



École Munroe Middle School

405 Munroe Ave. | Winnipeg, MB R2K 1H5 | Tel: 204.661.4451 | Fax: 204.667.6211

Principal: Ms. C. Nazeravich | Vice-principal: Mr. C. Duffield

Email: mun@retsd.mb.ca | Web: www.mun.retsd.mb.ca

August 23, 2022

Hello, Bienvenue Families!

We are excited that you are joining the École Munroe Middle School Mustang family for the 22-23 school year! RETSD is located on the original lands of the Anishinaabeg, Ininiwak, Anishininiwak, Dakota, and Dene Peoples and the homeland of the Red River Métis.

Families and students can access their 2022-23 classroom placement via the Parent Portal. Parents can log into the Parent Portal and click on the schedule tab. The class named ATT.PM is the student's homeroom. Grade 6 classroom placements are decided in consultation with sending schools. Grade 7 and 8 classroom placements are decided through meetings and recommendations with current teachers, resource teachers, the guidance councillor and administration as well as parent feedback from the previous year. Academic needs, social connections and well-being inform these decisions with the goal of creating balanced learning environments, supportive of all student's needs. A reminder that band and art commitments are for the entire year.

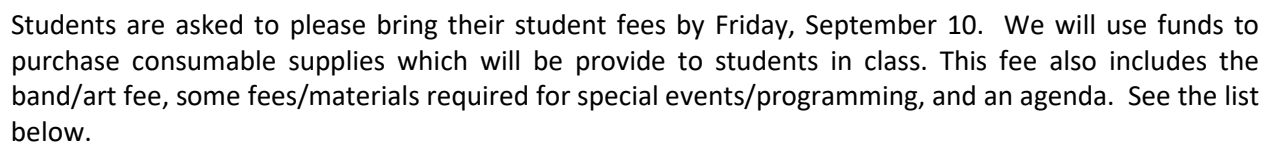
Families will be able to access information for the 2022-23 regarding the class schedule, student fees and transportation. If you have any questions regarding transportation, please contact them directly at 204.669.0202.

Students are asked to report to school on **Wednesday, September 7**. We have a staggered entry at Munroe. Our grade 6 students attend all day and will have help with a supportive transition, aided by staff and student leadership. Grade 7 and 8's come in the afternoon. Read on for more details!

Grade 6 students are to arrive at school no earlier than 8:25 am to meet their teachers on the front lawn of the school. This is when teachers will be present to support new students. Pylons will be marked with teacher's names to help you find your place. Students will not use lockers. As shared in our June letter, students should carry a good backpack and bring only the few supplies requested. Backpacks will hang on the backs of chairs. Students will change for Phys. Ed for safety and hygiene reasons so comfortable clothes should be worn. Once in the classrooms, opening day orientation to École Munroe Middle School will begin. Supplies students need are listed below as is the school fee and it's break down. Following the orientation, the students will follow their scheduled timetable with dismissal at 3:15 p.m.

Grade 7 and 8 students report in the afternoon and should begin gathering no earlier than 12:05 pm. The end of day bell rings at 3:15 and students will be dismissed at that time. All students are expected to head home when the bell rings and this includes students who are waiting for rides. There are no adults on duty after school to monitor students.

*See the map on the next page that indicates where your class will line up.



The school day begins at 8:45 a.m. Students should not arrive before 8:35 as this is when teachers arrive on duty. The day ends at 3:15 p.m. The lunch break is from 11:25 a.m. to 12:15 p.m. During the lunch break, students remain in their classrooms to eat and will be supervised by teachers on duty. In consideration of a sustainable environment, we encourage a litter free lunch. Please use lunch kits and thermoses if you would like to send your child with a hot lunch. Due to health concerns this year, we eliminated the use of microwaves. This has resulted in all students having their food available immediately, conservation of energy and created a cleaner shared eating area. In support of health safety,



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students will have zones on the playground which they will rotate through. Extra curricular activities, such as sports, will also resume this year.

Our school operates with three reporting periods. Our first report card will be available on the Parent Portal on Tuesday, November 23rd, 2021. Our first Student conferences will take place on November 24th and 25th from 4:00 to 6:30 pm. We will be holding conferences in a hybrid of in-person and on-line platforms to help accommodate families.

Munroe is a device friendly school. This can be a big change for our incoming students, and as such we encourage parents and students to have conversations around the idea of bringing a device to school prior to this taking place. All students need to be responsible for their device while at school and should use it in an appropriate manner. Teachers will clearly communicate how devices may be used as defined by our school wide Digital Citizenship expectations. Our expectations align with the **Divisional Policy** on student owned devices (**JICJ**) which can be found on the RETSD webpage. Munroe is not responsible for lost or stolen devices. If devices are being used inappropriately, in contradiction to class, school or divisional device expectations, students will be asked to turn their device in to the teacher or the administration for the remainder of the day. Guardians will receive a call when this occurs.

Student use of devices (cell phones, iPods, laptops, tablets etc.) are permitted during the school day when directed by the teacher for learning purposes. It is expected that students put their devices away upon entering the building. They will be turned off, stored in a classroom “parking lot” or stored in their backpacks. Phones and devices are not allowed in the gym or applied arts. While students are allowed to wear headphones, they need to be removed walking in and out of the building for safety and only one ear bud can be worn during the lunch hour in case of announcements and fire drills. Further, devices are not permitted while on divisional transportation, or during school sponsored trips. It is expected that parent communication with students will occur through the office. For example, if your child texts and tells you they are not well or are in need for any reason, please call the school immediately so we can support your student and you in coordinating to address that need. Also, parents are asked not to text students during the academic day as it disrupts the learning environment of the student/students and can cause anxious feelings for some students. Parents are reminded not to text students during the academic day as it disrupts the learning environment of the student/students and can cause anxious feelings for some students. We look forward to working as a team and are here to help! Students are permitted to use their devices during the lunch hour once they are outside. However, we encourage putting devices away to enjoy the time to connect with friends and play.

Grade 6 students are to remain on the property for lunch unless they regularly go home. If families are picking up grade 6 students for lunch, appointments or if there is a change in practice, please notify the office to indicate their absence. Grade 7 and 8 students have the option to leave the property for lunch. We strongly encourage students to remain at the school for lunch and encourage participation in lunch time activities to support health directives, but more so, to help students reconnect with their school community.

Please note, families are encouraged to send a pre-made lunch. This allows students to stay and participate in extra curricular activities, clubs, and intramurals. Please refrain from ordering your child



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food from delivery service (Skip the Dishes etc.) We cannot consistently manage delivery times, calls for confirmation of delivery and ensure that your child receives their food in a timely manner. If you would like your child to have a special lunch at school, please consider participating in one of the lunch fundraisers we offer throughout the year. If you have any questions around our lunch hour and/or device policies, please feel free to contact the school for more information.

If you are driving your student to school, please drop them off in the back parking lot area and exit immediately. No parking is available for parents as all spots are reserved for paying staff. Students can also be dropped off on a side street and walk. Please note there is no parking or drop off zone on Munroe Ave in front of the school. All students should cross at the lights on the corner if being dropped off on the south side of the street. If you are picking up your student and parking on Munroe at the end of the day, students will be directed to cross at the lights for safety.

We send home many updates via email during the year. Please make sure you make us aware of any email changes. If you find you are not receiving emails, call the school to verify information and check your junk folder to see if your emails are going there. If you read emails from your cell phone, please make sure you download the Adobe App as we send out information on PDF files. You are also invited to follow us at @mun_RETSD on Twitter and munroemustangs on Instagram.

2022-2023 Student Supply List for all grades:

PLEASE NOTE:

- *All items should be labeled with student's name.*
- *Students will need phys. Ed clothes as they will be changing for gym this year. This is for safety and personal hygiene.*
 - ★ Zippered binder
 - ★ Safety goggles
 - ★ 1 Water bottle
 - ★ 2 Kleenex boxes
 - ★ Headphones / Earbuds
 - ★ Backpack
 - ★ Gym clothes
 - ★ Indoor shoes once students begin wearing boots.

Teachers will purchase all consumables and distribute them on an as needed basis.

2021-2022 Student Fees:

Art – \$25.00 for art kit **OR** Band - \$25.00

Agendas – French **OR** English – \$8.00

Classroom consumables/materials/fees for special events – \$27.00

TOTAL: \$60.00

Families are invited to pay their student fees in advance of next year by accessing the RETSD Parent Portal.



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Year books will also be available for pre-order this year. We are setting up a new system for this so that you can connect directly with the Yearbook publisher. More information will be forthcoming concerning yearbooks.

Sincerely,

Carolyn Nazeravich
Principal

Chad Duffield
Vice Principal