



ÉCOLE ÉLÉMENTAIRE KILMER ELEMENTARY SCHOOL

School District No. 43 (Coquitlam)

1575 Knappen St. Port Coquitlam, BC V3C 2P8

Telephone: (604) 941-3401, Fax: (604) 937-8019



Welcome Connections- Connexions Bienvenue

Welcome back to school everyone!

Throughout our first days back it has been great to see old friends reconnect and new friendships beginning to develop. Our staff works tirelessly to help your child settle in and to make positive connections in the school. Please know that the placement of children into classes is a thoughtful process that involves hours of planning and input from all members of staff. This process began at the end of last year with our entire staff and continued through this first week of school as new students registered. We hope you will talk with your child about the positive aspects of their classroom placement and let them know that there will be opportunities for friendships old and new to flourish both in and out of the classroom setting throughout the year. We have an amazing staff who will ensure all students have a great place to learn throughout the upcoming year.

This year at École Kilmer we are happy to welcome back many of our teaching staff from last year. Several new staff join our school community: Mme. Todorova is teaching Grades 2/3 French Immersion and Mme. Luca is teaching Grades 4/5 French Immersion. Ms. Faria returns to teach Grades 3/4 with Ms. Niguma in the English Program. Ms. Turner is our new Student Services, Skill Development teacher. Mr. Warhurst joins our Education Assistant team. Three of our staff are not yet back at school but will be returning this Fall: Ms. Eniade, Education Assistant, Ms. Leavold, Clerical, Ms. McClarty, Counsellor.

The entire École Kilmer Elementary staff is very excited about the wonderful possibilities and exciting opportunities the year ahead holds for each and every student.

Warmest wishes for a terrific school year!

Mrs. Roberts, Principal

SCHOOL BELL SCHEDULE

8:40 am	Welcoming Bell
8:45 am	Classes Begin
10:35 am	Recess
10:50 am	Classes Resume
12:00 pm	Lunch Eating Time
12:15 pm	Lunch Play Time
12:46 pm	Classes Resume
2:40 pm	Dismissal



SCHOOL ORGANIZATION

Our school population is 247 students, and we have 12 divisions. Our classes meet the ministry class sizes and are well balanced. They also meet the ministry criteria regarding class composition.

TEACHING		MON	TUE	WED	THU	FRI	COMMENTS
Craig, Sharon	Div. 4 Gr. 1/2						Rm. 201 English Program
Chabot, Jane	Div. 3 Gr. 2/3						Rm. 102 English Program
Comartin, Bob	Div. 6 Gr. 4/5						Rm. 203 French Immersion
Fraser, Alana	Div. 1, 11 Gr. 5, 1						English W/Th, French Fridays
Faria, Danielle	Div. 2 Gr. 3/4						Rm. 304 English Program
Hewitt, Alexi	Div. 8 Gr. 2/3						Rm. 204 French Immersion
Huggon, Elaina	Div. 11 Gr. K/1						Rm. 104 French Immersion
Hyatt, Wendy	Student Services						Rm. 305 ELL, Learning Support
James, Valerie	Div. 12 Gr. K						Rm. 107 French Immersion
Li, Pauline	Div. 1 Gr. 4/5						Rm. 202 English Program
Luca, Dominique	Div. 7 Gr. 4/5						Rm. 301 French Immersion
Malakoff, Natalie	Div. 10 Gr. 1/2						Rm. 302 French Immersion
Mcclarty, Jen	Counsellor						Counsellor Office
Niguma, Lori	Div. 2 Gr. 3/4						Rm. 304 English Program
Pharaon, Micheline	Div. 5 Gr. K						Rm. 101 English Program
Turner, Richelle	Student Services						Rm .105 Skill Development
Van Sickle, Greg	Music, Library						Gifted
C.U.P.E.		MON	TUE	WED	THU	FRI	
Akbari, Fatemah	Noon Hour						
Biteng, Nico	PM Caretaker						
Eniade, Bukky	EA						
Horie, Hiromi	EA						
Kim, Hyesun	Noon Hour						
Leavold, Brittany	Secretary						Olivia Ellison, temporary
Nistal, Dario	AM Caretaker						
Saleem, Mehreen	EA						
Warhust, Jonathan	EA						
Weng, Helen	Noon Hour						
ADMIN.							
Roberts, Theresa	Principal						

FAQ's

Late for School? Please come to the Office to sign in Late. Students will then proceed to class inside the building.

Appointment during School? Please come to the Office to sign your child in or out for appointments.

Absent from School? Please use the online absence form on the school website OR email the Office OR phone and leave a message. 604-941-0341

Dropping off Lunch? There is a table at the Office counter for leaving the lunch bags. We will deliver to the classroom for you.

School Supplies? It is perfectly fine to re-use the same supplies as last year. If you have most of them at home, please dust them off and send them back to class. Some families ordered online at

www.schoolstarts.ca and lots chose to shop elsewhere. There is a list for every grade in both English and French program. Please look at the bottom of the page here: [School Supply Lists](#)

Parent Volunteers – Attached is the Criminal Record Check Letter from the school that you can use it to get your check completed early.

PICK UP AND DROP OFF SAFETY

If you live close by, we hope you will take advantage of the opportunity to walk to school. This is a great way to connect with your child and help them get off to a good start to the school day. If you are driving to school, please obey all street signs and respect our neighbour's driveways and property. The recommended drop off is on Knappen Street from the passenger side of the car directly onto our sidewalk. Please drive with caution through our school zone, especially during the first month of start-up. For pick-up please follow the same procedures to ensure clear crosswalk access and safe walkways for all of our children at the end of the day. The parking lot is for staff parking and handicapped parking only.

DRESSING FOR THE WEATHER

Students will be going outside every day for recess and lunch. (Occasionally, we do keep the students inside under **extreme** weather conditions.) We ask that ALL students come to school with coats, appropriate outdoor shoes or boots, hats, umbrellas, gloves, etc. as needed. It is strongly **recommended** that students keep a change of clothes and underwear in their gym bags (older students) or in their indoor shoe bag (younger students).



AFTER SCHOOL PROGRAMS

We are offering after school programs in the gym weekdays after school. Please have a look at the DWUL afterschool programs here: <https://www.dwul.io/search?result=kilmer>

OPEN HOUSE & BBQ – TUESDAY, SEPTEMBER 20TH

Our Open House to meet this year's teachers starts at **6:30pm**. All parents and children will be gathering in the gym to start the **Open House**, and then having the chance to visit their teachers. Prior to our Open House we will be hosting our **Welcome Back BBQ starting at 5:15pm** on Tuesday September 20th.

The evening will end at 7:30pm. *In order to ensure we have enough food, I'm asking parents to complete the form: [BBQ Orders](#)* Please do NOT send money – we will collect cash only that night.

TERRY FOX RUN – THURSDAY, SEPTEMBER 22nd



Once again École Kilmer is proudly supporting The Terry Fox Foundation in its ongoing work to fund innovative and progressive cancer research programs. Thank you to M. Comartin for organizing this year's run and fundraising opportunities. Please connect via email if you wish to volunteer for this event. : [Walking Field Trip Form](#)

ABSENT? GOING ON VACATION? LATE?

Please use the [online absence form](#) on the school website for absences and holidays.

THE SHOEBOX PROJECT

A new school year brings new shoes for many children. Our school will be participating in [The Shoebox Project](#). Families donate shoe boxes to the school. Students wrap or decorate the boxes, and then we give them to the Shoe Box Project organizers to use as gift boxes. Companies donate items for the gifts to give to local women impacted by homelessness through the collection and distribution of gift-filled Shoeboxes and messages of support. Please drop shoe boxes off at the Office anytime.

FRUIT AND VEGETABLE PROGRAM

Our school participates in the government sponsored Fruits and Vegetable + Milk Program. Approximately every three weeks, fresh fruits and vegetables are delivered to our school. Thanks to our parent volunteers for operating the program!

KPAC is looking for a volunteer to take over the Fruit & Veggie Program next year. Please email the pac 031-pac@sd43.bc.ca . Volunteers must hold or obtain a Food Safe Certificate.

Parents must complete the Fruit & Veggie permission form yearly through [KEV/School Cash Online](#)

SD43 ELEMENTARY SCHOOL MEALS PROGRAM

Daily brown-bag lunches are available on a monthly basis at Kilmer. Menus are sent out via email and the lunches are distributed at the office at noon. The cost is \$6.00 per lunch and a subsidy is available for families with financial concerns. Meals are prepared by School District staff at Central Elementary School and delivered daily. Lunches are available for purchase through [KEV/School Cash Online](#) please contact the Kilmer office for more information- kilmer@sd43.bc.ca

PAC HOT LUNCH

Hot Lunch is a school fundraiser run by the Kilmer Elementary Parent Advisory Council. once per month, KPAC volunteers deliver pre-paid lunches to our students. Order your child's lunch through Munchalunch at <https://munchalunch.com/login.aspx> Order windows are usually 7-10 days and you will receive an email notification of when they open. For more information on the Hot Lunch Program or to volunteer please email the pac at 031-pac@sd43.bc.ca

ONLINE E-FORMS




We are hoping to have most of the following forms completed [ONLINE \(click here\)](#) this year, but if for some reason you are unable to access the internet, please contact the Office (604-941-3401) to make other arrangements.



1. **SCHOOL POLICY FORM ** MANDATORY **** Please note this is **ONLY** an **online form**. Besides the school policies, this form also includes the *parent giving permission for walking field trips (i.e. fun runs, Terry Fox Run, walking to the Park), whether or not you permit your child to have his/her picture published, etc.* Please complete the form acknowledging you have discussed the contents with your child – and electronically submit it to our office.
2. **EMERGENCY RELEASE FORM ** MANDATORY **** (*paper copy also sent home with your child*) - This information enables us to release your child to your designated representative in the event of a major catastrophe – **it is NOT to be confused with the contact information that was required at registration.**

COMING UP AT KILMER

The École Kilmer calendar is online – all events that have been confirmed are available for you to see at a glance. Please revisit our site as ***we will continue to add special event dates as they are confirmed.***

Kilmer Star Assembly	Sept. 16	Friday
Open House ,BBQ, PAC Meet & Greet (5:15-7:30)	Sept. 20	Tuesday
Terry Fox Run (1:30-2:30)	Sept. 22	Thursday
District Pro D Day – STUDENTS DO NOT ATTEND	Sept. 23	Friday
Orange Shirt Week Activities	Sept.26-29	Mon-Thurs
National Day of Truth & Reconciliation- NO SCHOOL	Sept. 30	Friday
World Teacher Day	Oct. 5	Wednesday
School Photo Day	Oct. 7	Friday
Thanksgiving Day - NO SCHOOL	Oct. 10	Monday
Polling Stations- Gym Closed	Oct. 14,15	Friday, Saturday
Shake Out BC Earthquake Preparedness	Oct. 20	Thursday
Provincial Pro D Day – STUDENTS DO NOT ATTEND	Oct. 21	Friday
 Halloween	Oct. 31	Monday
Photo Retakes	Nov. 8	Tuesday
Remembrance Day Assembly (10:45 AM)	Nov. 10	Thursday
 Remembrance Day - NO SCHOOL	Nov. 11	Friday
Family Skate 5:30-7:30	Dec. 14	Wednesday
Term 1 Report Cards published	Dec. 15	Thursday
 Last Day of School before Winter Vacation	Dec. 20	Friday
Schools Re-open after Winter Vacation	Jan. 3, 2023	Tuesday

