



September 6, 2016

Dear Parents/Guardians:



Welcome to Little Mountain Elementary School and the 2016-2017 school year! We are looking forward to having a terrific school year!

The staff and I, at Little Mountain Elementary School, are committed to the social and academic development of your children / our students. We will strive to provide a variety of programs that meet the diverse needs and learning styles of all the children in our school. These programs will occur both inside and outside of the regular classroom setting.

We believe that students cannot learn if they don't feel safe. As a staff we are committed to providing a risk-free school environment. Programs are in place to teach pro-social behaviors and services are in place at both the classroom and school levels to enable students as they succeed. We believe in celebrating student success and informing and working with parents when challenges arise.

We believe that a cornerstone to student success lies in the partnership between school and home. Mutual respect and ongoing communication are crucial to ensuring that this partnership provides the best educational experiences for our students / your children. If you have questions or concerns over the course of the year, or, if you want an update on your child's progress, please contact the classroom teacher - s/he will be glad to answer any questions.

Little Mountain Elementary School values the numerous volunteers that have been involved with our school in previous years. Please feel free to volunteer at the school this year - either in your child's classroom or within the larger school environment. Our parent volunteers read with students, help with the writing process, support math groups, go on field trips, help with hot lunch days and volunteer their time in the library - just to mention a few of the invaluable services they provide! Our students enjoy working with our parent volunteers and our teachers appreciate the extra set of hands in the classroom.

Our Parent Advisory Council, led by the Executive is a small group of energetic, open-minded, supportive and dedicated parents who are committed to volunteering their time to work with the staff, ensuring that all of our students are successful in the different areas of the curriculum. If you have the opportunity, please attend our Parent Advisory Council meetings. They are usually held the **3<sup>rd</sup> Monday of each month at 6:30 p.m. in the library.** **Every parent in the school is an automatic member of the LME P.A.C.** The P.A.C.'s mandate is to provide input and feedback to the school over the course of the year. The parents will work collaboratively with us maintaining programs and supporting the students in our school. Their genuine care will help us build and foster the great school community that we all continuously strive to create for our children.

As the principal of our school, I will do my best throughout the year to ensure that communication from the office is done in a timely fashion. One important component of our school's communication process is the use of the school's website (<http://littlemountain.sd33.bc.ca>). Please take some time to become familiar with the website, in particular noting the **Weekly Calendar** and **News and Events** sections.

In addition, the school district website (<http://www.sd33.bc.ca>) is also an excellent source of information. If you do not have access to the Internet, please contact the school office with any questions you may have. In addition, please feel free to contact me directly if you have any ongoing concerns or questions.

Gabe



## **Our Staff**

A new school year brings change and renewal both in students and in staff. Our school community had to say good-bye to several key members of our family and we wish them well in their new endeavors. At the same time, we are enriched with returning staff and new staff and are looking forward to their ideas, enthusiasm and unique perspective throughout the year. Please feel free to introduce yourselves to our new staff and welcome them back when you are at the school. Please note that dependent on student numbers this first week, our staff assignments may change including the possible welcoming of new staff. Our staff breakdown at this time is as follows:

Principal – Mr. G. D’Archangelo  
 Vice-Principal – Mr. K. Chater  
 Administrative Assistant – Ms. K. Heemskerck  
 Administrative Assistant – Ms. K. Rimschneider (Fridays)  
 Kindergarten – Mrs. S. Dirven  
 Kindergarten – Ms. S. Kornelius  
 Kindergarten/Grade 1 - Mrs. L. Price  
 Grade 1 – Mrs. C. Guscott / Mrs. L. Guthrie  
 Grade 1/2 – Ms. P. Dalton  
 Grade 2 – Mrs. S. Janz  
 Grade 2/3 – Mrs. C. Hartman  
 Grade 3 – Mrs. C. Haagensen  
 Grade 3/4 – Mrs. J. Simon  
 Grade 4 - Mrs. J. Price  
 Grade 4/5 – Mrs. J. Huitema  
 Grade 5 – Mrs. J. Franz  
 Grade 5/6 – Mrs. J. Cuervo  
 Grade 6 – Mrs. B. Janzen / Mr. K. Chater  
 Teacher Librarian – Mrs. A. Wirrell  
 Prep – Mr. K. Chater / Mrs. A. Clouston / Mrs. A. Wirrell / Mr. G. D’Archangelo  
 Learning Support Teacher – Ms. K. Amish  
 School Based Counselor – Mr. B. Klop  
 Resource Teacher – Ms. T. Taylor  
 Education Assistants – Mrs. T. Ambers / Mrs. K. Cameron / Mrs. W. Curiston / Mrs. S. Passenger  
 Aboriginal Support Worker – TBA  
 Child and Youth Care Worker – Mrs. K. Reid  
 Wind and Tide Staff – Ms. L. Nguyen / Ms. D. LeBlanc / Ms. P. Benstead  
 Custodian – Mr. M. Albeluhn / Mr. M. Beutler  
 Supervision Assistants – Mrs. R. Gudjonson / Mrs. R. Legros

## **School Bell Schedule**

8: 20 am	Morning Warning Bell
8: 25 am	Morning Session Begins
10: 05 – 10: 20 am	Recess Break
12: 00 – 12: 32 pm	Lunch Break
12: 35 pm	Afternoon Session Begins
2: 13 pm	Dismissal



### **School Supplies:**

Please note that the following information was publicized in our June newsletter and on the school website throughout the summer.

In an effort to make the transition back to school a seamless one for students, parents and staff alike, all students, Kindergarten through Grade 6 will be receiving their school supplies from their classroom teacher once students have been placed in their classes. **Please note that supplies (including planner) provided cover the entire school year** eliminating the ongoing issue for parents where they are continuously sending pencils, pens, paper, etc. to school when things are used and/or misplaced. By providing the basic school supplies for our students at the school level, we will now be able to:

1. ensure the quality of the materials being used
2. supplies are grade and age appropriate
3. classroom teachers have uniformity in the classroom
4. teachers have the supplies on hand for the entire year to provide items to students when they have consumed, lost, misplaced them.

Costs for School Supplies are as follows:

- Kindergarten - \$ 35.00
- Grades 1, 2, 3 - \$ 40.00
- Grades 4, 5, 6 - \$ 45.00

**Supplies DO NOT include the following items that students will need to have for this school year:**

- Box of Kleenex
- INDOOR Gym shoes
- Change of clothes for Physical Education (Grades 3 - 6)
- Individual classes may have additional costs for unique programs (cooking, etc.)

Payment for school supplies will be accepted beginning **Monday, September 12, 2016**. Forms of payment accepted will be cash or cheque (payable to Little Mountain Elementary School) Please contact me directly if your family requires a payment plan to be established to cover these costs.

### **Wind and Tide Preschool:**

Wind and Tide Preschool will also begin this week with our 4 year olds in attendance on September 7<sup>th</sup> and our 3 year olds in attendance on September 8<sup>th</sup>. As a school community we are fortunate to have Wind and Tide be the start of the educational journey for our students. Their program is phenomenal and the children participating will have every opportunity to experience, to learn, and to “shine” as they prepare for success in Kindergarten and beyond. If you are interested in enrolling your child in our pre-school, please go to their website: <http://windandtide.com>

### **PAC News and Executive:**

Our PAC Executive is a small, energetic, active, fun and wonderfully supportive group. As a parent at Little Mountain, you are automatically a member of the PAC. Meetings are normally held the third Monday of each month at 6:30 p.m. in the Library. The PAC meeting is an opportunity for parents to put forth their ideas and suggestions as we work together to ensure our students, your children, experience another successful school year. For those parents who have younger children, babysitting will be provided. Our PAC executive this year consists of:

- President – Ms. R. Legros
- Vice-President – Ms. D. Winter
- Treasurer – Ms. A. Bleasdale
- Secretary – Vacant - Parent Volunteer needed
- Hot Lunch Co-ordinator – Ms. L. Day



Our first PAC meeting will be Monday, September 19<sup>th</sup> at 6: 30 pm. This first meeting will be an opportunity to meet new families, discuss our goals for this year and look at ways that together we can help our children be successful students.

### **PAC Hot Lunch Program**

We will soon be starting our hot lunch program online, with the first lunch being September 30<sup>th</sup>. Our on line program gives you the opportunity to order/pay ahead for the entire year, or in increments at your own pace. Please note you are also able to change/cancel an order as long as it is done by the ordering deadline. You will be able to register your child as soon as you know who his/her teacher will be for the year. To register your child please complete the following process:

- go to [lme.hotlunches.net](http://lme.hotlunches.net)
- click on "**click here to register**"
- enter access code: **lmepac**
- complete the rest of the registration form - please include an email address to ensure you receive reminders of hot lunch order deadlines as well as your child's order for upcoming lunches.
- click the "**register now**" button at the bottom of the page.
- follow the instructions to add each child in your family who attends LME.
- once your child(ren) are registered click on "**orders**" and proceed to place your orders.

**Please note that the order will not be completed until payment is made.**

If you have any questions or concerns, please feel free to contact Mrs. Legros, our PAC President at the school or at [relegros@gmail.com](mailto:relegros@gmail.com)

### **Parking Lot Challenges**

Please help us by adhering to the following:

- a) If you are stopping to come into the building, please park in a designated stall only, even if you are just, "...coming inside for a minute." Please remember that the stalls designated for persons with a disability are to be used only by those vehicles that are displaying a sign in their vehicle.
- b) Students will continue to be directed to use the crosswalk at all times when crossing the parking lot. When dropping off your child in the parking lot please direct them to walk along the proper walkways to get to the nearest crosswalk. We do not want our students walking between vehicles in the parking lot or behind a parked vehicle because they do not know when that vehicle may move forward or back up without warning. As role models for your children/our students, please help us by using the same process when leaving your vehicle and coming into the school or leaving the school and returning to your vehicle. **In this situation please make it "Do as I Do" and not "Do as I Say".**
- c) Please be patient and understanding with each other and with our staff in the parking lot. We are aware that time is a valuable commodity for all parents and that once students are dismissed everyone wants to get on with their day. Please keep in mind that our first priority is the safe arrival and dismissal of all of our students. At times the situation in the parking lot may mean that you are delayed even if you are ready to leave. We will make every effort to have you in and out of the parking lot as quickly as possible.



### School News and Update

For updated information on weekly school and class events please visit the school district website, [www.sd33.bc.ca](http://www.sd33.bc.ca), select **Our Schools** and then **Little Mountain Elementary School**. Please check the website each Sunday evening for an updated **Weekly Calendar** to ensure that you are always aware of events at our school.

### Student Absences

Please be sure to contact the school if your child will be late or absent. We have an answering machine in the office for early morning and afternoon/evening calls. If your child is NOT in attendance and we haven't heard from you, we will call. Your child's safety is our primary concern.

### Custody / Health Concerns

Please notify the school office and your child's teacher if there are any custody or health issues of which we should be aware. If a child has a serious health concern, it is imperative that we put a safety plan in place to ensure that the child's needs are met. Please be aware that it is our policy to contact you, the parent if your child experiences a head injury, regardless of the severity. For this reason, it is imperative that the forth-coming Student Verification forms are returned as quickly as possible to your child's classroom teacher. Please know that we will always err on the side of caution to ensure that your child is well cared for at school.

### Little Mountain is a NUT FREE School

This year we have several children who have life-threatening nut allergies. Reaction to contact (touch, ingestion, etc.) with nuts can be life-threatening to these children. Therefore, we have found it necessary to ask children to be very selective with what they bring for lunch and for snack time. We would like to have a safe environment for all of our students and therefore we are asking that you carefully monitor what your child will be eating at school each day. **The rule to follow is "If in doubt, DON'T pack it" PLEASE.** We are aware that for some people it may create some difficulties with preparing what your child brings each day but making a mistake for these children with allergies could result in drastic consequences. Thank you for your assistance and understanding with this matter.

### Wear a Helmet

This is just a reminder that it is **mandatory for all of our students to wear a helmet** when riding their bicycle to and from school. Having a bike lock is also a necessity. We have had problems with bicycles going missing in past years and with the increased traffic around our school, it would be unfortunate if your child's bike was taken because it wasn't locked up. In addition, **it is expected that students will walk their bikes once they are on the school grounds.** With the large number of vehicles in the morning and after-school, it is important that children walk their bikes once they reach the schoolyard. This way they can be aware of the vehicles around them and vice-versa. Please be aware that the same rules apply to those students riding their skateboards, scooters or roller blades to school. Students are expected to walk their scooters and carry their skateboards once they are on school property. If students arrive at school without a helmet, their mode of transportation will be kept at the school until the child returns with the proper helmet. Your child's safety is important to us.

### Dress for Success

We work hard at Little Mountain to create an atmosphere of learning, and what students wear to school helps to establish that focused tone. We have a dress code at our school, which we expect all of our students to adhere to. To put it simply, **if it's meant for the beach, it's not right for the classroom.** Spaghetti strap tops, short shorts, and midriff baring t-shirts are cute but please don't send your child to school in them. The same goes for inappropriate slogans on clothing. Think of Little Mountain Elementary School being a place of "business" – the business of education – and it will help with the decision making about proper attire.



### **We are an Action School**

Since September 2004, the British Columbia Ministry of Education's expectation is that each public school in the province make adjustments to their schedules to ensure that student physical activity is addressed in a manner that indicates it is a prevalent aspect of a child's education. Our school meets this expectation in 3 ways: providing a minimum of two blocks of time per class in the gymnasium each week, whole school participation in "Move – to – the – Music" two mornings per week, our school walk/jog/ run program 3 days per week and daily classroom movement breaks. Schools are expected to develop a plan, which reinforces the development of healthy bones, healthy heart and healthy muscles in our students. The belief is that a healthy, active child will be more successful academically in the classroom than a child who is inactive.

In an effort to encourage our students to be active at school, we will continue the **ban of video game components** at school. Our students are extremely fortunate to have wonderful school grounds and equipment to utilize at recess and lunch hour. In addition to promoting a sedentary lifestyle, having these components at school often creates unnecessary conflicts and apprehension for students because they are lost, misplaced and/or "borrowed" by other students. Leaving them at home will eliminate the possibility of misplacing a valuable gift that is best played at home.

### **Exceeding Expectations**

Too often we reward students who are doing things that we expect them to do and do not recognize those students who have "exceeded expectations" in the eyes of the adults who interact with them. This year, we will be recognizing those students who make Little Mountain a great place to attend. When a staff member, adult visitor observes a student interacting in a manner that should be recognized, the child is given an "Exceeding Expectations" note to take to the office and have their name entered into a bi-weekly draw for Chilliwack Chiefs tickets, donated to our school by Otter Co-op. In addition, each month students who have been recognized by their teacher or another staff member in this manner, will have their name entered into a draw for "Lunch with the Principal", where 6 students are taken for lunch by either myself or Mr. Chater. We are proud to be an inclusive school and it is imperative that we recognize those students who are consistently interacting with others in a positive manner and work extremely hard to be the best student they can be at all times.

### **Parent Volunteers**

Parent volunteers are welcomed and cherished by the staff at our school. Having another person(s) to work with children on specific activities was an invaluable resource that many of our staff took advantage of last year. For those parents who are interested in volunteering in our school (classroom, library, field trips, etc.) please look for information this month on the process to follow to be a volunteer at our school.

### **Home Reading Program and Summer Reading Draw**

This year our school is once again part of the Kiwanis Super Reader Program. Forms will be sent home home early next week with each child to keep track of nights read (this includes not only the child reading, but also the child listening to an adult or older sibling read). Please use September 1<sup>st</sup> as the first day for the Home Reading Program.

**Please keep in mind that the expectation this year is for every student to reach 200 nights of reading.**

In June we challenged all of our students to join the Summer Reading Program at the Library. All students who participated in that program are now eligible to be entered in a draw for an iPod. Students are to bring in documentation (Reading Log) from the Summer Program to have their name entered in the draw. Please provide this information prior to Friday, September 18<sup>th</sup>.

### **"Road Work"**

Our Walk/Jog/Run Physical Fitness Program will be underway soon. (Please look for information from your child's teacher as to days and times that they are participating) Our focus is on having each student improve their physical fitness level as the year progresses. As well as providing this physical fitness time, staff are educating our students about what it means to live a healthy lifestyle and the role everyone plays in achieving this vision (Please do not take offence if your child begins to question what he/she is having for breakfast, lunch or dinner. Instead, be proud of the fact that they are excited about what they are learning at school and that they are putting their new found knowledge



to use and that they have understanding of the connection between leading an active healthy lifestyle and being successful at school)

As a parent you have an integral role to play in this school endeavor. Please talk to your child about putting in their best effort when their class is outside participating. Your support for this program has a positive impact on the student incentive and their energy level. This year we hope that parents will once again consider volunteering their time to join us. Parent participants can walk, jog, run or ride their bikes with our students. If you are not able to volunteer your time by participating, you still play a significant role by ensuring your child is prepared for this activity. By asking your child - 1) Is it 'walk/jog/run' day today? 2) Do you have the necessary clothing and shoes? 3) Did you bring home your sweaty clothing? - will ensure that your child is successful in this endeavor. Having a change of clothes (shirt, shorts/sweatpants, socks) is an expectation of all of our intermediate students for hygienic reasons. Please note that classes will be participating in inclement weather and we will only cancel on a particular day if the conditions are deemed dangerous for our students.

Please also note, for students in Grades 4 through 6, this activity is an integral part of each student's Physical Education Assessment Score for "actively participating in a positive manner each day" and their Personal Planning Assessment score for "Being prepared for school each day".

### **Please Sign In!**

This is just a quick reminder that **ALL adult visitors to our school need to check in at the office** before going to their destination in the building. In this way we have an opportunity to keep track of who is in the building in case of an emergency and it also gives Ms. Heemskerck an opportunity to meet and touch base with the parents of the students in our school. In addition, please keep in mind that teaching/learning time is critical for all of our staff and students. If it is imperative that you speak with your child's teacher, please keep in mind that the best time to do this is in the morning, prior to 8: 20 a.m. and/or after 2: 13 p.m. If this is not possible, please notify the office of the pressing situation and we will make every effort possible to ensure that you have the opportunity to talk to the staff member in question. Thank you for your cooperation with this procedure.

### **"Students Hard at Work"**

As the administrator, my hope is to help our school become the center of our school community. Encouraging and continuing to support an "open door policy" builds understanding, support and creates open lines of communication between parents and staff. It also reinforces in our students the fact that the school and the home are "on the same page" with regards to student success academically, behaviorally and socially.

As important as it is to "open the doors" to you the parents and have the school be a place to meet, share ideas, experiences and formulate plans, it is critical that our student's work-space is protected. Our request is that between 8: 30 a.m. and 2:08 p.m. we ask all parents, who are not volunteering at that time, to honor our request to please not use the Hall Areas as a "meeting/waiting place". In addition to these areas being vital work spaces, we at times are dealing with sensitive issues in these areas and privacy is critical. During this time period, please feel free to use our lobby or the newly created parent room across from the office as a place to wait for your children, discuss ideas, etc. Thank you for respecting this request as we try to meet the educational needs of all of our students.

### **When Should I Keep My Child At Home?**

Our district wants to work together with parents to keep students healthy during the fall flu season. At school, we are directly teaching our students about hand washing, coughing into your elbow, and other simple but effective ways to keep germs under control. Our protocol has been, and will continue to be, to send students home who feel "under-the-weather" and advising parents to keep their children at home until they are **completely** better. We are aware that parents are concerned about their children missing school, but, if your child is not feeling well, is/was running a temperature during the night, is/was sick to their stomach through the night or in the morning they are unable to concentrate on their studies and also spreading their germs to other children in the class. Please help us keep your child and the other children in the school healthy this year.



### Cell Phones

It has been brought to our attention last year that several students had cell phones in their possession while at school. We understand the importance of parents wanting to ensure that their children are safe when they are not at home, however, it is also important that as a staff we know who our students are talking to when they are at school. Therefore, if your child needs to make a phone call they need to let the adults that work with them know they would like to make a phone call and then once given permission, use the SCHOOL OFFICE TELEPHONE. In addition, if you need to contact your child, you are to call the school number and we will pass on the information. It is imperative that the school is “kept in the loop” when parents and children are talking during the school day because if a child was to suddenly be missing, we would have all of the relevant information needed to find the student. **If a child brings a cell-phone to school, they are to leave it at the office for the school day and then pick it up at the end of the day**, once, they have been dismissed by their classroom teacher. In addition, students will be advised that “Play-Dates” are to be organized BEFORE a student arrives at school for the day. Students will not be given permission to use the telephone to ask permission to go to a friend’s house or vice-versa. Our belief is that parents will be making this decision before a child leaves for school in the morning so that no-one is surprised with additional children arriving home or not having a child reach their destination as was previously expected. Thank you for your cooperation with these requests.

### September Dates to make note of:

- Monday, September 12, 2016 - First day students assigned to classes for the school year.
- Tuesday, September 13, 2016 - Meet the Staff and PAC Executive Barbeque @ 5:30 pm
- Monday, September 19 - Friday, September 30 - Cancer Awareness Weeks
- Monday, September 19, 2016 - PAC Meeting @ 6:30 pm
- Friday, September 23, 2016 - Non-Instructional Day - All SD #33 schools closed to students
- Friday, September 30, 2016 - Terry Fox School Run Day

### Please look for the following Items of Note to arrive home with your child in the next 2 weeks:

- Student Information and Verification Form – To be returned to the classroom teacher
- Code of Conduct Form – To be returned to the classroom teacher
- Internet Access Form – To be returned to the classroom teacher
- Media Release Form – To be returned to the classroom teacher
- Community Field-trip Experience Form – To be returned to the classroom teacher
- Home Reading Program information
- PAC Fund-raising Information – Coupon Book Sale, etc
- After-school Student Programs:
  - “Afternoon Adventures” (new program)
  - LME Soccer Academy
  - Valley Shidokan Karate
  - Street Kings Hip-Hop Dance Program
  - Glee Club