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■ BOARD OF EDUCATION

Nine members represent these areas on the Board of Education:

- **Melissa Hyndes (Chair)** 604-469-8700
Port Moody (cell) 778-839-8707
(fax) 604-469-8718
(email: mhyndes@sd43.bc.ca)
- **Judy Shirra (Vice Chair)** 604-944-6155
Port Coquitlam
(email: jshirra@sd43.bc.ca)
- **Gail Alty** (phone) 604-317-4755
Coquitlam
(email: galty@sd43.bc.ca)
- **Holly Butterfield** 604-469-2350
Anmore /Belcarra Villages (fax) 604-469-6364
(cell) 604-779-2350
(email: hbutterfield@sd43.bc.ca)
- **John Keryluk** 604-942-6832
Port Coquitlam (fax) 604-942-4424
(email: jkeryluk@sd43.bc.ca)
- **Brian Robinson**
Coquitlam 604-936-2263
(email: brobinson@sd43.bc.ca)
- **Diane Sowden** 604-939-8973
Coquitlam (fax) 604-939-8954
(email: dsowden@sd43.bc.ca)
- **Gerri Wallis** (phone/fax) 604-931-7351
Coquitlam
(email: gwallis@sd43.bc.ca)
- **Keith Watkins** (phone/fax) 604-469-9117
Port Moody
(email: kwatkins@sd43.bc.ca)

■ BOARD BELIEFS AND DIRECTIONS

The Board of Education believes the overall operation of School District No. 43 (Coquitlam) is more productive and effective when it is guided by a sense of commonly held beliefs and goals. Together, our beliefs, mission and goals enable the fulfillment of our purpose and provide direction and guidance to district developments and operations.

OUR PURPOSE

The Board of Education is mandated by and accountable to its community to provide education which supports the intellectual, personal and social needs of its students as they develop their potential.

OUR BELIEFS

We believe in our students.

Our students are valued members of society. They are the future. The success of tomorrow's society depends on their ability to reach their full potential.

We value and respect individuals.

We welcome diversity and recognize that some students require more support than others. All students are entitled to appropriate programs, learning materials and methods of teaching, within available resources.

We value our community.

An effective school district derives its strength and integrity from mutually supportive student, parent, staff and community relationships. We believe these positive partnerships result in responsible and accountable decisions that serve to ensure quality learning opportunities for students of all ages.

Our focus is for our children.

We believe learning is a lifelong process that requires the support and involvement of our community, that students are our most important focus and that helping them attain their goals is our highest priority.

We value dual-track programming.

In keeping with our societal diversity, we believe it is desirable to offer optional programs for students at locations which also offer regular programming.

We support the establishment of school-community agreements.

We believe that planned, mutually-beneficial activities between schools and community businesses, agencies and organizations are desirable when such ventures are consistent with our purpose, mission and beliefs.

OUR MISSION

Our mission is to ensure quality learning opportunities for all students of all ages.

We are committed to:

- Building positive relationships with students by developing their individual potential in acquiring the knowledge, skills and attitudes necessary to contribute to a pluralistic society.
- Furthering the concept of learning and education as lifelong pursuits.
- Facilitating participatory decision-making processes that involve educators and support staff, students, parents

and the public to:

- set annual goals;
- develop district plans;
- establish budget priorities
- draft policy and procedures and review existing ones.
- Drafting policy and procedures and reviewing existing ones.
- Providing an environment which encourages innovation, a sense of common purpose, and the utilization of our schools as community resources.
- Continuing the development of the skills and potential of all employees.
- Ensuring the cost effectiveness of educational programs and district operations through the efficient allocation of resources.
- Advocating for public education.

OUR MOTTO

'Learning Without Boundaries'.

CURRENT DIRECTIONS

The Board recognizes that, in fulfilling its purpose, it must provide leadership by establishing goals and objectives which reflect its corporate beliefs and mission and which enable trustees to act on behalf of the community in setting and reviewing key policy and directional issues for the district.

PRIMARY GOAL

Student Achievement

We are committed to achievement for all students. School District No. 43's District Achievement Contract goals are as follows:

To improve students' literacy skills.

Objectives:

Literacy

Ensure that students who have been successful continue to be successful and continue to increase skills in literacy.

Early Literacy

Maximize early literacy skills (reading, writing, oral language) in schools with the greatest proportion of vulnerable children.

Grades 3-9 Reading Comprehension

Improve students' reading comprehension skills in grades 3-9.

Improve the reading comprehension skills of Aboriginal students in grades 3-9.

Literacy: Male Students

Improve the literacy achievement of male students.

To improve students' numeracy skills.

Objectives:

Numeracy

Ensure that students who have been successful continue to be successful and continue to increase skills in numeracy to meet greater success.

Problem-Solving Grades 4-9

Improve students' problem-solving skills and strategies.

Numeracy: Aboriginal Students

Increase Aboriginal students' achievement in the area of problem-solving skills and strategies.

To increase the number of students graduating—improve graduation and completion rates.

Objectives:

Graduation/Completion

Increase the number of students completing school—earning a Dogwood or Leaving Certificate.

Transition Rates

Improve grade-to-grade transition rates from grades 8-12.

Transition Rates: Aboriginal Students

Improve grade-to-grade transition rates of Aboriginal students.

To improve student safety and sense of belonging.

Objectives:

Safety and Sense of Belonging

Ensure that all students experience a sense of safety and belonging at school.

Elementary Schools

Develop and maintain students' sense of safety and increase their sense of belonging.

Middle and Secondary Schools

Increase students' sense of safety and belonging.

■ BOARD MEETINGS

Regular Board meetings are held at 7:30 p.m. on Tuesdays of each month according to a schedule approved by Trustees, beginning September 13th (a schedule of Board meetings is available on the district website and at the school board office). July, August and December and any other meetings will be at the call of the Board Chair. Two public question periods will be held: the first midway through the meeting (approximately 9:00 pm), and the second at the conclusion of the meeting. Visitors are welcome to attend all regular Board meetings. The election of trustees is held in November every three years. The next election is in 2011.

■ INTRODUCTION TO SCHOOL DISTRICT NO. 43 (COQUITLAM)

School District No. 43 covers an area of approximately 128 square kilometers with a student population of approximately 30,000. It is bound on the west by Burnaby and the Indian Arm, on the east by the Pitt River, on the south by the Fraser River, and on the north by Burrard Inlet. Within the school district's boundaries are the Cities of Coquitlam, Port Coquitlam, Port Moody, and the Villages of Anmore and Belcarra.

The purpose of this publication is to provide staff with:

- a brief statement of local policies, programs and general information;
- an up-to-date reference regarding schools, members of the Board of Education and district staff.

■ SCHOOL DISTRICT PERSONNEL (EDUCATION)

Superintendent of Schools 604-939-9201
Tom Grant (fax) 604-936-2932
Barb Simonovic, Executive Assistant

Assistant Superintendents 604-939-9201
Dan Derpak (fax) 604-939-7828
Maureen Dockendorf
Julie Pearce
Sylvia Russell

Administrative Assistants
Robbie Clement 604-937-6765
Ellen Slemp 604-937-6769

**Manager of Communications
& Corporate Services** 604-939-9201
Cheryl Quinton (fax) 604-939-7828

Human Resources Services 604-939-9201
Jamie Ross, Director (fax) 604-937-6798
Linda Kydd, Executive Assistant
Kathleen Ponsart, District Principal
Senior Human Resources Managers:
Debbie Gregg, 604-937-6733
Stephanie Mascoe 604-937-6741
Managers: (fax) 604-937-6758
Jim Bryce 604-937-6724
Michelle Cehak 604-937-6734
Julia Huie 604-937-6738
Dorothy Silvestre 604-937-6749
Wendy Bennett, Health & Safety 604-937-6731
(cell) 604-315-1787
Susan Hopkins, Clerical Supervisor 604-939-9201
(fax) 604-937-6758
(cell) 604-916-4116

Continuing Education (97) 604-936-4261
Stephen Whiffin, (fax) 604-936-6594
Acting District Principal (‘til Dec. 31/11)
Mike McGlenen, Vice Principal

Customized Learning Centre – LINC 604-936-4285
Stephen Whiffin, (fax) 604-936-6594
Acting District Principal
Joceyln Reeves, Counsellor

COL (Coquitlam Open Learning)
Krisztine Trumley, Principal (K-9) 604-945-7311
c/o Vanier Centre (fax) 604-945-7977
1600 King Albert St., Coquitlam V3J 1Y5

Stephen Whiffin (COL 10-12) 604-936-4261
Acting District Principal (fax) 604-936-6594

International Education (96)
Patricia Gartland, 604-936-5769
Director of Instruction (fax) 604-939-6427
Ross Davidson, Principal
Geoffrey Johnston, Jean Wong, Coordinators
Wendy Clark, Manager
Bob Lajoie, Marketing Manager

Student Services (94) 604-937-6386
Dave Taylor, (fax) 604-936-5451
Director of Instruction
Val Green, Zone Coordinator (East)
Christy Areshenko, Zone Coordinator (South)
Jo-Anne Pearce, Zone Coordinator (North)
Anita Young, Coordinator, Programs & Services
Rissa Wilson, Coordinator, Counselling & Rehabilitation
Louise Malfesi, Coordinator Gifted Program

Aboriginal Programs 604-945-7386
Laurie Ebenal, Vice Principal (fax) 604-945-7395

ESL/Multiculturalism (94)
Dale Shea, Coordinator 604-937-6399
(fax) 604-936-5451

Curriculum/Assessment & Staff Development (95)

Maureen Dockendorf, 604-937-6381
Assistant Superintendent (fax) 604-936-6594
Andrea Rowland
District Principal (.6)

Coordinators:

Sophie Bergeron (French Programs) 604-937-6392
Nancy Carl (Elementary Literacy & Early Learning) 604-937-6395
Elspeth Anjos (Learning Innovations) 604-937-6416
Heather Daly (Library/Information) 604-937-6380
Martine Duby (Technology Innovations) 604-937-6411
Frank Gigliotti (Transition Ed.) 604-937-6417
Don Gordon (Middle/Numeracy) 604-937-6397
Marna Macmillan (Social Responsibility) 604-937-6416
James Gill (Educational Technology) 604-937-6412
Jill Reid (Secondary/Adult Literacy) 604-937-6398

Learning Support Teachers 604-937-6381

Michelle Ciofitto
Nicole Daneault
Sylvie Karsenti
Shirley-Ann Rubis
Carol Sirianni
Holly Stibbs
Debra Vanderwood

Early Learning (District-Based)

Andrea Hunter 604-937-6400

Strong Start Centres

Cedar Drive; Central; Coquitlam River; James Park; Moody Elem.; Mundy Road; Nestor; Pleasantside; Riverview Park; Roy Stibbs; Seaview; Walton; and Maillard Middle

■ SCHOOL DISTRICT PERSONNEL (BUSINESS)

Secretary-Treasurer 604-939-9201
Rick Humphreys (fax) 604-939-7828
Gail Dowler, Executive Assistant

Principal, Energy & Sustainability 604-937-6782
Dave Sands

Corporate & Financial Services 604-939-9201
Bob Janzen, Assistant Secretary-Treasurer (fax) 604-936-5135
Trudy Arndt-Harrison, Manager of Financial Services (Accounting/Non-Teaching Pension)
Nita Mikl, Manager of Budgets & Systems Accounting
Dan Proden, Manager of Payroll
Kimberley Wakil, Manager of Finance – Capital, Internal Control & Accounting Services)

Purchasing Services 604-939-9201
Sharon Thompson, Manager (fax) 604-939-4492

Technology Services 604-939-9201
Brian Kuhn, Manager (fax) 604-936-5135
Information Services
Daniel Cook, Manager of Systems
Brian Lehmann, Manager, Security & Operations

Facilities & Planning Services 604-939-9201
(fax) 604-939-6400
Frank Giampa, Asst. Secretary-Treasurer 604-937-6785
Gary Holtz, Acting Asst. Secretary-Treas. 604-937-6783
Carey Chute, Principal, Facilities Initiatives 604-939-9201
tba, Asst. Dir., Capital Projects & Planning *tba*
Ken Niven, Assistant Director-Maintenance 604-941-5643
Ian Thomson, Manager-Caretaking Ops. 604-834-8873
Jim Domina, Project Manager 604-937-6784
John West, Project Manager 604-937-6786
Ross Selby, Project Manager 604-937-6781
Alfredo Verdicchio, Project Manager 604-937-6790
Michael Beet, Capital Project Coord. 604-937-6787
Bill Brisbin, Custodial Manager 604-941-6278
(cell) 604-329-1654
Bill Kilner, Custodial Manager 604-941-6278
(cell) 604-329-6872

Nursing Supervisor (Newport North)
Hollaye McFarlen, 604-949-7200
Nursing Supervisor (Newport South)

Tri-Cities – Port Coquitlam Health Unit:
2266 Wilson Ave., Port Coquitlam V3C 1Z5
Michelle Urbina, 604-777-8700
Nursing Supervisor

■ POLICE LIAISON

Coquitlam, Port Coquitlam, Belcarra RCMP
2986 Guildford Way, Coquitlam V3B 7Y5
Cpl. Louis Delisle 604-552-7361
(fax) 604-552-7305

Port Moody Police (fax) 604-461-1734
3051 St. Johns St., Port Moody V3H 2C4
Cst. Todd Lefebvre 604-461-3456
Cst. Luke Van Winkel

■ MINISTRY OF CHILDREN & FAMILY DEVELOPMENT 604-927-4429 (fax) 604-927-2675

The Tri-Cities has a one-access line for all requests for services (exclusive of Aboriginal Services), including family support services, child protection reports, youth services intakes and enquiries.

Community Services Manager (Tri-Cities)
Doug Behm 604-927-2672
Fernwood Lodge (fax) 604-927-2611
2601 Lougheed Hwy. (1st Floor, Unit5)
Coquitlam V3C 4J2
Email: doug.behm@gov.bc.ca

Tri-Cities Aboriginal Child and
Family Services Intake 604-660-9544

■ CITIES/VILLAGES

City of Coquitlam 604-927-3000
3000 Guildford Way, (fax) 604-927-3015
Coquitlam V3B 7N2
Richard Stewart, Mayor

City of Port Coquitlam

2580 Shaughnessy St. 604-927-5411
Port Coquitlam V3C 2A8 (fax) 604-552-4641
Greg Moore, Mayor

City of Port Moody

100 Newport Dr., 604-469-4500
Port Moody V3H 3E1 (fax) 604-469-4550
Joe Trasolini, Mayor

Village of Anmore

2697 Sunnyside Rd., Anmore 604-469-9877
V3H 5G9 (fax) 604-469-0537
Heather Anderson, Mayor

Village of Belcarra

4084 Bedwell Bay Rd., Belcarra 604-937-4100
V3H 4P8 (fax) 604-939-5034
Ralph Drew, Mayor

■ PARKS AND RECREATION**Coquitlam Leisure & Parks Service**

3000 Guildford Way, Coquitlam 604-927-3530
V3B 7N2 (fax) 604-927-3535
Lorie Mackay,
General Manager (direct line) 604-927-3595

Port Coquitlam Parks & Recreation 604-927-7900

#1100, 2253 Leigh Square (fax) 604-927-7910
Port Coquitlam V3C 3B8
Barry Becker, Director

Port Moody (Community Services)

300 Ioco Rd., Port Moody 604-469-4556
V3H 2V7 (fax) 604-469-4560
Ron Higo, Director of Community Services
Kevin Near, Manager of Recreation Services & Facilities

■ STUDENT SERVICES

Through a number of school-based and district programs, the Student Services department is designed to support the unique learning needs of students.

Counseling Services

Counseling services are available at all schools (contact the principal at your neighbourhood school).

Assessment Services

Psycho educational assessment services are provided by school psychologists on a referral basis (contact *Student Services at 604-937-6386*).

Learning Assistance/Resource Programs & Gifted Programs

All schools offer learning assistance/resource programs and gifted programs to students on an individual and small group basis (contact *your school or Student Services at 604-937-6386*).

Aboriginal Education

The district provides support services and cultural programs to First Nations students (contact *604-945-7386*).

Speech Services

Speech-Language Pathologists are assigned to a cluster of schools and provide a variety of services to students with communication disorders (contact *Student Services at 604-937-6386*).

Audiology Services

The Audiologist directs an annual screening program and conducts a complete audiometric evaluation of referred children at the district's Audiology Centre (contact *Leslie Bennett at 604-464-0609*).

Hearing and Vision

Itinerant services are provided to assist students who are deaf or hard of hearing and visually impaired (contact *Student Services at 604-937-6386*).

Teaching & Evaluation Centre (contact *Student Services @604-937-6386*).

Alternate Secondary Programs

CABE Program: the Coquitlam Alternate Basic Education program is designed to assist 16-18 year old students who have experienced difficulties in other schools or for those individuals who are looking for an alternative setting to pursue their education (contact *Paul McNaughton* at 604-939-4522).

Coquitlam Teen Parenting Program: This program is designed to enable pregnant and parenting teens to continue with their education in a supportive and flexible environment. Courses are offered in a variety of ways. Students are able to enroll in courses at CABE or at a district secondary school depending upon program availability. The YMCA Little Scholars Childcare infant and toddler program is available on site and allows parents to be actively involved with their child while continuing their education (call 604-939-4522 for more information).

■ **LINC (Learning Innovations Network Coquitlam)**

Continuing Education

Coquitlam Continuing Education offers tuition-free high school completion, high school upgrading, adult basic education classes, ESL and ELSA classes to adults and young adults. We also have many vocational, computer and business programs. Visit www.ce43.com for detailed course information.

COL (Coquitlam Open Learning)

COL serves students in grades K-12 as well as adults. Our COL K-9 program is located at Vanier Centre (1600 King Albert Ave., Coquitlam) and serves students on a full time basis. Grade 10-12 courses are offered online on a course by course basis in the core academic areas. Registration in grade 10-12 courses is ongoing. Visit <http://online.sd43.bc.ca>.

CLC (Customized Learning Centre)

The Customized Learning Centre serves grade 8-12 students who are experiencing extreme difficulty due to anxiety or depression in their home school despite intervention and support. Contact our counselor *Jocelyn Reeves* for more information at jreeves@sd43.bc.ca.

■ **INTERNATIONAL EDUCATION**

The International Education Program provides an opportunity for students outside of Canada to study English while pursuing academic and career programs. The program fosters the building of friendships and further enhances school environments by exploring cultural diversity and broadening global understanding (contact *Patricia Gartland, Ross Davidson, Geoffrey Johnston* or *Jean Wong* at 604-936-5769).

■ **ESL/MULTICULTURALISM**

English as a Second Language (ESL) and Multicultural services are school-based. The district provides support services for the ESL/Multicultural programs in the schools (contact *Dale Shea* at 604-937-6399).

■ **CORE FRENCH**

Core French is offered from Grades 5-12 in all District No. 43 schools (contact *Sophie Bergeron* at 604-937-6392).

■ FRENCH IMMERSION PROGRAM

The Board of Education has designated the following schools as centers in which French Immersion classes will be offered, subject to sufficient student enrolment (contact *Sophie Bergeron* at 604-937-6392):

Early French Immersion at Elementary (K-5) and Middle (6-8) Schools:

Glen, Glenayre, Irvine, Kilmer, Mary Hill, Nestor (K/2), Panorama Heights, Porter Street, Rochester Elementary schools; Banting, Kwayhquitlum, Maillard, Maple Creek and Pitt River Middle schools.

Late Immersion at Middle (6-8) Schools:

Programs are located at Banting and Pitt River Middle schools.

Secondary (9-12) French Immersion:

Dr. Charles Best and Riverside Secondary schools.

■ MONTESSORI

The Montessori alternate program is offered at Aspenwood (K-5), Baker Drive (K-2); Harbour View (K-5), Hampton Park (K-3), James Park (K-5), Miller Park (K-5), and Seaview (K-5) elementary schools, as well as Montgomery Middle for grades 6, 7 and 8 (contact *Robbie Clement* or *Julie Pearce* at 604-939-9201).

■ MANDARIN BILINGUAL PROGRAM (K-2) – located at Walton Elementary

■ ELEMENTARY SCHOOLS (K-5)

ALDERSON (04) 604-939-8301
825 Gauthier Avenue, (fax) 604-939-6571
Coquitlam V3K 7C4
John Goheen, Principal (*Joy Philbrook, Secretary*)

ANMORE (02) 604-469-9926
30 Elementary Road, (fax) 604-469-4806
Anmore V3H 4Y6
Andrea Rowland, Principal (*Connie Chan, Secretary*)

ASPENWOOD (71) 604-461-7680
2001 Panorama Drive, (fax) 604-461-7615
Port Moody V3H 5G8
Laurie Birnie, Principal (*Debbie Dorcas, Secretary*)
Rob Wright, Vice-Principal

BAKER DRIVE (05) 604-461-5323
885 Baker Drive, (fax) 604-461-2894
Coquitlam V3J 6W9
Stacey Parmar, Principal (*Debbie Burnett, Secretary*)

BIRCHLAND (06) 604-941-3428
1331 Fraser Avenue, (fax) 604-941-7952
Port Coquitlam V3B 1M5
Lisa Salloum, Principal (*Suzanne Williamson, Secretary*)

BLAKEBURN (74) 604-944-9037
1040 Riverside Drive, (fax) 604-944-8634
Port Coquitlam V3B 8A7
Jane Kruks, Principal (*Carol Butterfield, Secretary*)

BRAMBLEWOOD (09) 604-552-0313
2875 Panorama Drive, (fax) 604-552-2132
Coquitlam V3E 2S7
Brenda Walker, Principal (*Cathy Dennis, Secretary*)

CAPE HORN (10) 604-526-4428
155 Finnigan Street, (fax) 604-526-7248
Coquitlam V3K 5J2
Bill McGovern, Principal (*Carol Claybo, Secretary*)

CASTLE PARK (72) **604-468-8620**
1144 Confederation Dr., **(fax)** **604-468-8503**
Port Coquitlam V3C 5Y6
Kim Tompkins, Principal *(Susan Physick, Secretary)*

CEDAR DRIVE (11) **604-941-3481**
3150 Cedar Drive, **(fax)** **604-941-3052**
Port Coquitlam V3B 3C3
Kevin Akins, Principal *(Barb Kingman, Secretary)*

CENTRAL (12) **604-941-0355**
COMMUNITY SCHOOL
2260 Central Avenue, **(fax)** **604-941-6421**
Port Coquitlam V3C 1V8
Nadine Tambellini, Principal *(Anita Thomas, Secretary)*
Heather Roemer, C/S Coordinator

COQUITLAM RIVER (13) **604-942-0241**
4250 Shaughnessy St., **(fax)** **604-942-5941**
Port Coquitlam V3E 3E5
Murray Peters, Principal *(Wenda Jobling, Secretary)*

EAGLE RIDGE (20) **604-464-5848**
1215 Falcon Drive, **(fax)** **604-464-5850**
Coquitlam V3E 1X9
Sue Reynolds, Principal *(Linda Richmond, Secretary)*
Margaret Mary Deck, Vice-Principal

GLEN (18) **604-464-6608**
3064 Glen Drive, **(fax)** **604-464-4586**
Coquitlam V3B 2P9
Derek Passaglia, Principal *(Sheri Fiset, Secretary)*
Dawn Holden, Vice-Principal

GLENAYRE (19) **604-939-9214**
495 Glencoe Drive, **(fax)** **604-939-7512**
Port Moody V3H 1G6
John Speakman, Principal
Kirk Deutschmann, Vice-Principal *(Kymberley Soh, Secretary)*

HAMPTON PARK (73) **604-464-2549**
1760 Paddock Drive, **(fax)** **604-464-2571**
Coquitlam V3E 3N8
Tamara Banks, Principal *(Shelley Bayly, Secretary)*

HARBOUR VIEW (21) **604-936-1494**
960 Lillian Street, **(fax) 604-936-1495**
Coquitlam V3J 5C7
Wendy Yu, Principal *(Diane Lyttle, Secretary)*

HAZEL TREMBATH (22) **604-941-0517**
1278 Confederation Dr., **(fax) 604-941-4786**
Port Coquitlam V3C 6L9
Mike Gordon, Principal *(Val Bolzan, Secretary)*

HERITAGE MOUNTAIN (17) **604-469-6407**
125 Ravine Drive, **(fax) 604-469-6417**
Port Moody V3H 4Z1
Craig Mah, Principal *(Kelly Godin, Secretary)*

IRVINE (27) **604-941-3408**
3862 Wellington Street, **(fax) 604-941-3886**
Port Coquitlam V3B 3Z4
Darlene Proulx, Principal *(Wendy Lien, Secretary)*

JAMES PARK (29) **604-942-6658**
1761 Westminster Ave., **(fax) 604-942-9211**
Port Coquitlam V3B 1E5
Petra Kintzinger, Principal *(Cynthia Dalgarno, Secretary)*

KILMER (31) **604-941-3401**
1575 Knappen Street, **(fax) 604-941-0459**
Port Coquitlam V3C 2P8
Remi Collins, Principal *(Sylvia Hardy, Secretary)*

LEIGH (33) **604-941-8661**
1230 Soball Road, **(fax) 604-941-3047**
Coquitlam V3B 3H7
Ivano Cecchini, Principal *(Linda Sisson, Secretary)*

LORD BADEN-POWELL (34) **604-936-1436**
450 Joyce Street, **(fax) 604-936-1437**
Coquitlam V3K 4G4
Marco Jankowiak, Principal *(Sharon Blackburn, Secretary)*

PANORAMA HEIGHTS (48) **604-944-4840**
1455 Johnson Street, **(fax) 604-944-7629**
Coquitlam V3E 2T1
Bill Cousineau, Principal *(Bev Allen, Secretary)*
Anita Strang, Vice-Principal

PARKLAND (49) **604-939-1151**
1563 Regan Ave., **(fax) 604-939-5469**
Coquitlam V3J 3B7
Tom Davies, Principal *(Susan McEachern, Secretary)*

PINETREE WAY (50) **604-945-7011**
1420 Pinetree Way, **(fax) 604-945-7006**
Coquitlam V3E 6A3
Christine Lauzon, Principal *(Linda Basque, Secretary)*

PLEASANTSIDE (51) **604-469-9288**
195 Barber Street, **(fax) 604-469-9468**
Port Moody V3H 3A8
Heather Birnie, Acting Principal *(Iris Gosselin, Secretary)*

PORTER STREET (53) **604-936-4296**
728 Porter Street, **(fax) 604-936-8593**
Coquitlam V3J 5B4
Brent Pattison, Principal *(Sandra Campbell, Secretary)*

R.C. MacDonald (23) **604-936-0447**
2550 Leduc Avenue, **(fax) 604-936-0448**
Coquitlam V3K 5W6
Kelly Zimmer, Principal *(Doris Terry, Secretary)*
Cari-Lee Denton, Vice-Principal

RANCH PARK (54) **604-464-6684**
2701 Spuraway Avenue, **(fax) 604-464-8593**
Coquitlam V3C 2C4
Don Hutchinson, Principal *(Wendy Marr, Secretary)*

RIVERVIEW PARK (57) **604-945-7004**
700 Clearwater Way, **(fax) 604-945-7009**
Coquitlam V3C 6A3
Shirly Bawa, Principal *(Carrall Payne, Secretary)*

COMO LAKE (78) **604-936-1451**
1121 King Albert Ave., **(fax) 604-936-3387**
Coquitlam V3J 1X8
Darren Stewart, Principal *(Elaine Chan, Secretary)*
Bruce Carabine, Vice-Principal

HILLCREST (24) **604-936-4237**
2161 Regan Ave., **(fax) 604-936-4239**
Coquitlam V3J 3C5
Rob Foot, Principal *(Esther Pffingsten, Secretary)*
Jason Hewlett, Vice-Principal

KWAYHQUITLUM (108) **604-942-1835**
3280 Flint Street, **(fax) 604-942-6701**
Port Coquitlam V3B 4J2
Andrew Graham, Principal *(Kathy Andrews, Secretary)*
Christine Potter-Smith, Vice-Principal

MAILLARD (81) **604-931-3574**
1300 Rochester Ave., **(fax) 604-931-4514**
Coquitlam V3K 2X5
Mark Clay, Principal *(Jennifer Brookes, Secretary)*
Kathryn Jung, Vice-Principal

MAPLE CREEK (91) **604-464-8581**
3700 Hastings St., **(fax) 604-461-7832**
Port Coquitlam V3B 5K7
Bill Trask, Principal *(Susan Waddington, Secretary)*
Deidre James, Vice-Principal

MINNEKHADA (90) **604-942-0261**
1390 Laurier Ave., **(fax) 604-942-8721**
Port Coquitlam V3B 2B8
Darren Macmillan, Principal *(Jan Rhodes, Secretary)*
Craig Rietchel, Vice-Principal

MONTGOMERY (84) **604-939-7367**
1900 Edgewood Ave., **(fax) 604-939-7930**
Coquitlam V3K 2Y1
Rob McFaul, Principal *(Rosanne Hutchinson, Secretary)*
Frank Pearse, Vice-Principal

MOODY (86) 604-461-7384
3115 St. Johns St., (fax) 604-461-3793
Port Moody V3H 2C6
Nancy Bennett, Principal (Lisa Gushta, Secretary)
Ceri Watkins, Vice-Principal

PITT RIVER (82) 604-942-0267
COMM. SCHOOL (fax) 604-941-2711
2070 Tyner Street,
Port Coquitlam V3C 2Z1
Todd Clerkson, Principal (Donnette Pearson, Secretary)
Carmel Smith, Vice-Principal
Heather Roemer, C/S Coordinator 604-464-0207

SCOTT CREEK (113) 604-945-0156
1240 Lansdowne Dr., (fax) 604-945-4853
Coquitlam V3E 3E7
Judy Robb, Principal (Lisa Chan, Secretary)
Mike Slinger, Vice-Principal

SUMMIT (114) 604-944-8273
1450 Parkway Blvd. (fax) 604-944-1739
Coquitlam V3E 3L2
Cindi Seddon, Principal (Kim McClelland, Secretary)
Devon Ross, Vice-Principal

■ SECONDARY SCHOOLS (9-12)

CENTENNIAL (76) 604-936-7205
(Semestered) (fax) 604-937-5933
570 Poirier St., Coquitlam V3J 6A8
Rob Zambrano, Principal (Bonnie Dolan, Secretary)
Glen Conley, Vice-Principal
Janine Close, Vice-Principal
Michele Reid, Vice-Principal

DR. CHARLES BEST (80) 604-461-5581
(Semestered) (fax) 604-461-3913
2525 Como Lake Ave., Coquitlam V3J 3R8
Mary O'Neill, Principal (Rita Erickson, Secretary)
Kristi Blakeway, Vice-Principal
Mark Rao, Vice-Principal

GLENEAGLE (125) **604-464-5793**
(Semestered) **(fax) 604-464-5796**
1195 Lansdowne Dr., Coquitlam V3B 7Y8
Gerald Shong, Principal *(Suzanne Clark, Secretary)*
Jeremy Clarke, Vice-Principal
Carol Coulson, Vice-Principal

HERITAGE WOODS (127) **604-461-8679**
(Semestered) **(fax) 604-461-8954**
1300 David Ave., Port Moody V3H 5K6
Ken Cober, Principal *(Cathy Nichols, Secretary)*
Rob Lederer, Vice-Principal
Alison Stuart, Vice-Principal

PINETREE (130) **604-464-2513**
(Semestered) **(fax) 604-464-2543**
3000 Pinewood Ave., Coquitlam V3B 7Y7
John McCullough, Principal *(Diane Pallos, Secretary)*
Jon Bruneau, Vice-Principal
Jon Dingle, Vice-Principal

PORT MOODY (88) **604-939-6656**
(Semestered) **(fax) 604-939-5833**
300 Albert Street, Port Moody V3H 2M5
Karen Jensen, Principal *(Megan Hart, Secretary)*
Jesse Bradbury, Vice-Principal
Daren Fridge, Vice-Principal

RIVERSIDE (132) **604-941-6053**
(Semestered) **(fax) 604-941-2639**
2215 Reeve Street, Port Coquitlam V3C 6K8
Anthony Cioffitto, Principal *(Linda Devitt, Secretary)*
Randy Manhas, Vice-Principal
Steve Roos, Vice-Principal

TERRY FOX (136) **604-941-5401**
(Semestered) **(fax) 604-941-1777**
1260 Riverwood Gate, Port Coquitlam V3B 7Z5
Heather Murphy, Principal *(Patricia Webb, Secretary)*
Lisa Dubé, Vice-Principal
J.J. Hyde, Vice-Principal
Ross Jacobsen, Vice-Principal

Maintenance Shop (98)

1982 Kingsway, Port Coquitlam V3C 1S8
- work requests **604-941-6278**
- administration **604-941-5643**
 (fax) 604-941-9369
 (Peggy Shires, Secretary)

School Board Office (99) **604-939-9201**
550 Poirier St., Coquitlam (fax) **604-939-7828**
V3J 6A7

■ STAFF DEVELOPMENT

Staff development is a high priority for the district. *Maureen Dockendorf*, Assistant Superintendent, assisted by other district and school personnel, coordinates the school district's staff development activities. Staff development takes many forms. It may be a discussion between two teachers, a visit to another classroom, a workshop, part of a staff meeting, a non-instructional day program planned by a single or consortium of schools, a district-wide meeting on a specified topic, a talk sponsored by a PSA, a short course, or study at a college or university.

■ IN-SERVICE ASSISTANCE**Teaching – CTA**

Teacher attendance at professional development activities is encouraged and jointly financed by the CTA and the school district.

Teachers interested in attending conferences, seminars and workshops must complete the appropriate application form, available in school offices, and submit it to the CTA office **two weeks prior** to the event.

All requests are channeled to the Joint In-Service Coordinating Committee. The CTA office notifies approved applicants. Inquiries regarding application forms should be made to the CTA office at 604-936-9971. A separate form is available to obtain financial assistance for group or school Pro-D activities. Course fee assistance is also available. Contact the CTA office at 604-936-9971.

■ CADS (Coquitlam's Automated Dispatch System)

All absences **MUST** be reported to CADS **regardless of whether a casual or TOC is required.**

CUPE:

CADS may be accessed by telephone at (604-937-6740) or on the District website. *Refer to CADS Brochure for specific information.*

Returning CUPE employees are required to report notice of returning 3 hours prior to your start time (Article 6.3D (4)).

CTA:

CADS is accessed through the web. In an emergency, if teachers are unable to access the web they should contact the principal.

It is important to note that all *Return to Work* notifications are also required to be phoned to CADS.

- Please call the CADS as early as possible to report an absence.
- Next day absences should be reported as early as possible but prior to 10:00 pm each evening. Only unforeseen absences (i.e. sudden illness, ill child, paternity, ill parent/spouse, bereavement and compassionate leave) can be reported after 10:00 pm each evening.
- **CTA employees returning** to duty are to be reported prior to 10:00 pm the day before return if possible. If not, call as early as possible in the morning but by 6:30 am at the latest.

PLEASE NOTE: If a returning teacher does not call prior to 6:30 am and a TOC has already been called, 0.5 of the TOC's salary will be deducted from their salary. (7:30 am and 8:00 am starts must be reported by 5:45 am.)

Principals and Vice-Principals should report all absences due to illness on CADS using the appropriate codes. A phone call should be made to the Assistant Superintendent if absences may be longer than two days.

■ TOC (Teacher-on-call) GUIDELINES

Please provide the following information to the TOC dispatch clerk at the beginning of the school year:

Secondary: staff timetable sheets with appropriate notations made of all part-time teachers and their hours worked.

Middle: list of part-time teachers and their time schedules.

Elementary: list of part time teachers (including Kindergarten teachers) and their time schedules.

TOCS will be dispatched in the following order of priority:

- illness
- leaves that are contract commitments
- CTA, ministry, BCTF
- School-based release days, in-service, district committee
- SFU, UBC, outside agencies

■ CUPE-ON-CALL GUIDELINES

The CUPE dispatch clerk requires the work schedules for all CUPE employees (10 and 12 month) **prior to the September start**. Any changes made during the school year must be reported immediately in order to ensure the employee is paid correctly and the casual is dispatched for the appropriate hours of work.

■ JOB LINE (CUPE)

Employees should be aware that during the year posted positions for CUPE are placed in the district's "Job Line". Support staff (CUPE) may obtain information by phoning the district's "Job Line" at 604-937-6708. Postings may also be viewed and applied for on My43 under the Job Shop button.

■ EMPLOYEE AND FAMILY ASSISTANCE PROGRAM

What is the Employee and Family Assistance Program:

Everyone will encounter stressful events throughout their lives. On occasion, a personal problem may become sufficiently intense that the ability to function effectively and safely, both at work and at home, is compromised.

Who is covered under the plan?

Regular full-time and part-time employees of School District #43 (Coquitlam) and eligible dependents are entitled to the benefits of this plan.

What does the program offer?

The Employee and Family Assistance Program offers confidential assessment and counseling on matters such as:

- mental health or family issues
- alcohol or drug dependence
- financial difficulties
- work-related problems
- bereavement
- stress

Who provides the counseling?

Assessment and counseling services are provided by Family Services. This is a new carrier and the changeover occurs in September 2011.

Who to contact?

Family Services has offices throughout the lower mainland. Emergency services are available 24 hours a day. To make an appointment or obtain more information call 1-800-667-0993. For general information about the EFAP, contact the CTA, CUPE Local 561, or Human Resources.

■ 2011/2012 SCHOOL CALENDAR

Days in session	193
Minimum # of days of instruction	186
Maximum # of non-instructional days	6
School Opens	Tues., Sept. 6
Thanksgiving	Mon., Oct. 10
Remembrance Day Long Weekend	Fri., Nov. 11
Schools not in Session	Mon., Nov. 14
Schools close, winter vacation (last day in class)	Fri., Dec. 16
Winter vacation period	Dec. 19-Jan. 2
Schools reopen	Tues., Jan. 3
District Pro-D Days:	Sept. 23, Oct. 21; Feb. 17; Apr. 20
District Focus Day:	Jan. 27
Schools close for spring vacation (last day of classes)	Fri., Mar. 9
Spring vacation period	Mar. 12-Mar. 23
Schools reopen	Mon., Mar. 26
Good Friday	Apr. 6
Easter Monday	Apr. 9
Victoria Day	Mon., May 21
Administrative day	June 29
Schools close	June 29

■ STANDARD CALENDAR - 2011/12 to 2012/13

Designation	2011/12	2012/13
Days in Session	193	194
Min. # of days of instruction	186	187
Max. # of non-instructional days	6	6
Schools open	Sep. 6	Sep. 4
Thanksgiving Day	Oct. 10	Oct. 8
Remembrance Day	Nov. 11	Nov. 12
Schools not in Session	Nov. 14	tbd
Schools close for Winter vacation	Fri. Dec. 16	Fri. Dec. 21
Winter vacation period	Dec. 19–Jan. 2	Dec. 24 –Jan. 4
Schools reopen after Winter vacation	Tuesday Jan. 3	Monday Jan. 7
Schools close for Spring vacation	Fri. Mar. 9	Fri. Mar. 15*
Spring vacation period	March 12-23	March 18-22*
Schools reopen after Spring vacation	Monday Mar. 26	Monday Mar. 25
Good Friday	Apr. 6	Mar. 29
Easter Monday	Apr. 9	Apr. 1
Victoria Day	May 21	May 20
Administrative Day	June 29	June 28
Schools close	June 29	June 28

* May be subject to change.