

AESS Staff 2009 - 2010



School Leadership Team

Mrs. P. Graham
 Mr. P. Verde
 Mr. G. Lawley
 Ms. P. O'Brien

Principal
 Vice-Principal, (Physics)
 Counsellor and Student Services (Planning)
 Counsellor (Planning)

Teaching Staff	Room	Subject
Ms. J. Atyeo	118	Grade 7-Science, LA / PE, Math
Mr. K. Axford	Band	Music
Ms. B. Bean	Wood Shop / 122	Wood Technology, IT
Ms. A Dhillon	209	English, Directed Studies
Mr. W. Evans	106	Science, Biology
Mr. A. Sidhu	Gym	PE, Science, Math
Ms. T. Fox	Art Room / 123	Art, Visual Arts, Photography
Mrs. P. Frey	151	Special Ed and Learning Assistance
Mrs. C. Houston	219	Social Studies/Special Ed
Mr. G. Johnson	Gym / 121	Grade 7-English, PE / IT
Ms. S. McIntosh	Foods Room	Foods, Tourism
Mr. A. McLachlan	207	Social Studies, History, Social Justice
Mr. D. Penner	109	Science, Chemistry, Math
Mr. K. Dickey	116	Science, Math, Earth Science, PE
Mr. P. Sexton	218	English, Leadership
Mr. R. Tunbridge	208	English, Law
Mr. B. Watson	117	Math
Mrs. R. Watson	119	Grade 7-Math, Socials / Planning, Entre.
Ms. A. Webber	219/121	Social Studies
Mr. P. Wiley	Gym / pt 2	PE, Corrective Reading, ESL
Mrs. E. Wood	Library	Librarian, Work Experience, Grad Portfolio
Mr. T. Yost	Metal Shop	Tech. Ed., Auto Mechanics
Mr. A Zaki	120	French

Special Education Assistants:

Mrs. J. Morris
 Mrs. T. Price
 Mrs. N. Conlin
 Mrs. S. Martin

Child Care Counsellor:

Mrs. C. Harris

Office Staff:

Mrs. B. Deschenes
 Mrs. L. Dale

First Nations Support Workers

Ms. C. George
 TBA

Welcome to Agassiz Elementary-Secondary School!

The AESS staff is looking forward to an exciting and rewarding academic year. We care about our students and strive to prepare you for a successful future in a changing world. We have designed this planner to contain information and guidelines that will enable you to set and achieve high and realistic educational goals for yourself. Here are some suggestions to help you make the best use of it.

- Read through all of the information and carry the booklet to all classes.
- Use the dated pages to help you keep track of all assignments and events.
- Use your record of achievement charts in the back of the booklet to record your marks.

MISSION STATEMENTS

SCHOOL DISTRICT NO.78 MISSION STATEMENT

School District No.78 (Fraser Cascade), in cooperation with the community, promotes an educational environment that fosters a love of learning, personal integrity, a strong self-concept and respect for the dignity of others, encouraging each student to reach his or her potential.

AGASSIZ ELEMENTARY-SECONDARY MISSION STATEMENT

Our School is committed to providing a caring and supportive learning environment that enables all students to achieve their individual potential.

AGASSIZ ELEMENTARY SECONDARY SCHOOL CODE OF CONDUCT

Agassiz Elementary Secondary School's Code of Conduct is organized and operated on the assumption that students are responsible members of the community and attend with a desire to participate and learn.

This means that students at AESS must accept personal responsibility for learning, for attending classes and for completing work and assignments. In doing so students are expected to respect the rights of all members of the school community. Our Code of Conduct lists fundamental rights of individuals while emphasizing their responsibilities in creating an environment that promotes excellence for all members of the school community.

- A. **I have the right to:** live and work in an atmosphere of mutual respect and courtesy.
Therefore I have the responsibility to: show respect to students, parents, staff, guests, and my school.
- B. **I have the right to:** be safe and secure from threatening and abusive behaviour.
Therefore I have the responsibility to: involve myself in positive conflict resolution and know the REAL MATRIX.
- C. **I have the right to:** live and learn in an atmosphere free of foul language, harassment and discrimination.
Therefore I have the responsibility to: conduct myself in a respectful manner.
- D. **I have the right to:** live in an environment where the school and surrounding property are free from vandalism and litter.
Therefore I have the responsibility to: be respectful of the school community and recognize that vandalism of the school, private and surrounding property is a crime.
- E. **I have the right to:** learn in an orderly environment free from unnecessary interruptions or delays.
Therefore I have the responsibility to: arrive on time with a positive attitude towards work and learning so I can achieve success.
- F. **I have the right to:** work in an environment free of drugs alcohol, and smoke.
Therefore I have the responsibility to: avoid any contact with drugs and alcohol at school or during extracurricular activities and be aware that the school property is a smoke free environment.
- G. **I have the right to:** privacy and security of personal space.
Therefore I have the responsibility to: respect the property and privacy of others.
- H. **I have the right to:** represent my school with pride.
Therefore I have the responsibility to: conduct myself in an appropriate manner on my way to and from school, while at school, and during extra curricular activities.

AESS INTRAMURAL SYSTEM

To promote a sense of connection to the school and to fellow students and through healthy competition, AESS has an intramural program. AESS students (and staff) will compete in a variety of activities such as volleyball, badminton, floor hockey etc. We hope to increase:

- Participation and attendance at sporting events
- Participation on any of the three honour rolls
- Inspiring individuals and other awards
- Intramural competition
- Academic achievement
- Homerooms will be attached to a regular block so that students know their homeroom teacher and see them on a regular classroom basis. Homerooms will be held when necessary. These homerooms are opportunities to conduct school business, to get student input and to hold seminars and sessions that support a positive climate at AESS
- Grade 7 students are also assigned to homeroom teachers.



POSITIVE BEHAVIOUR SUPPORT

The foundation of our Code of Conduct is our Positive Behavioral Support (PBS) system. PBS is a proactive systems approach to preventing and responding to school and classroom discipline problems. Emphasis is directed towards developing and maintaining learning environments where teachers can teach and students can learn.

One main aspect of PBS is the adoption of an acronym for the school, which illustrates the positive traits expected from all who “work” in the building. AESS students created and chose R.E.A.L. as our acronym. The R stands for respect, the E for effort, the A for attitude, and the L for leadership. Each word becomes a guide for behaviour in the school. The staff has developed a matrix (see following page), which identifies the areas at school and where we will expect students to comply with R.E.A.L. Two location types are identified and behavioural expectations for each location corresponding to each acronym letter are given. All students will be familiar with the behavioral expectations. All students will be familiar with the behavioural expectations. School personnel will also be familiar with the behavioural expectations and have the ability to recognize/reward those who are displaying R.E.A.L. behaviours.

THE *R.E.A.L.* MATRIX

	<u>INSTRUCTIONAL TIMES AND PLACE</u>	<u>NON-INSTRUCTIONAL TIMES AND PLACES</u>
RESPECT	<ul style="list-style-type: none"> • let the teacher teach • let your classmates learn • be courteous • treat property with care 	<ul style="list-style-type: none"> • be aware of the needs/concerns of others • behave safely • be courteous • treat property with care
EFFORT	<ul style="list-style-type: none"> • work through the entire class • complete all work on time • plan for daily activities • keep work organized and neat 	<ul style="list-style-type: none"> • include others in conversations and activities • be committed to teams, clubs and activities • plan for daily activities • use garbage cans and recycle
ATTITUDE	<ul style="list-style-type: none"> • be a willing participant • accept personal responsibility • accept that all individuals are unique • treat others fairly 	<ul style="list-style-type: none"> • be a peacemaker • take pride in our school • accept that all individuals are unique • treat others fairly
LEADERSHIP	<ul style="list-style-type: none"> • take initiative • be a positive example for others • encourage others to be involved • encourage/practice positive risk taking 	<ul style="list-style-type: none"> • encourage and support others • be a positive example for others • include everybody • invite participation in school clubs and activities.

EXPECTATIONS, RULES AND POLICIES

We strive to create a safe and respectful learning environment at Agassiz Elementary Secondary School. We consider the following acts to be serious breaches of the Code of Conduct, School Board Policies and/or the Criminal Code of Canada and students who commit these acts can face severe disciplinary actions including suspensions, transfers and expulsions. Please be advised that as a matter of policy (SB Policy 7400), the RCMP will be notified of any illegal activities and may choose to conduct their own investigation.

1. The use, involvement with or possession of drugs, alcohol or intoxicants. This includes being in possession of illegal drugs or alcohol, selling prohibited substances, being under the influence of drugs, alcohol or under suspicion of using drugs, alcohol or intoxicants by association, smell or behaviour.
2. Theft, fighting, assault, vandalism or other acts that threaten the safety of staff and students and their property.
3. Possession or use of a weapon on or near school grounds or during any school sponsored activity. Please note that SD#78 defines a weapon as:
 - anything that is used, can be used, or is designed to put someone in fear; or
 - anything used or intended for use in causing death or injury to persons whether designed for that purpose or not; or
 - anything used, or intended for use, to threaten or intimidate any person and, without restricting the generality of the foregoing, includes any replica weapon or firearm as defined in section 84 of the Criminal Code.
4. Repeated interference/disturbance of the learning process.
5. Physical or verbal intimidation or harassment of another student or staff member.
6. Outright defiance of a staff member.
7. Violation of fire or safety regulations.
8. Continual failure to apply oneself to one's studies.



STUDENT ATTENDANCE

It is expected that you will attend, on time, to all your classes. School is your first priority and we request that you make every effort to schedule appointments, driving lessons, interviews, etc outside of class hours. However, if it is unavoidable that you will arrive late, then we request a phone call from your parent or guardian and you need to sign in at the office. Should you need to leave the school during regular school hours, you must obtain an Early Dismissal Slip from the office before school begins on the day in question. If you arrive at school part way through the morning or afternoon, you must report to the office before going to class.

There is a sign in and sign out book at the office. If you leave the building or arrive late for any reason you are expected to sign in/out. Failure to do so is considered an unauthorized absence and will be dealt with as truancy.

Should you have an unauthorized absence from school, you will not be permitted to participate in any extra-curricular activity held that day or evening. This includes games, fieldtrips and dances.

A.M. AND P.M. BREAKS

Your breaks are 5 minutes long and you are not allowed to leave the grounds without permission from the office. Breaks are a privilege which you can lose.

TRUANCY

At AESS we expect that you attend your classes. If you are truant the school will contact your parents or guardians. If you are truant you are expected to contact the teachers of your missed classes and make up any missed time or work that they assign. Be prepared for teacher consequences. If truancy becomes a chronic problem, then you can expect any one or more of the following consequences:

- i) A consequence from an administrator
- ii) Disqualification from membership on school teams or participation in extra-curricular activities
- iii) Removal of lunch privileges
- iv) Making up the time after school
- v) Attendance contracts signed by yourself and a parent/guardian
- vi) Informal and/or formal suspensions
- vii) Referral to School and District Student Placement Committees for alternate placement.

TARDINESS

Should you arrive after the start of school in the morning or afternoon, it is expected that you report to the office for a late slip. On the third late without a legitimate excuse students will make up time at lunch or after school with the classroom teacher. At the start of Term 3 students will start fresh and on the second late without a legitimate excuse students will make up time at lunch or after school with the classroom teacher. Further consequences will be assigned to students for excessive non-excused tardiness. The office does not issue late slips to students tardy from 5 minute breaks. However, you can expect consequences established by the teacher.

PLAGIARISM

Plagiarism refers to presenting somebody else's thoughts, words, or any other creation as your own work. Computers have added to the plagiarism problem through Internet access and "copy and paste" technology. Even submitting your own work for more than one course, unless your teacher gives you permission in advance, is considered to be plagiarism. Plagiarism is a serious academic offense, and the usual minimum penalty is a failing mark for the assignment. Your teachers will spend some time in your class at the beginning of the school year discussing how to avoid deliberate or accidental plagiarism.

SCHOOL DRESS CODE

Everyone who attends AESS is expected to refrain from wearing clothing that detracts from the school educational environment. This includes clothes with pictures or slogans that may be offensive, that promote alcohol, drugs, or violence, or that provide insufficient coverage. Hats may not be worn in classrooms, the school office, or the gymnasium during school hours. In general, it is expected that all faculty, staff and students will dress in an appropriate manner, as the school is a place of business.

CELL PHONES, MP3 PLAYERS & CAMERAS

Cell phones, MP3 players & Cameras are not permitted in classes. Cell phones are to be turned off or set to manner mode and left in lockers during instructional time. You may use your cell phones before and after school, on breaks and at lunch as long as they do not become a distraction. MP3 players and cameras are to be kept in lockers. Students who have cell phones (MP3) that ring in lockers or disrupt the learning environment of the classroom will be asked to take their phone to the school administrators. At this time it will be explained to the students that they have a choice to store the phone for a week at the school or they will no longer have

their phone visible at school. Students will be encouraged to pick a solution that will work for them. A repeat violation of this policy will demonstrate defiance and will be dealt with up to and including suspension in accordance with **School Board Policy #7200: Suspension of Students**.

CHANGE OF COURSE POLICY

In a small school, changes to your timetable can be very difficult, especially as the year progresses. Therefore, you have been advised to make careful choices when registering for elective courses. Considerable time and effort have gone into providing you with the courses that you requested.

Once you have begun your course there is no guarantee that the school can accommodate changes, and any changes that are made are made through special permission of administration and counselling. Your parents/guardians will need to sign the change of course forms.

GRADING SYSTEM

As a general rule, promotion or graduation will be determined by the year's work as indicated by the term results and school and provincial final examinations.

Teachers conduct continuous evaluation of the students' progress throughout the year.

Students will write final exams at the end of each semester and in June for year long courses. Students earning a "B" in their class work may be recommended by their teachers and excused from writing the final exam for that course. The Ministry of Education also mandates exams in the following courses:

Communications 12	English 12	Social Studies 11	Math 10 Principles
Math 10 Essentials	Science 10	English 10	

All other Government Exams are optional.

REPORT CARDS

There are four reporting periods for each grade in a school year: Sept-Nov, Nov-Jan, Jan-April, and April-June. Parents are encouraged to confer with a teacher at any time, and are welcome to contact the school counselors for arranging appointments and providing updates. Each staff member also has voicemail and email available for messaging. Please check our website (aess.bc.ca) for teacher email addresses.

The first interim reports (halfway through term 1) will be mailed home. Further interims will be issued to students between reporting periods. Teachers often request that parents sign and return the reports to confirm receipt of the interim.

TIMETABLE

Our master timetable is constructed with the following factors in mind:

- a) the curricular requirements of students
- b) the individual choices of all the students,
- d) staff expertise and availability,
- e) school facilities and equipment.

Some items of information concerning our timetable: AESS is a hybrid school. A linear year schedule is in place for Grades 7 to 9 and a semester system from grades 10-12. At the grade 10 level there is an options of linear and semester. We run four periods a day and operate on a four-day system for Grades 7-9 and a two day system for grades 10-12. We 'flip' the blocks so that students do not have the same subject at the same time all year. The block schedule is clearly laid out in the student agenda book to avoid confusion. It is also posted at the office.

BELL SCHEDULE

8:30 am	Warning Bell
8:35-9:53 am	Block 1
9:53-9:58 am	Break
9:58-11:16 am	Block 2
11:16-11:55 pm	Lunch
12:00-1:18 pm	Block 3
1:18-1:23 pm	Break
1:23-2:41 pm	Block 4

In reporting periods one and three, the block schedule looks like this:

Day 1	Day 2	Day 3	Day 4
1234	5678	4321	8765



In reporting periods 2 and 4, the block schedule looks like this:

Day I	Day II	Day III	Day IV
2143	6587	3412	7856

EXAMINATION POLICY

- All students are required to be present for all tests throughout the year.
- If a student is absent and missed a test, he/she must bring a parental or medical note.
- Generally only medical excuses (from a doctor or parent/guardian) are accepted.
- Regardless of the reasons for the absence (field trips, illness, etc), students shall be expected to make up the test

PROMOTIONS

- Grade 7 students are promoted by grade. The teachers' recommendation carries a great deal of weight in Grade 7 promotions.
- At the Grade 8 level, students will be promoted by grade and not course. If a student passes a minimum of four constants (Eng., S.S., P.E., Sc. & Ma.) and one elective, or three constants and two electives, she/he may be promoted to Grade 9. Students who receive 4 or less total course credits, or two or less constant course credits, may be reassigned to Grade 8.
- Promotions between grades 9-12 are by course.



Letter Grades and Final Reports:

A: 86 - 100%

The student demonstrates excellent or outstanding performance in relation to expected learning outcomes for the course or subject and grade.

B: 73 - 85%

The student demonstrates very good performance in relation to expected learning outcomes for the course or subject and grade.

C+: 67 - 72%

The student demonstrates good performance in relation to expected learning outcomes for the course or subject and grade.

C: 60 - 66%

The student demonstrates satisfactory performance in relation to expected learning outcomes for the course or subject and grade.

C-: 50 - 59%

The student demonstrates minimally acceptable performance in relation to expected learning outcomes for the course or subject and grade.

I: In Progress/Incomplete

The student has not provided the teacher with enough material to determine whether or not the student can meet the learning outcomes of a course. Additional time is required to meet the expected learning outcomes for the course or subject and grade. Parents will be contacted and students will be given a list of the work that they need to do, as well as a reasonable timeline to complete it. Failure to complete the work in the time allotted will result in an 'F'.

F (Failed or Failing) The student has not demonstrated, or is not demonstrating, the minimally acceptable performance in relation to the expected learning outcomes for the course or subject and grade. F (Failed) may only be used as a final grade if an 'I' has been previously assigned.

W (Withdrawal) According to the policy of the board, and upon request of the parent of the student or, when appropriate, the student, the administrative officer in charge of a school may grant permission to a student to withdraw from a course or subject.

SG (Standing Granted) Although completion of normal requirements is not possible, a sufficient level of performance has been attained to warrant, consistent with the best interests of the student, the granting of standing for the course or subject and grade. Standing granted may be used in cases of serious illness, hospitalization, late entry or early leaving, but may only be granted by an adjudication process authorized by the administrative officer in charge of the school.

TS (Transfer Standing) May be granted by the administrative officer in charge of a school on the basis of an examination of records from an institution other than a school as defined in the *School Act*. Alternatively, the administrative officer in charge of a school may assign a letter grade on the basis of an examination of those records.

Success and The Senior Student

All staff at AESS work very hard to provide you with every opportunity to succeed. There does, however, become a time when responsibility for success naturally shifts from parents and teachers to students. There is a new graduation program in place and credits earned in grade 10 now count towards graduation. In these three years you must complete 80 credits, complete a portfolio and write a minimum of four provincial exams. As a student you need to realize that you will succeed or fail based on the effort that you put in. Failure to apply yourself to your studies, skipping, tardiness and failing to seek help when you need it will make these three years very difficult. Teachers, counsellors, administration and support staff are here to help. But the only one who can ensure your success is you.

COUNSELLING SERVICES

Mr. Lawley and Ms. O'Brien are our school counsellors. They are prepared to assist you in course selections, career planning, personal counselling and other issues that you may be experiencing. Their experience, training, and library of materials can be of great benefit to students.

SPECIAL EDUCATION SERVICE

Adapted Program, Modified Program and Special Education Services information is available in our Course Planning Document or from the school.

ALTERNATE PROGRAMS

The Alternate Program is housed at Adult Education Center. It is for students who have a hard time succeeding in the regular school environment. This program offers basic academic programs, behavioural modification, social and recreational development, job training skills and work experience, and personal counselling on an ongoing basis. Some students register full-time at AEC while others attend part time at both AEC and AESS. AEC is another option for older students who have difficulty in the regular school environment. Information on both programs is available at AESS.

STUDENT PROJECT FEES

The School Board of District 78 has approved THE FOLLOWING FEE STRUCTURE FOR THE 2009-2010 SCHOOL YEAR.

BAND FEES	
(a) Instrument Rental	Flat rate annual fee of \$70 per instrument
(b) Summer Rental (July & August)	\$20
(c) Uniform Fee	\$10
CERTIFICATES (Superhost, tourism, etc.)	\$10 - \$25
STUDENT FEE	\$25 this includes the student planner, student phone, student council, student activities such as BBQs, locker and lock rental, and judicious use of computer printing.
ELECTIVE COURSES (Secondary)	Project fees may be levied for optional project materials over and above basic required

	materials supplied by the school.
ATHLETIC FEES	Senior (grades 10, 11, 12) \$50
See coach for specific details regarding particular sports.	Grade 9 \$30.00
	Grade 8 \$30.00
	Grade 7 \$10.00

STUDENT COUNCIL

STUDENT COUNCIL- The Student Council is your organization. The success and tone of school activities depends greatly upon the students who represent you, and upon how you join in to support those activities.

Elections for Student Council officers are in the spring. We encourage you to become involved in Student Council and help make A.E.S.S. a great place for students.

MISCELLANEOUS

1. Medical Room - Approval to use the medical room must first come from the subject teacher and then from the office. If possible, parents will be contacted to take their son or daughter home.

2. Early Dismissal - If a student must leave the school during the day, this procedure is to be followed:

- a) Obtain Administration Slip from office and have office staff complete it before morning class
- b) Present slip to teacher when time to leave approaches and have teacher sign the slip.
- c) Check back into the office upon your return to school.

3. Telephone - A pay telephone and a free student phone are provided in the hall outside of the office for student use during non-class time. Students may only use the office phone in cases of emergency.

4. Physical Education Classes - All students, except those in grade 11 and 12, are required to attend P.E. classes and have the necessary dress for these activities. The only valid excuse not to take P.E. is a written statement from a medical doctor. Non-participation will result in loss of credit for the P.E. course.

5. Spare blocks - All students are to take a full program of 8 courses in grades 7-11. Some Grade 12 students, with parent and administration approval, may be given a spare period or block in which no class is assigned during the second semester. Only one (1) spare is allowed. Parents or guardians must make an appointment with the counsellors to discuss the request. Students need to understand that having a spare block reduces the number of credits taken by a student and can jeopardize the student's chances of graduation.

Students need to realize that we have limited space. Students on spare are expected to be in the commons room or library and use their time wisely and avoid disrupting classes in session.

6. Daily attendance-Please take a moment to phone 796-2238 if you are too ill to attend school. Clerical staff attempt to call all students who are absent on a daily basis, but a parent phone call is appreciated if you are going to be absent.

7. Students are asked to encourage their parents to telephone or visit the school whenever information is required or a problem arises. We can serve you best if you and your parents remain well informed.

FIRE DRILL REGULATIONS

Teachers and students should familiarize themselves with fire directions regarding stair routes and exits as posted in each classroom.

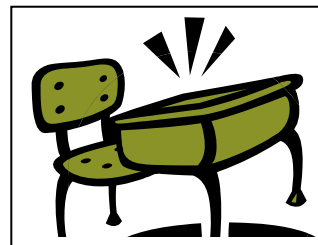
1. At the fire alarm, the teacher announces: FIREDRILL, CLASS STAND.
2. Attendance register for the subject class is to be taken. Arrange to have the classroom doors closed by the last student out of the room.
3. The teacher leads the class in single file out of the building to a position well clear of exits, and well away from the building.

Students should be instructed to walk briskly, but NOT to run. Single files tend to stretch out, and there is always a tendency for students at the end of the line to run. This can be a hazard on stairways.

4. A check is made to see that all students are accounted for, using attendance register. Missing students will be reported to one of the two school secretaries. One secretary will be located on the school soccer field while the other will be standing near the flagpole.
5. The regular assembly bell will signal return to classes (3 short rings).
6. **Should there be a fire alarm during break or lunch, students are to proceed onto the school soccer field and sign in with the teacher of their previous block.**

THE FOLLOWING TABLE INDICATES WHICH EXITS ARE TO BE USED BY EACH ROOM:

LIBRARY	- LIBRARY EXIT
FOOD ROOM\CAFETERIA	- CAFETERIA EXIT
ART ROOM	- NORTHWEST DOOR
ROOM 151	- NORTHWEST DOOR
ROOMS 106, 109, Staffroom, Gr. 12 Commons	- MAIN EXIT
MUSIC ROOM	- MUSIC ROOM EXIT
GYM	- GYM EXIT
ROOMS 116, 123, Student Services	- ELEMENTARY EXIT
ROOMS 117, 118, 119, 120, 121, 122	- ELEMENTARY EXIT
ROOMS 207, 208, 219	- DOWN NORTH STAIRS, OUT NORTHWEST EXIT
ROOMS 209, 218	- EXIT DOWNSTAIRS, OUT MAIN EXIT
TECH. CLASSES, MEZZ	- TECH EDUCATION EXITS



EARTHQUAKE DRILL PROCEDURES

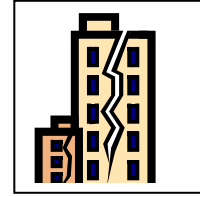
We will follow these guidelines for drills. Please familiarize yourself with them and keep them in a handy spot (eg. inside back cover of your Daybook).

1. As soon as an earthquake strikes the command is given:

"Take cover!"

"Under your desk!"

"Take cover!"



Ensure everyone takes cover in proper position, (crouched on knees with head down, facing away from the windows, and the hands clasped behind the neck/head for protection), and then the teacher quickly takes cover as well.

2) As soon as the shaking stops, tell your class to stand, take your class list, and lead your students out quickly and quietly in single file. Use the fire drill route if possible, but be aware that you may have to change routes in the case of an actual earthquake.

3) Once outside, move well away from the building and then lead your class to the soccer field. Keep them together. On the field, take attendance and send the attendance report to the Administration, who will be on the field outside of the Grade 7 end.

4) In the case of an actual earthquake, arrangements would be made to get the students home. In no case may they leave on their own. In a drill, the "all clear" will be indicated by 3 short bells, just as it is for a fire drill.

Teachers in specialized facilities (eg. library, gym, shops) should establish, make known, and practice specific variations to this procedure, with their classes.

In case of injuries, we have some teachers with First Aid training and we would be in contact with local emergency services.

In all cases of earthquake emergencies, the teacher must take charge.

5. Should there be an earthquake alarm during break or lunch, students are to find the teacher of their previous block and sign in with them.

*Students in transit to or from school at the time of the earthquake should continue to their destination if possible. You are expected at that destination and will be accounted for and assisted there.

PARENT INVOLVEMENT

The Agassiz Elementary-Secondary School believes that the education of its students is served best through a supportive partnership between the home and the school. The various means used to attain two-way communication between the school and community, are designed to keep you informed of what the school is doing and to encourage the community to give feedback to the school.

Newsletters:

A quarterly school Newsletter is emailed home and distributed to students. It brings you up-to-date on recent happenings and tells you about upcoming highlights. The local newspaper often has coverage about school events and activities.

Surveys:

Provincial Surveys are done annually for students and parents in Grades 7, 10 and 12.

Three-Way Conferences:

Three-Way Conferences involve the student, parent and teacher. The student is the most important participant.

All of our teachers are available to discuss your children's progress with you. We believe it is possible to most effectively help our students be successful in school, when they accept increasing responsibility for their learning. You can best be informed of how you can help, and we can best come to a better understanding of your child, when we participate together in activities such as Three-Way Conferences. At such a meeting, the student will discuss her/his progress with the parents, and outline plans for continued growth and/or improvement in the future. The parent and the teacher will become partners with the student, to help her/him achieve that growth and/or improvement. Parents are encouraged to call the school or individual teachers if they have concerns.

There will be a formal conference session organized at the end of the first term. Parents and teachers can call one another to arrange a conference whenever the need arises during the other three terms.

EXTRA-CURRICULAR ACTIVITIES

If you become involved in school-sponsored activities outside of the regular classrooms, your year at school will be greatly enriched. Participants are expected to maintain the marks they are capable of achieving, be exemplary in their attitude and behaviour and realize that participation is a privilege, which can be lost through unsatisfactory effort, attitude or behaviour.

There are clubs, which meet weekly, and vary enough to include a great range of interests. Choose one, join up, and then support it by consistent attendance.

Clubs, Intramurals and Athletics:

Table Tennis, Computer Club, Table games, Cultural Club, Drama Club, Tennis club, Drag Racing club and other club activities are open to all students who wish to participate. Students are encouraged to get involved.

Our Athletic Program covers all major sports in which our Athletic Zone competes. Try out for one of our teams. Grade 7, Bantam, Junior, Senior; boys or girls. The experience will leave memories you will never forget.

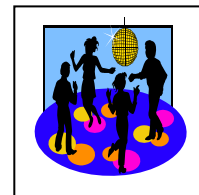
If you enjoy sports, but not at the inter-school level, look into our intramural program. The emphasis here is on fun and participation and all games are at noon. Come out and participate!

Is there still nothing here that interests you? If you have any ideas, make them known through your teachers, or the Students' Council. To start a club student just need to find a staff sponsor. Organize your own extra-curricular activity that interests you.

School Dances:

Dances are arranged by the Students' Leadership class. A dance is a school function and all expectations made of the students at school hold at dances as well. All tickets are pre-sold - **no tickets are sold at the door**. Our entry doors are locked 1 hour after the dance begins. If a student leaves the dance, he or she cannot return. Parents are welcome to attend.

1. **Students under the influence of either drugs or alcohol will have their parents and guardians contacted to come and get them and will face consequences under the school district policy #7400(drug and alcohol usage). Students may also be banned from future participation in extra-curricular events. The school has purchased a breath alcohol analyzer to help ensure student safety.**
2. Students who have an unexcused absence on dance day will not be allowed to attend.
3. Guests outside the school are generally not welcome, although senior students (Gr. 11-12) can apply to bring a guest who must still be a registered student in good standing in a secondary school.
4. Only polite, cooperative and mature behaviour will be tolerated at a dance.
5. No smoking is permitted in the building or on the grounds at any time.
6. All school dances are chaperoned by staff members and parents.



Noon Time:

The gym, library and some rooms are available for relaxation areas at this time. Intramural activities will be planned for the noon time. There will also be some club activities scheduled at noon. The upstairs hallway is considered out-of-bounds for students during lunch unless an activity is planned in one of the rooms.

The Commons Area is reserved for Grade 12 students only because of the limited space. Vending machines are accessible to all students, only during breaks.

Athletics:

The school offers an opportunity to participate in the extra-curricular teams in field hockey, basketball, volleyball, golf, soccer, badminton, rugby, swimming and track and field. Every student is invited to try out for any of the teams.

Our athletic teams are called the Eagles (girls) and Chieftains (boys). A.E.S.S. has an excellent athletic program, both in terms of the number of students who participate and the success achieved by our teams. We have established an enviable reputation provincially, and are grateful to our coaches who give their time and talent so generously, for our student athletes.

AESS is a member of BC High School Sports and operates in accordance with their governing regulations.

Students are reminded that while they are members of a school team, they are ambassadors of the school and must dress and act accordingly. Students and coaches must try to maintain a high level of sportsmanship in all activities. All School regulations apply to any out-of-town trips. Participants who do not maintain satisfactory marks, attitudes or behaviour, may lose the privilege of participating.

WE ENCOURAGE YOU TO SUPPORT YOUR SCHOOL TEAMS BY CHEERING ON THE EAGLES AND CHIEFTAINS. IT IS IMPORTANT THAT WE DO THIS IN A SPORTSMANLIKE FASHION. RESPECT MUST BE SHOWN TO THE OPPOSING TEAMS AND THE OFFICIALS AT ALL TIMES.

Admission to all extra-curricular games, and all tournaments is charged. Student Card holders will pay less than those without a card. A Student Card is given to each student who has paid the Student Council Fee.

SCHOOL AWARDS



B HONOUR ROLL

To qualify for the B Honour Roll in November, February, April, and June, a student must have a minimum cumulative 73% average for that term. Students who achieve an overall 73% for the year qualify for the year end "B" honour roll.

A HONOUR ROLL

To qualify for the A Honour Roll in November, February, April, and June, a student must have a minimum cumulative 86% average for that term. Students who achieve an overall 86% for the year qualify for the year end "A" honour roll.

EFFORT HONOUR ROLL

To qualify for the effort Honour Roll in November, February, April and June, a student must meet the following criteria-

- Effort marks must be "G"s or "E"s
- 'S's, 'N's, 'I's, or 'F's on your report card disqualify you

STUDENT RECOGNITION - INSPIRING INDIVIDUALS

Rationale: We need to recognize students in our classroom other than just those students who obtain top academic achievement. We need to recognize inspiring individuals who captivate our attention and the attention of their peers through positive effort.

Criteria: Teachers choose one or two students from their classes. The students chosen should be chosen based on some of the following criteria:

- | | |
|--|---|
| •works well with others | •positive attitude |
| •helpful to others | •perceptive, artistic and/or creative |
| •competent and capable | •excellent class participation |
| •enthusiastic and motivated | •leadership |
| •most improved | •excellence shown in one aspect of the course eg. a major project or report (written or oral) |
| •well organized, always prepared and on time | |

AGASSIZ ELEMENTARY-SECONDARY SCHOOL AWARDS DAY

Our school has an annual Awards Program at which we recognize deserving students in the areas of:

- academic achievement;
- academic improvement;
- service to the school;
- good citizenship;
- student leadership;
- perfect attendance;
- special area awards.



Athletic awards are in such categories as:

- team awards
- outstanding individual awards.
- leadership awards
- sportsmanship awards

The program takes place during the second week of June.

GRADE 12 AWARDS AND SCHOLARSHIPS

Although we are a small school and district, there are an impressive number of awards made available to our graduating students. These awards are divided into bursaries based primarily on need; and scholarships based primarily on academic achievement. Details of our bursaries and awards are available in a special booklet. Parents are welcome to preview that booklet if they wish. Also, the Ministry of Education makes \$1000 scholarships available to students who score outstanding marks on the Grade 12 Provincial Exams. They make a further \$1000 available as a \$500 award and \$500 scholarship (if the recipient goes on to an approved post-secondary program), for a deserving student who is not on a Humanities or Science program.

The criteria used to make the selection are extensive and can be previewed at our school.

Passport to Education information can be found in our Course Planning Document. The Grade 12 Top Academic Award/Scholarship will be presented to the student with the highest average in their best six courses. These six courses will include English 12 or Communications 12 and three other provincially examinable courses.

REGULATIONS FOR PUPILS RIDING THE SCHOOL BUS

1. The driver is in full charge of the bus and passengers. On field trips or extra-curricular activities, it is the supervisor's responsibility to support the driver by supervising the students.
2. In order to ensure the safety of students, the Board requires certain rules, regulations and procedures as minimum standards of conduct for students who ride on school buses, whether they attend public or private schools. All students are required to:
 - a) obey the directions of the bus driver and any other supervisor;
 - b) follow established waiting and loading procedures for bus pick-up points;
 - c) be on time;
 - d) accept any seating arrangement required by the driver or supervisor;
 - e) remain in their seats while the bus is in motion;

- f) refrain from smoking, unruly and boisterous conduct, extending heads and limbs out of windows, and throwing anything out of the bus;
 - g) eat or drink on the bus only as permitted by the driver, and leave the bus clean;
 - h) exercise caution when disembarking from the bus and observe one of the following procedures of the driver, cross the street in front of the bus while red lights are flashing;
 - i) in the case of an emergency, remain on the bus until the driver has determined that a safe exit is possible;
 - j) report any bus damage to the driver immediately.
3. Violation of the above regulations may result in a warning, or the loss of bus riding privileges for a temporary or extended period of time to be decided by the driver, principal, vice-principal or Secretary-Treasurer, as appropriate. Serious misbehaviour will be dealt with in accordance with School Board Policy.
4. When students are found responsible for damage to buses, they and/or their parents or guardians will be liable for the cost of repairs.

SCHOOL YEAR AND DAILY SCHEDULE

Term Dates

Semester #1 - Tuesday, September 8 to Friday January 29.

Term 1 - Tuesday, September 8 to Friday, November 13.

Term 2 - Monday, November 16 to Friday, January 29.

Semester #2 – Monday, February 1 to Wednesday, June 16.

Term 3 - Monday, February 1 to Friday, April 16.

Term 4 - Monday, April 19 to Wednesday, June 16.

Last Day of classes for grade 7's is Friday June 18.

Non Provincial Exam schedule – June 17 and 18



Ministry Exam Schedule

Semester 1

Monday, January 25th – Geography 12 and Biology 12

Tuesday, January 26th – Communications 12 and Math 12

Wednesday, January 27th – English 12 and Socials 11

Thursday, January 28th – English 10 and Math 10

Semester 2

Monday, June 21st - Physics 12

Tuesday, June 22nd – English 12 and Socials 11

Wednesday, June 23rd – Chemistry 12 and English 10, History 12

Thursday, June 24th - Biology 12

Friday, June 25th - Science 10

Monday, June 28th – E-Math 10 and Math 10

Final Report Cards issued Tuesday, June 29th

School closes Wednesday, June 30th