

# Keswick Valley Memorial School

Dear Students, Families, Staff and Community Members:

Greetings! I would like to officially welcome you and your family to the 2021-2022 school year at KVMS! I hope you had a well-rested and relaxing summer filled with time spent with family and friends. We are excited for this year and look forward to the learning and the success that will occur. I am sure that you are all wondering what this year will look like. It will look a bit different than last with some relaxation of Public Health Restrictions. A parent/student handbook is soon to follow that will outline our day-to-day procedures, norms, rules, routines and health/safety measures for this upcoming year. This letter is to introduce you to our current staff and to highlight some important information that is needed for the beginning of the school year.

Our KVMS family has changed slightly this year. There are some familiar members as well as some brand-new members among our staff. All are amazing individuals and enthusiastic leaders that possess great talent in education!

**Kindergarten – Mrs. Megan Bird O’Brien**  
**Grade K/1-Mrs. Megan Knorr**  
**Grade 1 – Mrs. Paulette Foreman**  
**Grade 2 – Mrs. Crystal Bourgoin**  
**Grade 2/3 – Mrs. Maxine Brewer**  
**Grade 3 – Mrs. Carrie Estey-Bourgoin**  
**Grade 4 – Mrs. Paula Scott**  
**Grade 5 - Mme Tina McPhee**

**Grade 6 – Mrs. Allison MacIver**  
**Grade 7/8 - Mr. Andrew Steeves**  
**Grade 7/8 – Mr. Steve Parks**  
**Phys. Ed – Mr. Brett Black/Mrs. Jaime Foster-Stewart**  
**Guidance – Mrs. Melissa Falconer**  
**Resource – Mrs. Nancy Patterson-Hargrove**  
**Music - Mr. Michael Valk**

**Educational Assistants:** Mrs. Tara Cleghorn, Mrs. Songia Burt, Mrs. Dorothy Lagacy, Mrs. Shawnette Lagacy, Mrs. Margaret Bishop, Mrs. Stacey Harris, Mrs. Austina Wilson, Mrs. Deborah Ascah, Mrs. Cathy Reynolds, Ms. Crystal Seveck, Mrs. Denise Gorham, Mrs. Lorinda Palmer

**Administrative Assistant:** Mrs. Michelle Tucker

**BIM (Behaviour Intervention Mentor):** Ms. Judy Jenkins

**Librarian:** Mrs. Christa McKeil

**Administrators:** Mr. Brett Black (VP) and Mrs. Jaime Foster-Stewart (P)

**Custodians:** Mrs. Patty Yerxa, Mr. Brian McKinnon, Ms. Jody Shaw

**Bus Drivers:** Mrs. Janet Morehouse, Mrs. Gwen King, Mrs. Carole Brewer, Mrs. Joanne Moore, Mr. Jason Brewer.

**Bus Attendant:** Starla Morehouse

**KVMS Mascot-**Waylon the Coyote

We have a new Mission and Vision statement that we are excited to share: Check it out!

## **MISSION:**

***TO PROVIDE A SAFE AND RESPECTFUL LEARNING ENVIRONMENT WHERE EVERYONE CAN  
ACHIEVE THEIR PERSONAL BEST.***

**VISION:**

***WE BELIEVE ALL STUDENTS CAN LEARN TO BE:***

- ***SUCCESSFUL***
- ***COMMUNITY ORIENTED***
- ***EMPATHETIC***
- ***OPEN-MINDED***
- ***COMMITTED TO WELL-BEING OF SELF AND OTHERS***

The following are a few tidbits of information that will be important for the upcoming year:

**Arrival time/drop off:** 7:40 am to 7:55 am firm. Please do not drop your child off before 7:40 am as there is no duty teacher until 7:40 am. Duty is completed at 7:55 am. Please have your child at the school prior to 8:00 am. Instruction begins promptly at 8:00 am. Attendance is taken at 8:00 am. Your child is marked as tardy/late after 8:00 am. Please have your child to school on time.

**Dismissal:** Kindergarten to grade two: Dismissal is 1:30 pm. (Earliest pick up time if parent/guardian picking up). If students in grades K to 2 go home on the bus they will not be dismissed until 2:20 pm with grades 3 to 8. Grades three to eight Dismissal: 2:20 pm.

**Attendance:** KVMS staff and our Parent School Support Committee (PSSC) believe that attendance is fundamental to academic success. It is the equal responsibility of the school, parents/guardians, and students to ensure they attend classes punctually and regularly. If your child is sick or has an appointment outside of school, please contact the school office and/or homeroom teacher to let them know. You can phone the school at 363-4717 and speak to a member of our office team, leave a message, or email your child's homeroom teacher. Emails can be found directly on the school website. Excuses for absences must be provided to the homeroom teacher. Students and families are to ensure that all work missed will be completed due to excused absences.

**Communication:** We (office staff) will be using School Messenger as the main means to communicate with parents this year. It is an app that can be downloaded on your smartphone. If you have already signed up or were signed up in previous years, then no worries as you are all set up. Teachers have their own means of communicating with parents that could include email, Class Dojo, Fresh Grade, Microsoft Teams, etc. These are but a few platforms. Information and letters will also be uploaded to the school website. We hope that you will find our website helpful and informative. Please check there often for updated information and events. Additionally, we do have a twitter account (@keswickvalley) that we use to send out updates, celebrations, and quick announcements as we go through the school year. We are asking parents that if you would like to speak to a staff member, please respect social media. Please call the teacher

directly at the school or send an email to their email address. If your contact information changes during the school year, please update it with the school as soon as possible so that you can continue to be informed.

**Meet the Teacher night** will be held virtually in September this year. We are unable to meet in person as per Health and Safety directives set forth by province/district. More information to follow.

**Homework**-Homework is a regular part of the educational experience and will vary by subject and teacher. Individual teachers will communicate their expectations at the beginning of the year.

**Progress Reports, Parent/Teacher Interviews**-Formal report cards are issued 3 times throughout the school year at the K to 8 level: November, March and June. Parent/Teacher interviews are held after the first and second reporting periods. We ask all parents to make an appointment with the homeroom teacher to discuss your child's progress, next steps and how we can continue to work together as a united team to support your child both academically and socially. At this time, due to continued health and safety measures for the 2021-2022 school year, it is projected that these meetings will be most likely held virtually through MS Teams this year. If you are not familiar with this format, no worries, we will have a step-by-step process and we will be able to offer support. If things change so that large groups can be invited into the school, we will let you know prior to these times.

**Breakfast program**: We need your help!!! We are hoping to have a regular breakfast program up and running this year (by the end of September). It has been approved that we are able to have volunteers back into our building to help provide this service to our students. Our volunteers need Policy 701 and a criminal record check before volunteering. Individuals will also be required to adhere to health and safety protocols including signing in/out, wearing a mask, etc. The Department of Education (EECD) are working with District to ensure that volunteers are informed of the vaccination requirement. It is required that volunteers show proof of double vaccination prior to volunteering in a school setting. Please contact our office to speak to the Administration team if you are interested. It is a rewarding experience! Not only do you build lasting relationships with staff and students, but you make a difference in the lives of these students. Please consider volunteering.

**Parent/Guardian Involvement at KVMS**: There are many ways to be involved at KVMS. We are a community school and want parents/guardians and our community (young and old) to become involved. Consider contacting us if you would like to volunteer, coach or be part of a committee. You can call us at 363-4717 or send us an email at [jaimie.foster-stewart@nbed.nb.ca](mailto:jaimie.foster-stewart@nbed.nb.ca) or [brett.black@nbed.nb.ca](mailto:brett.black@nbed.nb.ca) . We also welcome you to consider participating on one of our committees:

- **PSSC** -The Parent School Committee provides advice to the Principal on educational issues specific to enhancing student learning and the School Improvement Plan. There are up to 7 parent/guardian/community members on a committee. We meet once every 6 weeks for approximately 90 minutes in length. There is a planned agenda. Meeting minutes will be posted on the school website this year in the PSSC section under the Quick Links tab. More information on the role of PSSC is available on the District Education Council Website at <http://web1.nbed.nb.ca/sites/ASD-W/PSSC/Pages/default.aspx> .
- **CARE for KVMS Committee**-This committee is a parent/community committee as well. We do not have a Home and School Committee and so this committee works closely with the school to provide events and help raise much needed funds that directly benefit our students. Call the school or email us and we will get you in touch with committee members.

**Cashless School**-Schools throughout ASDW are now using a new program called “**School Cash Online**”. This is super easy to use and very efficient. This online parent portal offers a safe, fast, and convenient way to pay for school activities and fees. It is customized to allow you as a parent, to add your students, make payments, check current balance/account history, print, or view receipts, and receive notifications about upcoming events. Methods of payments that are accepted include: Credit card and eCheck. It’s a simple task to register. It takes about two minutes and can be done by visiting <https://anglophonewest.schoolcashionline.com> . You will need your child’s last name, first name and date of birth to register. Should you encounter any difficulties, you can use the parent help desk at 1(866)961-1803 or by visiting [schoolcashionline.com/Home/Support](http://schoolcashionline.com/Home/Support).

**Student Fees:** Student fees are \$30.00. For K to 5 these fees will cover a variety of consumable items such as duotangs, supplies for experiments, crafts, projects and other curricular activities, special events, etc. For grades 6 to 8 these fees will cover the above items as well as locker rentals and Exploratory items. All fees are due by September 30<sup>th</sup> through and can be paid using Cash Online.

**Food Services:** We hope to be able to offer hot lunches at least two days per week. Ordering and payment will be done through School Cash Online. Information to follow.

**Drop Off, Parking, Visiting** - For morning drop off, parents/guardians are asked to please use the pull through (marked with a sign) to drop off your children. This is for quick drop offs only. There is a lot of traffic in the morning. Not completing quick drop offs causes significant delays for other parents/students and safety concerns, particularly in winter. If you need a longer drop off time, please feel free to park in our parking lot and walk your child to the person on duty. An administrator will be on duty to help direct traffic flow for students, cars, and busses. Please know that vehicles are not permitted in the bus loading zone. Parents using the daycare need to park their vehicle in the parking lot then proceed to the daycare. Please do not pull up and park along side the school as this is the bus loading zone. These

drop off safety rules apply also to picking up your child. Please park in the public parking area away from the bus loading zone.

**Kindergarten**- We will be having a staggered entry this year for kindergarten only. This means half of the K students will come for a full day on Tuesday, September 7<sup>th</sup> while half stay home. This is to provide a smooth transition into our school. Then on Wednesday, September 8<sup>th</sup> those that came on Tuesday will stay home so the other half of the K students can transition for a full day into school. On Thursday, September 9<sup>th</sup> all Kindergarten students will attend. This is for kindergarten only. Kindergarten teachers will be in contact with families the week prior to school opening to introduce themselves and to let you know which day that your child will attend staggered entry.

**Transportation/Weather**- Transportation information is available at <https://web1.nbed.nb.ca/sites/ASD-W/transportation/pages/default.aspx> . Delays and school closures are determined by the district and communicated on radio stations, Twitter, district website and the Transportation Information Line (453-5454). Note that KVMS is in weather zone 4.

We are a nut free school. Please do not send any food containing nuts.

**Water bottles**: Our fountains are water filling stations only. We do not have water fountains with spouts. It is imperative that your child bring a clean water bottle each day. We do not have refillable glasses at school. Water bottles must be provided from home.

**How will this year be different from last year in terms of COVID protocols:**

- No classroom or outside play bubbles for K to 8
- Regular class sizes K to 8
- Music classes will return to regular practices
- Interscholastic, Extra-curricular and Intramural activities will be allowed
- School buses transport students at full capacity (students and driver must wear masks)
- Masks required in common areas in the school but not in classrooms or outside.

Kindest Regards,

Jaime Foster-Stewart  
Principal, KVMS

*"Learning & Growing Together".....*