



11849 238B Street, Maple Ridge BC V4R 2T8  
Phone 604-463-3035 Fax 604-463-0667  
Website: <http://elementary.sd42.ca/alexanderrobinson>  
Principal: Ramin Mehrassa  
Vice Principal: Christina Crump

## Newsletter #1 – September 2024

### PRINCIPAL'S MESSAGE

As fun as summer holidays are, September is exciting too as it means new beginnings for us all ☺ Welcome back to all members of our ARE community as we get ready for another school year.

Similar to last year, we have added a new division which will be housed in a new portable. The portable will be in the back of the school, as many of you may have seen the preparations already and should be fully functional by mid-October. I'm also excited to introduce to you the new members of staff at ARE this year.

Our Open House will be held on Thursday, September 19<sup>th</sup> from 4:30-6:00pm. Thank you again to our amazing PAC for offering hot dogs and refreshments for the event. Parents are welcome to meet teachers from 4:30 on, while food will be served throughout the evening.

### VICE PRINCIPAL'S MESSAGE

Hello Families of ARE,

I'd like to take a moment to introduce myself to everyone as your new Vice Principal. I am coming here from Golden Ears Elementary where I was the VP for three years. Prior to that I was teaching at the elementary level in Pitt Meadows. I have two young boys at home who are active in the hockey and lacrosse communities, so we are a very busy family - I'm sure many of you can relate! I am excited to join your community and look forward to meeting your kids and many of you parents and caregivers along the way!

Sincerely,

Christina Crump

### UPCOMING DATES:

September 17<sup>th</sup> - PAC Meeting  
September 19<sup>th</sup> - Open House  
September 20<sup>th</sup> - Terry Fox Run  
September 27<sup>th</sup> - Orange Shirt Day (Recognition for National Truth and Reconciliation Day)  
September 30<sup>th</sup> - Truth and Reconciliation Day (No School)



### WELCOME NEW STAFF

We are fortunate to have excellent and experienced staff at Alexander Robinson. You may notice some familiar faces who have returned as well as some new faces around the school. We are pleased to welcome the following staff. Please note that Mrs. Paterson and Mrs. Surbey have been hired recently and were not in first information package sent out.

Mrs. Barrington - Head Secretary  
Ms. Arly Beck - Education Assistant  
Ms. Blais - Grade 6/7 Teacher  
Ms. Bukraba - Education Assistant  
Ms. Crump - Vice Principal  
Ms. Dailly - Grade 4/5 Teacher  
Ms. Fathi - Education Assistant  
Ms. Henschell - Grade 2/3 Teacher  
Mrs. Hicks - K/1 Teacher  
Mrs. Higginson - Education Assistant (returning from mat leave)  
Mr. Kaloff - P.E. Teacher  
Mrs. Levitt - Grade 1/2 Teacher  
Ms. Matthew - Grade 2/3 Teacher  
Mrs. Paterson - Grade 5/6 Teacher  
Mrs. Surbey- Grade 2/3 Teacher (job share partner with Mrs. McCarthy)



### STUDENT VERIFICATION FORMS

Student Verification Forms for each child will be sent home. It is imperative that we have all information filled out and returned to your child's teacher ASAP. We must have these forms in the office in the case of an emergency. Please make sure all emergency contacts are individuals who would be readily available, if needed, and provide cell phone numbers and/or work phone numbers. Also ensure your child's health care number is on the form. **BE SURE TO SIGN AND DATE THE**

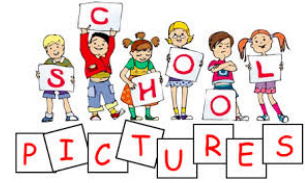
**FORM BEFORE RETURNING.** If any information changes throughout the year, please notify the office. It is essential we have accurate contact information on file at all times.

### CONSENT FORMS

A number of consent forms for your student(s) will be deployed by the district office via the parent portal that will need your approval. Please take a moment to login and approve these forms once available.

### PHOTO DAY

Photo Expressions will be here for individual student photos for all grades on Tuesday, October 8<sup>th</sup>. As in the past, participation in the program is strictly voluntary, however, every student is required to have their photo taken for identification purposes. You are not required to purchase a photo package.



### ORANGE SHIRT DAY - RECOGNITION OF TRUTH AND RECONCILIATION DAY

This year, to commemorate Truth and Reconciliation Day, our staff is in the midst of organizing different stations for students to participate in during the morning of September 27<sup>th</sup>. If students have orange shirts, they are encouraged to wear them on the 27<sup>th</sup>.

### TERRY FOX RUN

Our annual Terry Fox Run will be held on Friday, September 20<sup>th</sup>. The primary and intermediate runs will take place from 8:30 to 10:30. Mrs. Elder has a portal out asking for parent volunteers. Furthermore, Mr. Oleksyn will send out information about fundraising for the run. Please stay tuned for more details about the run.

### STUDENT PLANNER FEES

Many teachers request their students to use a student planner to assist in staying organized. Individual teachers will inform their students of this once students they have settle into new classes. Our school planner fee is **\$8.00**. Request for payment has been sent out via the parent portal.

### PRIMARY SCHOOL SUPPLY FEES



School supplies for Kindergarten to Grade 3 students are purchased in bulk by the school and provided to students for a fee. Request for payment will be sent via the parent portal once class placements are finalized. The primary school supplies fees are as follows:

- Kindergarten supply fee is **\$55.00**
- Primary (Gr.1-3) supply fee is **\$60.00** (includes a planner)

Portal payment is preferred but alternately fee payment can be sent to your child's teacher (cash or cheque payable to Alexander Robinson Elementary).

Intermediate students will need to purchase their own supplies or can order online through Creative Children. Supply info can be found on our school website.

### MEDICATION AT SCHOOL

A Medical Intervention form must be completed on a yearly basis if your child has an existing medical condition that the school should be aware of. This form must also be completed if your child will be taking any medication while at school. Staff may not administer medication to students unless the required form is completed and signed by the parent. For students requiring epi-pens at school, parents will be required to complete an Anaphylaxis Individual Student Emergency Procedure Plan. These forms can be obtained at the office.



### TREE NUT & PEANUT AWARE SCHOOL

We have several students who have SEVERE LIFE-THREATENING allergies to a variety of nuts, including TREE NUTS and PEANUTS. If this applies to your child, please make certain to notify the office and your child's teacher and that you have provided the appropriate medical information and any medication necessary. Since this is a common concern, we ask, if possible, to not send your child with food items containing nuts to school. Peanut/Tree nut allergy signs will be posted in affected classrooms.



### SCHOOL PROCEDURES AND ROUTINES

#### Student Entry/Exit

All students are assigned entry and exit doors. Students are required to line up at their designated doorway upon the sounding of the warning bells. We ask that parent/caregivers meet their children at the designated doorway when meeting afterschool at dismissal.

#### Student Absences and Late Arrivals

The warning bell for morning classes goes at 8:25am. Students are expected to be in their classroom and instruction begins no later than 8:30am. If a student is not in the classroom the student will be marked absent. Entry past 8:40am requires the student report to the office to sign in and receive a late slip to give to the classroom teacher. When your child is marked absent, we will phone all contact numbers we have in an attempt to confirm that your child is safe.

In the event your child will be absent or late, please advise the office prior to 8:30am. You can either enter an absence on the Parent Portal, email the school at [are\\_reception@sd42.ca](mailto:are_reception@sd42.ca), or call the office at 604-463-3035 where you can leave a message.

Parents are responsible for providing or arranging supervision for their child prior to 8:25am. After dismissal at 2:20pm students are encouraged to go straight home for there is no formal supervision provided at the school.

### Students Leaving School Grounds

**Students are not permitted to leave the school grounds unless they have permission from a parent/guardian or are signed out by a parent/guardian or designated adult.** If your child routinely has lunch at home, please inform the office in writing. If your child usually remains at school during lunch, please send a signed note for each occasion you give permission to leave the school grounds. Students leaving the school grounds and returning must be signed out and then back in at the office as we need to account for all students in the event of an emergency or fire drill.

### VISITORS OR DROPPING ITEMS OFF

For safety reasons, **all visitors and volunteers are required to sign-in, sign-out and wear a visitor's tag while in the building or on the school grounds outside.**

If you have a message or something to drop off for your child, you may do so through the office.

### SCHOOL NOTICES AND NEWSLETTERS

All correspondence, notices and calendars will be sent home using the Parent Portal. We encourage new families to create a Parent Portal account at <http://parents.sd42.ca>. Once your account has been created, please contact the office to obtain a linking key letter for your child.

We also post our monthly newsletters to our school website at <https://elementary.sd42.ca/alexanderrobinson>.

### PARKING REGULATIONS

**Parents/daycare providers may NOT pull into the back parking lot at any time for picking up or dropping off children.** The vehicles create a safety hazard for students and on several occasions, have blocked staff members from entering/leaving the lot. Also, the back parking lot is the designated emergency evacuation route for students during fire drills and "real" emergencies.

**The drive through lane at the front of the school is for HANDICAPPED STUDENT DROP OFF AND PICK UP ONLY.** You must pull into the curb and quickly pick up your child. Please do NOT park in the drop off zone and do NOT stop in the drive through lane. Please do not park in this area during the school day or there is the possibility you will be ticketed. Please do NOT park in the bus stop/fire hydrant zone on 238B Street (directly across from the front entrance of the school). These regulations are from the Fire Department and the Safety Officer. Thanks for your attention to safety.

### WEST COAST RECESS



Now more than ever public health orders require that children spend as much time as they can outside. All recesses and lunches will be outside unless the weather is unprecedentedly severe and poses a risk to health and safety. Please be sure students have proper jackets, footwear, or warm clothing for the day. An extra set of clothes at school will avoid unnecessary trips to the school with spare pants!

## Lunches for your Children:

### **Please Do Not Order Skip the Dishes/Food Delivery to our school**

While this does not happen often, it is a real inconvenience when it does. The drivers are often confused and do not have instructions about who is to receive the items. We appreciate your restraint as these kinds of demands add to our clerical workload.

In addition, if you would like to drop a lunch off for your child, please make sure that they know about the drop-off. We will happily place the lunch on the counter, but with a school of over 550 students, we will not be able to call individual students down at lunch time. We thank you for your understanding and support.



## ALEXANDER ROBINSON ELEMENTARY

11849 2388 Street, Maple Ridge BC V4R 2T8

### BELL SCHEDULE

2024-2025

#### MONDAY – FRIDAY

8:25AM	Line Up Bell
8:30AM	Classes Begin
10:20AM	Recess Begins
10:33AM	Line Up Bell
10:35AM	Classes Begin
12:00PM	Lunchtime Begins
12:15PM	Students go <u>outside</u>
12:37PM	Line Up Bell
12:40PM	Classes Begin
2:20PM	Classes Dismissed







## ALEXANDER ROBINSON ELEMENTARY 2024-2025 LINEAR SCHOOL CALENDAR

Schools opening day for students (Delayed start 12:30pm)	Tuesday, September 3, 2024
Open House 4:30pm-6:00pm	Thursday, September 19, 2024
National Day for Truth and Reconciliation	Monday, September 30, 2024
Non-instructional day (School Growth Planning Day)	Tuesday, October 1, 2024
Thanksgiving Day	Monday, October 14, 2024
Non-instructional day (province-wide)	Friday, October 25, 2024
Remembrance Day	Monday, November 11, 2024
Non-instructional day (school-based)	Tuesday, November 12, 2024
Student Conferences – 11:30am Dismissal	Thursday, December 5, 2024
Student Conferences – All day (no school)	Friday, December 6, 2024
Schools close for break – Last day	Friday, December 20, 2024
Winter break	Monday, December 23, 2024 to Friday, January 3, 2025
Schools reopen after break	Monday, January 6, 2025
Non-instructional day (district-based)	Tuesday, January 28, 2025
Non-instructional day (school-based)	Friday, February 14, 2025
Family Day	Monday, February 17, 2025
Student Conferences – 11:30am Dismissal	Thursday, March 6, 2025
Student Conferences – All Day (no school)	Friday, March 7, 2025
Schools close for break – Last day	Friday, March 14, 2025
Spring break	Monday, March 17, 2025 to Friday, March 21, 2025
Schools not in Session	Monday, March 24, 2025 to Friday, March 28, 2025
Schools reopen after break	Monday, March 31, 2025
Good Friday	Friday, April 18, 2025
Easter Monday	Monday, April 21, 2025
Non-instructional day (district-based)	Wednesday, May 14, 2025
Victoria Day	Monday, May 19, 2025
Last day for students (12:00pm Dismissal)	Wednesday, June 25, 2025
Year-end administrative day	Thursday, June 26, 2025
Schools close for summer break	Thursday, June 26, 2025

**ELEMENTARY (K-7) DAILY SCHEDULE:** 8:30am to 2:20pm. 295 instructional minutes per day; 179 days of instruction. Kindergarten gradual entry the first 2 weeks of September.

**Minimum number of hours of instruction that must be offered as per School Act and Calendar Regulation:** 853 hours of instruction for students in kindergarten. 878 hours of instruction for students in grades 1 to 7



## PAC INFO



### Alexander Robinson Elementary

Parent Advisory Council

September 2024/2025

On behalf of the ARE PAC Executive, a big welcome back to all our returning families and a warm welcome to all our new families joining ARE this year!! We are excited for the year ahead filled with fun activities for students and parents alike. We are looking forward to the Welcome Back BBQ, Hot Lunches, School Dances and Fun Fair just to name a few!

EVERY parent/guardian at ARE is a PAC Parent; we exist and function according to the legislation in the [BC School Act](#) as part of the [Manual of School Law K-12](#).

There are many opportunities for parents to be involved with the school and improving engagement with your children! These include volunteering at various school events, helping with Breakfast Club in the mornings and Hot Lunch days. Volunteers are always welcome!

Our success throughout the year is dependent on parent involvement. We have approximately 1000 PAC members at ARE. The Executive is NOT “the PAC”. **Every Parent/guardian is ‘the PAC’.**

Decisions are made at our general meetings by majority votes of the membership. It is the Executive’s role to manage and carry out the will of the membership. We are a democracy under the commonly held fundamental principles of Robert’s Rules of Order which includes all our members having equal membership rights according to our [Constitution & Bylaws](#).

PAC Executives are all volunteers, doing the best we can with what we have. Please be patient with us as we move forward, and we welcome any questions or suggestions and try to address those as quickly and as accurately as possible. Any discussions with individual parents are considered privileged and held in confidence by the Executive.

Our first PAC meeting of 2024/2025 will be on:

**Tuesday, Sept 17 at 7pm** in the School Library - Meet and Greet at 6:45pm.

***ALL parents/guardians are welcome and encouraged to attend.*** We will be discussing many things including options for what this year may look like and the Principal will be on hand to provide a report and answer questions.

### **Munchalunch**

We use a program called MunchaLunch, which allows online ordering for things such as Hot Lunches, School Events and other community and/or fundraising initiatives. Munchalunch requires registration but is free to parents.

**For parents new to the school:**

<http://www.munchalunch.com/schools/AlexanderRobinson>

**For returning parents:**

<https://munchalunch.com/login>

The ARE PAC [Digital Calendar](#) (resource for all members of the school community including important dates for the School & the District) can be obtained by clicking on this link:

<https://calendar.google.com/calendar/u/1?cid=YXJlcGFjc2Q0MkBnbWFpbC5jb20>

If the link does directly connect you to the ARE PAC Calendar, please email [arepacsd42@gmail.com](mailto:arepacsd42@gmail.com) with the email account that we can manually add in.

Our most current and up to date information/discussion is in two private Facebook groups:

**Alexander Robinson Elementary PAC - *administrated by the PAC Exec***

-- Primarily for providing information/resources etc as relates directly to the school and the District

**Alexander Robinson Elementary Parent Chat - *administrated by a group of community members***

-- Primarily for general discussion/information/connecting within the school community

For new members joining or being invited to the Facebook groups, the membership questions must be answered before approval. Membership is open to all active members of our school community.

The School website and tab for parents:

<https://elementary.sd42.ca/alexanderrobinson/pac-info/>

**Also a reminder! IF** you are going to the Kanaka Creek Liquor Store or to the Maple Ridge Liquor Store. simply mention to add your purchase to Alexander Robinson Elementary PAC account. There is no additional cost, and 5% of all sales go to the PAC!

## **2024/2025 ARE PAC Executive**

Chair – Chris Schultz-Lorentzen

Vice Chair – Graham Jones

Treasurer – Michelle Schultz-Lorentzen

Secretary – Shannon Lowry

[DPAC](#) Representative – VACANT

Please feel free to email us with any questions or reach out directly to any of your  
PAC Executives – arepacsd42@gmail.com

*We respectfully acknowledge that the work of ARE PAC takes place in and around the  
traditional and unceded shared territory of the Katzie First Nation and Kwantlen First Nation.  
We also acknowledge our Métis friends and partners living in our communities.*