



Canora Junior Elementary School - School Community Council

Administrator's Report – November 2024

1. Enrolment Update

a. As of **Wednesday, November 6th** we have **152 students** enrolled.

Grade/Month	Sept	Nov	Jan	Mar	May	June
Pre-K	14	15				
Kindergarten	25	24				
Grade 1	27	27				
Grade 2	37	36				
Grade 3	29	29				
Grade 4	21	21				
This year	153	152				
2023-24	160	157	159	157	156	157
2022-23	157	157	168	165	163	160

2. Staffing and Operations Update

a. **Staff members** – see attached staff list

- We said goodbye to Mrs. Kerrie Steciuk (K teacher) as she welcomed a new baby, Mrs. St. Mars (Library Tech) who retired, and Mrs. Alona Kryschysniuk (EA) who has left us for full time employment.
- We say welcome to Miss Taelor Kowalchuk in Kindergarten, Mrs. Ashley Steeves our new Library Tech and to Ms. Brenda Murray our new temporary PreK EA for the mornings
- A new temporary EA will be hired in the next week or so, as a replacement for Mrs. K.

3. School Information Updates:

a. Thank-You SCC for the great Chicken Tenders lunch today.

- The kids love these lunch days as they are such a treat.
- I think parents like them too – one less day to pack a lunch 😊

b. Remembrance Day Ceremony:

- So very proud of our students at CCS today
 - i. Grade 1 and 2 classes recited the poem Little Poppy
 - ii. School choir performed A Song of Peace
 - iii. Represented CJE well as respectful audience members

c. Grade 4 SCC Leadership Team Report:

- Introductions and welcome to new leadership team
- Future meetings they will have an opportunity to speak and present their report.
- They have already been given their new assignment.
- They will also help out with the prep work for the SCC Winter Wonderland Treat Bags
- Activity/Spirit/Holiday/Fun Days will be brainstormed and planned by our new Grade 4 Leadership Team for the remainder of the school year.
 - i. All days will be associated with House Team points and will be colour themed throughout the school year

d. School Clothing:

- In the works with SPORTFACTOR
- No logo...just words...CJE Cougars or Canora Cougars. Something easy to transfer from CJE to CCS
- Grade 4 SCC Leadership Team will be a part of this process.

e. Inclusive Outdoor Classroom and Swing Project

- Total raised to date: **\$25,021.69**
 - i. More grants have been applied for – these often take months before selection processes are made
- Donation Drive idea??? When??
- Big community event??

f. Extra-Curricular:

- **Cross Country:** We had a very successful season. Attended 4 tournaments plus our own home finale. Thank you to Mrs. Prychak, Mrs. Clemmensen and Mrs. Martin for their coaching and leadership with the students.
- **Choir** – They had their first performance today at the CCS Remembrance Day Ceremony. We will prepare for another performance for our Winter Wonderland celebration. Date will be determined next week.
- **NASP:** We will begin with in-class string bow training very soon for all Grade 4 students. Before and after school training for those students who wish to continue with NASP in a tournament capacity will also occur. All information will be shared via the NASP group on EDSBY.
- **Indigenous Drumming/Singing Group:** We are currently in the planning process of beginning a drumming group. This will be open to all students. Boys will learn to drum and girls will learn to sing.
- **Other opportunities in the new year may be:**
 - i. Craft Club
 - ii. Beading Club
 - iii. Games Club
 - iv. Other??

g. School Safety

- Drills:
 - i. 3 Evacuation Drills in Fall
 - a. 2 completed so far
 - ii. 3 Evacuation Drills in Spring
 - iii. 2 Lockdown practice Drills
- Air Quality/Cold Temperature Wind Chill Administrative Procedure's
- School Emergency Response Plan has been updated
- Student Contacts updated for pick ups

h. Call for Volunteer Reminders: Ongoing throughout the school year

- GSSD Administrative procedures dictate that any adult who will be in the care of any other child other than their own in the capacity of a volunteer must have a completed CRVS Search check.

i. Family Engagement Days:

- **Harvest Festival on October**
 - i. Very well attended
 - ii. Traffic control with Book Fair – lots of positive comments regarding this being an easier way to see the product and enjoy the fair
 - iii. Positive feedback from many
- **Winter Wonderland** will be occurring in December
 - i. Engagement Stations
 - ii. Choir performances
 - iii. SCC Treat Bags
 - iv. Save the Date will come out next week after staff meeting

j. School Fees:

- Thank you for the SCC for sponsoring the SCC Payment of School Fees Incentive Draw
- Very well received and we are in a better position than we were last year at this time - To date we have 73% of fees paid
- Still outstanding is 27% (41 students=28 families)

k. Black/Orange/Halloween Day

- We had a great day – Assembly in the afternoon highlighted the SCC School Fees Draw, The Gateway Lodge Colouring contest winners, Students recognizing others for dressing up in costume or Orange/Black showing school spirit to update House Points, and we finished with 3 Just Dance Activities and all students were provided with a snack and treats.
- Thank you to the SCC for your feedback from last meeting and through the email communication that was sent out. We have seen that choice is an important component for CJE families. I appreciate your partnership in this journey.
- Stats from the day:
 - i. 54% of Students Dressed in costumes
 - ii. 18% of Students Dressed in the colour theme of Orange/Black
 - iii. 22% of Students came as they usually would on any other day (no costume and no colour theme)
 - iv. 6% of students were absent
- October 31st absenteeism comparisons from the last few years

School year	# of Students	# Absent	% Absent
2022-2023	157	29	18.5%
2023-2024	157	17	10.8%
2024-2025	152	9	5.9%

4. School Instructional Programming and Data

a. School Level Learning Plan:

- This will be presented at the AGM portion of the meeting.

- ### b. Assessments:
- Pre-Assessment Literacy Data for Fall has been collected using our new tools: the LeNS and the CC3. Data from these assessments informs our professional decision making regarding the instruction, intervention, and programming that supports curriculum and aids in individualized planning for students, as well as the supports necessary for parent/student home reading programs and home/school partnerships.

LeNS – Letter Name Sound Assessment									
LeNS assesses the child’s knowledge of the names of letters and the sounds of letters and common multi-letter graphemes (written symbols that represent sounds).									
Grade	Letter Name				Letter Sound				
	N/A	At Risk	Meeting		N/A	At Risk	Approaching	Meeting	Exceeding
1	4%	24%	72%		3%	24%	58%	15%	0
2	9%	3%	88%		14%	16%	23%	42%	5%

CC3 – Castles and Coltheart Reading Test																	
CC3 tests the functioning of the key processes in single-word reading, phonological decoding, and whole-word recognition.																	
Grade	Regular Words						Irregular Words						Non-Words				
	N/A	At Risk	Approaching	Meeting	Exceeding		N/A	At Risk	Approaching	Meeting	Exceeding		N/A	At Risk	Approaching	Meeting	Exceeding
2	13%	6%	42%	36%	3%		16%	8%	42%	36%	6%		0	0	0	0	0
3	3%	25%	31%	38%	3%		7%	21%	24%	48%	0		7%	24%	31%	34%	4%

Fountas and Pinnell Data from June			
The F&P assessment is no longer used in a formal capacity. This information from June allows our teachers to begin planning from an “end of Grade 3 expectation” and then create individualized plans moving forward for the remainder of Grade 4.			
Grade	Approaching	Meeting	Exceeding
4	10	40	50

5. School Dates, Activities, and Events

- November 1 – December 1 – OurSchool Survey window opens
- Fri. November 8 – Pro-D Day
- Mon, November 11 – Remembrance Day – No school for staff and students
- Thurs, November 14 – Parent/Student/Teacher Conferences and Open House Evening
- Nov 24-30 – Education Week – “Learning Is a Journey”
- Mon, November 25 – Bus Driver Appreciation Day
- December (Date TBD and shared with families next week) – Winter Wonderland Family Engagement Event
- Fri, December 20 – Last Day of School starts Winter Holiday Break
- December 21 – January 7 – Winter Holiday Break
- January 13-30, 2025 – Kinder to Grade 2 LeNs & Grade 1 to 3 CC3 assessment window

6. Parent/Community Feedback

- a. Parking requests and reminders:
 - i. Community member concern about her driveway getting blocked during pick-up or drop-off times.
- b. I welcome feedback of any kind...especially when it is constructive, actionable and with a problem-solving approach. My door is always open. Feedback from years prior and any conversation with a parent or community member is always considered with school decision making. Collection of data is also an important component from year to year.

7. Funding Requests for SCC Support

- a. Snacks for Spirit Days – motion to support the Winter Wonderland Spirit Day Treat Bags up to \$X as agreed by SCC.

CJE Staff List – 2024-2025

Administration and Office Staff:

Principal	Ms. Shawna Stangel
Administrative Assistant	Mrs. Kim Hladun

Teaching Staff:

Pre-Kindergarten (AM)	Mrs. Heather Clemmensen
Kindergarten	Miss Taelor Kowalchuk
Grade 1	Mrs. Jennifer Prychak
Grade 1/2	Mrs. Lisa Fast
Grade 2/3	Miss Alexandria Martin
Grade 3/4	Mrs. Lindsey Ostafie
Grade 4	Mrs. Rhonda Exner
Phys Ed. & Health Specialist teacher (PM)	Mrs. Heather Clemmensen
Arts Ed. Specialist Teacher (PM)	Miss Ashley Davis
Student Support Teacher & Literacy Specialist	Mrs. Patti-Jo Donovan

School Support Staff:

Facility Caretaker	Mr. Christopher Donovan
Library Technician	Mrs. Ashley Steeves
Pre-Kinder Educational Assistant (AM)	Mrs. Shimonay Claassen (Ms Brenda Murray)
Pre-Kinder ELIS (AM)	Mrs. Cherish Lazaroff
Educational Assistant	Ms. Amber Boychuk
Educational Assistant	Ms. Meghan Dixon (Mrs. Amy Kish)
Educational Assistant (PM)	Mrs. Cherish Lazaroff
Educational Assistant	Mrs. Shirley Kulcheski
Educational Assistant	Mrs. Alexis Palchewich
Educational Assistant	Mrs. Kateryna Mazur
Educational Assistant	Ms. Destiny Tremblay
Educational Assistant	(TBA)

Bus Drivers:

Mr. Howard Howells	Mrs. Sherri Roebuck
Mr. Jim Tills	Mr. Peter Sikora
Mr. Wayne McInnes	Ms. Brenda Murray

Professional Support Personnel & Division Office Staff:

Speech Language Pathologist	Ms. Carolyne Psutka
School Counselor	Mrs. Lindsey Propp (0.3)
Occupational Therapist	Ms. Maureen Blight (on a needs basis)
School Psychologist	Mr. Gary Scheffler
Early Years Curriculum Consultant	Mrs. Kerrilyn Trost
Curriculum Consultant	Mrs. Susan Robertson
Digital Learning Consultant	Mrs. Michelle Morley
Student Services Coordinator	Mrs. Jackie Spencer
School Board Member - Subdivision 3	Mr. Shannon Leson
Superintendent of Schools	Mr. Shaune Beatty
Director of Education	Mr. Quinten Robertson