

Capitol Hill Elementary



Principal - Ms. J. Carson
Head Teacher - Ms. S. Lundrigan
Administrative Secretary - Mrs. M. Anania

350 S. Holdom
Burnaby, B.C. V5B 3V1
Ph. 604-296-9006

Principal's Message

Dear Families,

Thank you for your patience and understanding as we worked through staffing and enrollment changes during this first week of school. Like you, we are eager to get students settled into their permanent classes as soon as possible.

PAC Executive

Chair: Nicole MacDonald

Treasurer: Lilia Tsui

Secretary: Jessica Petley

Member at Large: Lark Maloff

DPAC Rep: Karla Barajas

<https://capitolhill.burnabyschools.ca/>

Transitioning to New Classes:

On Monday morning, your children will be placed in their classrooms for the 2024/2025 school year! Parents and guardians will receive an email Monday morning with information about your child(ren)'s division, teacher, room number and drop-off/pick-up location. This is an exciting time of year, for both children and caregivers. A lot of careful and thoughtful time is put into the organization of classes, and staff have been working through this process since last May.

Some of the many factors that are considered when placing children include:

- Previous year's teacher and school-based team recommendations
- Family input, if submitted
- The overall make-up of the class being created
- Learning styles
- Intellectual, emotional, social & physical development
- Behavioural supports needed
- Need for additional services such as learning assistance, ELL, and Education Assistants
- Student leadership skills
- Pre-existing supportive relationships between children
- Pre-existing conflicts between children
- Provincial legislation for class size and composition limitations

Combined Classes:

We have many combined classes this year. Some of you may have questions about your child being placed in a combined-grade class, where students from different grades learn together. I want to reassure you that combined-grade classes are a common and well-established educational practice in Canada. In fact, research indicates that one in every five Canadian students experiences a combined-grade classroom during their elementary years and thrives in classrooms structured this way. More information about combined classrooms can be found [here](#).

Supporting Students with Transitioning to their New Class:

As we move to classes on Monday, some students will be happy and excited, while some understandably will feel nervous and shy. Our teachers will spend next week working to build connections and classroom community to make students feel welcome and included. The class placement process is one that educators value and take very seriously. As we place your children, we balance their needs as individuals as well as the needs of the class.

Sometimes, families send in requests, and we will certainly take your wishes and information into careful consideration when looking at the configuration of the classes. As parents, you know your child(ren) so well and your input is valuable. It is important to note that a request is not a guarantee of placement.

Often when our children are placed in new classes, there are a lot of emotions. Students have friends that may or may not be in the new class with them, or they really had hoped for a particular teacher and were placed elsewhere. This is healthy and normal and one of many ways children learn resiliency, dealing with difficult things, and accepting change as a natural part of life.

We, as the adults in these children's lives, have a great capacity to help our children by validating their emotions ("that must feel sad to not have ___ in your class with you this year") while also calmly affirming that they can adjust to new environments and expectations and will do well. Focusing on the positive aspects of school life and their new class can do a lot to help children see the good things that come out of new experiences and new relationships.

I encourage you to be positive with your children as they come home from school on Monday.

When we show that we are worried, nervous, or uncertain about the new year, they too will feel these emotions. Staying positive and sharing with our children that this is an exciting time of year will make your children feel better and ensure a smooth transition to their new class. If they are not placed with a friend they were hoping to be with, this is a great opportunity to practice and build resilience and share that this will be a great opportunity to make even more friends!

Once we finalize student placements, changes are no longer possible without impacting several other students and classes. For this reason, we respectfully ask that parents work with their child(ren) and your assigned teacher in a positive and proactive manner to build a fulfilling and rewarding year. This is a chance for all students to experience new opportunities, meet new challenges, and make new friends.

With gratitude,

Ms. Carson
Principal

Introducing your Capitol Hill School Staff for 2024-2045

Div	Gr.	Teacher
1	7	Mrs. Makarowski
2	6/7	Ms. Chetty
3	6/7 MACC	Mr. Gaitens
4	6/7	Ms. Triemstra / Ms. Cook
5	5/6	Mr. Wong
6	4/5 MACC	Ms. Geddes
7	4/5	Mrs. Botic / Ms. Zappavigna
8	4/5	Mr. Mulholland
9	3/4	Mrs. De Souza (nee Lim)
10	3	Mrs. Karvelis
11	2/3	Ms. Brancati / Mrs. Sewell
12	1/2	Ms. Mussenden
13	1/2	Ms. Fong
14	1/2	Mrs. Lieu
15	K	Mrs. Croff (nee DiSalvo)
16	K	Ms. Quin

E.A.	Ms. Bradshaw
E.A.	Ms. Chang
E.A.	Ms. Gardiner
E.A.	Ms. Ho
E.A.	Mr. Kang
E.A.	Ms. Machado
E.A.	Ms. Sun
E.A.	Ms. Trassolini
E.A.	Ms. Tvergyak
E.A.	Ms. Varghese
E.A.	Ms. Yutuc

Principal	Ms. Carson
Head Teacher	Mrs. Lundrigan
Counselor	Ms. Hundle
Alt-Counselor	Ms. Jamal
Speech Language	Ms. Filippelli
Librarian	Mrs. Bogunovic
Music	Mrs. Lui
Band	Ms. Hosford
Inclusive Ed	Mrs. Cox
ALT Program	Mr. Canuel
ELL	Ms. Dowling
ELL	Mrs. Koster
Settlement Worker	Ms. Palamar
Secretary	Mrs. Anania
Office Support	Mrs. Matino

Food Service	Ms. Navratil
Student Supervisor	Mrs. Robinson
Student Supervisor	Mrs. Devico
Custodian (Day)	Mrs. Simpliciano
Custodian (Night)	Mr. Menor / Mr. Calngan

SCHOOL CASH ON-LINE

We now offer the option for you to pay your child's school fees on-line. School fees include things like: Young Peoples Concert, Planners, Field Trips and School Meal Program.

Please follow the link below to register your child/children. If you registered your child/children last year or at a previous Burnaby school, you do not need to register again. Please follow the instructions below to register: Visit <https://burnaby.schoolcashionline.com>

1. Register by selecting "Get Started Today" and follow the steps.
2. You will receive a confirmation email. From the confirmation email, click on the link provided to sign in and add your child/children to your household account.

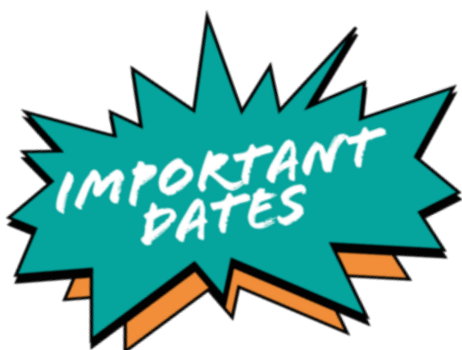
For more detailed information on how to register, please click [here](#).

REPORTING STUDENT ABSENCES



Please remember to call the school office at **(604) 296-9006 Extension #2** or email us at: **capitolhill.info@burnabyschools.ca** and inform us if your child will be arriving late or will be absent.

Please state your child's name and division/teacher when leaving a message.



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| Friday - Sept. 20 | Professional Day (School Closed) |
| Thursday, Sept. 26 | Early Dismissal 1:47pm |
| Monday, Sept. 30 | National Day for Truth & Reconciliation (School Closed) |

BELL SCHEDULE

Please see our bell schedule below for the upcoming school year at Capitol Hill School.

8:50am	Welcome Bell
8:55am	Instruction Begins
10:30am	Recess
10:45am	End of Recess
12:00pm	Lunch Begins
12:45pm	End of Lunch
12:50pm	Instruction Begins
2:47pm	School Dismissed



SCHOOL WEBSITE

Our Capitol Hill website is filled with useful information. If your looking for school staff contact information, important dates, calendars, school cash online payments, or current events happening at the school, please visit our website at: <https://capitolhill.burnabyschools.ca/> for all up to date information pertaining to our school.



ALL PARENTS/GUARDIANS WELCOME!

Our next Parent Advisory Council (PAC) meeting is scheduled for Wednesday, September 18th.

The meeting will take place in the school library at 6:30pm.

If you are interested in what the PAC has planned for Capitol Hill School such as events, fundraisers, new equipment, etc and would like to be part of the PAC, please come and find out what is involved and how you can help.

The PAC is always looking for volunteers, new ideas, and new energy!