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**Wm. E. Hay  
Stettler Secondary  
Campus  
Jr. High Handbook  
2018-2019**



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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

| <b>Name</b>               | <b>Position</b>                      | <b>Email</b>                   |
|---------------------------|--------------------------------------|--------------------------------|
| Mr. N. Baharally          | Principal                            | nbaharally@clearview.ab.ca     |
| Mr. W. Aspenes            | Vice-Principal/P.Ed/Math/Science     | waspenes@clearview.ab.ca       |
| Ms. B. Code               | Vice-Principal/Math                  | bcode@clearview.ab.ca          |
| Mrs. D. Enyedy            | Vice-Principal/Science/Dual Credit   | denyedy@clearview.ab.ca        |
| Mr. M. Bayer              | Science/Math                         | mbayer@clearview.ab.ca         |
| Mrs. K. Belland           | Gr. 8 Core/Jr. High Student Services | kblland@clearview.ab.ca        |
| Mr. D. Brown              | Fabrication                          | dbrown@clearview.ab.ca         |
| Ms. S. Burkard            | Gr. 8 Core/Drama                     | sburkard@clearview.ab.ca       |
| Ms. R. Campeau            | Art / PE                             | rcampeau@clearview.ab.ca       |
| Mr. M. Enyedy             | Science                              | menyedy@clearview.ab.ca        |
| Mr. D. Fleischhacker      | Drama/Comm.Tech./German              | dfleischhacker@clearview.ab.ca |
| Ms. S. Foster             | Gr. 7 Core/Science                   | sfoster@clearview.ab.ca        |
| Mr. D. Hatch              | Social Studies                       | dhatch@clearview.ab.ca         |
| Mrs. A. Hawkins           | Outreach                             | ahawkins@clearview.ab.ca       |
| Mr. B. Huo                | Foods / Fashion Studies              | bhuo@clearview.ab.ca           |
| Mrs. B. Jones             | Gr. 7 Core/Community Transitions     | bjones@clearview.ab.ca         |
| Mrs. J. Klevgaard         | Math                                 | jklevgaard@clearview.ab.ca     |
| Mrs. A. Kneeland-Teasdale | Cosmetology                          | akneeland@clearview.ab.ca      |
| Mrs. A. Lotoski           | English / French                     | alotoski@clearview.ab.ca       |
| Mr. J. McClung            | Social Studies                       | jmcllung@clearview.ab.ca       |
| Ms. C. McDonald           | Physical Education                   | cmcdonald@clearview.ab.ca      |
| Mr. J. Melnyk             | Gr. 9 Core/Math/Science              | jmelnky@clearview.ab.ca        |

|                      |   |                                |
|----------------------|---|--------------------------------|
| Mr. D. Morris        | Drama/Comm.Tech./English/Student Services | dmorris@clearview.ab.ca        |
| Mrs. C. Murat        | Gr.9 Core / English / Social / French     | cmurat@clearview.ab.ca         |
| Mr. B. Nixon         | Gr. 8 Core/Hockey Academy/Outdoor Ed      | bnixon@clearview.ab.ca         |
| Mr. S. Olafson       | Gr. 8 Core/Hockey Academy/Outdoor Ed      | solafson@clearview.ab.ca       |
| Mr. B. Poapst        | Industrial Arts / Physical Education.     | bpoapst@clearview.ab.ca        |
| Ms. R. Radke         | ELA / PE / Computers / Homec              | rradke@clearview.ab.ca         |
| Mr. E. Rahn          | Art/Band/English                          | erahn@clearview.ab.ca          |
| Mr. B. Smith         | Automotive Tech / Industrial Arts         | bsmith@clearview.ab.ca         |
| Ms. N. Starling      | Gr. 7 Core / Math / Science               | nstarling@clearview.ab.ca      |
| Ms. L. Stayura       | Science / French                          | lstayura@clearview.ab.ca       |
| Mrs. C. Stewart      | Gr. 9 Core / PE / CALM                    | cstewart@clearview.ab.ca       |
| Mr. D. Teasdale      | Gr. 7 / Core / L.A./ Social / Math        | dteasdale@clearview.ab.ca      |
| Mr. J. Thibeau       | Math / Physical Education                 | jthibeau@clearview.ab.ca       |
| Mr. J. Thorne        | Gr. 9 Core / Math / Science               | jthorne@clearview.ab.ca        |
| Mr. M. VanLanduyt    | Construction Technology                   | mvanlanduyt@clearview.ab.ca    |
| Mr. C. VanZandbergen | Gr. 9 Core/Social Studies / L. A.         | cvanzandbergen@clearview.ab.ca |
| Ms. M. Weir          | Physical Education / Science              | mweir@clearview.ab.ca          |
| Ms. J. Younghans     | English / Social Studies                  | jyoungmans@clearview.ab.ca     |

## 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                                 |
| Ms. K. Allenby        | 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. L. Niehaus       | Teacher Assistant                                 |

Mrs. S. Osbourne  
Mrs. P. Ough  
Ms. K. Perry  
Mrs. M Spady  
Ms. C. Gilbertson  
Mrs. D. Gordon  
Ms. A. Tripp  
Mrs. K. Jack  
Mr. B. Webb

Caretaker  
Teacher Assistant  
Caretaker  
Education Exchange/Administrator Off Campus Ed.  
Family School Wellness Worker  
Caretaker (Outreach School)  
Teacher Assistant  
Teacher Assistant  
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 Monday, Wednesday and Friday 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 PRESIDENT**

Welcome back everyone from your summer holidays! I am Jenny Munholland and I will be your Student Council president for the 2018-19 school year. I know this year will be filled with many fun activities and I hope that we can all make new memories together as a student body. I have a great team and I know they will all be open to helping and making this year great for everyone. This year Elli Anderson will be our Vice President, David Zondag is our Secretary, Katie Satre is the Treasurer, Brooke Glasier and Bianca Brugman will be Senior and Junior High Social Events Committee Heads, Selena Sharp is our Spirit Day Committee Head, Kira Johnson will be the Fundraising Committee Head, and finally Hailey Ripley will be the Media Committee Head. All of these people will be more than willing to help you with any questions, concerns, or ideas you might have. Although our executive members have been chosen it is not too late to join Student Council! Anyone can join as a general member on any of the three committees (Fundraising, Social Events, or Spirit Days). We encourage participation and would be happy for many of you to come and join us on Student Council. I am looking forward to being your President this year and will do my best to represent you, meaning Pie Day will definitely be happening! I am looking forward to this year and know it will be a great one!

Your Student Council President,  
Jenny Munholland

# Junior High Programming

## Grade Academies

Each grade in junior high will be taught by a team of four teachers that provide core instruction and guidance in all areas of our students' education. Each team is selected to ensure strength in academic instruction in each of the four core subjects. The academy format allows for flexibility in organizing for instruction to meet the learning needs of our students. At the start of the year, each grade team will provide parents with further information about the organization for instruction.

### General Classroom Expectations for the Grade Academies

- Arrive on time, with appropriate materials, and be prepared and willing to work.
- Act responsibly and show respect at all times. The disruption of the learning environment will not be tolerated.
- Study for exams and quizzes, and complete all assignment requirements by designated due dates.
- Contribute to class discussions.
- Collecting and catching up on missed work when absent is the student's responsibility.
- Ask for help or clarification when needed. We are here to help you be successful.
- Rewrites are a privilege, not a right. Rewrites may be granted at our discretion if students demonstrate they have taken the time to relearn the material. The time required to fulfill these expectations will be the student's responsibility.

### Assessment of Student Learning

- Evaluation will include both formative and summative assessments.
- Formative assessment is required, is risk free, and will facilitate and enhance learning. This will provide students with an opportunity to learn, develop, and improve their knowledge and skills through provided feedback.
- Summative assessment will be used to measure the status of the students' learning and ultimately determine the mark for each course.
- A variety of methods will be used to monitor and report student progress. Specific criteria will be given for each assignment in each course.
- Incomplete assignments will be allocated as Not Handed In (NHI). Completion of these assignments is still a requirement and teachers will work with students to ensure learning outcomes are achieved.



## **Teacher Advisory (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 on Monday, Wednesday, and Friday for 30 minutes. The focus of each TA class will be one of the following:

- Life Strategies
- Core Support
- School Culture
- Literacy

### School Wide TA Project for 2018-19

In accordance with our school mission statement, "Educating individuals for a collective future" each Senior High TA class, paired with a Junior High TA class, will be assigned to clean the parking lot on a rotational 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.

## **Academic Support Programs**

Academic support programs will address the needs of junior high students who require assistance with academic learning, assignment completion, and basic skill development. Students will be referred to these programs through a collaborative discussion by grade academy teachers. The length of each program varies according to need. Parents will be notified when students are referred to one of these enhanced learning opportunities.

### Lunchtime for Learning

Lunchtime for learning is a program that provides support for students to assist with academic learning and successful achievement of grade level learning outcomes.

### Core Enhancement

Core enhancement is a program that supports students with enhancing their basic skills. An individual program will be developed to focus on specific needs that are identified by grade team academy teachers and will provide students with additional core instructional time.

### Literacy Intervention

Literacy intervention is a program that aims to address student delays in reading fluency, reading comprehension, and basic writing skills. Individual assessment results will determine the focus of instruction in these sessions.

## Attendance

*The staff and administration of Wm. E. Hay Stettler Secondary Campus believe that regular attendance is critical to support student learning.*

### Basic Premise

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

### **Absences**

Communication is required from parents or guardians stating a reason whenever a student is absent or is leaving the school during the school day.

Students leaving early must also communicate with their teachers or office staff.

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 calls, email, notes), parents/guardians will be informed in the following manner:

- a) School messenger 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.L., or Truancy Officer
- c) Attendance will be monitored once a month by the student's Teacher Advisor or the school administration. Students with a significant number of unconfirmed absences will be monitored by administration.

### **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.

### **Student Taking Holidays During School Days**

Students taking holidays throughout the school year are responsible for communicating with their teachers and completing all required work within a reasonable time period.

### **Entering the School Building in the Morning**

Students are expected to use either the main entrance on the north side of the building or the east entrance (bus students) which is unlocked in the morning only.

### **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.

### **Lunch Hour Procedures**

- ALL junior high students are expected to eat their lunch in the cafeteria for the first 15 minutes of the lunch period
- For the remainder of the lunch break, students may move throughout the school to supervised areas which include the learning commons, gymnasiums, cafe space, cafeteria, and west playground.
- We strongly encourage students to go outside during the lunch break to benefit from physical activity.
- 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. They are available to pick up at the main office.

## Wm. E. Hay Stettler Secondary Campus Fees for 2018-2019

- Locker and lock rental (Hallway and PE) \$ 5.00
- Technology fee \$ 15.00
- Students' Union Fees \$ 15.50
  - Student Union \$5.50
  - Athletic Board \$5.00
  - Fine Arts Board \$5.00
- Insurance \$ 1.50
- ID Card \$ 2.50
- Replacement ID card (if needed) \$ 5.00

### OPTION CLASS FEES

- Home Economics Grade 7 - 9 \$ 21.50
- Industrial Arts Grade 7 - 9 \$ 21.50
- Cosmetology Grade 7 - 9 \$ 16.00
- Fashion Studies Grade 9 \$ 15.50
- Art Grade 7 - 9 \$ 10.50
- Swimming Lessons Grade 7 - 9 \$ 40.00 (paid directly to Town of Stettler)
- Grade 9 Camp Grade 9 \$150.00
- Outdoor Ed Grade 8 & 9 \$ 12.50
- Hockey Academy Grade 7 - 9 \$275.00
- Band rental (optional if rented from school) \$ 50.00

## Student Recognition

### Academic Honors

Students who achieve an average of 80% or greater in the four core subjects, Language Arts, Mathematics, Science, and Social Studies, with three of the four marks being greater than 80%, will be eligible for academic honors.

### Athletic 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

**1 or 2 points** — Cross Country, Badminton, Track & Field, Archery

**1 point** — Athletic Board, Curling

### **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

## **General Information**

### **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. Replacement cards can be obtained from the office for a fee of \$5.00.

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 email.

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.

### **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.

### **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.

### **Visitors**

Parents and guardians are always welcome to our school. All visitors to the school must confirm their visit by reporting to the Wm. E. Hay Stettler Secondary Campus office and may be required to sign in.

## **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. Microwaves are also available in the cafeteria for students' use. Our cafeteria accepts cash or debit. An ATM is 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.

## **Bicycles, Scooters, Skateboards, and Hoverboards**

These are not to be used in the building. They can be used in supervised areas during the lunch break. 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.

## **Evacuations, Hold and Secure, 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.

### **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. Replacement cards can be obtained from the office for a fee of \$5.00.

### **Insurance**

Clearview Public Schools 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 COMMUNICATIONS

### Communicating with Staff

Parents are encouraged to communicate with classroom teachers or administration through email or calling the school and leaving a message with our office staff.

**Maplewood** - Students will be provided with a username and password to their Maplewood account where they can access current marks. Please communicate any demographic information changes to the office.

### SchoolMessenger - Calls, Texts, or Email

The Clearview App and SchoolMessenger App for iOS and Android now available! New tools set to increase communication to parents from schools.

Clearview Public Schools is excited to now share the Clearview App for iOS and Android phones. The new application will allow parents to directly access information on Clearview and schools using your phone or tablet device.

Features of the new Clearview App includes:

- Access school calendars for any school
- Access bus route information, including cancellations and delays
- Change how Clearview communicates with you for Email, phone or text
- Find information on Clearview Spotlights
- Receive all SchoolMessenger communications on your phone
- Access the “Parent Portal”, including information on schools fees and to log into the online payment of school fees

Included with the Clearview App is the SchoolMessenger App, a companion application. Once the companion app is installed, parents will be able to receive all messages on their phone from schools and teachers.

Parents will also be able to adjust their settings for school and teacher communications, and select which number and by which method (phone, text or Email) for Attendance, General, Survey or Emergency.

*Note parents MUST have provided their cell number AND Email to Clearview as contact information to use the SchoolMessenger App. Please contact your school if you need to provide this.*

To download the SchoolMessenger App, click on “Messages” (second screen) after installing the Clearview App. Once installed, parents will also now be able to choose how they receive messages: for example, if a parent prefers Email instead of voice for attendance calls, they can now select this themselves.

To download the Clearview App, click [HERE](#).

To download the SchoolMessenger App directly, click [HERE](#) (iOS) or [HERE](#) (Android).

### **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 at [wmehay.clearview.ab.ca](http://wmehay.clearview.ab.ca)

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 at [wmehay.clearview.ab.ca](http://wmehay.clearview.ab.ca)

### Social Media

We utilize **Twitter** and **Facebook** to inform parents of upcoming activities.

### Electronic Street Sign and LCD Monitors

Our electronic sign in the north parking lot and several LCD monitors located throughout the school provide updated school information.

### **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.

## GENERAL SCHOOL 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) Cooperate 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

### 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 And Appearance Code**

The dress code is intended to lead to a safe and respectful learning and teaching environment at Wm. E. Hay Stettler Secondary Campus. It is meant to exemplify the appropriate attire in society and the professional workplace. The dress code is based on principles of respect, inclusivity, safety, and cultural diversity; as outlined by Alberta Education and Clearview Public Schools. The dress code does not restrict in any way a student's right to dress in a manner that is prescribed by religious, cultural, ethnic or similar tenets and customs.

### **School Appropriate Dress:**

Students are encouraged to maintain dress and appearance appropriate for the professional atmosphere of the school. In particular, students must:

- wear clothing and jewelry in a manner that does not present either a health or safety risk to the individual wearing it or to others (e.g., jewelry must be removed for dance and physical education classes)
- shorts and sleeveless shirts may be worn as long as they adequately cover the body, underwear and cleavage should not be visible (e.g., shorts that are reasonable in length and tops that cover the midriff and chest);
- maintain good personal hygiene

### **School Inappropriate Dress:**

Inappropriate dress refers to a standard of attire which does not meet the school community standards of decency. Inappropriate dress at Wm. E. Hay Stettler Secondary School includes the following:

- attire with inappropriate logos or writing that depicts violence, profanity, sexual messages, racial or gender discrimination or discrimination of any kind;
- attire that otherwise demeans an identifiable individual or group;
- attire that fails to adequately cover the individual's body (e.g., the top must meet the bottom and the bottom must meet the top at all times so that underwear is not visible)
- appropriate shoes must be worn at all times unless directed otherwise for specific school/classroom activities

Administration has the responsibility of making the final determination as whether a student is in violation of the dress code. Any inappropriate accessories may be confiscated by the administration.

## **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                 |
| <b>WARNING BELL 8:55</b> |                           |                           |                           |                           |                           |
| 1                        | 9:00 11:30<br><b>CORE</b> | 9:00 11:45<br><b>CORE</b> | 9:00 11:30<br><b>CORE</b> | 9:00 11:45<br><b>CORE</b> | 9:00 11:30<br><b>CORE</b> |
|                          | 11:30 12:15<br>LUNCH      | 11:45 12:30<br>LUNCH      | 11:30 12:15<br>LUNCH      | 11:45 12:30<br>LUNCH      | 11:30 12:15<br>LUNCH      |
|                          | WARNING BELL 12:12        | WARNING BELL 12:27        | WARNING BELL 12:12        | WARNING BELL 12:27        | WARNING BELL 12:12        |
| 3                        | 12:15 1:30<br><b>E</b>    | 12:30 1:50<br><b>F</b>    | 12:15 1:30<br><b>E</b>    | 12:30 1:50<br><b>F</b>    | 12:15 1:30<br><b>E</b>    |
| 4                        | 1:30 2:00<br><b>TA</b>    | 1:50 1:54                 | 1:30 2:00<br><b>TA</b>    | 1:50 1:54                 | 1:30 2:00<br><b>TA</b>    |
| 5                        | 2:00 3:15<br><b>G</b>     | 1:54 3:15<br><b>H</b>     | 2:00 3:15<br><b>G</b>     | 1:54 3:15<br><b>H</b>     | 2:00 3:15<br><b>G</b>     |
| PM                       |                           |                           |                           |                           |                           |



## Morning Core Timetable - Grades 7



"Educating Individuals for a Collective Future"

2018-2019

## 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            |
| <b>WARNING BELL 8:55</b> |                      |                      |                      |                      |                      |
| 1                        | 9:00 10:13<br>A      | 9:00 10:20<br>B      | 9:00 10:13<br>A      | 9:00 10:20<br>B      | 9:00 10:13<br>A      |
|                          | 10:13 10:17          | 10:20 10:24          | 10:13 10:17          | 10:20 10:24          | 10:13 10:17          |
| 2                        | 10:17 11:30<br>C     | 10:24 11:45<br>D     | 10:17 11:30<br>C     | 10:24 11:45<br>D     | 10:17 11:30<br>C     |
|                          | 11:30 12:15<br>LUNCH | 11:45 12:30<br>LUNCH | 11:30 12:15<br>LUNCH | 11:45 12:30<br>LUNCH | 11:30 12:15<br>LUNCH |
|                          | WARNING BELL 12:12   | WARNING BELL 12:27   | WARNING BELL 12:12   | WARNING BELL 12:27   | WARNING BELL 12:12   |
| 3                        | 12:15 1:30<br>CORE   |                      | 12:15 1:30<br>CORE   |                      | 12:15 1:30<br>CORE   |
| 4                        | 1:30 2:00<br>TA      | 12:30 3:15<br>CORE   | 1:30 2:00<br>TA      | 12:30 3:15<br>CORE   | 1:30 2:00<br>TA      |
| 5                        | 2:00 3:15<br>CORE    |                      | 2:00 3:15<br>CORE    |                      | 2:00 3:15<br>CORE    |
| PM                       |                      |                      |                      |                      |                      |



## Afternoon Core Timetable - Grades 8-9



"Educating Individuals for a Collective Future"

2018-2019



# WM. E. HAY STETTLER SECONDARY CAMPUS

Principal: Mr. N. Baharally  
 Vice-Principal: Ms. B. Code  
 Tel: (403)742-3466

Vice-Principal: Mr. W. Aspenes  
 Vice-Principal: Mrs. D. Enyedy  
 Fax: (403)742-3260

## School Calendar 2017-2018

|                  |                    |   |
|------------------|--------------------|---|
| <b>AUGUST</b>    | <b>27-31</b>       | <b>No School - Professional Days</b>                                  |
|                  | <b>29 &amp; 30</b> | <b>Timetable Changes</b>  |
| <b>SEPTEMBER</b> | <b>3</b>           | <b>No School – Labour Day</b>   |
|                  | <b>4</b>           | <b>Orientation for Grades 10, 11, 12</b>                              |
|                  | <b>5</b>           | <b>Orientation for Grades 7, 8, 9</b>                                 |
|                  | <b>6</b>           | <b>Regular School day ALL Students/Picture Day</b>                    |
|                  | <b>27</b>          | <b>Semester 1 Open House/Meet the Teacher Night (4:00 -7:00 p.m.)</b> |
| <b>OCTOBER</b>   | <b>3</b>           | <b>Jr. High Magazine Sales/Cookie Dough Sales (Grades 7-9)</b>        |
|                  | <b>3</b>           | <b>Fall Awards (Grades 7-9) 7:30- 9:00 p.m.</b>                       |
|                  | <b>5</b>           | <b>No School - Professional Day</b>                                   |
|                  | <b>5</b>           | <b>Fall Awards (Grade 10-12) 7:30 - 9:00 p.m.</b>                     |
|                  | <b>8</b>           | <b>No School - Thanksgiving</b>                                       |
|                  | <b>18</b>          | <b>Early Intervention Letters Mailed Out</b>                          |
|                  | <b>24</b>          | <b>School Picture Retakes</b>   |
| <b>NOVEMBER</b>  | <b>1</b>           | <b>Parent Teacher Interviews (4:00 p.m. – 7:00 p.m.)</b>              |
|                  | <b>2</b>           | <b>No School – Professional Day</b>                                   |
|                  | <b>5</b>           | <b>Grad Ring Information Session (6:00 p.m. - 8:00 p.m.)</b>          |
|                  | <b>6</b>           | <b>Grad Ring Information Session (11:30 a.m. – 12:15 p.m.)</b>        |
|                  | <b>14</b>          | <b>ELAA Post Secondary (7:00 p.m. – 8:30 p.m.)</b>                    |
|                  | <b>15</b>          | <b>Report Cards</b>   |
|                  | <b>23</b>          | <b>School Closed</b>  |
|                  | <b>30</b>          | <b>Student Learning Conference Deadline (All Students)</b>            |
| <b>DECEMBER</b>  | <b>7</b>           | <b>No School – Professional Day</b>                                   |
|                  | <b>21</b>          | <b>Last Day of School Before Christmas Vacation</b>                   |
|                  | <b>22 - Jan. 6</b> | <b>No School – Christmas Vacation</b>                                 |
| <b>JANUARY</b>   | <b>7</b>           | <b>First Day back after Christmas Vacation</b>                        |
|                  | <b>23-30</b>       | <b>** FINAL EXAMS** (See Below)</b>                                   |
|                  | <b>31</b>          | <b>First Day of Second Semester</b>                                   |
| <b>FEBRUARY</b>  | <b>15</b>          | <b>No School - Professional Day</b>                                   |
|                  | <b>18</b>          | <b>No School Family Day</b>   |
|                  | <b>28</b>          | <b>Meet the Teacher Night (4:00 p.m. - 7:00 p.m.)</b>                 |
| <b>MARCH</b>     | <b>6-8</b>         | <b>Start of Grad Cap &amp; Gown Pictures</b>                          |
|                  | <b>7-8</b>         | <b>No School –Teachers Convention</b>                                 |
|                  | <b>14</b>          | <b>Early Intervention Letters Mailed Out</b>                          |
|                  | <b>23-31</b>       | <b>No School – Spring Break</b>                                       |
|                  | <b>25-26</b>       | <b>Continuing Cap &amp; Gown Grad Pictures</b>                        |
| <b>APRIL</b>     | <b>4</b>           | <b>Parent Teacher Interviews (4:00 p.m. - 7:00 p.m.)</b>              |
|                  | <b>8-11</b>        | <b>Grade 12 Portfolio Presentations</b>                               |
|                  | <b>17</b>          | <b>Report Cards</b>   |
|                  | <b>18</b>          | <b>No School - Professional Day</b>                                   |
|                  | <b>19</b>          | <b>Good Friday</b>  |
|                  | <b>22</b>          | <b>Easter Monday</b>  |
| <b>MAY</b>       | <b>17</b>          | <b>No School - Professional Day</b>                                   |
|                  | <b>20</b>          | <b>No School – Victoria Day</b>                                       |
| <b>JUNE</b>      | <b>11</b>          | <b>Color Night (7:30 p.m.)</b>  |
|                  | <b>12</b>          | <b>Fine Arts Gala (7:00 p.m.)</b>                                     |
|                  | <b>19-27</b>       | <b>** FINAL EXAMS ** (See Beside)</b>                                 |
|                  | <b>27</b>          | <b>Last Day of School for Students</b>                                |
|                  | <b>28</b>          | <b>Graduation 2019</b>  |
|                  | <b>29</b>          | <b>No School - Professional Day</b>                                   |

**\*\*PLEASE DO NOT SCHEDULE HOLIDAYS DURING EXAM TIMES \*\***






PLEASE PHONE THE ATTENDANCE LINE IF YOUR  
 CHILD WILL BE LATE OR ABSENT TODAY

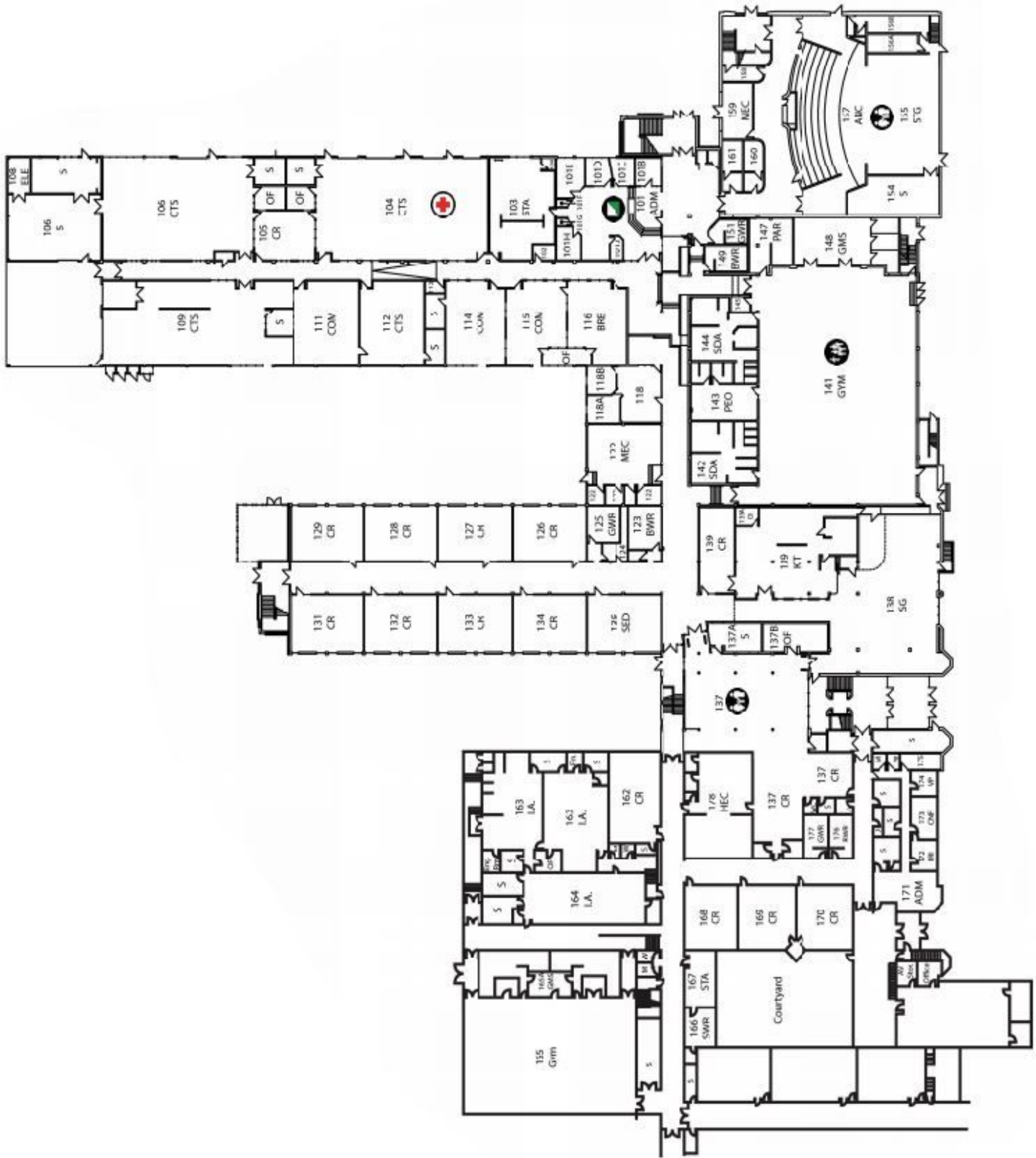
(403) 742-3476

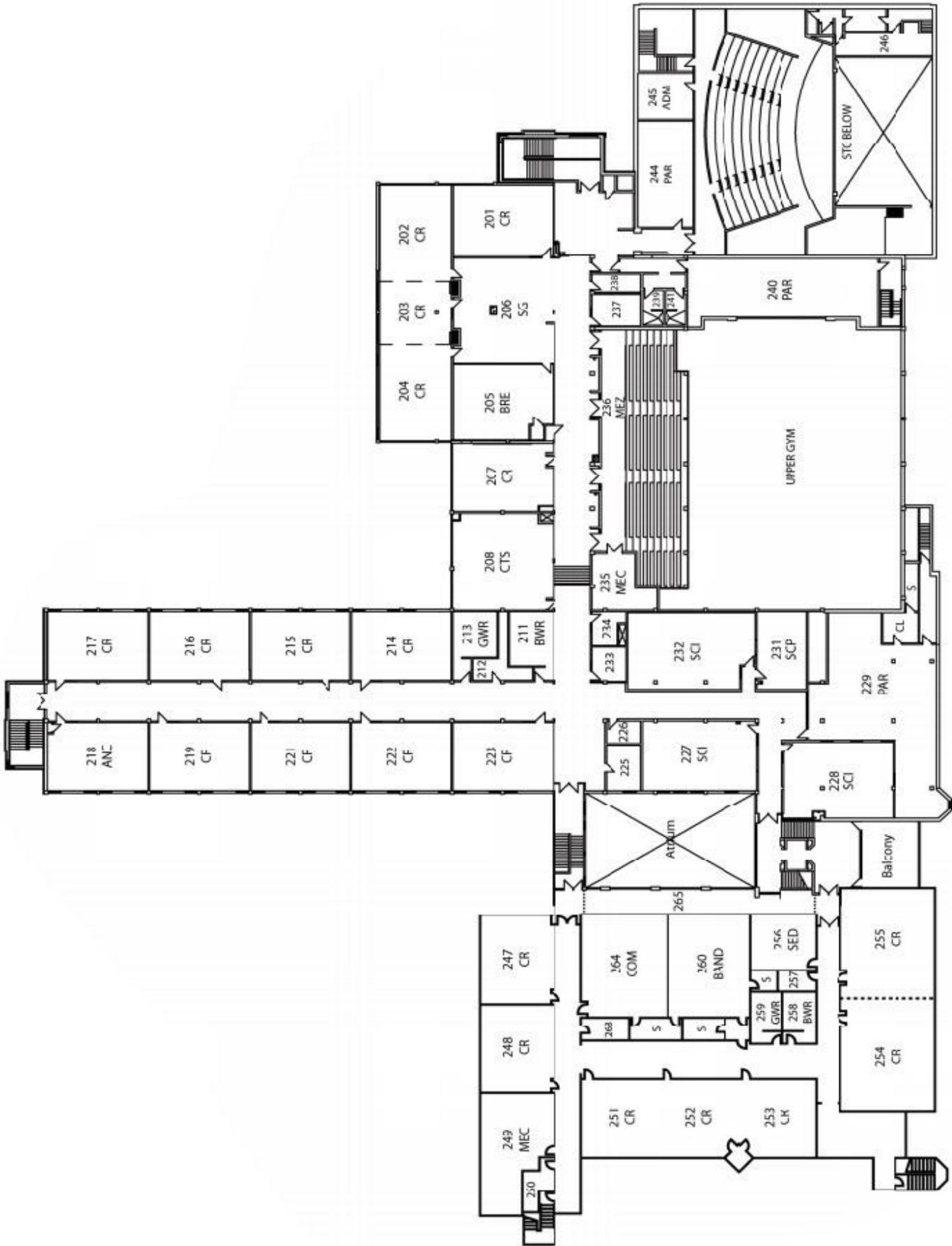


## Learning Calendar 2018 / 19

| August 2018   |    |    |    |    |    |    | September 2018 |    |       |    |    |    |    | October 2018  |    |    |    |    |    |    | November 2018 |    |    |    |    |    |    |
|---------------|----|----|----|----|----|----|----------------|----|-------|----|----|----|----|---------------|----|----|----|----|----|----|---------------|----|----|----|----|----|----|
| S             | M  | T  | W  | T  | F  | S  | S              | M  | T     | W  | T  | F  | S  | S             | M  | T  | W  | T  | F  | S  | S             | M  | T  | W  | T  | F  | S  |
|               |    |    | 1  | 2  | 3  | 4  |                |    |       |    |    | 1  |    | 1             | 2  | 3  | 4  | 5  | 6  |    |               |    | 1  | 2  | 3  |    |    |
| 5             | 6  | 7  | 8  | 9  | 10 | 11 | 2              | 3  | 4     | 5  | 6  | 7  | 8  | 7             | 8  | 9  | 10 | 11 | 12 | 13 | 4             | 5  | 6  | 7  | 8  | 9  | 10 |
| 12            | 13 | 14 | 15 | 16 | 17 | 18 | 9              | 10 | 11    | 12 | 13 | 14 | 15 | 14            | 15 | 16 | 17 | 18 | 19 | 20 | 11            | 12 | 13 | 14 | 15 | 16 | 17 |
| 19            | 20 | 21 | 22 | 23 | 24 | 25 | 16             | 17 | 18    | 19 | 20 | 21 | 22 | 21            | 22 | 23 | 24 | 25 | 26 | 27 | 18            | 19 | 20 | 21 | 22 | 23 | 24 |
| 26            | 27 | 28 | 29 | 30 | 31 | 23 | 24             | 25 | 26    | 27 | 28 | 29 | 28 | 29            | 30 | 31 | 25 | 26 | 27 | 28 | 29            | 30 |    |    |    |    |    |
|               |    |    |    |    |    |    | 30             |    |       |    |    |    |    |               |    |    |    |    |    |    |               |    |    |    |    |    |    |
| December 2018 |    |    |    |    |    |    | January 2019   |    |       |    |    |    |    | February 2019 |    |    |    |    |    |    | March 2019    |    |    |    |    |    |    |
| S             | M  | T  | W  | T  | F  | S  | S              | M  | T     | W  | T  | F  | S  | S             | M  | T  | W  | T  | F  | S  | S             | M  | T  | W  | T  | F  | S  |
|               |    |    |    |    |    | 1  |                |    | 1     | 2  | 3  | 4  | 5  |               |    |    |    |    | 1  | 2  |               |    |    |    |    | 1  | 2  |
| 2             | 3  | 4  | 5  | 6  | 7  | 8  | 6              | 7  | 8     | 9  | 10 | 11 | 12 | 3             | 4  | 5  | 6  | 7  | 8  | 9  | 3             | 4  | 5  | 6  | 7  | 8  | 9  |
| 9             | 10 | 11 | 12 | 13 | 14 | 15 | 13             | 14 | 15    | 16 | 17 | 18 | 19 | 10            | 11 | 12 | 13 | 14 | 15 | 16 | 10            | 11 | 12 | 13 | 14 | 15 | 16 |
| 16            | 17 | 18 | 19 | 20 | 21 | 22 | 20             | 21 | 22    | 23 | 24 | 25 | 26 | 17            | 18 | 19 | 20 | 21 | 22 | 23 | 17            | 18 | 19 | 20 | 21 | 22 | 23 |
| 23            | 24 | 25 | 26 | 27 | 28 | 29 | 27             | 28 | 29    | 30 | 31 | 24 | 25 | 26            | 27 | 28 | 24 | 25 | 26 | 27 | 28            | 29 | 30 |    |    |    |    |
| 30            | 31 |    |    |    |    |    |                |    |       |    |    |    |    |               |    |    |    |    | 31 |    |               |    |    |    |    |    |    |
| April 2019    |    |    |    |    |    |    | May 2019       |    |       |    |    |    |    | June 2019     |    |    |    |    |    |    | July 2019     |    |    |    |    |    |    |
| S             | M  | T  | W  | T  | F  | S  | S              | M  | T     | W  | T  | F  | S  | S             | M  | T  | W  | T  | F  | S  | S             | M  | T  | W  | T  | F  | S  |
|               | 1  | 2  | 3  | 4  | 5  | 6  |                |    |       | 1  | 2  | 3  | 4  |               |    |    |    |    | 1  |    |               | 1  | 2  | 3  | 4  | 5  | 6  |
| 7             | 8  | 9  | 10 | 11 | 12 | 13 | 5              | 6  | 7     | 8  | 9  | 10 | 11 | 2             | 3  | 4  | 5  | 6  | 7  | 8  | 7             | 8  | 9  | 10 | 11 | 12 | 13 |
| 14            | 15 | 16 | 17 | 18 | 19 | 20 | 12             | 13 | 14    | 15 | 16 | 17 | 18 | 9             | 10 | 11 | 12 | 13 | 14 | 15 | 14            | 15 | 16 | 17 | 18 | 19 | 20 |
| 21            | 22 | 23 | 24 | 25 | 26 | 27 | 19             | 20 | 21    | 22 | 23 | 24 | 25 | 16            | 17 | 18 | 19 | 20 | 21 | 22 | 21            | 22 | 23 | 24 | 25 | 26 | 27 |
| 28            | 29 | 30 | 26 | 27 | 28 | 29 | 30             | 31 | 23/30 | 24 | 25 | 26 | 27 | 28            | 29 | 28 | 29 | 30 | 31 |    |               |    |    |    |    |    |    |

|  |                |   |  |   |         |
|--|----------------|---|--|---|---------|
|  | Schools Open   |  | First instructional day of each semester |  | Holiday |
|  | Schools Closed |  | Professional Day (no students)           |   |         |





# 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.**

