

## PRINCIPAL'S MESSAGE

On behalf of the all the staff of Kateri Mission Catholic School I would like to welcome everyone back. Our new school motto "***We are the hand of Christ, working together for a better tomorrow***" sets the foundation for all that we do. Our dedicated staff works closely together to create a sense of family within our school community. We are a school dedicated to making decisions based on what is best for the students we serve. As a staff, we encourage all students to seek excellence in everything you do; schoolwork, behavior and in relationships with one another.

We have great students at our school! God has given each and every one of you many talents and gifts. Jesus calls us all to use our gifts in service to one another. Jesus also calls us to care for and love one another. Let us model this every day.

This Agenda is designed to help keep you organized and focused. Please make sure it is used daily.

Parents, we invite you to become an active member of our school community. It is only with the support and dedication of many people, that Kateri Mission School can be the wonderful place to learn and grow that it is.

May God bless you, guide you and give you wisdom and strength. We ask God to hold each of us in the palm of His hand as we begin this new school year.

In Christ,

***Mrs. C. Atkinson, Principal***

## DAILY PRAYERS / RELIGIOUS CELEBRATIONS

The school day at Kateri Mission Catholic School begins with staff and student prayer. The school holds regular school celebrations and offers the opportunity for the Sacrament of Reconciliation during Lent. All parents are welcome to attend school celebrations and to participate in Religion classes.

## DISTRICT THEME

### THREE YEAR THEME/VISION PLAN 2011-2013

Sowing Seeds of Justice

A District Wide Approach To Create Citizens for a Better World

- A) **Year 1 – The Sower** "Jesus, the one who teaches the word". Kateri will be involved in two activities in the first year: Collections (bringing relief of immediate needs) and Direct Service (directly filling needs in the community)
- B) **Year 2 – The Seeds** "The Gospel Mess of Good News." Kateri will be involved in two activities: Service of Empowerment (empowering People for Lasting Change) and Reflection and Analysis.)
- C) **Year 3 – The Soil** "The fertile ground, the Heart of People and world we can change" Kateri will be involved in an activity re: Advocacy for Structural Change.

<p><b>NEWSLETTERS</b> Newsletters are emailed to Junior High Parents at the beginning of each month. They can also be found on-line at <a href="http://www.gpcsd.ca/kateri">www.gpcsd.ca/kateri</a></p>
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## STUDENT CONDUCT

Kateri Mission Catholic School operates on the philosophy that all students have the right to learn and grow in self-discipline. To do so, each student must be in a school climate that is satisfying and productive, without disruptive behaviour by any student infringing upon the rights of others.

The home and the school share the responsibility for teaching appropriate and acceptable behaviours. At Kateri Mission students are expected to follow reasonable rules that are established for the benefit of the entire student body. They must recognize any behaviour that disrupts or distracts from the educational climate of the school is unacceptable. Students are bound to comply with Section 7 of the Alberta School Act which states the responsibilities of the student.

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

- a) be diligent in pursuing his/her studies
- b) attend school regularly and punctually
- c) co-operate fully with everyone authorized by the Board to provide education & other services
- d) comply with the rules of the school
- e) respect the rights of others

Failure to comply with expectations will result in logical consequences. Parents will be expected to provide support and assistance in helping students change the behaviour to reach acceptable standards. However, suspension and expulsion of students may be a consequence for behaviours.

According to the School Act Section 19:

A student may be suspended or expelled

- a) if in the opinion of the teacher, the principal or the Board, as the case may be, the conduct of the student does not comply with section 7 or
- b) for any other reason the teacher, the principal, the vice-principal or the Board, as the case may be, considers appropriate.

A teacher may suspend a student from one class period.

A principal and/or vice-principal may suspend a student from:

- a) one or more class periods
- b) one or more course or school programs
- c) school or d) riding in a school bus

## DRESS CODE

Dress in accordance with the following guidelines. Good social judgement includes knowing what is appropriate to wear, i.e. clean, neat, modest clothing free of offensive language. Spaghetti straps and bare midriffs are not acceptable. Straps on tank tops must be two-finger width. Shorts and skirts must be mid-thigh. No underwear should be showing. Hats are allowed outside the school only. Parents, please be aware of what your child is wearing before they leave home. We will ask a student to change or cover-up inappropriate clothing.

<p><b>MISSION STATEMENT</b> We are a Catholic Faith Community dedicated to learning and to achieving high standards by supporting one another.</p>
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## LUNCH HOUR POLICY

**Kateri Mission is a closed campus school.** Students are **not** permitted to leave the school grounds. **Only those students that live in the vicinity of the school will be** permitted (with parental consent) to leave the school grounds during lunch hour.

Students staying at school for lunch must eat in their classrooms. Eating is not permitted in the Gym, Library, or outside on Kateri Mission property. Students are expected to behave in a respectable manner during lunch time. If students choose not to follow our lunch rules, students will receive warning letters. After the third warning letter the child will not be allowed to stay at the school for lunch for a period of five days and a parent or guardian will have to pick the child up for lunch.

The school canteen is operated by D & D Lunchbox. **All students must pre-order** in the morning for that day, from the order forms in their classrooms.

During lunch hour recess, students are to go outside to their respective areas. Students are not permitted to leave the school grounds at this time. The school also organizes intramurals at noon-hour intermittently throughout the school year.

## COLD WEATHER POLICY

It is School Board Policy that all schools will remain open during all scheduled instructional days, regardless of temperature. Students will have recess outside unless it is raining or colder than -25 degrees, including the wind chill factor. **Please ensure adequate clothing is provided for your children.** Only during extreme cold or adverse weather conditions will students be allowed in early or be kept in during recess or noon breaks. Supervision begins at 8:30 a.m.

## BUSSING

For specific bus routes and times, please call First Student @ 780-532-3545. Students must live over 2.4 km from the school to qualify for a bus pass. Westpointe, O'Brien and Pinnacle students automatically qualify for a bus pass due to safety issues crossing Highway 40. Application forms for bus passes are distributed the first week of school and are available at the office.



## TELEPHONE USE

There is a student phone for use in the main lobby of the school. Students are permitted to use this phone before school begins in the morning, during lunch hour, and after school. Should students require the use of a telephone during instructional hours they may ask their classroom teacher to use a classroom telephone, or they may also ask to use a telephone in the office.

## CELL PHONE & TECHNOLOGY POLICY



It is school policy that all electronic devices (cell phones, IPODS, MP3 players, cameras, etc.) be turned off and left in student lockers during regular school hours. Any students found to have any of these devices on their person will have it confiscated and will have to arrange for parental pickup of the item from the school administration.

## **INTERNET POLICY**

We are pleased to offer students of the Grande Prairie and District Catholic Schools access to the district computer network for electronic mail and the Internet. To gain access to email and the internet, all students must obtain parental permission.



## **SEARCH OF SCHOOL LOCKERS**

The School and School District are responsible for maintaining an environment that is safe and conducive to learning. To that end, the school personnel adopt a zero tolerance policy toward weapons, alcohol, and illicit drugs at Kateri Mission Catholic School. Student lockers are the property of the School District and may be searched on a regular basis without warning. Any evidence gathered as a result of a search could be used by the school administration for discipline, or by the RCMP for criminal charges.

## **SMOKING/DRUGS/ALCOHOL**

Smoking under the age of 18 is illegal in Alberta. The School Board Policy #716 states that no one is permitted to smoke in any buildings owned by the School District. Students smoking in or around the school will be detained, possibly charged, and face disciplinary action.

The school and the School Board will not condone the use of alcohol or drugs at school or at any school function. In accordance with School Board policy, any students found to be in the possession of or under the influence of drugs/alcohol will face disciplinary action. When deemed necessary the School Board also reserves the right to conduct searches of lockers or property within the school premises.

## **ABSENCES/LATES**

Students are expected to attend ALL their classes. As per the School Act, the following are acceptable reasons for being absent from class:

1. Illness
2. Compassionate/Celebration related to immediate family e.g. funeral/wedding etc.
3. Medically related reasons e.g. dentist, doctor appointments, when such a visit cannot be made outside school hours.
4. School representative at an outside school event.
5. Individual e.g. Music Festival or community event with reasonable notice to and prior approval of the Principal.

Homework requests can be made through the office or classroom teacher before 8:30 a.m. Parents are asked to contact the school when students will be absent or late for any reason.

## GIFTED EDUCATION

Some students possess exceptional abilities. It is the responsibility of parents and teachers to recognize and respond to children who demonstrate characteristics of giftedness. Students who have exceptional intellectual ability, abundant creativity or a specific academic aptitude often require differentiated programming to realize their potential (Alberta Learning, *The Journey*, 2004, p.14). Information about different areas of giftedness, traits and needs common to gifted students and district identification and programming procedures, can be accessed through the district website at [www.gpcsd.ca](http://www.gpcsd.ca).

## SICKNESS, MEDICATION OR INJURY

Students who find it necessary to leave school because of illness, a doctor's appointment, or other excusable reason are required to report to the office, giving reason and expected time back.

If you are not feeling well during school hours, the school secretary must be notified and then arrangements will be made to notify parents or to arrange for transportation home.

School Board policy #709 states that non-prescription drugs will not be kept in the school by staff or students and will not be administered to students (i.e. Tylenol, Aspirin, etc.) The supervision of the administering of prescription medication will be ensured by the principal only upon written notification by the parent. Such medication is to be kept in the school office.

In the case of any injury sustained during school hours or at a noon supervised activity, a member of the staff will accompany the student to the Hospital Emergency Department if such action is deemed necessary. A parent will be contacted, if possible. All injuries must be reported to the teacher in charge.

## PROGRESS REPORTS

In an effort to keep parents informed of student progress and to provide parents with ample opportunities to support their children, teachers will provide students/parents with preliminary progress reports. Junior High parents can also access **Power School** to check attendance and marks. As an addition to Report Cards, Parent-Teacher interviews, and personal contact home made by the teacher, these reports are issued at the mid-point of each of the Reporting Periods to ensure that parents are informed of student progress prior to Report Cards.

**\*Subject teachers are not limited to one progress report per reporting period and may use them at any time to address those students who show signs of experiencing difficulties in specific areas.**

## SCHOOL PROPERTY

Kateri Mission Catholic School is a reflection of its students. The appearance of the school and school grounds depends upon the students. Please respect school property and treat it as your own. Students who deliberately damage school property will be charged for such damages. Please note that parents are ultimately held responsible for damage caused by their own children.

The Alberta School Act Section II states:

If property of the Board is destroyed, damaged, lost or converted by the intentional or negligent act

- a) of 1 student, the student and his/her parent are jointly and severally liable to the Board in respect of the act of the student, or
- b) of 2 or more students acting together, the students and their parents are jointly and severally liable to the Board in respect of the act of the students.

## HOMEWORK

In keeping with the goals of secondary education, at the junior high level, homework is seen as a necessary extension of class work. It is essential for the maturing student to develop an ability to work independently as it will prepare the student for school success, future careers, and life goals.

The primary purpose of homework is to reinforce concepts learned in school realizing that:

1. Learning is not restricted to the classroom.
2. Students struggling with some concepts may require more enforcement at this time.
3. Students struggling with many concepts may find an imposing extension of their school day at home through extensive homework to be counterproductive.
4. The more rigorous the academic program aspired to, the more reinforcement activity required to maintain high standards of achievement.

The following homework guidelines have been established at Kateri Mission School:

Grades 4-6           Should not exceed 30-40 min./night

Grades 7-8           Should not exceed 1 hr./night

Parents are asked to assist the school in this respect by providing time and the opportunity for their children to study at home whether homework has been formally assigned or not. All teachers will outline their homework expectations to students and parents during the first four weeks of classes.

After 3 missed assignments, teachers will be in contact with parents via phone or email. Should you wish to receive emails regarding your child's progress please email the school using the address on the school website.

After warnings have been recognized by administration and communicated to the student and parent by the teacher a student falling behind in class work will be **removed** from all classes **until good standing status** in this course is regained.

The GPCSD website ([www.gprcsd.ca](http://www.gprcsd.ca)) also provides students/parents with links to learning resources and curriculum information. Many of these tools can be utilized by students and parents to improve student learning and to address individual student needs.

Learn Alberta – Login: LA23

Password: 9150

<p><b>TRANSPORTATION</b> Students <b>must</b> wear bike helmets when riding bikes, scooters and roller blades to school. <b>Skateboards and healties are not allowed at school.</b></p>
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## 2011-2012 SCHOOL CALENDAR

Aug. 31	First Day of School – Gr K-8
Sept. 5	Labour Day – School Closed
Sept. 6 & 7	School Pictures
Sept. 8	Back to School BBQ & Meet the Teacher @ 6:00 p.m.
Sept. 12	Staff Meeting- Dismissal-2:31 p.m.
Sept. 28	Opening Mass St. Joes Church-10 a.m.
Sept. 28	Terry Fox National School Day Run
Oct. 3	Staff Meeting–Dismissal–2:31 p.m.
Oct. 6	Thanksgiving Day Celebration-9:30 a.m.
Oct. 7	Staff Faith Day – School Closed
Oct. 10	Thanksgiving Day – School Closed
Oct. 28	Staff PD Day – School Closed
Nov. 7	Staff Meeting–Dismissal–2:31 p.m.
Nov. 9	Remembrance Day Celebration-11 a.m.
Nov. 10	Day Off in Lieu of PTI's – School Closed
Nov. 11	Remembrance Day – School Closed
Nov. 18	Report Cards Issued
Nov. 22&23	Parent/Teacher Interviews 4-7 p.m.
Nov. 24	Week 1 Advent Celebration-10 a.m.
Nov. 25	Staff PD Day – School Closed
Dec. 2	Week 2 Advent Celebration-11:30 a.m.
Dec. 5	Staff Meeting–Dismissal–2:31 p.m.
Dec. 9	Week 3 Advent Celebration-11 a.m.
Dec. 14	Christmas Family Fun Night-6-8 p.m.
Dec. 16	Week 4 Advent Celebration-1 p.m.
Dec. 17-Jan. 2	Christmas Break – School Closed
Jan. 9	Staff Meeting-Dismissal-2:31 p.m.
Feb. 6	Staff Meeting–Dismissal–2:31 p.m.
Feb. 10	Staff PD Day – School Closed
Feb. 17	Staff PD Day – School Closed
Feb. 20	Family Day – School Closed
Feb. 21	Shrove Tuesday
Feb. 22	Ash Wednesday Celebration-9:15 a.m.
Mar. 5	Staff Meeting–Dismissal–2:31 p.m.
Mar. 8&9	Teachers' Convention – School Closed
Mar. 16	Report Cards Issued
Mar. 20&21	Parent/Teacher Interviews 4-7 p.m.
Mar. 23	Day Off in Lieu of PTI's – School Closed
Apr. 2	Staff Meeting-Dismissal-2:31 p.m.
Apr.6-15	Easter Break – School Closed
Apr. 16	Resurrection Celebration-10 a.m.
Apr. 17	Kateri Day Celebration-2:15 p.m.
Apr. 27	Staff PD Day – School Closed
May 7	Staff Meeting-Dismissal-2:31 p.m.
May 18	Staff PD Day – School Closed
May 21	Victoria Day – School Closed
May 24	Mary Celebration-1:30 p.m.
June 4	Staff Meeting-Dismissal-2:31 p.m.
June 20	Year End Mass St. Joes Church-10 a.m.
June 20-27	Junior High Exams
June 28	Last Day For Students - Report Cards Issued