



# ST. JOHN'S ACADEMY

## SHAWNIGAN LAKE

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2371 Shawnigan Lake Road, V0R 2W5, Shawnigan Lake, BC  
Tel: 250-220-4888. Email: [info@stjohnsacademy.ca](mailto:info@stjohnsacademy.ca)

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### St. John's Academy Shawnigan Lake - Cheat Sheet

School street address	2371 Shawnigan Lake Road, <del>680000000000</del> V0R 2W5
School web address	<a href="https://stjohnsacademy.ca/shawniganlake/">https://stjohnsacademy.ca/shawniganlake/</a>
Managebac web address	<a href="https://stjohnsacademysl.managebac.com">https://stjohnsacademysl.managebac.com</a> (follow login instructions)
Office 365 web address	<a href="https://www.office.com">https://www.office.com</a> (follow login instructions)

#### General inquiries:

Main office phone number	250-220-4888
Main office email	<a href="mailto:info@stjohnsacademy.ca">info@stjohnsacademy.ca</a>

#### For school absences and uniforms:

Receptionist	<a href="mailto:tanya.pucci@stjohnsacademy.ca">tanya.pucci@stjohnsacademy.ca</a>	250-220-4888
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#### Academic issues, you may reach the subject specific teacher directly;

For academic matters, please contact the teacher directly. Should the matter not be resolved, then please involve the Director of Academics at [bradley.myrholm@stjohnsacademy.ca](mailto:bradley.myrholm@stjohnsacademy.ca)

Socials and Drama Teacher		<a href="mailto:joseph.adams@stjohnsacademy.ca">joseph.adams@stjohnsacademy.ca</a>
Science Teacher	Ashlee Booker	<a href="mailto:ashlee.booker@stjohnsacademy.ca">ashlee.booker@stjohnsacademy.ca</a>
English Teacher	Burkie Burgess	<a href="mailto:burkie.burgess@stjohnsacademy.ca">burkie.burgess@stjohnsacademy.ca</a>
Math Teacher	Julie Carere	<a href="mailto:julie.carere@stjohnsacademy.ca">julie.carere@stjohnsacademy.ca</a>
Music and English Teacher	Tristan Clausen	<a href="mailto:tristan.clausen@stjohnsacademy.ca">tristan.clausen@stjohnsacademy.ca</a>
Science Teacher	Ciara Corbett	<a href="mailto:ciara.corbett@stjohnsacademy.ca">ciara.corbett@stjohnsacademy.ca</a>
Visual Arts Teacher	Martha George	<a href="mailto:martha.george@stjohnsacademy.ca">martha.george@stjohnsacademy.ca</a>
Grade 4 and 5 Teacher	Josh Hart	<a href="mailto:josh.hart@stjohnsacademy.ca">josh.hart@stjohnsacademy.ca</a>
ELL Coordinator	Amy Heffring	<a href="mailto:amy.heffring@stjohnsacademy.ca">amy.heffring@stjohnsacademy.ca</a>
Math Teacher	Julia Keller	<a href="mailto:julia.keller@stjohnsacademy.ca">julia.keller@stjohnsacademy.ca</a>
French Teacher	Sandrine Leopold	<a href="mailto:sandrine.leopold@stjohnsacademy.ca">sandrine.leopold@stjohnsacademy.ca</a>
English Teacher	Bradley Myrholm	<a href="mailto:bradley.myrholm@stjohnsacademy.ca">bradley.myrholm@stjohnsacademy.ca</a>
Library and Art Teacher	Beth Partridge	<a href="mailto:beth.partridge@stjohnsacademy.ca">beth.partridge@stjohnsacademy.ca</a>
Design and PhysEd Teacher	Shaun Pepper	<a href="mailto:shaun.pepper@stjohnsacademy.ca">shaun.pepper@stjohnsacademy.ca</a>
Math Teacher	Steve Sparling	<a href="mailto:steve.sparling@stjohnsacademy.ca">steve.sparling@stjohnsacademy.ca</a>
Socials and English Teacher	Jeff Trapp	<a href="mailto:jeff.trapp@stjohnsacademy.ca">jeff.trapp@stjohnsacademy.ca</a>
Head of Physical & Outdoor Education	Travis Visscher	<a href="mailto:travis.visscher@stjohnsacademy.ca">travis.visscher@stjohnsacademy.ca</a>
French and Resource Teacher	Laura Wood	<a href="mailto:laura.wood@stjohnsacademy.ca">laura.wood@stjohnsacademy.ca</a>
PhysEd Teacher	Dan Zin	<a href="mailto:dan.zin@stjohnsacademy.ca">dan.zin@stjohnsacademy.ca</a>



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### **Social / Emotional issues, you may reach the Advisor directly;**

Advisors are the first point of contact for parents. A member of the Leadership Team is always available to sit in on any meeting at parent's request. Additionally, you may contact the Director of Students at [burkie.burgess@stjohnsacademy.ca](mailto:burkie.burgess@stjohnsacademy.ca)

Grades 4/5	Josh Hart	<a href="mailto:josh.hart@stjohnsacademy.ca">josh.hart@stjohnsacademy.ca</a>
Grade 6	Ciara Corbett	<a href="mailto:ciara.corbett@stjohnsacademy.ca">ciara.corbett@stjohnsacademy.ca</a>
Grade 7	Bradley Myrholm	<a href="mailto:bradley.myrholm@stjohnsacademy.ca">bradley.myrholm@stjohnsacademy.ca</a>
Grade 8	Ashlee Booker	<a href="mailto:ashlee.booker@stjohnsacademy.ca">ashlee.booker@stjohnsacademy.ca</a>
Grade 8	Laura Wood	<a href="mailto:laura.wood@stjohnsacademy.ca">laura.wood@stjohnsacademy.ca</a>
Grade 9	Martha George	<a href="mailto:martha.george@stjohnsacademy.ca">martha.george@stjohnsacademy.ca</a>
Grade 9	Tristan Clausen	<a href="mailto:tristan.clausen@stjohnsacademy.ca">tristan.clausen@stjohnsacademy.ca</a>
Grade 10	Travis Visscher	<a href="mailto:travis.visscher@stjohnsacademy.ca">travis.visscher@stjohnsacademy.ca</a>
Grade 10	Amy Heffring	<a href="mailto:amy.heffring@stjohnsacademy.ca">amy.heffring@stjohnsacademy.ca</a>
Grade 11	Joseph Adams	<a href="mailto:joseph.adams@stjohnsacademy.ca">joseph.adams@stjohnsacademy.ca</a>
Grade 12	Serena Myrholm	<a href="mailto:serena.myrholm@stjohnsacademy.ca">serena.myrholm@stjohnsacademy.ca</a>

To view St. John's Academy policy of Appeals and Procedural Fairness, please click: [Appeals Process and Procedural Fairness Policy](#)

### **For admissions and info:**

Matt Jonah (Director of Admissions and Marketing) [matt.jonah@stjohnsacademy.ca](mailto:matt.jonah@stjohnsacademy.ca)

### **Bus Driver's phone numbers – To contact when absent from bus:**

Shawnigan / Mill Bay Bus	Driver: Lindsay	250-466-9335
Duncan Bus	Driver: Carl	250-466-9336
Langford Bus	Driver: Gerry	250-466-9337

### **Important contacts (phones only to be used in urgent matters)**

Head of School	John D'Arcy	<a href="mailto:john.darcy@stjohnsacademy.ca">john.darcy@stjohnsacademy.ca</a>	250-466-9319
Director of Academics	Bradley Myrholm	<a href="mailto:bradley.myrholm@stjohnsacademy.ca">bradley.myrholm@stjohnsacademy.ca</a>	
Director of Students	Burkie Burgess	<a href="mailto:burkie.burgess@stjohnsacademy.ca">burkie.burgess@stjohnsacademy.ca</a>	250-701-1067
Counselling	Serena Myrholm	<a href="mailto:serena.myrholm@stjohnsacademy.ca">serena.myrholm@stjohnsacademy.ca</a>	250-466-9327
Facilities Manager	Chris Jenkins	<a href="mailto:chris.jenkins@stjohnsacademy.ca">chris.jenkins@stjohnsacademy.ca</a>	250-466-4706
Youth Coordinator/Boarding	Leah Churchill	Contact by phone	250-466-9331
Bus Registration	Rachel Quesnel	<a href="mailto:leah.churchill@stjohnsacademy.ca">leah.churchill@stjohnsacademy.ca</a>	
HR Coordinator/Finance	Bernice Granbois	<a href="mailto:rachel.quesnel@stjohnsacademy.ca">rachel.quesnel@stjohnsacademy.ca</a>	
Finance Manager		<a href="mailto:bernice.granbois@stjohnsacademy.ca">bernice.granbois@stjohnsacademy.ca</a>	250-220-4888