

Welcome to a new school year at École J.H. Picard!

We are excited to begin this journey with you. This year, our theme People of Hope invite us to walk together through the Jubilee Year of Truth, Beauty, and Goodness—a time to embrace new beginnings, deepen our relationships, and celebrate the gifts we each bring to our school.

We are thrilled to welcome everyone to École J.H.Picard including our new families, staff members, and two new Assistant Principals. Thank you for choosing to be part of our vibrant and faith-filled learning community. Your presence enriches our community, and we look forward to the contributions you will make.

We look forward to an early opportunity for our Kindergarten to Grade 6 families to meet our dedicated elementary staff on August 28 from 4 pm to 6pm. Their passion and care continue to shape the hearts and minds of our youngest learners.

On Thursday, September 4 at 10:30 a.m., we invite all families to join us for our School Opening Celebration in the large gym. This will be a joyful opportunity to come together, celebrate the start of the year, and meet all our staff.

As we prepare for the year ahead, we recognize an exciting transition for our Grade 9 students, who will now be following the high school schedule. This marks a significant milestone in their academic journey, and we are committed to supporting them as they grow into confident and capable leaders.

Following this message, you will find important start-up information to help ensure a smooth beginning to the school year. Volunteers would be greatly appreciated to help us with our student start up hot dog BBQ's Sept. 2, 3 & 5. Sign up with this link: [Welcome BBQ Volunteers Appreciated](#)

Reminder Student Pictures Start on the First Days Back depending on the Staggered Entry. There will be a 2nd date shared in the next newsletter for missed school pictures and retakes.

- Sept. 2: K (½ class), Gr. 1, 2, 3, 4, 5, 6, 7 – AM & Gr. 9, 10 – PM
- Sept. 3: K (½ class) & Gr. 8 – AM & Gr. 11, 12 – PM

Stay informed with:

- JHP website - <https://jhpocard.ecsd.net/>
- Instagram - jhpicardschool
- X (formerly Twitter) - @jhpicardecsd
- JHP Parent Council on...
 - Instagram - @jhpparentcouncil & Facebook - JHP Parent Council

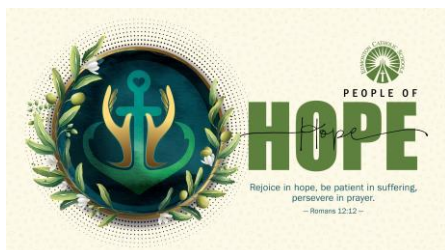
If you have any questions or need assistance, please don't hesitate to contact the school at 780-433-4251 or reach out via email to the appropriate staff member.

As we begin this new school year, may it be filled with joy, growth, and meaningful learning. May we be inspired by truth, uplifted by beauty, and guided by goodness in all that we do. Wishing everyone a wonderful year of Hope as we journey together.

God Bless,

École J.H. Picard Admin Team

Connor Renshaw, Cindy Dallaire, Keira Pagacz, Johanne Renaud



START UP INFORMATION:**TUESDAY, SEPTEMBER 2, 2025 (no school for Gr. 8, 11, 12)**

Supervision starts at 8h15 (First Bell 8h30)			
8h30 – 11h40	Kindergarten (staggered entry)	Entrance & Line Up to meet their teacher Mme Anik: South Park Doors	First Day Pictures @ 10h10
8h35– 15h10	Gr. 1	Entrance & Line Up to meet their teacher Mme Agnassoué: South Park Doors	First Day Pictures @ 8h50
8h35– 15h10	Gr. 2	Entrance & Line Up to meet their teacher Mme Joelle: South Park Doors	First Day Pictures @ 9h10
8h35– 15h10	Gr. 3	Entrance & Line Up to meet their teacher Mme Marylène: West Park Doors	First Day Pictures @ 9h30
8h35– 15h10	Gr. 4	Entrance & Line Up to meet their teacher Mme Tshiluba: West Park Doors	First Day Pictures @ 9h50
8h35– 15h10	Gr. 5	Entrance & Line Up to meet their teacher Mme Fukushima: West Park Doors	First Day Pictures @ 10h30
8h35– 15h10	Gr. 6	Entrance & Line Up to meet their teacher Mme Felicitas: West Park Doors	First Day Pictures @ 10h45
8h35– 15h10	Gr. 7	Entrance & Line Up to meet their teachers: East Music Room Doors 7A: Mrs. Burkart 7B : M. Larochelle 7C : Mme Trottier 7D : Mme Mabopda	First Day full day Orientation Pictures @ 11h00 BBQ @ 12h30
11h30 – 15h15	Gr. 9 & 10	Entrance: Main Doors and proceed to the Courtyard	1/2-day Orientation BBQ @ 11h30 Assembly @ 12h20 Gr. 9 Pictures @ 13h00 Gr. 10 Pictures @ 14h00
 High School Volleyball Tryouts 15h30 - 17h00			

WEDNESDAY, SEPTEMBER 3, 2025 (no school for Gr. 7, 9, 10)

Supervision starts at 8h15 am (K – Gr. 6 no changes from Tuesday schedule)			
8h30 – 11h40	Kindergarten (staggered entry)	Entrance & Line Up to meet their teacher Mme Anik: South Park Doors	First Day Pictures @11h00
8h35– 15h10	Gr. 8	Entrance & Line Up to meet their teachers: East Music Room Doors 8A: M. Harvey 8B: M. Eng 8C: Mrs. McMillan	First Day full day Orientation Pictures @ 11h00 BBQ @ 12h30
11h30 – 15h15	Gr. 11 & 12	Entrance: Main Doors and proceed directly to the Courtyard	1/2-day Orientation BBQ @ 11h30 Assembly @ 12h20 Gr. 11 Pictures @ 13h00 Gr. 12 Pictures @ 14h00
 High School Volleyball Tryouts 15h30 - 17h00			

THURSDAY, SEPTEMBER 4, 2025 (no school for Kindergarten)

10h30	Gr. 1 - 12	Opening School Celebration	Pumas Gym
FRIDAY, SEPTEMBER 5, 2025			
11h00 – 12h20	Kindergarten – Gr. 6	Lunch BBQ	Courtyard starting at 11h00
 High School Volleyball Tryouts 15h30 – 17h00 & Jr. High Soccer Tryouts (Gr. 7 - 9) 15h30 – 17h00 X-Country Running Meeting at lunch –check out the Communication Hub for location and time.			

BBQ – DIETARY RESTRICTIONS & VOLUNTEER SIGN UP for START UP

Student Dietary Restriction: Please complete this [Dietary Google Form](#)

Volunteers would be greatly appreciated, please sign up using this [Volunteers Google Form](#)

Gr. 9 – 12 HIGH SCHOOL STUDENT COURSE CHANGE REQUEST:

Prior to requesting a schedule change, ensure you meet the criteria listed below as changes **will only be completed in these specific circumstances:**

- a new student at JHPicard who has not picked their courses
- a student completed the course in summer school and therefore no longer needs to take the course during the school year
- a student requires a specific course to earn their high school diploma
- a student has a spare they would like to fill
- a course that was requested is missing/was not scheduled

High School Students that require a course change due to missing a course or not having the pre-requisite are to complete this [google form](#) with your ECSD email address. Your advisor will follow up via TEAMS or telephone starting August 26th. Do not email them personally, you must complete the form.

- Grade 9 & 11 Grade Coordinator: Mme Johanne Renaud
- Grade 10 & 12 Grade Coordinator: M. Connor Renshaw

SCHOOL INFORMATION

École J.H.Picard Staff & Roles		
Principal	Cindy Dallaire	
Assistant Principal	Keira Pagacz	Elementary Student Grade Coordinator & Liaison
Assistant Principal	Connor Renshaw	Gr. 8, 10, & 12 Student Grade Coordinator & Liaison
Assistant Principal	Johanne Renaud	Gr. 7, 9, & 11 Student Grade Coordinator & Liaison
Office Staff	Emaelle St-Pierre-Danis	Administrative Assistant - Registrar
	Christiane Yarmuch	Administrative Assistant
Business Coordinator	Carmen Pubantz	
Support Staff	Christine Livernois	Media Resource
	Josue Atche	Science Lab Tech
	Renelle Roy	Instructor: Fine Arts, CTF, Cultural Coordinator, Choir, Glee
Custodial Team	Head Custodian – Dariusz Ostrzygalo Senior Custodian Evening– Maggie (Magali) Luna Ruiz Custodian Evening- Rochella Robles & Edwin Regis	
Student Support Team	Kiera Pagacz	Instructional Coach K - 6
	Julia Saad	Instructional Coach Gr. 7 - 12
	Lise Hartzell	Instructional Coach Gr. 7 – 12
	Randi Ponech	Family Clinical Social Worker
	Vicki Eisnor	Emotional Behavioral Specialist
	Younna Sassine	Educational Assistant (K – 6)
	Mary Magdalene Njiah Epse Ndatchi	Educational Assistant (Gr. 7)
	Georgette Tshakatumba	Educational Assistant (Gr. 2)

Elementary	Admin Liaison- Keira Pagacz	Kindergarten- Anik Giguère-Biollo Gr. 1 – Omotounde Agnassoue Gr. 2 – Joelle Pressac Gr. 3 – Marylene Lamy-Rittammer	Gr. 4 – Rita Tshiluba Gr. 5 – Jenice Fukushima Gr. 6 – Nicole Felicitas Music - Alex Harvey
Gr. 7 – 12 Sciences	DH- Jacqueline Landry Admin Liaison- Johanne Renaud	Cathy Mabopda, Geoffrey Larochelle, Gerry Beaudoin, Olivier Jolin-Roch, Phil Chaylt, Johanne Renaud	
Gr. 7 – 12 Math	DH- Carrie Bragnalo Admin Liaison- Connor Renshaw	Roger Déry, Lise Hartzell, Mackenzie McMillan, Connor Renshaw	
Gr. 7 – 12 Social Studies	DH- Gilles Beaudoin Admin Liaison- Connor Renshaw	Phil Chaylt, Lisette Trottier, Inès Nameni Nguemeliu	
Gr. 7 – 12 French	DH- Marie Ngounou Nguemecheu Admin Liaison- Johanne Renaud	Tai Eng, Corinne Bergman, Inès Nameni	
Gr. 7 – 12 English	DH- Julia Saad & Rachel Gleddie Admin Liaison- Cindy Dallaire	Alex Harvey, Kayle Sieben, Aimée MacDougall, Ashley Burkart, Shania Lehmann	
Gr. 7 – 12 CTS/CTF	DH- Gerry Beaudoin Admin Liaison- Johanne Renaud	Most Gr. 7 – 12 Staff	
Gr. 7 – 12 Physical Education & Athletics	DH- Olivier Jolin-Roch JH Athletics Support – Mackenzie McMillan Admin Liaison- Cindy Dallaire	Tai Eng, Phil Chaylt, Jacqueline Landry, Geoffrey Larochelle, Lise Hartzell, Mackenzie McMillan	
Fine Arts	Admin Liaison- Keira Pagacz & Cindy Dallaire	R. Roy, S. Lehmann, K. Sieben, R. Gleddie, A. Harvey	
Religion	Admin Liaison – Cindy Dallaire	JH teachers, Jacqueline Landry, Carrie Bragnalo	
CALM & Santé	Admin Liaison- Cindy Dallaire	JH teachers, Ashley Burkart, Julia Saad	
Chaplain	Jacqueline Landry & Nicole Felicitas	Admin Liaison – Cindy Dallaire	
Adv. Placement	Jacqueline Landry	Admin Liaison – Connor Renshaw	
ELL Designate	Jenice Fukushima	Admin Liaison – Kiera Pagacz	
Post-Secondary	DH – Gerry Beaudoin	Admin Liaison – Connor Renshaw	
Alternative Ed	Admin Liaison- Cindy Dallaire		

K – 12 SCHOOL SCHEDULES

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OFFICE HOURS:

- Monday, Tuesday, Wednesday, Friday: 8h00 – 16h00
- Thursday: 8h00 – 13h00

STUDENT SUPERVISION & SAFETY

Outdoor supervision by our staff who will be wearing a safety vest will be provided during the following times:

- **Morning:** 8:15 – 8:30 AM
- **Lunch Recesses:**
 - Elementary: 12:11 – 12:31 PM
 - Junior High: 12:31 – 12:52 PM
- **After School:** 3:10 – 3:30 PM
- **Thursdays (Early Dismissal):** 12:10 – 12:30 PM

For safety reasons, we kindly ask that parents arrange for the pickup of children who do not take the bus **before the end of outdoor supervision**. If an older sibling is taking part in extra-curricular activities, younger siblings should not be left in their care.

If your child's transportation is delayed, please contact the office. During such times, students will be asked to wait in the front lobby until arrangements are made.

Cell Phones:

As per Alberta Education's Cell Phone Ministerial Update of June 2024 our "Away for the Day" cell phone policy is still in effect and operating as follows:

JR High Students – cell phones are kept in lockers from 8h25 to 15h11 (MTWF) and 8h25 – 12h11 (Thurs) on silent or powered off. They are not to be used in the hallways, classrooms, library, common areas, locker rooms, or restrooms, or during the lunch hour.

SR High Students – cell phones are kept in lockers from 8h25 to 15h11 (MTWF) and 8h25 – 12h11 (Thurs) on silent or powered off. They are not to be used in the hallways, classrooms, library, common areas, locker rooms, or restrooms. They may be used **ONLY** during a spare and/or during lunchtime in Café Puma **ONLY** and are not to be visible in the hallway at any time when carrying them from and back to their locker.

[Refer to our JHP School Code of Conduct & Student Dress found on our school website.](#)

SCHOOL SUPPLIES and CHROMEBOOKS:

School Supply information can be found at: <https://jhpicard.ecsd.net/school-supply-lists>

We will only be providing Chromebook for Gr. 7 – 12 major summative assessments, not for daily use. We highly recommend that students in grades 7-12 consider purchasing their personal Chromebook or laptop.

Why Consider a Chromebook?

- A sustained partnership between the school and families is strongly recommended to achieve the goal of having a Chromebook in each student's hands.
- Edmonton Catholic Schools offers a Chromebook Parent Personal Chromebook Purchase Program through Compugen.
- Chromebooks purchased through this program include a **3-year accidental damage warranty** and come preloaded with all required software.
- Parents can purchase Chromebooks directly from Compugen online. Click on the following link for more

Information: <https://emerge.compugen.com/emerge/Access?GUID=ce5f0c831fbe300f2516beac45c039ff>

Remember, having a personal Chromebook can enhance students' learning experiences by providing access to essential resources anytime, anywhere. 😊 📱 🖥️

SCHOOL PARKING LOT PARKING & MAP INFORMATION



ARRIVAL & DEPARTURE

Our students arrive by different means, and we thank you for following procedures to work on safe and secure arrival and dismissal for our students. **Supervision of students begins at 8:15 am.** We kindly request that parents and guardians refrain from dropping off their children at school **before the designated time.**

Here are the guidelines for vehicle drop-off at École J.H. Picard:

- **North Parking Lot:** Parents can park their vehicles in the **North Parking lot and walk their child to the park.**
- **Traffic Flow:** To ensure smooth traffic flow, we kindly request that drop-offs are done **promptly.**
- **Additional Drop-Off Areas:** If needed, other vehicle drop-off areas are available on the **East Side of the Soccer Field,** in the adjacent school parking lot as it is vacant.
- **70th Avenue:** Please note that **drop-off on 70th Avenue** should be **strictly used for our school buses.** This is due to the narrow avenue and consideration for the residents in the community

Yellow bus transportation will be running according to regular a.m. arrival and p.m. dismissal times. Parents are responsible for providing transportation outside of these times.

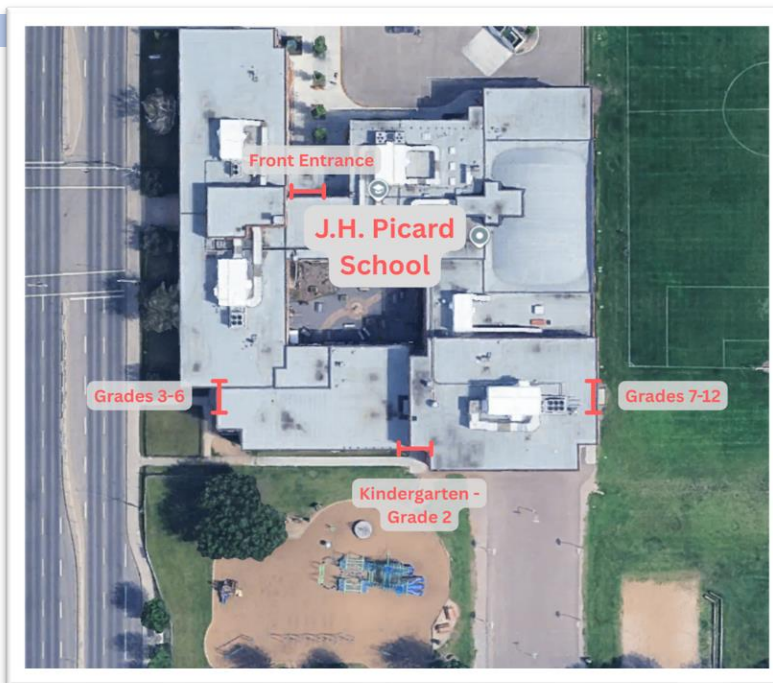
SCHOOL ENTRANCES

Classes will enter the school through their assigned door in an orderly manner. All students will use the assigned door to enter and exit the school for the remainder of the year.

Grades	Entrances
Kinder, Gr. 1, 2	South Entrance (playground)
Gr. 3, 4, 5, 6	Southwest Entrance
Gr. 7, 8	East Entrance
Gr. 9,10, 11, 12	North or East Entrance

We respectfully ask that parents say their goodbyes outside and not enter the school. The goal is to create confident, independent, responsible students, and to establish routines.

- All students arriving late must use the main north entrance and check-in at the office.
- K- 6 students are expected to remain outside in the field until the first bell at 8h30. They are to line up and wait for their teacher to greet and accompany them inside the school.
- Gr. 7- 12 may enter the school at 8h15 (only after orientation day). They must proceed directly to their locker and remain there until instructional time starts at 8h35.
- Students may enter the school before 8h15 only if they have a pre-arranged meeting with a teacher, weather concerns or if they are engaged in a scheduled extracurricular activity.
- Students taking the bus will be assisted by supervisors to locate their bus from 15h10 – 15h30



LOCKERS

École J.H. Picard, provides individual lockers and locks for all Gr. 7 – 12 students, ensuring a safe place for them to store their belongings during the school day. Please take note of the following guidelines:

1. **Ownership and Care:** Lockers are the property of the school and are **on loan to the student**. It is essential that students treat them with care and respect as school property.
2. **No Writing or Stickers:** Students are **not allowed to write on or put stickers** on any lockers. Students will be responsible for the cost of any damage caused during the removal of writing or stickers. Only magnets and green painters' tapers can be used.
3. **Cleanliness:** We appreciate parents' assistance in reminding their children to bring home lunch bags and other items. Encouraging students to keep their lockers as clean as possible contributes to a positive and organized school environment.
4. **Locker Assignment:** Grade 7 - 12 students can view their locker number and lock combination on **PowerSchool** as of **August 25**.
5. **Locking Protocol Gr. 7 - 12:** Lockers must **always be locked** to ensure the security of personal belongings. Keep your locker combination **confidential**.
6. **Personal Locks:** The use of **personal locks** on school lockers is **not permitted except for changerooms**.
 - a. Lockers in the changeroom are specifically for use during P.E. class. Students can use their personal lock, but it must be removed after each class.
7. **Administration Consent:** Changes to lockers and locks require **must be approved by the administration**. Please do not change your locker assignment without approval.
8. **Security Measures:** In the interest of **school safety and security**, the administration reserves the right to conduct **locker searches** without prior notification.

SCHOOL & TRANSPORTATION FEES

The 2025-2026 School Fees & Transportation Fees can be found on our school website:

<https://jhpicaard.ecsd.net/school-and-transportation-fees>

Fee payment can be made through PowerSchool in September.

REPORTING ABSENCES

Thank you for your attention to the importance of notifying us when your child is absent. To help streamline the process, here are the available options for reporting daily absences:

PowerSchool:

- Parents can directly enter absences in **PowerSchool**. Simply open PowerSchool, click on **Attendance Request**, and follow the instructions provided at the top of that page.

Phone Call:

- Parents/Guardians may call the school at **780-433-4251** and leave a message on our voice-mail system. Your call will be promptly addressed.

Extended Absences:

- Students or Parents must communicate the office for the extended leave absence document that must be completed by student, parents, teachers, and an administrator. Allow one week prior to departure.

Please **refrain from emailing** the school at JHPicard@ecsd.net to report an absence. This email address is primarily for general inquiries, and absences may not be seen in a prompt manner.

CAFÉ PUMA

Currently, we **do not have a cafeteria provider** on site. With the help of Parent Council, we are exploring the possibility of offering a hot lunch program with the support of parent volunteers.

Lunch Expectations:

- Students in **Grades 7–12** will eat lunch in **Café Puma**.
- Only students in **Grades 10–12** are permitted to leave campus during lunch to purchase food within the community.
- **Notes from parents/guardians will not be accepted** to excuse students from this policy.
- **Delivery services such as Skip the Dishes, Uber Eats, or similar platforms are not permitted** for student or parent use during school hours.

Thank you for helping us maintain a safe and respectful lunch environment for all students.

UPCOMING EVENTS – also on our website

- August 28: 16h00 – 18h00: Meet the K – 6 Staff
- September 2: K – 7 Full Day & Gr. 9 & 10 ½ DAY with PICTURE DAY for all students & BBQ (Gr. 7, 9, 10)
- September 3: K – 6 & 8 Full Day & Gr. 11 & 12 ½ DAY – BBQ & PICTURES (Gr. 8, 11, 12)
- September 2, 3, 5: High School Volleyball Tryouts 15h30 – 17h00
- September 4 @ 10h30: Opening School Celebration Gr. 1 – 12
- September 5: Jr High School Soccer Tryouts 15h30 – 17h00
- September 8 @ 18h00: Québec Fall October 2025 Parent & Student Travellers Mandatory Meeting
- September 12 & 13: High School Volleyball Teams at Ft. Saskatchewan Tournament
- September 17 @ 18h00 - 17h30: Meet the Teacher Gr. 7 – 12
- September 18: Terry Fox School Run Gr. 7 – 12
- September 19: Terry Fox School Run K – 6 @ 9h30
- September 22 PM: X-Country Run at Rundle Park Gr. 3 – 6
- September 22 @ 18h30: SAC & AGM
- September 26: Gr. 10 Retreat at Aerial Park & Whitemud Park
- September 30 – Truth & Reconciliation Day – No School