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|  |  | **James Park Elementary School**  **Together we can …..**  **1761 Westminster Avenue**  **Port Coquitlam, BC V3B 1E5**  **604-942-6658**  **Principal: Ms Petra Kintzinger**  <http://my43.sd43.bc.ca/schools/jamespark/Pages/Default.aspx> |

The first week of school

September 22 to 26, 2014

Well, this has been quite a year for all of us. We continue to be saddened by the sudden and tragic passing of Mr. Dave Charles in July. Please do not hesitate to contact our school counselor, Ms Jan McLellan, if your child expresses any concerns or needs to talk about Mr. Charles.

We lost several staff members to lay-offs at the end of June, and this has resulted in a number of new staff members coming to the school. We had two retirements: Roger Ford and Debra Eisel and will be losing Ms Weiseman as she prepares for the birth of her first child. These many changes will definitely affect us as we move forward.

We will be taking things easy, getting to know each other, making sure the students feel comfortable and helping those who don’t. We all look forward to getting our school year underway.

In a normal time frame, classrooms might look a little more organized. We will all pitch in to help set things right for Monday. So, with that background information for you, I will lay out how the year is to begin.

During the first week of school the staff has planned **meaningful and purposeful curriculum activities** for all students in Grades 1 through 5 – ***it is very important that all children attend, as this is a time of “learning the ropes”, getting to know and beginning to learn with each other***.

**IMPORTANT NOTE!!**

Students will bring home a field trip permission form to allow them to go on community walks with their classes throughout the year. In fact, they **may** go on such a walk **the first week**. Please be sure you sign the form right away and send it back to us on Wednesday.

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| September 22 to 26 | Schedule |
| Monday | All students, Kindergarten to grade 5, attend school from 8:50 to 9:20 a.m. to confirm registration (be at designated spot for 9 am start) – this is a **very important 20 minutes** for both students and the school. *If, for any reason, your child cannot be here please contact the school to let us know they will be absent and if/when they will be back.* You can submit an absence on line. Students will report for attendance, as follows:   * Students **new to the school** report to the library, upstairs * **Kindergarten** students – families report to the gym, find child’s name on the posted lists, sign in for welcoming conversation at the table with teacher’s name by it, take hand-outs, chat with others, meet some staff * **Grades 1 to 5** students return to the classroom they attended in June (teacher may not be the same), ***except:*** * **Grade 4** students from Mr. Ford’s class (room 111) report to Ms Singh and Ms Pollock in room 112 (Ms Eisel’s old room); students from Mr. Charles’ class report to Ms Primavera in room 111. |
| Tuesday  **(first full day for K-5)** | Kindergarten students ***do not attend****.*Parents will have signed for a welcoming conversation and attend at that time only, with the Kindergarten student.    Grades 1 to 5 students return to the same place they were Monday. After attendance, the whole school will assemble in the gym for introductions, instructions and to move into family groups. **Students will be dismissed from their family group at the end of the day – please arrange with your child to meet them either in the learning commons inside, or outside somewhere, rather than at a classroom.** |
| Wednesday  Thursday | Kindergarten students ***do not attend****.*Parents have signed for a welcoming conversation and attend at that time only, with the Kindergarten student.    Students go directly to their family group classroom where all the activities, attendance and dismissal will occur. |
| Friday | Kindergarten students begin gradual entry in the afternoon. You will receive instructions during the welcoming conversation, and a memo will also go out by email.  If possible, students will be placed into their regular grade classroom. |

**Welcome to the staff at James Park**

Please note, some of these grade assignments could change, based on registrations during the first week.

***Teachers***

Assignment Room

Marissa Abram ½\*/St. Support 204E (Tue to Fri)

Oliva Alcazar K/1 104

Amanda Andrews\* 1/2 204L (Mon to Wed)

Kelly Bigiolli 2/3 207

Cathy Bilechuk Library/St. Support Library

Carmen Cahill K/1 105

Dario Demetlika\* 3/4/5 110

Margaret Dushenko 2/3 206

Michele Gardner-Everton St. Support 205

Petra Kintzinger Principal

Dominique Knittel Resource 108

Kelly Kolbe\* 3/4/5 209

Greta Lajeunesse music 102 (Tue/Th)

Cathy Lloyd 1/2 204W

Janet MacLellan counselor 109

Roxanne McIntyre\* K/1 106

Angelia Mouland 1/2 208

Krista Peterson 3/4 210

Wendy Pollock 4/5 112 (T/Th)

Maria Primavera 4/5 111

Punam Singh 4/5 112 (M/W/F)

Erika Weiseman K/1 107

\* Montessori teachers

\*\* If numbers dictate a reorganization of the school, some of the grade levels will change.

***Support Staff***

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| Barb Bellarose | Afternoon Caretaker |  | Debrah Martin | Education Assistant |
| Virginia Connolly | Education Assistant |  | Sue Montie | Noon Hour Supervisor |
| Cynthia Dalgarno | School Secretary |  | Lara Pinard | Noon Hour Supervisor |
| Cindy Frilund | Youth Worker |  | Debbie Ponsart | Education Assistant |
| Christine Glowa | Noon Hour Supervisor |  | Julia Punzo | Strong Start |
| Debbie Johnson | Education Assistant |  | Darrell Warhurst | Day Caretaker |
| Andria Kapatais | Education Assistant |  | Barb Watmough | Noon Hour Supervisor |
| Coreen Knudson | Education Assistant |  |  |  |