



# MLC News

# Welcome

**Montessori Learning Centre**

**Phone 475-1039**  
mlcmont@mts.net

170 Ashland Ave.  
Winnipeg, MB R3L 1L1  
Fax 452-4643

mlcwinnipeg.ca

We would like to welcome all new and returning families !

**Dates to Remember**



Your Teaching Staff this year:

Lucille Labossiere, Kathy Pauls, Zan May, Terri Zebrynski, Nicole Normandeau

French Teacher: Beth Smyth

Administrative Assistant: Judy Hurd

Regular Volunteer: Ditte Cloutier volunteers Tuesday afternoons

The staff will be involved in supervising the lunch program

## Contacting the School—

The Administrative Assistant, Judy Hurd, will be in the office every day except Friday afternoon. The telephone answering machine will be turned on to receive messages whenever no one is available to answer. Judy will check for messages before we go outside at the end of each class.

**Telephone: (204) 475-1039 Fax: (204) 452-4643**

**Cell: 295-3527 (emergency use only, please)**

**Email: mlcmont@mts.net website: www.mlcwinnipeg.ca**



© First day of School for returning children  
September 6, 2011 Tuesday

\* Meet the Teachers  
7:00pm September 27, 2011, Tuesday

\* Annual General Meeting  
7:30pm September 27, 2011, Tuesday

\* October 4, 2011, Tuesday  
P.M. Class in-service—no afternoon class,  
- no lunch

\* October 4, 2011, Tuesday  
Parent Orientation Evening—7:30pm

\* October 10, 2011 —Monday  
Thanksgiving Day—no school

\* October 21, 2011— Friday  
A.M./P.M. Class in-service—no classes,  
- no lunch

\* November 1, 2011—Tuesday  
A.M. Class in-service—no morning class  
-no lunch

\* November 11, 2011— Friday  
Remembrance Day— no school all day

\* November 16, 2011— Wednesday  
P.M. Class in-service—no afternoon class,  
- no lunch

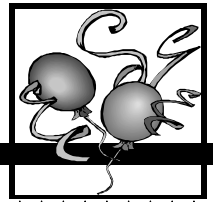
\* November 16, 2011, Wednesday  
Parent/Teacher Conferences (evening)

\* November 17, 2011, Thursday  
AM/PM Parent/Teacher Conferences- no classes  
all day.

• November 25, 2011, Friday  
ANNUAL M.L.C. RECEPTION AND AUCTION  
FUNDRAISER

• December 16, 2011, Friday  
WINTER CONCERT AND LAST DAY OF SCHOOL

# Events of Note



## 2011–2012 Fundraising

The Montessori Learning Centre has a proud history of fundraising achievements. Much of the special Montessori equipment in the class is purchased through funds raised by various events throughout the year. The cabinets in the classroom, the fence and gate outside, new office furniture, lap top, large monitor, and multi-purpose printer/scanner/photocopier/fax machine, musical equipment, a raised planter box outside, 6 trees on the playground, benches added near the trees, air conditioners, the new wash-room inside our main classroom and many new Montessori materials for the children in the classroom are a result of successful fundraising the last few years. While not mandatory, we encourage parents to get as involved as they can. Among our fundraising events is **the 21st Annual M.L.C. Starlight Reception & Auction which is in the planning**

**stages, so mark your calendar for November 25, 2011.** This is our major fundraising event of the year, and we hope as many families as possible will participate in order to ensure a successful evening! Please plan to attend.

The Fundraising Committee would appreciate receiving donations of items to auction at this event, from M.L.C. parents, community businesses, and arts and crafts people.

Please contact the school (475-1039) or Jody (474-2678) or Erin ((284-9977) as soon as possible, if you are planning to donate items, art or crafts, services, talents, etc.

**We invite any interested parents to join our fundraising committee. Willing hands make light work!**



### Keep up with the News...

Please check the bulletin board opposite the lockers daily, at arrival time. The **daily schedule** will be posted, as well as the **snack menu**, and other information of interest. For more detailed news about what is happening in the classroom and for calendar dates, watch for our **newsletters** at the beginning of every month. The **school calendar** in your registration package lists in-service dates, holidays, and other special events. Please make a note of these dates on your own calendar at home.

Parents who want to use the bulletin board for announcements, notices, ads., etc., should give their notice to Judy, to post.



**Our Caretaker is — Abe Friesen !!!**



# In The Classroom

## September Activities

We welcome all new and returning families to the Montessori Learning Centre. In the weeks to follow, the children will work with some of our Montessori materials and will get acquainted with classmates and teachers.

School hours in the morning are **8:45—11:30 a.m.** with a flexible arrival time between 8:45-9:00. The afternoon hours are **1:00—3:45 p.m.** with flexible arrival time between 1:00-1:15.

Extended hours (8:30—8:45) and (3:45—4:00) are offered at an extra fee. See Judy in the office for more details.

Please be prompt at dismissal time.

At an additional fee, **lunch supervision** is offered from **11:30—1:00**. For the lunch program, parents are expected to send along a prepared lunch for their child. **This school is nut-aware and peanut-aware, so please do not send any such product in your child's lunch.**

Due to current allergies, also do not send eggs in your child's lunch. As well, the staff will refuse any foods made at home and sent for the children for snack or treats.

Please contact the office for more details about lunch. Note that there may be spaces available.

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## Children's Photos

Please bring a 4 x 4 cm photo of your child's face for:

- your child's name tracing card
- our filing system for children's unfinished work
- our allergy list (if your child has allergies)



## French

We are pleased to announce that Beth Smyth will teach French in both the morning and afternoon classes on Tuesdays. We are looking forward to another fun year "en francais".

**School Pictures - Thursday, October 13th.** The photographer will be at school to take photos at 9:00 a.m. for the morning children, and at 1:00 p.m. for the afternoon children. A group photo will be taken. It will be offered to parents at a minimal cost. If parents are interested in an individual photo of their child, please email Jody at [jodysie@shaw.ca](mailto:jodysie@shaw.ca). Part-time children who do not normally attend on that day are invited to come to school at the above times to be included in the group photo with their class. Part-time children will then return home with their parents. More info will follow.

# Birthday Celebrations

Again this year, as part of our Birthday celebrations, we are asking each parent to send in a “**Time Line**” on their child’s birthday.

The purpose of this activity is to help develop an understanding of history, and how we change with age. For each child’s birthday, the months of the year are laid out in a circle around a ball which represents the sun. The

child will then walk around the circle while holding a globe, once for each year of age. This activity represents the earth going completely around the sun once a year.

During the walk, the child will show their Time Line and talk about the pictures he or she has brought.

To close our celebration we will sing

“Happy Birthday” to the child. The snack served will be the regular snack noted on the snack menu on the bulletin board.

The children will be honoured on their birthday, but the focus will not be on the food.



## To make the Birthday Time Line.....

- Choose 2 or 3 snapshots of your child at each year of age (you might choose a picture of your child at birth, on their first birthday, or your child at 2 years old at the beach, or your three year old on grandma’s knee). Your child might like to help choose the pictures. You may want to photocopy and enlarge the photo for better showing to the children in a group and also to protect your original photos.
- Write a caption under each picture to explain it.
- Keep these pictures for next year so that you will only need to add another picture to it.

## 2011—2012 Registration



**Program Options:** (inquire at the office for full details of cost and payment)

**Early Drop-off / Late pick-up:** Morning children can be dropped off as early as 8:30 a.m. , and Afternoon children can be picked up as late as 4:00 p.m.—**at an additional charge of \$2.00/day.**

**Lunch:** Children may stay for lunch on a regular basis, between 11:30 and 1:00—**at an additional cost of \$6.00 day.**

**Full-day Option:** Is open to children —**at an additional cost.** Preference will be given to Kindergarten age children as our preschool licence limits this enrolment option to four spaces only.

**(This option is unavailable right now, as our quota is met.)**

Please contact a teacher if your child contracts a communicable disease. We must report it to the public health nurse and our day care coordinator. We will also post a notice on the bulletin board to let other parents be aware and watch for symptoms in their child.

If your child has allergies please inform the staff.

In the event that medication must be administered by staff, parents must complete a permission form available from the greeting teacher. The Director, Lucille, will administer the medication.



**Please remember that there are other teachers and students working in the school building, and we do not want to disturb them with excessive noise and activity in the hallways.**

**Parking:**  
Note the parking restrictions on Balfour for **" School Buses Only."**  
The children from the DLC program in Ashland School are bussed in from all over the Division, and disembark at the Balfour entrance. You will be ticketed if you park there.

# Reminders for Parents

- Each day please send a school bag for your child's work, that can be opened and closed by your child.
- Please include a change of clothing in a plastic bag, in case your child needs to change clothes at school. We do keep some extra MLC clothes at school for emergencies.
- **Your child's bag, shoes, outerwear and extra clothing must be labelled.**
- The same pair of shoes can be worn both indoors and outdoors on days that are not muddy. In the winter, a pair of shoes can be left in your child's locker to use in class once the snowboots are off.
- Beginning in October, each child will be given a specific day each month when it is their special day to bring something to "Show and Tell" the class. Watch for a "Show and Tell" calendar in the October newsletter. Suggestions for Show and Tell are: books; photos of holidays or events; items from nature; or something that is special to the child that they want to talk about and show the class. Please write a note regarding the significance of the item to your child.
- Apart from Show and Tell, children may bring, at any time, items for the Science area which will be displayed on the Nature shelf, for a short period.
- At arrival time, please wait with your child or carpool, at the classroom door until the "greeting" teacher opens the door and greets your child. Any messages may be given to the greeting teacher, as the other teachers will be working with the children inside the classroom. Please say a brief goodbye to your child at the classroom door.
- Most days we will be outdoors at dismissal, weather permitting. You and your child must say goodbye to the greeting teacher (the one with the clipboard). Please remind your child/carpool that you must walk with them as they leave the playground and proceed to your vehicle.
- At dismissal time, when we are not outside, please wait quietly in the hallway. The greeting teacher will call the children to the door. You can then help them into their outdoor clothes, and invite them to go **quietly** down the hall with you.

**Transportation Policy:** "M.L.C.'s legal responsibility begins when the child is "signed in" at the classroom door (arrival), and ends when he or she is "signed out" by the greeting teacher at the classroom door or on the playground upon your arrival. (Once you arrive on the playground, it is expected that you supervise your child.)

## Child Release Form

All parents must fill out the **Child Release Form** stating who may pick up your child from school. This includes all carpool drivers, relatives, neighbours, and friends who may pick up your child. **Please complete the attached form.** and return it to the school on your child's first day.

Any changes throughout the year must be given to a teacher.

If someone other than those listed on the form will be picking up your child, please send a signed, dated note stating the name of that person. Verbal messages do not satisfy Manitoba Early Learning and Childcare regulations.

Their regulations also require that parents who have custody arrangements, must provide copies of separation orders, court orders or other custody documents to us, to ensure safe pick-up of children. If this applies to you, please indicate on the child release form.

# ANNUAL GENERAL MEETING & MEET THE STAFF EVENING

Our Annual General Meeting is scheduled for Tuesday, September 27th, at 7:30 p.m. , at Ashland School.

The brief agenda includes annual reports of the 2010 -2011 school year, by parent Board members. Also the election of new members to the Board of Directors will be held at this meeting.

As members of the parent body of M.L.C., every parent has the opportunity to support the school by being on the Board of Directors and its various committees.

Come and be part of a dynamic group

of parents who enjoy working together and contribute immeasurably to the school's success!

**Again this year the teaching staff will be available from 7:00 -7:30, to meet parents on a casual basis, in the classroom.**

**See you there!**

**Note....this is an evening for adults, only.**

## Parent Orientation Evening

Every year the staff plans and hosts an informative evening for parents. It is an opportunity for parents to understand the philosophy behind the Montessori method of education, and to become familiar with the Montessori equipment and its purposes. The evening offers parents a chance to ask questions, and get to know the staff and

other parents. This opportunity is held only once each year, so parents who are interested should plan to attend on this evening.

**October 4, 2011  
7:30 p.m.**

### Privacy Statement:

MLC has implemented a Privacy Policy in compliance with federal and provincial privacy laws, including the Personal Information Protection and Electronic Documents Act. MLC collects, uses and/or discloses personal information for fundraising and other purposes relating to the operation of the school, which includes the distribution of a student and parent list to all MLC employees, officers, board members, volunteers and parents. If you do not wish MLC to continue to use your personal information for these purposes or would like a copy of MLC's Privacy Policy or have any questions concerning MLC's Privacy Policy, please contact Judy Hurd, MLC'S Privacy Officer, at 475-1039.

Due to the amount of time involved in preparing for this evening and the cost of renting the building, it is important to know if parents will be attending. **Adults only, please.**

Please indicate your intention on the attached form and return it to the office before Sept. 23rd.

# Parent Orientation Evening Tuesday, October 4, 2011 7:30—9:30pm

Every year the staff plans and hosts an informative evening for parents. It is an opportunity for parents to understand the philosophy behind the Montessori method of education, and to become familiar with the Montessori equipment and its purposes. The evening offers parents a chance to ask questions, and get to know the staff and other parents.

Due to the amount of time involved in preparing this evening and the cost of renting the building (approximately \$140.00), it is important to know if parents will be attending. If there are too few people planning to attend, the evening will be cancelled.

Please indicate below if you are planning to attend, and return this note to the office before September 23th.

**I will be attending the Montessori Learning Centre's Parent Orientation Evening on October 4th \_\_\_\_\_.**

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## CHILD RELEASE FORM

The Montessori Learning Centre has permission to release my child to the following:

**CHILD'S NAME:** \_\_\_\_\_

Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

Address: \_\_\_\_\_

Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

Address: \_\_\_\_\_

Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

Address: \_\_\_\_\_

Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

Address: \_\_\_\_\_

I will send written permission if any other persons, not on this list, will be picking up my child from Montessori Learning Centre.

Parents who have child custody arrangements are required by Child Day Care Office to provide copies of separation agreements, court orders, or other custody documents, to their child care provider. Does this apply to you? \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

# September 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5 No school-Labour Day	6 First Day of School	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27 AGM 7:30 PM Meet the staff 7:00	28	29	30	

## Board News

**September 27th, Tuesday**

**Meet the Teachers 7:00**

**Annual General Meeting, 7:30**

Look for your personal invitation in early September.

**Parents are welcome to meet the staff at 7:00 p.m. before the AGM meeting.**



## Staff News

After a wonderful summer break, Lucille Labossiere, Kathy Pauls, Zan May, Terri Zebrynski and Nicole Normandeau are returning to teach again this year. Lucille will continue in her position as Director, and full time teacher. Kathy Pauls will teach every day, and will continue her V.P. Program role on the Board of Directors. Zan May will teach fulltime. On Wednesday afternoons and Thursday mornings, Zan will teach the **Orff Music** program. Terri Zebrynski and Nicole Normandeau will each work with children with additional support needs. Judy Hurd will act as Administrative Assistant in the office every day except the reduced hours of Friday afternoon. **At MLC the teachers work as a team—all the teachers work with all the children.** Please approach any one of us with your questions/concerns.

Zan, Kathy, and Lucille will continue to meet every Tuesday at lunch for a staff meeting. Equipment changing will take place over their Monday lunch hour. Staff members will take turns supervising lunch hours.

The teachers were hard at work the week before classes began, cleaning, arranging furniture, setting up the equipment, organizing the office, and getting things ready for the children. We are looking forward to a brand new year at Montessori Learning Centre!

### Classlist

A class list will be handed out later in September.

### Child Release Form

Look for this form with this newsletter. Please complete and return to the office on your child's first day.

**WINTER CONCERT  
DATE HAS BEEN  
CHANGED TO FRIDAY,  
DECEMBER 16TH, 2011  
WHICH IS ALSO THE  
LAST DAY OF SCHOOL  
BEFORE THE WINTER  
BREAK.**

**Volunteers**— Parents are welcome to volunteer at MLC in many ways. Please let a teacher know if there is some particular way you would like to help out and when you are available.

Parents are welcome to observe/ help in the classroom, but must check with the teachers ahead of time, so that we don't have more than one parent helper per class per day. Also, it is best for their child that new parents not come into the classroom to help/observe until November.