

**Wm. E. Hay
Stettler Secondary
Campus
Jr. High Handbook
2017-2018**



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THE WM. E. HAY STETTLER SECONDARY CAMPUS HANDBOOK: It's Yours to Know!

This handbook has been designed to provide you with some general information about school programs, as well as our expectations and policies. School expectations and policies regarding student behavior are based on the Alberta School Act and are supported by policies of the Clearview Public School Division. Students and parents are responsible to familiarize themselves with this handbook.

School Personnel

Mr. N. Baharally	Principal
Mr. W. Aspenes	Vice-Principal/P.Ed/Math/Science
Ms. B. Code	Vice-Principal/Math
Mrs. D. Enyedy	Vice-Principal/Science/Dual Credit
Mr. M. Bayer	Science/Math
Mr. D. Brown	Fabrication/Psychology/Computers.
Ms. S. Burkard	Gr. 8 Core/Drama
Ms. R. Campeau	Art
Mrs. A. DuToit	English
Mr. M. Enyedy	Science
Mr. D. Fleischhacker	Drama/Comm.Tech./German
Ms. S. Foster	Gr. 7 Core/Science
Mrs. K. Belland	Gr. 8 Core/Jr. High Student Services
Mr. D. Hatch	SST
Mrs. A. Hawkins	Outreach
Mr. B. Huo	Foods/Home Ec.
Mrs. B. Jones	Gr. 7 Core/Community Transitions
Mrs. J. Klevgaard	Math/Student Services
Mrs. A. Kneeland-Teasdale	Cosmetology
Mrs. A. Lotoski	French/English
Mr. J. McClung	SST
Ms. C. McDonald	P. Ed.
Mr. J. Melnyk	Gr. 9 Core/Math/Science
Mr. D. Morris	Drama/Comm.Tech./English/Student Services
Mrs. C. Murat	French/ LA
Mrs. K. Newbigging	Home Ec./English/Fashion
Mr. B. Nixon	Gr. 8 Core/Hockey Academy/Outdoor Ed.
Mr. S. Olafson	Gr. 8 Core/Hockey Academy/P.Ed.
Mr. B. Poapst	I.A./P.Ed.
Mr. E. Rahn	Art/Band/English
Ms. A. Smith	Gr. 7 Core/French/Drama
Ms. N. Starling	Gr. 7 Core
Ms. L. Stayura	Science
Mr. D. Teasdale	Math/Automotives/I.A.
Mr. J. Thibeau	Math/P. Ed.
Mr. J. Thorne	Gr. 9 Core
Mr. M. VanLanduyt	Building/Science
Mr. C. VanZandbergen	Gr. 9 Core/Social Studies
Ms. M. Weir	P.E./Science

Other Personnel

Ms. M. Annas	Caretaker
Mr. B. Charls	Teacher Assistant
Ms. M. Dietrich	Office Administrative Assistant (Outreach School)
Mrs. J. Fox	Teacher Assistant

Mr. N. Gaudet	Head Caretaker
Mrs. R. Gillrie	Dance Instructor
Mrs. P. Hanson	Teacher Assistant / Business Coordinator
Mrs. T. Heatherington	Teacher Assistant
Mrs. J. Lane	Family School Wellness Worker
Mrs. C. Langford	Learning Commons
Mrs. L. Lavallee	Office Administrative Assistant
Constable McNickle	School Resource Officer
Mrs. K. Loshny	Teacher Assistant
Mrs. C. Lovell	Office Administrative Assistant
Mrs. M. Mappin	Caretaker
Ms. L. McMillan	Career Practitioner
Mrs. S. Osbourne	Caretaker
Mrs. P. Ough	Teacher Assistant
Ms. K. Perry	Caretaker
Ms. C. Resch	Education Exchange/Administrator Off Campus Ed.
Ms. C. Strandquist	Family School Wellness Worker
Ms. C. Sweeny	Caretaker (Outreach School)
Ms. A. Tripp	Teacher Assistant

PRINCIPAL'S MESSAGE

On behalf of the administrative team at Wm. E. Hay Stettler Secondary Campus, I welcome you to what will be an exciting year! The name of our school may have changed recently but our mission remains the same, to educate individuals for a collective future. We have re-configured some of our grades but the educational programs at our new school have remained strong and in many areas improved immensely. The availability of our resources and access to the facilities has also increased which means more educational opportunities for students attending Wm. E. Hay Stettler Secondary Campus.

Our mission statement “Educating Individuals For A Collective Future” has never changed. Our goal is to provide all students with the opportunity to excel in academic and extracurricular pursuits in order to become positive, contributing members of our school and community. We are proud of our school, our students, and our staff. Please remember that our parents and community members are also Stettler Wildcats, and we welcome your support of our school, its programs, and its events. Please come out and see why Stettler Wildcats are the best students in Central Alberta.

Because we are a secondary school (Grades 7-12), from time to time there may be the need to share staff that teach grade 7 subjects or grade 12 subjects. Our teachers are all secondary trained which means that they are qualified to instruct within these grade levels.

Students will be required to meet with their TA groups (grade 7-12) groups once every day for approximately 30 minutes. During TA classes your Teacher Advisors and Homeroom Teachers will monitor your academic and social progress as well as your attendance and keep in regular contact with your parents or guardians. Also, on Monday and Friday TA classes our grade 10 – 12 students will continue to work on their student portfolio while our grade 7 – 9 students will continue to work on literacy, citizenship and core support throughout their TA periods.

Students will need to have their I.D. cards with them in order to access school services such as the library (Learning Commons), cafeteria, student services and office personnel. Grade 7-9 students will be issued gold colored I.D. cards while grade 10-12 students will be issued green colored cards.

As we begin the school year, I would encourage you to join one of our many student groups to show your school spirit. We have Student Union, Fine Arts Board, Athletic Board, Extra-Curricular Sports, Students Against Destructive Decisions (SADD), Yearbook, Be the Change Team, Chess Club, Guitar Club, Foods Club and Gay Straight Alliance (GSA) to name a few. These groups are an excellent way to meet new people and provide valuable support to our students and staff and will help you become more connected to the school.

Students, as you make plans for this school year take some time to evaluate what you have accomplished and what is yet to be done. Don't be afraid to ask us questions. We will encourage you to take a good look at your goals. Don't leave Wm. E. Hay Stettler Secondary Campus wishing you had done or accomplished more. Please take advantage of the opportunities you have now to bring you greater success in the future!

As parents, there are a variety of ways to stay in contact with the school. If you have any questions about your child's progress in a course, please contact their Teacher Advisor, or subject teacher via email or by phone. Our Student Services team can also provide valuable resources to students. Between your child's Teacher Advisor, and our Student Services team we can assist in post secondary options and selection, course planning, and social/emotional resource support. If you have any questions, please do not hesitate to call. Teacher Advisor is an excellent way to stay connected with your child's academic progress and to check on his/her attendance

As we resume our educational journey together, I thank everyone for your continued support and wish all of you a meaningful, fun and enjoyable school year in our school.

Mr. Baharally - Principal

A MESSAGE FROM YOUR STUDENT UNION PRESIDENTS

I would like take this chance to welcome you all back from the holidays. My name is Isaac Nibourg, and I am your Student Council president for the 2017/18 school year. If you have not yet gotten the chance to be introduced to our team this year, I would like to be the one to do so. Our vice president is Sam Hamelin, our secretary is Jenny Munholland, and our treasurer is Sydney Poapst. We no longer have a social convener, but we have a couple new positions with Madison Kuefler as our Communications Director, Zak Lachowsky and Katie Satre as our Social Events Committee Heads, Hailie Ripley as our Fundraiser Committee Head and Sidney Kobi as our Spirit Days Committee Head.

This year with our new constitution, we have opened the meetings for a wider form of representation with our general members as well as our new committees. If you have any problems, concerns, or complaints please talk to Sam Hamelin. Just kidding, you can talk to any of us. We would be more than happy to listen to what to have say. I hope we have a great year, let's make the most of it. Thank you.

Isaac Nibourg

Teacher Advisory Program (TA)

Mission Statement

The Wm. E. Hay Stettler Secondary Campus Junior High advisory program, fosters the development of students' character through a relationship with an advisor who serves as an advocate, mentor and link between the school and Wm. E. Hay families. The program builds community and creates connections by engaging students in guided discussions and activities that encourage meaningful, empathetic relationships that support a diverse community. Advisors support students as they develop unique roles and responsibilities within the Wm. E. Hay community and beyond.

The program's purpose is to:

- A. ensure that each student is known well at school by at least one adult who is that students advocate
- B. guarantee that every student belongs to a peer group
- C. help every student find ways of being successful with in the academic and social opportunities the school provides
- D. promote communication and coordination between home and school

TA will be scheduled each day of the week for 30 minutes. The following table indicates the focus for each day of the week. The order of topics may vary within a class from week to week.

Monday	Tuesday	Wednesday	Thursday	Friday
Literacy Focus	Life Strategies	Core Support	Life Strategies	School Culture

Teacher Advisor Grade Expectations

A grade 7 student shall:

- Attend TA regularly
- Participate fully in the TA program
- Provide all contact information (phone/email).
- Make an effort to get to know people in their class.

A grade 8 student shall:

- Attend TA regularly
- Participate fully in the TA program
- Provide all contact information (phone/email).
- Make an effort to get to know people in their class.

A grade 9 student shall:

- Attend TA regularly
- Participate fully in the TA program
- Provide all contact information (phone/email).
- Make an effort to get to know people in their class.

School Wide TA Project for 2017-18

In accordance with our school mission statement, Educating individuals for a collective future” each Sr. High TA class, paired with a Jr High TA class, will be assigned to clean the parking lot on a rotation basis each Friday. Gloves will be provided. This activity instills citizenship, community service and teamwork amongst peers. In holding our students responsible for keeping the parking area clean, we aim to instill accountability in an effort to oppose entitlement.

Wm. E. Hay Stettler Secondary Campus

Fees for 2017-2018

Grade 7-12

· Locker and lock rental (Hallway and PE)	\$ 5.00
· Students' Union Fees	\$ 15.00
· Insurance	\$ 1.50
· ID Card	\$ 2.50
· Replacement ID card (if needed)	\$ 5.00

OPTION CLASS FEES

· Home Economics	Grade 7 - 9	\$ 20.80
· Industrial Arts	Grade 7 - 9	\$ 20.80
· Cosmetology	Grade 7 - 9	\$ 15.60
· Fashion Studies	Grade 9	\$ 15.00
· Art	Grade 7 - 9	\$ 10.00
· Swimming Lessons	Grade 7 - 9	\$ 40.00 (paid directly to Town of Stettler)
· Grade 9 Camp		\$110.00
· Outdoor Ed 9		\$ 12.00
· Hockey Academy	Grade 7 -12	\$275.00
· Band rental (optional – only if instrument is rented from school)		\$ 50.00
· Art 10		\$ 10.00
· Art 20-30		\$ 20.00
· Fashion & Sewing	Grade 10-12	\$ 15.00
· Foods 1.1 and 1.2		\$ 20.80
· Foods 2.1, 3.1		\$ 31.20
· Cosmetology 1.1, 1.2		\$ 15.60
· Cosmetology 2.1, 3.1		\$ 26.00
· Building 1.1, 1.2		\$ 10.00
· Fabrication 1.1, 1.2		\$ 10.00
· Fabrication 2.1, 2.2		\$ 20.00
· Fabrication 3.1, 3.2		\$ 20.00
· Mechanics 1.1, 1.2		\$ 10.00
· Grade 10 Camp		\$ 25.00

Examples of optional items that will cost extra to the students include the following:

- Yearbook
- Outdoor Education
- Special Phys. Ed activities such as camping, SCUBA, etc.
- Cost of field trips
- Materials for project work in the CTF and CTS areas (e.g shelving units they take home, or work on personal vehicles in Automotives, fabric projects made in Home Ec, etc.)
- Extracurricular activities

Athletic Awards

Participation Awards

These awards are presented to those students who have earned 8 or more points by participating on athletic teams. Points are awarded as follows:

3 points — Volleyball, Basketball, Track & Field, Archery (3, 2, or 1)

2 points — Cross Country, Badminton

1 point — Athletic Board, Curling, Orienteering

Junior High Female and Male Athletes of the Year

In order to be considered for this award, students must display the following:

- a satisfactory scholastic record
- an example to the student body
- significant contributions to the interscholastic athletic program
- a high quality of sportsmanship
- excellent leadership qualities
- participation in a variety of CARA athletic activities
- must be a grade 9 student

Learning Commons

The Learning Commons is staffed by Mrs. Langford, a library clerk, who looks forward to helping students with their reading and information requirements.

To borrow materials, each student is assigned a photo ID card with their student number. Students are permitted to borrow textbooks from the library for the duration of the course, usually 1 term. As well, students may borrow up to four other resources at any given time for three-week duration. Three week extensions can be made simply by requesting more time, either in person or via e-mail. Students who have overdue materials must return them before new materials can be borrowed. Fines for overdue materials are only issued when a request has been made for the return of an item(s) or when materials have not been returned at the end of the semester.

The library staff look forward to your visit and helping you with your information needs and as your exam on demand centre.

Use of Telephone

A telephone is located in the main office for students to use. However, it is not to be used during class periods without the consent of the teacher or office staff.

Leaving the School Building

Students are expected to remain at school during the school day. During the day students will be allowed to leave providing they have a note signed by the parent or guardian. This note will be shown to the teacher and then brought to the office.

Visitors

Parents and guardians are always welcome to our school. However, all parents and visitors to the school must confirm their visit by reporting to the Wm. E. Hay Stettler Secondary Campus office.

Lunch Hour Procedures

- 11:30-11:45: ALL junior high students are expected to eat their lunch in the cafeteria.
- 11:45-12:15: Students may move throughout the school to supervised areas which include the learning commons, gymnasiums, cafeteria, and west playground.
- Students who regularly leave campus for lunch need to have a guardian sign the **Permission to Leave Campus** form and turn it into the office.

CAFETERIA

The Wm. E. Hay Stettler Secondary Campus cafeteria is open daily. The cafeteria offers daily lunch specials and a modified menu. We ask that students cooperate in the cafeteria to maintain the cleanliness of the facility by placing all garbage in the receptacles and by returning trays. Our cafeteria is a “cash only” service” and to help facilitate this, there is an ATM located near the main entrance beside the office.

BREAKFAST FOR LEARNING—START YOUR DAY RIGHT!

The Breakfast program will return this year and will operate every morning from 8:15-8:50 a.m. The program provides students with a nutritious breakfast to start their school day. Each breakfast day, an average of 25-50 students take advantage of the **no-cost** program which offers cereal, toast, milk, waffles (Wednesdays) and juice.

Skateboards, Hoverboards and Roller Blades

Students must remove roller blades or pick up and carry skateboards prior to coming into the school building. They are allowed to use them outside, only on the west side of the school during lunch break in a supervised area.

Bicycles (Scooters) and Safety

Bicycle stands are provided in front of the school for students who ride their bicycles to school. The school is not responsible for the safekeeping of the bicycles. All bicycles should be locked. There is also a scooter rack at the North entrance for students to secure their scooters.

Lost and Found Articles

Lost and found items are located in the main office as well as the business office. To increase the chance of recovering lost items, report any lost items immediately. The school takes no responsibility for lost or stolen items.

Student Activities

The school offers many different activities to help make school interesting. There are dances, intramural sports programs, sports teams, and many special activities. Students adhering to the *Student Code of Conduct* will be eligible to participate in these activities. Students are often asked to help out with the costs of activities to help pay for things such as transportation and registration fees.

Attendance

Basic Premise:

The Province of Alberta School Act requires that all students attend school regularly and punctually.

A phone call or note is required from parents or guardians stating a reason whenever a student is absent. Notification to the school needs to be made within 24 hours of the student being absent from school or class. (Retroactive reporting – more than 24 hours after an absence – will not count as a reported confirmed absence).

The attendance line can be reached by calling 403-742-3476 at any time. You will be required to leave your name, the student’s name, the date and time of the call and the reason for the absence. **Telephone calls from students are not acceptable**

Unconfirmed Absences: An unconfirmed absence/truancy is when a student is deliberately absent from school and or class without the knowledge or consent of their parent/guardian or the school (no parent/guardian phone call or note).

Confirmed Absences: Student absences related to participation in approved school activities (athletics, curricular, school approved, etc.) are considered school excused.

When students are absent without confirmation (parent phone call or note), parents/guardians will be informed in the following manner:

- a) The auto dialer will contact each home when an unconfirmed absence is recorded (evening calls).
- b) Parents/guardians of students who have persistent attendance problems will be contacted by our administrators, Student Services department, F.S.W.W. attendance officer or TA teacher.

- c) Attendance will be monitored once a month by the student's Teacher Advisor or the school administration.
-Students with significant unconfirmed absences will be tracked with a Laggard form.

Late Arrival

Lateness interferes with other students learning and will be referred to the administration if it becomes persistent.

Illness

Students who become sick during the school day report to their teacher who will send them to the office where parents will be notified.

STUDENTS TAKING HOLIDAYS DURING THE SCHOOL YEAR

Increasingly, families are deciding to take holidays during school time. The school discourages this practice as it has a negative impact on student learning. Teachers at Wm. E. Hay Stettler Secondary Campus are not responsible for providing work, tutorial time and support to students whose family choose to take vacations when school is in session.

Fire Bells and Lockdowns

Procedures will be reviewed with all students at the start of the year with their TA teachers. Drills will occur throughout the school year and must be treated as serious situations.

Lockers

Combination locks are placed on all lockers and must be used. No other padlocks will be allowed. Lockers are the property of this school. School officials having responsibility for the health, safety, and educational welfare of students in their care have the right to open and search school lockers. This may be done with or without the knowledge, or the presence of the student or the guardian involved.

Physical Education Clothing and Online Store

Gym clothing and footwear is required for all physical education classes. Students are encouraged to view our online clothing store that offers a wide selection of customized choices for athletic wear. A link to the store is found on our school website.

Valuables

Report any thefts to the office immediately. **Do not leave money or other valuables in your locker.** Ensure that your lock is locked at all times in order to secure your possessions. Do not give your combination out to anyone. If you forget your combination, please see your TA teacher or the office.

Textbooks

Textbooks are issued by the librarian of our school. Your name must be written in all texts issued to you. Losses must be reported to the library immediately. Damaged or lost books will be charged to the student's account.

Photographs

Each year in September, we have school photos taken. If you wish to order school photos, please indicate the package you want and enclose the money for the photographer. Every student will automatically have his/her photo taken for identification cards, student records and our yearbook.

Insurance

The Regional Board has arranged for a company to provide accident and health insurance to those who wish protection. Players on all athletic teams are encouraged to purchase minimum coverage. Insurance forms are handed out early in the school term along with details of cost and coverage.

School Property

Be proud of our school by taking care of our facilities and equipment. The life and appearance of school property depends upon the students. Report damage to equipment you use or you may be charged yourself.

SCHOOL COMMUNICATION

Daily Memo

A daily Memo is printed and distributed to all teachers and read aloud to students in the first period of the day. The Memo is also posted on our website. This information includes announcements about meetings, rehearsals, practice times, news about events and guests to our school and recognition of our student's achievements. It also includes daily updates from our Student Services office regarding courses, scholarships, applications, open house at colleges and universities and deadlines for admissions and other miscellaneous items.

School Website

Access to the daily Memo and School Calendar of events is available online @ www.clearview.ab.ca. Select "Schools" on top banner. Select "Wm. E. Hay" on left column. Select "School Calendar"

Social Media

We also utilize the **Remind App**, **Twitter** and **Facebook** to inform parents of upcoming activities. To receive messages via text, text @wmehay to (587) 409-1221. You can opt out of messages at any time by replying, 'unsubscribe @wmehay'. Or, to receive messages via email, send an email to wmehay@mail.remind.com. To unsubscribe, reply with 'unsubscribe' in the subject line. The Facebook account is Wm. E. Hay Stettler Secondary Campus and the Twitter handle is @WmEHay.

Email

Occasionally the office will send group emails to all parents for information that requires immediate attention.

CONTACTING STUDENTS

Should students need to be contacted in an emergency, parents are to call the school office @ 403-742-3466 and the school's staff will immediately have the student available for you to speak with. Parents, please try to avoid texting your children while they are in classes.

CELL PHONES /ELECTRONIC DEVICES

We encourage a policy of respect regarding cell phones and electronic devices, and as such ask that students do not use their devices during instructional time unless directed to do so by the teacher. **This will be dealt with at the discretion of the teacher.** Teachers may request that all devices be collected before exams and students may be asked to empty their pockets before an exam.

BEHAVIORAL GUIDELINES

STUDENT CODE OF CONDUCT

A student shall conduct himself or herself so as to reasonably comply with the following code of conduct:

- 1) Be diligent in pursuing the student's studies;
- 2) Attend school regularly and be punctual;
- 3) Co-operate fully with everyone authorized to provide education programs and other services;
- 4) Comply with the rules of the school;
- 5) Account to the student's teachers for the student's conduct;
- 6) Respect the rights of others

(Section 12, RSA2000)

DISCIPLINE

Appropriate behavior is essential to learning and growing and is based upon mutual respect for the rights of others and the property of others. We expect each student to exhibit self-discipline, good judgment, good manners, and to show respect for fellow students, teachers and any school personnel. Students are expected to display responsible behavior and to take responsibility for their action.

Above all students are to respect the rights of others. As a school, we aim to treat every student as an individual, and as such, inappropriate behaviour will be dealt with on a case-by-case basis.

These ideas can only be achieved through agreement on everyone's part. Since schools are expected to act "*in loco*

parentis” (in the place of parents) parental cooperation is of the utmost importance.

Discipline Policy Guidelines

- 1) Disruptive behavior, general disobedience, defiance of authority, insubordination and/or disrespect will not be tolerated.
- 2) Discriminatory behavior (racial, ethnic, sexual, etc.) is not acceptable.
- 3) Inappropriate, abusive, or obscene language, gestures or confrontational behavior will not be tolerated.
- 4) Possession of obscene material or questionable other objects and materials are not allowed in school. If in doubt concerning what is questionable, leave the item at home.
- 5) Threats and harassment of any kind will not be tolerated.
- 6) Violence of any kind is unacceptable (fighting, threats, bullying, etc.)
- 7) The unlawful possession, use, selling or distribution of controlled dangerous substances or alcohol on school premises, school buses or at school functions is prohibited.
- 8) Attending school or school functions under the influence of alcohol or drugs is not acceptable.
- 9) “Zero Tolerance” for guns. Under no circumstance may a gun or other weapon be brought to school. Students who use our parking lot may not have a gun in their vehicle.

DRESS CODE

Students are expected to:

- dress in a clean, neat manner
- not wear head wear in the school during school hours
- wear shoes at all times
- when appropriate, wear shorts and skirts of a reasonable length
- halter, spaghetti strap, strapless, short or backless tops are NEVER appropriate dress for school
- always wear a shirt (pinnies provided in P.Ed.)
- never wear shirts with unbecoming pictures, profane words or obscene slogans
- never wear fashion accessories that may be deemed to be dangerous
- all underwear, including sports bras, must be covered
- keep pants pulled up

SMOKING

Smoking, smokeless tobacco e-cigarettes (electronic smoking devices) and vapes are not permitted in the school, in the school parking lot, or anywhere else on school grounds. The Prevention of Youth Tobacco Use Act states that it is an offence for any person under the age of 18 years old to be in possession of cigarettes, smoke or consume tobacco in a public place. There is a fine for this offence.

EXAMPLES OF DISCIPLINARY ACTION THAT MAY BE TAKEN

Depending on the circumstance and severity of the situation, a student may receive a(n)-

- a) warning
- b) assignment to make restitution or make an apology
- c) internal suspension
- d) external suspension
- e) expulsion

In the event that suspension (internal/external) or expulsion is deemed necessary, parents will be informed and the provisions of the “School Act” (Section #7) will apply.

Wm. E. Hay Stettler Secondary Campus

	Monday	Tuesday	Wednesday	Thursday	Friday
AM	7:30 8:30	7:30 8:30	7:30 8:30	7:30 8:30	7:30 8:30
WARNING BELL 8:55					
1	9:00 11:30	9:00 11:30	9:00 11:30	9:00 11:30	9:00 11:30
	CORE	CORE	CORE	CORE	CORE
	11:30 12:15 LUNCH				
WARNING BELL 12:12					
3	12:15 1:30	12:15 1:30	12:15 1:30	12:15 1:30	12:15 1:30
	E	F	E	F	E
4	1:30 2:00	1:30 2:00	1:30 2:00	1:30 2:00	1:30 2:00
	TA	TA	TA	TA	TA
5	2:00 3:15	2:00 3:15	2:00 3:15	2:00 3:15	2:00 3:15
	G	H	G	H	G
PM					



Morning Core Timetable - Grades 7-9

"Educating Individuals for a Collective Future"



Wm. E. Hay Stettler Secondary Campus

	Monday	Tuesday	Wednesday	Thursday	Friday
AM	7:30 8:30	7:30 8:30	7:30 8:30	7:30 8:30	7:30 8:30
WARNING BELL 8:55					
1	9:00 10:13	9:00 10:13	9:00 10:13	9:00 10:13	9:00 10:13
	A	B	A	B	A
	10:13 10:17	10:13 10:17	10:13 10:17	10:13 10:17	10:13 10:17
2	10:17 11:30	10:17 11:30	10:17 11:30	10:17 11:30	10:17 11:30
	C	D	C	D	C
	11:30 12:15 LUNCH				
WARNING BELL 12:12					
3	12:15 1:30	12:15 1:30	12:15 1:30	12:15 1:30	12:15 1:30
	CORE	CORE	CORE	CORE	CORE
4	1:30 2:00	1:30 2:00	1:30 2:00	1:30 2:00	1:30 2:00
	TA	TA	TA	TA	TA
5	2:00 3:15	2:00 3:15	2:00 3:15	2:00 3:15	2:00 3:15
	CORE	CORE	CORE	CORE	CORE
PM					



Afternoon Core Timetable - Grades 7-9

"Educating Individuals for a Collective Future"





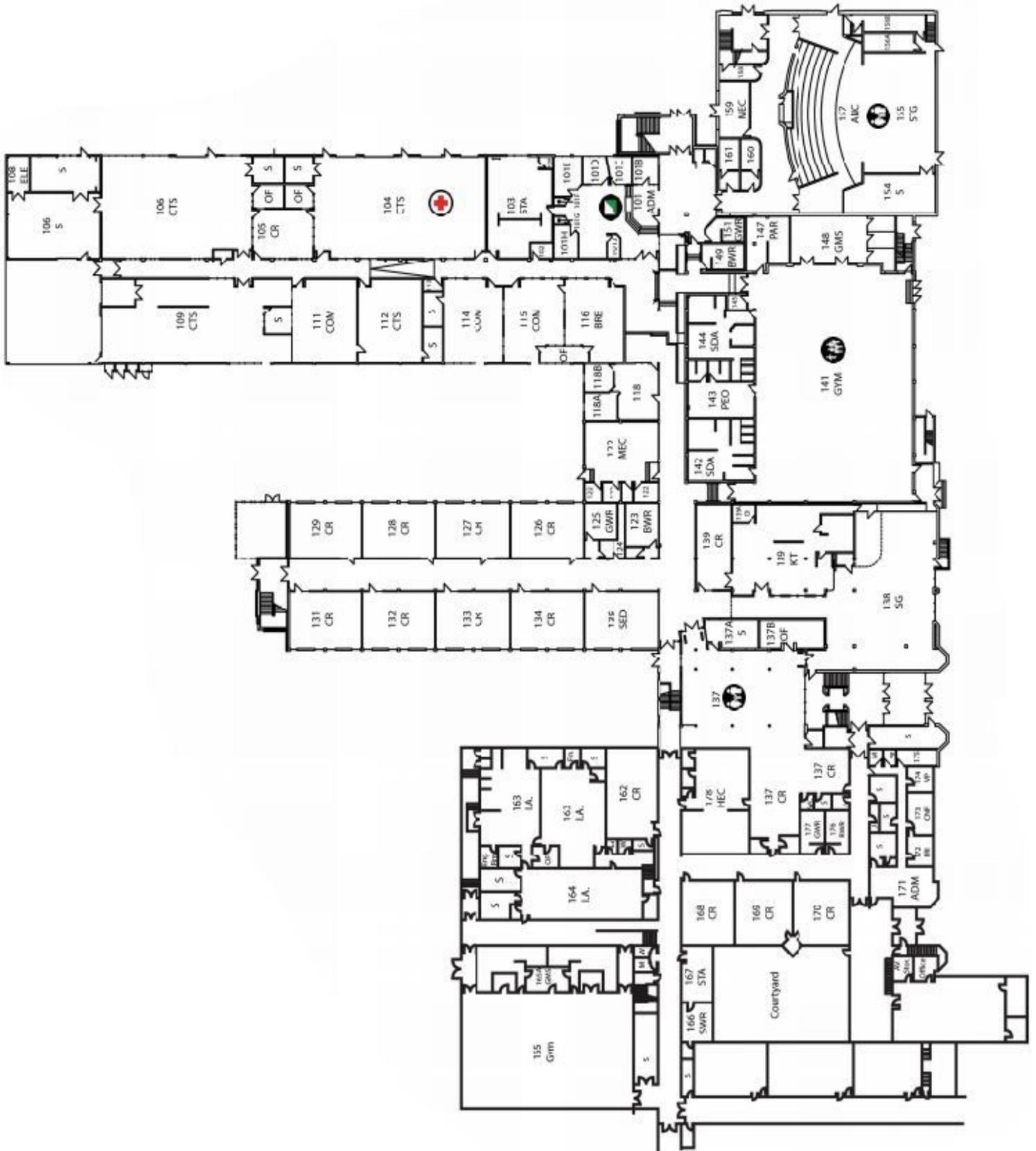
WM. E. HAY STETTLER SECONDARY CAMPUS

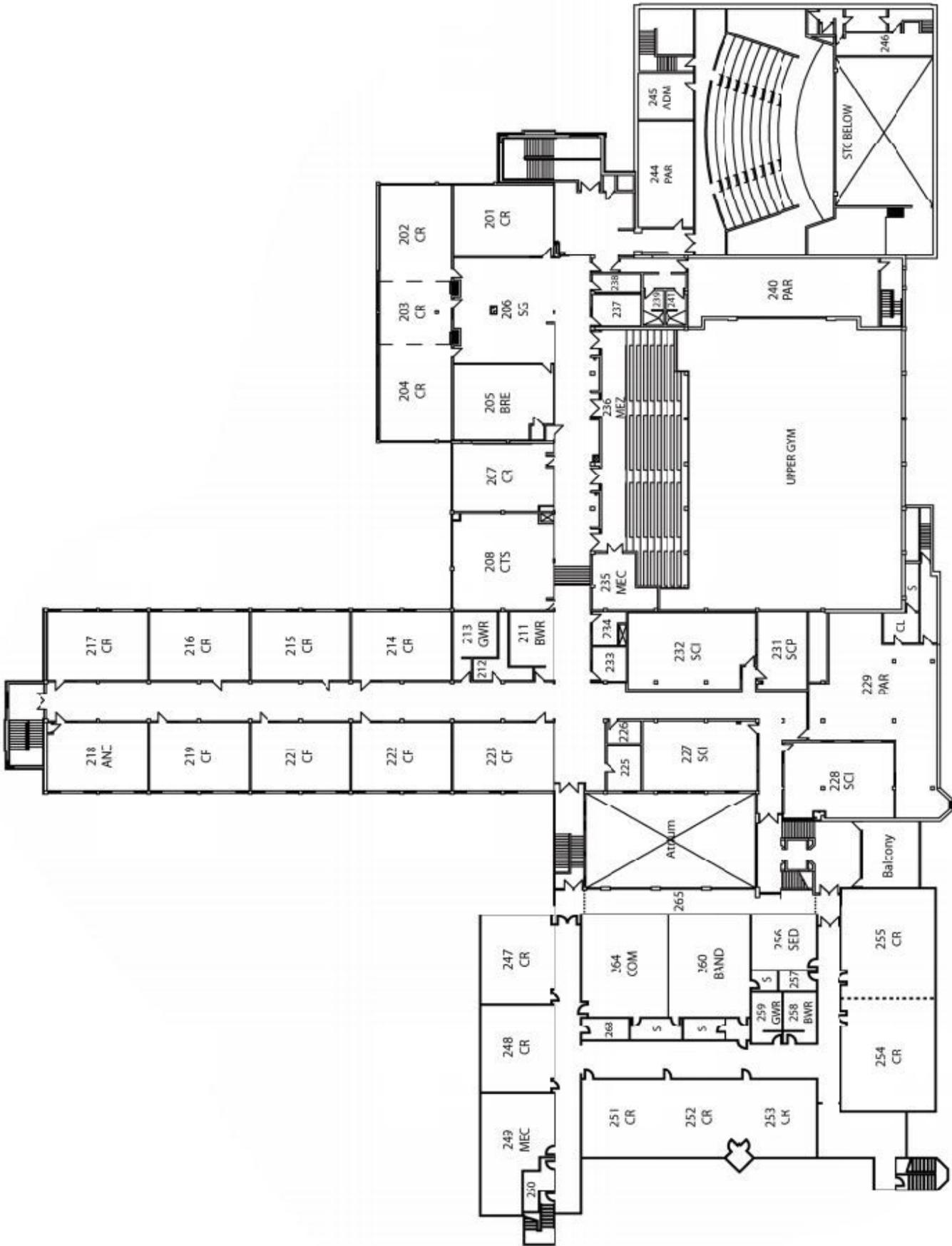
Principal: Mr. N. Baharally
 Vice-Principal: Mrs. D. Enyedy

Vice-Principal: Ms. B. Code
 Vice-Principal: Mr. W. Aspenes

School Calendar 2017-2018

AUGUST	28-Sept. 1	No School - Professional Days	
	29 & 31	Timetable Changes	
SEPTEMBER	4	No School - Labour Day	
	5	Orientation for Grades 10,11,12	
	6	Orientation for Grades 7,8,9	
	7	Regular School day ALL Students/Picture Day	
	28	Semester 1 Open House/Meet the Teacher Night (4:00 -7:00 p.m.)	
OCTOBER	4	Jr. High Magazine Sales/Cookie Dough Sales (Grades 7-9)	
	4	Fall Awards (Grades 7-9) 7:30- 9:00 p.m.	
	6	No School - Professional Day	
	6	Fall Awards (Grade 10-12) 7:30 - 9:00 p.m.	
	9	No School - Thanksgiving	
	19	Early Intervention Letters Mailed Out	
	27	Student Learning Conference Deadline (Gr.12's & New Students)	
NOVEMBER	1	Grad Ring Information Session (11:30 a.m. - 12:15 p.m.)	
	2	Grad Ring Information Session (11:30 a.m. - 12:15 p.m.) and (4:00-7:00 p.m.)	
	2	Parent Teacher Interviews (4:00-7:00 p.m.)	
	2	School Picture Retakes	
	3	No School - Professional Day	
	16	Report Cards	
	20-23	Grade 12 - PORTFOLIO PRESENTATIONS	
	20	ELAA Post Secondary (7:00 - 8:30 p.m.)	
	24	Day off in lieu of interviews	
DECEMBER	1	No School - Professional Day	
	22	Last Day of School Before Christmas Vacation	
	23 - Jan. 7	No School - Christmas Vacation	
JANUARY	8	First Day back AFTER Christmas Vacation	
	24-30	** FINAL EXAMS** (See Below)	
	31	First Day of Second Semester	
FEBRUARY	2	No School - Professional Day	
	19	No School Family Day	
MARCH	1	Semester 2 Open House/Meet the Teacher Night (4:00-7:00 p.m.)	
	2	No School - Professional Day	
	7-9	Start of Grad Cap & Gown Pictures	
	8-9	No School - Teachers Convention	
	15	Early Intervention Letters Mailed Out	
	22	Student Learning Conference Deadline (Gr.11's)	
	23	Day off in lieu of interviews	
	23-2	No School - Spring Break	
	26-27	Continuing Cap & Gown Grad Pictures	
APRIL	5	Parent Teacher Interviews (4:00 - 7:00 p.m.)	
	13	No School-Professional Day	
	19	Report Cards	
MAY	18	No School - Professional Day	
	21	No School - Victoria Day	
	TBA	GRADUATION 2018	
JUNE	5	Color Night (7:30 p.m.)	
	22-28	** FINAL EXAMS ** (See Below)	** PLEASE DO NOT SCHEDULE HOLIDAYS DURING EXAM TIMES **
	28	Last Day of School for Students	
	29	No School - Professional Day	
	29	Report Card Pick Up (12:00-2:00 P.M.)	PLEASE PHONE THE ATTENDANCE LINE IF YOUR CHILD WILL BE LATE OR ABSENT TODAY (403-742-3476)





Internet Use Agreement

Clearview School Division No. 71

Educational Policies Manual

Reference: School Act (RSA 2000), Section 60(2)

POLICY

Internet access is available to staff, trustees, and students in the Clearview School Division No. 71. We believe the Internet offers extraordinary, distinctive and abundant resources that will significantly expand the knowledge base of both students and staff. Clearview School Division No. 71 has made every effort to protect users from controversial materials on the Internet. The continued availability of the Internet in the School Division relies upon the proper conduct of the user's. Guidelines are provided so that users are aware of the responsibilities that accompany the privilege of using the Internet.

GUIDELINES

1. All users of the Clearview Internet/Wide Area Network (WAN) are reminded that these are shared resources, and expected to conduct themselves in a responsible manner. Conduct deemed to be by the network managers will result in the immediate loss of Internet/WAN privileges, without warning.
2. The student "Acceptable Use of the Internet" regulations will be orally with students from time to time, and will be displayed in all areas where students have access to.
3. Staff and Trustees are expected to abide by the same general of Internet/WAN conduct as students, with respect to etiquette, confidentiality, privacy, access and permitted or practices.
4. The "Acceptable Use of the Internet" regulations shall be included in the School Handbook for information.

Clearview School Division No. 71

Student Acceptable Use of the Internet 1. I will access the Internet ONLY with the permission of, and under the supervision of a responsible adult (teacher, supervisor, etc.)

2. I will do my best to learn and follow proper network etiquette. This includes using appropriate **language, respecting the privacy of others.**

3. **I understand passwords are confidential.** I agree not to give mine to else, or attempt to obtain passwords that I should not have to.

4. For my own safety, **I will not reveal any personal addresses, phone numbers, network numbers or IP addresses.** This includes ordering purchasing any products on the Internet, through school access.

5. I will **not access chat, facebook or use Hotmail and other web e-mail** accounts through Clearview's WAN.

I will not send unsolicited junk mail, "for-profit" messages or chain letters.

.I will not send messages to multiple people unless each recipient receive this message.

.I will send messages that are intended for many people to see, to conferences on our system, and not to individual email accounts.

.I know that any deliberate attempt to harm, modify, or destroy data of another user, system programs or computer equipment is prohibited.

10. will not use drives from home or elsewhere that have not been for viruses before they are introduced into the school or network environment.

11. **I will not download any software from the Internet without. This includes audio and video files.**

12. will download information and/or images only if they are required for school work, and then only with permission, and only when the is not being heavily used.

13. **I will not transmit any material that is prohibited.** This includes, but is not limited to, copyrighted material, plagiarized material (copying the work of another as one's own) material protected by trade secrets, or vulgar material.

14. **I will not attempt to access inappropriate web sites or objectionable material on the Internet.** I know that accessing or transmitting these materials is prohibited. I also know that hate mail, harassment, remarks and other antisocial behaviour are. If I come across such material, I will notify my teacher so that this site or material can be blocked.

15. will not subscribe to "list serves" or "use net" or groups mailing lists prior approval.

16. **will be a good ambassador for both my school and the Clearview Division.** As a representative of this School Division, I will participate in any misuse of the network. I will accept personal for reporting any misuse of the network to the system administrator.

PLEASE NOTE:

1. School and Division officials reserve the right to review material, to monitor computer files and storage space determine if specific uses of the network are appropriate. resources will be viewed the same as lockers in the, used by the students but still Division property. In reviewing and monitoring accessed material, computer files, and storage space, school and

district officials shall respect the confidentiality of users.

2.Clearview School Division No. 71 makes no warranties of any for the Internet service it is providing. Clearview School Division No. 71 will not be responsible for any damages a user, including, but not restricted to, loss of data resulting in, non-deliveries, mis-deliveries, or service interruption so missions.

3.Any violations of the Internet/WAN guidelines outlined above result in the immediate loss of all Internet/WAN user.

