverage for volunteers on field trips does not include coverage for younger siblings coming along on buses or at the field trip site. A volunteer registration form must be filled out each year. These forms are available in our office.

## **STUDENT DRESS AND FOOTWEAR**

For health and safety reasons, all students require a pair of running shoes to wear indoors and in the gym, and must wear appropriate footwear at all times. Outdoor shoes are to be removed at the entrance and placed on the assigned rack.

Staff, parents and visitors are asked to set an example for students by also removing outdoor footwear when entering the school.

Choice of clothing should reflect standards of acceptability and modesty as interpreted by the school. Revealing clothing (e.g. exposed midriffs, halter tops, camisole tops), or clothing with offensive or inappropriate logos or graphics are not to be worn to school.

If a student's choice of dress does not meet this standard of acceptability or appropriateness, parents will be contacted and the student will be provided alternate clothing or will be sent home to change. Caps/hats and outside jackets are not to be worn indoors or in class during instructional time.

## BUS PASSES

The cost of an ETS bus pass is \$55 per month or annual pass \$470. This is applicable for students attending Grade 1 to Grade 6 who wish to use public transportation. Bus passes are non-transferable.

These bus passes are subsidized by the E.P.S.B. Students can purchase a subsidized ETS pass as long as they are registered at their designated school and are not provided with any other subsidized transportation. ETS passes are valid for unlimited travel, including statutory holidays.

Students living within specified boundaries are eligible to receive a bus pass for \$30 per month (see map in school office) or annual pass \$240.

## COLD WEATHER POLICY

**In the event of severe rain or extreme cold weather (-23°C or colder) we will have an indoor recess allowing students a washroom/relaxation break within the school. On days when there is a light rain or drizzle, the students will go outside for their lunch and recess breaks. We would ask that the children be dressed appropriately at all times.**

When the temperature is colder than -23°C, children may enter the designated hallways and entrances to warm up. Please encourage your child to dress warmly and to arrive at school no earlier than fifteen minutes before the first bell.

## SUPERVISION

Students will be supervised outdoors from:

8:22 am to 8:37 am  
10:15 am to 10:30 am  
2:15 pm to 2:30 pm

Lunchroom supervisors are responsible for supervising from 11:30 am to 12:26 pm.

## HOURS OF OPERATION

<b>8:30 am</b>	<b>Doors are opened*</b>
<b>8:37 am</b>	<b>Morning assembly bell/ students line up at their door</b>
<b>8:39 am</b>	<b>Morning instruction begins</b>
<b>10:15 am-10:30 am</b>	<b>Recess</b>
<b>11:30 am</b>	<b>Noon dismissal for all students</b>
<b>12:26 pm</b>	<b>Afternoon assembly bell</b>
<b>12:29 pm</b>	<b>Afternoon instruction begins</b>
<b>2:15 pm-2:30 pm</b>	<b>Recess</b>
<b>3:30 pm</b>	<b>Afternoon dismissal</b>
<b>2:25 pm</b>	<b>Thursday early dismissal</b>

Interactions Class: 8:43 am – 2:40 pm, Thursdays 2:15 pm

\*All students to remain outside unless weather is severe.

## SPECIAL PROGRAMS:

### **Library Policy**

Students are encouraged to borrow books regularly, both for recreational reading and subject needs. Reference books and audiovisual materials are to be used in the school only. Books must be returned or renewed after the two-week loan period. The first overdue reminders are issued to the classroom. When a book is two weeks or more overdue, a notice is sent home asking for its return. If the book cannot be found, payment is requested to partially cover the cost of replacing lost or damaged books (amounts will vary depending on the type of book). Receipts are issued, and should the book be found, a refund is made.

### **Computers and Technology**

Computers and other technology hardware and software are available to facilitate searching for material, borrowing and returning books, and doing research. All students have opportunities to use computers and technology as tools to enhance learning and must complete a Technology Usage Agreement.

### **French**

Students will learn French as a Second Language beginning in Grade 4.

## FIRE DRILLS/EMERGENCY PLAN

Fire drills and security alerts are to be regarded as safety training exercises, which may help save lives. They are conducted regularly throughout the school year.

The purpose of the emergency plan is to ensure safety and well-being of our students and staff and to inform parents and community of actions that will be taken in the event of unusual circumstances. Every effort shall be made to provide parents and students with prompt and accurate information.

## REPORTING VANDALISM

Please CALL: 780-423-4567 or 911 (Emergency) and give the dispatcher the name of the school, its location if you see anyone:

- Climbing on the roof of the school
- Throwing objects at windows or doors
- Destroying shrubbery or playground equipment
- Shooting weapons of any kind
- Lighting fires
- Defacing school property
- Committing any other suspicious acts

A police car will be dispatched to investigate.

## REPORTING AND PARENT/TEACHER CONFERENCES

### **Report Cards**

Student Progress Reports are issued three times a year. We welcome parental contact throughout the year, whenever there are concerns or if there is need for information regarding the welfare and progress of your child. If a parent wishes to appeal a mark a teacher has given, a parent should, in the first instance, see the teacher. If the matter cannot be resolved, an appointment with the principal is recommended. We believe that good parent/teacher communication is of vital importance to your child's educational growth. If a parent has a concern, the teachers would appreciate the matter being addressed



## **CAPITAL HEALTH**

Capital Health works together with schools and community agencies to provide a range of coordinated community health and support services for school-age children and their families. Our common goal is to build on the health and education potential of students by providing nursing services, rehabilitation services, speech and language therapy and dental services in targeted schools. If you have any concerns about your child's health please talk to your school nurse at the Rutherford Health Centre, phone 780-342-6803.

## **STUDENT LEARNING SERVICES**

As well as curricular consultants for teacher support, Edmonton Public Schools provides Reading Specialists, Psychologists and Social Workers. Teachers would contact parents before referring students to the reading specialist or psychologist as parent permission is required.

## **THE EDMONTON SAFE PARENT ASSOCIATION**

Please inform your child about the purpose of the Edmonton Safe Parent Association ([sp@edmsafeparent.com](mailto:sp@edmsafeparent.com)). Safe Parents are adults who have offered their homes as a place for refuge for children who may be lost, frightened, molested, or bullied. Homes of Safe Parents are identified by a sign in the window.

## **FUR/FEATHERS POLICY**

Due to health and safety concerns for all of our students and staff, we have a fur/feather policy in our school. Many of our students/staff suffer from asthma and severe allergic reactions related to fur-bearing animals (dogs/cats) or birds. If you would like to bring your dog with you when you walk to school to pick up your child/children please respect this policy by waiting outside with your animal. If you are bringing it for show and tell, please arrange for the teacher to bring the class outdoors.

## **ORGANIZATION FOR 2015-2016**

Principal: Mr. Michael O'Hara

Curriculum Coordinator: Mrs. Lissa Davies

Kindergarten: Mrs. Lani Schalin

Interactions: Ms. Joan McCully  
Ms. Toby Bowers  
Ms. Megan Currie

Division I: Mrs. Linda Nikolai-Wilson  
Mrs. Deb McIver  
Mrs. Simone Shirvell  
Mrs. Laurel Baizley  
Mrs. Bernice Sinclair  
Mrs. Andrea Larsen

Division II: Mrs. Mellissa Smith  
Miss Stacey McAllister  
Mrs. Michelle Yakubow  
Mrs. Lissa Davies  
Mrs. Renie Lubert-Wolodko/Mrs. Jill Penner  
Mrs. Sue Stephenson

Music: Ms. Robyn Baron

Administrative Assistant: Mrs. Barbara Kelly

Library: Mrs. Lissa Davies

Educational Assistants: Mrs. Lourdes Anthonipillai  
Ms. Michelle Perron  
Mrs. Tammy Doering  
Mrs. Susan Jorgenson  
Ms. Cindy Prechel  
Ms. Alison Jones  
Mrs. Carol Badin

Custodial Staff: Mr. Carlos Gonzalez  
Mr. Jose Petilla

## CALENDAR OF EVENTS FOR THE 2015-2016 SCHOOL YEAR

September 8	First Day of School
September 17	Parent Information Night (for parents only)
September 22	First School Council Meeting - AGM
September 28	School Pictures
October 12	Thanksgiving Day, No School
November 11	Remembrance Day, No School
November 26	Parent-Teacher Conferences
November 27	First Report Card
December 16	Kindergarten Christmas Concert
December 17	Grade 1-6 Christmas Concert
December 21 - Jan. 1, 2016	(inclusive) Winter Break
January 4, 2016	Classes Resume
February 1	PD Day, No School
February 15	Family Day, No School
February 25 – February 26	Teachers' Convention, No Classes
March 7	PD Day, No School
March 18	Second Report Card
March 25	Good Friday, No School
March 28	Easter Monday, No School
March 25 – April 1	(inclusive) Spring Break
April 18	PD Day, No School
May 6	PD Day, No School
<i>May TBA</i>	<i>Volunteer Appreciation</i>
May 19 – May 20	Days in Lieu, No School
May 23	Victoria Day, No School
June 6	Family Picnic
June 28	Last Day/Report Cards