



Notre Dame School

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Notre Dame School Newsletter

“Living, Celebrating and Proclaiming Our Faith”

Notre Dame would like to acknowledge that we are blessed to live, work, and play on Treaty 8 land, the traditional territory of the Cree, Sekani, Dunne-za, Dene-thah, Sauleaux, Chipewyan, and other Indigenous people who were not identified specifically in the treaty.

† Principal’s Message

Dear Notre Dame Students and Families,

It is with great joy that I welcome you to a brand-new school year at Notre Dame! The first days of September always bring a sense of anticipation—fresh beginnings, new friendships, and countless opportunities to grow together in knowledge and faith.

Our school theme for the year is “*Proclaiming Our Faith*.” This will guide us as we live out Christ’s call to share His message with joy, to act with kindness, and to use our God-given gifts in service to others. Together, as a school community, we will strive to create an environment where our faith is not only lived but shared boldly with the world around us.

As we set out on this year’s journey, I am grateful for the dedication of our teachers and staff, the enthusiasm of our students, and the steadfast support of our parents. Together, we will nurture the hearts, minds, and spirits of every child, encouraging them to learn, grow, and joyfully proclaim their faith in both word and action.

Let us begin the year in prayer, asking for God’s blessing on our school, our families, and our shared mission. May the Holy Spirit guide us in all we do and fill our year with joy, wisdom, and grace.

I look forward to the months ahead and to all we will accomplish together. Please remember, my door is always open to answer questions, offer guidance, or simply share in conversation.

*God Bless,
Your Partner in Education
C. Richard*



From the Office

First Day of School

Kindergarten to Grade 7

Our first day for students in Kindergarten to Grade 7 will be **Wednesday, September 3, 2025**. This will be a **half-day** of instruction, with gates opening at **10:30 AM** and dismissal at **1:45 PM**. Teachers will meet students on the playground before heading into classrooms at 10:30.

Morning and After-School Care

Morning and after-school care will also begin on **Wednesday, September 3rd**, for registered students.

Preschool Start-Up

Preschool will begin on **Wednesday, September 3, 2025**. Miss Patsy will greet her morning class at **8:30 AM** and the afternoon class at **12:30 PM**. Preschool students will enter through the school’s main front doors.



Meet the Teacher

Notre Dame School’s **Meet the Teacher** will be on an **Open House** format on **Wednesday, September 3rd, from 2:00 pm to 3:00 pm**.

Come join us for an ice cream treat, and your child will show you around their new classroom and introduce you to their teacher.



Meet the Notre Dame Staff, Your Partners in Education

Principal	Mrs. Colleen Richard
School Secretary	Mrs. Gen Cabrera
Pastor	Rev. Venerando Sabacan
Kindergarten	Mrs. Alyssa McLain
Grade 1	Mrs. Nikki Chmelyk
Grade 2	Mrs. Dawn Mountifield
Grade 3	Mrs. Nicole Mackrell
Grade 4	Mrs. Hannah Ro
Grade 5	Mrs. Shannon McKenzie
Grade 6	Mrs. Vicki Rose
Grade 7	Mrs. Bradi Willich
French & Christian Education Teacher	Mrs. Brittany Juell
PHE Teacher	Mr. Joshua Haukenfrers
Learning Resource & Christian Education Teacher	Mrs. Jenna Gilbertson
Educational Assistant	Mrs. Shannon Duff
Educational Assistant	Mrs. Allison Bijl
Educational Assistant	Mrs. Keri Giesbrecht
Educational Assistant	Mrs. Mirella Ausma
After School Care Provider	Mrs. Victoria Dyck
Pre-School ECE Teacher	Ms. Patsy Whiting
Custodian	Mrs. Fem Cruz
Bookkeeper	Mr. Nelo Caguitle
Crossing Guard	Mr. Albert Duque
Library Helper	Miss. Melissa Allen

Key Dates This Month

Tuesday, Sept. 2nd

Non-Instructional Day, No School for Students



Wednesday, Sept. 3rd

Students Back to School, Half Day 10:30 –1:45
Meet The Teacher 2:00 -3:00 pm

Thursday, Sept. 4th

First Full School Day for Students

Monday, Sept. 8th

PSG Meeting at 5:00 pm



Sunday, Sept. 14th

Commissioning of Notre Dame Staff at Notre Dame Parish
10:00 am



Tuesday, Sept 16th

School Council Meeting at 6:30 pm

Friday, September 19

Terry Fox Run



Tuesday, September 23rd

Pre-School Photo Day



Friday, Sept.26th

Orange Shirt Day - We will recognize Truth and
Reconciliation Day (Sept. 30th) by wearing orange.



Monday, September 29th

Co-Missioning Day for Notre Dame Staff - No school In
Session for Students

Tuesday, September 30th

National Truth and Reconciliation Day - No School in
Session

Wednesday, October 1st

K to Gr. 4 Photo Day



Thursday, October 2nd

Gr. 5 to Gr. 7 Photo Day



News from Our School Council

- ☐ Our first meeting for this school year will be on
September 16th at 6:30 pm.



"Living, Celebrating and Proclaiming our Faith"





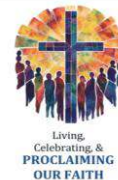
Faith & Virtue Focus

One of the central goals of Catholic education is to help children draw nearer to Jesus. At Notre Dame, we continue this mission through the *Virtues in Practice* program, with this year's focus on the *Fruits of the Holy Spirit*. From Kindergarten to Grade Seven, our students will be guided to imitate Christ by practicing the virtues that reflect His life and love. Each month, our school community will focus on one virtue and one Fruit of the Spirit, recognizing how these gifts grow within us when we live according to God's will. By doing so, we nurture qualities that help our children become compassionate, faith-filled, and Christ-centred individuals.

The purpose of continuing with this virtue program is to invite students, staff, and families into a shared journey of knowing, valuing, and practicing the virtues with consistency and intention. Virtue calls us to make a conscious choice to do what is right, to give generously of ourselves, and to act with integrity for the good of others. Students will have daily opportunities to put these virtues into practice, shaping habits that will strengthen their faith and character for a lifetime.

Each month, we will celebrate and acknowledge students and staff who have demonstrated virtue in action. By the end of the school year, every community member will have been recognized for living out the virtues in meaningful ways.

This year is especially meaningful as we enter our three-year theme's third and final year: *"Living, Celebrating, and Proclaiming our Faith."* Over the past two years, we have learned to live our faith more deeply and to celebrate it joyfully as a community. Now, we take the next step—proclaiming our faith through our words, actions, and witness to others. Beginning in September with the virtue of **Hospitality**—“making people feel welcome and showing kindness to those who are new or visiting”—we commit ourselves to living the virtues in ways that clearly share Christ's love. As we bring this theme to its completion, may our growth in virtue leave a lasting mark, helping us be joyful witnesses who proclaim the Good News in all that we do.



Morning & After School Care

Our Morning & after-school care program is available for kindergarten to grade 7 students within our school.

There are 24 spaces available with a ratio of 1 staff member for every 12 children. Our program will provide a beginning and continuation of care for your child before and after their school day. This will include an opportunity for relaxation and dynamic play. Students will have a chance to eat their self-provided afterschool snacks and be allowed to do quiet activities such as reading, a craft and homework.

Hours of operation

Morning School Care: 7:30 am – 8:30 am

Afterschool Care: 2:45 pm – 5:45 pm.



Applications for the Morning & After-school Care Program can be found on our school website or at the school office. If we have space, drop-in days are available. Please note that drop days are for random times when a family will need childcare. Drop-in day fees are for drop-ins only. This means if your child attends on a regular schedule, our monthly fees apply.



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Parent Community Information



From the PSG – Parent Support Group

Welcome to our new school year!

We hope you had an enjoyable summer break. We wanted to introduce the ND Parent Support Group (PSG). The PSG is a group of parents who work together to support the students, families, teachers, EAs and administration throughout the school year. Last year, through a variety of fundraising programs, we were able to provide various fun days, Catholic Schools Week hot chocolate day, Shrove Tuesday Pancake Lunch, Caught Being Good prizes, Intermediate Ski Trip, classroom field trips, and a school-wide trip to the movie theatre (to name a few). The various fundraisers (Basket Raffle, Read-A-Thon, apparel orders & Purdy's) raised funds for playground activities, levelled readers, end-of-year activities and much more. If we do not have our incredible and valued parent volunteers, we are not able to run effectively and efficiently. We rely on family support through fundraising and volunteering within the school to support and enhance the educational experience for all students, families and staff at Notre Dame.

Another aspect of the PSG is the Hot Lunch Program. We had an excellent hot lunch program last year that we are hoping to continue with this year. We are looking for a volunteer coordinator(s), program coordinator(s) and volunteers to help organize the required food deliveries/prep food. Training will be available for the positions. If we do not have these extremely important positions filled, the hot lunch program will not be able to run. We will send home information regarding hot lunch volunteers and program assistance within the first few weeks of school.

This year is a nomination year for our board members. We will be looking to fill vacant spaces. If you are interested in learning more about how you can help the school community, please email ndspsg@cispg.ca. We will be happy to share our love of the PSG with you!

We want to extend a warm welcome to new families, teachers, and educational assistants joining us this year. We look forward to meeting you in the upcoming weeks and wish you a wonderful September!

"Volunteers do not necessarily have the time; they have the heart." Elizabeth Andrew



Notre Dame Student/Family Handbook

VOLUNTEER



Parent Volunteers

We update the Notre Dame Student/Family Handbook annually to provide general information for our new families and important reminders for our "alumni" families. The Handbook is available on our school website.

We encourage all of our families (new and returning) to take some time to review the school expectations, general information, and Code of Conduct with their children. It is important that all partners in learning, from our students to parents and staff, have the same information in order for us to be successful as a team in ensuring a safe and respectful learning environment.

Volunteers are necessary and welcomed within the school in various ways: as classroom helpers, for hot lunches, for field trips, for fundraising, and as supervisors of small groups of students for field trips. All volunteers must complete the CISPG volunteer application form (available at the school office and included in the student application form), sign the confidentiality form, and submit a Criminal Record Check.

Criminal record checks are completed through the RCMP (forms can be found in the office). This takes time, so if interested, fill out the forms at the beginning of the school year. It is a good idea to check each year to see if you are required to do the process again, as these must be done every three years.



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Reminders & Resources

Our Bell Schedule

8:30 Playground gates open:

Students enter the school through the playground gates and mudroom doors upon arrival at **8:30**. Students will change their shoes and then head to their classroom.

Morning Welcome

First bell, parking lot gate is locked

8:40 am

Second bell, bus gate is locked

8:45 am

Morning announcements & Classes Begin



Recess Breaks:

10:15-10:30

Lunch Breaks:

12:00-12:25

Outside Play

12:25-12:45

Eating in their classrooms



End of the Day Dismissal:

2:45 pm

End of the day exit from the playground. After school supervision is over at **3:00pm**, students must be picked up on time.

Student Safety is our #1 Priority

Cross Walk Safety:

Students are encouraged to cross the road **using the crosswalk** for safety. A crossing guard is paid and hired by the school for student safety.



Parking Lot Safety:

Notre Dame Staff Parking will be closed at the beginning and end of each day for student safety.

Please park along the sidewalk in legal parking areas and walk to the gates, or have your child meet you at the sidewalk. Thank you for your support in keeping our students safe.



School Absences:

Please **contact the school office through email, a written note or call (250-782-4923)** if your child will not be at school or will be arriving late. We would appreciate it if you could call in absences before 9 am. This is a **safety issue**. When a child is not at school and there has been no call in from parents, the school will call you to make sure that your child is home safe with you. It is our responsibility to locate your child as possible.



As well, numerous unexplained absences throughout the year place our school funding in jeopardy. Absentee notes are important to our school funding!

Allergy 'Aware' School



Notre Dame School is **"Allergy Aware"**. Please check with your child's classroom teacher for allergy alerts. Consider peanut/nut alternatives for individual student lunches and snacks out of consideration to our students and staff with food sensitivities/allergies. Students are reminded that snacks and lunch are to be eaten in the classroom. We cannot eat recess snack or lunch on the playground for safety reasons such as allergies.

School Newsletters & Calendars

Monthly school newsletters and calendars will be available on the [school website](#) at the beginning of each month and emailed out to families.

You can also check us out on Facebook for upcoming events.



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