

NEW
MYRNAM
SCHOOL

2021 - 22

“Striving for Excellence”

Student & Parent
Handbook



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Contacts for the 2021-2022 School Year

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School Council Chair Cody Machney

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Welcome

Welcome to the 2021-2022 school year at New Myrnam School. New Myrnam School is a small rural school with rich traditions and character. Each year we come together from kindergarten to grade twelve and create intimate learning experiences and lasting memories. We offer a full array of academic courses and programming with the benefit of small class sizes that allow our students to be highly successful in their academic pursuits. In addition, we also offer a wide range of activities and option courses that include food studies, construction, welding, art and design, drama, robotics, 3D printing and design and others. Students also have the opportunity to participate in a wide variety of sports-based and arts-based extracurricular activities during recesses and after school.

At NMS, we are committed to providing students with an educational experience that will challenge and develop their character, spark their interest, and support their career opportunities. We will do so in a safe, supportive and caring school that welcomes all students.

At New Myrnam School we do our best to help you grow your character, expand your mind, and strive for excellence in all your work here and in the future. We hope you enjoy your year with us!

New Myrnam School Staff List

ADMINISTRATION Adrienne Owen, Principal
 Robert Tymofichuk, Assistant Principal

FACULTY	Jodine Benning	Robert Tymofichuk
	Danielle Eriksen	Vanessa Godziuk
	Moriah Ostropolski	Raeah Lafortune
	Leslee Morrison	Madison Moskowy
	Cody Riley	Megan Saruk
	Kaitlyn Ladret	Lori Wagner

SUPPORT STAFF

Shelley Tymofichuk	Head Secretary
D'Arcy Evans	Librarian
Candice Crundwell	Educational Assistant
Amy Chanasyk	Educational Assistant
Shelby Chanasyk	Educational Assistant
Karen Zacharuk	Educational Assistant
Bonnie Dupuis	Educational Assistant
Helen Pashulka	Educational Assistant
Joanna Richards	Educational Assistant
Agatha Neufeld	EA/Assistant Secretary
Susana Hildebrandt	EA/German-Mennonite Liaison
Kyla Dolejsi	Family School Liaison Worker
Daphne Couper	Technology Coordinator
Mitch Lafrance	Head Caretaker
Kelly Hitchcox	Assistant Caretaker

School Calendar

August 2021						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	X	X				

September 2021						
S	M	T	W	T	F	S
			X	★2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	X	28	29	30		

October 2021						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	X	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

November 2021						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	X	13
14	X	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

December 2021						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

January 2022						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	X					

February 2022						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	X	X	X	19
20	21	22	23	24	25	26
27	28					

March 2022						
S	M	T	W	T	F	S
		1	2	3	4	5
6	X	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

April 2022						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	X	20	21	22	23
24	25	26	27	28	29	30

May 2022						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	X	21
22	23	24	25	26	27	28
29	30	31				

June 2022						
S	M	T	W	T	F	S
		1	2	3	4	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	★24	25
26	X	X	29	30		

July 2022						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						



St. Paul Education

SCHOOL CALENDAR

2021-2022

Important Dates

Aug. 30 & 31	Teacher P.D. Days
Sept. 1	Teacher P.D. Day
Sept. 2	First Day of School
Sept. 6	Labour Day
Sept. 27	Teacher P.D. Day
Oct. 8	Teacher P.D. Day/Local ATA P.D. Day
Oct. 11	Thanksgiving Day
Nov. 11	Remembrance Day
Nov. 12	In Lieu of Reporting Day
Nov. 15	Teacher P.D. Day
Dec. 17	Early Dismissal - 2:00 p.m.
Dec 20 to 31	Christmas Break
Jan. 31	Teacher P.D. Day
Feb. 1	Catholic Education Faith Formation Day-Mallaig, Racette, SPECS Regular school day for all other schools
Feb. 16	Teacher P.D. Day
Feb. 17 & 18	Teachers' Convention
Feb. 21	Family Day
Mar. 7	Teacher P.D. Day
Mar 21 to 25	Spring Break
Apr. 15	Good Friday
Apr. 18	Easter Monday
Apr. 19	Teacher P.D. Day
May 20	Teacher P.D. Day (may be used in lieu)
May 23	Victoria Day
June 21	National Indigenous Peoples Day (no exams)
June 24	Last Day of School
June 27	Teacher P.D. Day
June 28	Teacher P.D. Day (may be used in lieu)

School Year	Instructional Days
178.75 Instructional Days	89.75 Semester I
16.25 Teacher Days	89.00 Semester II
195 Total Operational Days	178.75 Total Instructional Days

LEGEND

★	First Day/Last Day of School
X	Teacher Day - No Students
	Holiday
	Early Dismissal

DIPLOMA EXAMS - October 28, 29 November 2-5, 8-10 January 11-13, 19-21, 24-28 March 31 April 1, 4-8, 11, 12 June 13-17, 20, 22-24, 27, 28

ACHIEVEMENT TESTS - administration window - January 11, 14, 20-28 (Gr. 9) Dates determined by individual schools

ACHIEVEMENT TESTS - administration window - May 9, 11 & June 13-24 (Gr. 6 & 9) Dates determined by individual schools

Mission

“Striving for Excellence”

In partnership with the students, parents, and the community of Myrnam, New Myrnam School actively promotes excellence in character, body, and mind for all individuals from ECS to Grade 12. We will provide a safe and caring educational environment so students will develop the skills and interests for lifelong learning in our changing world.

Principles

New Myrnam School will provide a learning climate that enables students to be responsible, caring, creative, self-reliant, and contributing members of a knowledge-based, prosperous society. Its goals are:

- To improve individual student achievement in all subjects with an emphasis on mathematics, language arts, science, social studies, and daily physical education.
- To enhance the building of educational partnerships by providing parents and students with greater opportunities to select programs of their choice and to increase parent/community involvement.
- To improve the coordinated delivery of educational services for special needs children.
- To improve teaching and the delivery of educational services in our school.
- To achieve increased efficiencies in the education system by restructuring the delivery of education.
- To ensure that the education system is open and accountable.
- To ensure that the education system provides for the cultural, linguistic, and religious diversity in our school and communities.
- To provide opportunities for students to be physically active and competitive in sporting competition and training

Beliefs

At New Myrnam School we believe:

- All children are unique
- That education is a lifelong process
- That education is a cooperative process between students, staff, parents, School Board and Central Office personnel, and the community
- In providing a sound academic education, in a safe, caring, and positive environment
- In a commitment to learning and personal growth
- In a sense of community where everyone feels safe, welcome, and respected
- Competition and training promote physical and mental health

Profile

New Myrnam School is an ECS to Grade 12 school with a student population of approximately 110. We have 14 FTE teaching staff, 14 FTE support staff, two part-time custodians and one full time custodian. We also have many parent and community volunteers working with us on a regular basis to help us provide the rich programs and activities our students enjoy.

St. Paul Education Regional Division provides bussing services and most of our students are bussed in on four buses. Our school is located in a rural setting with agriculture being our main industry. Myrnam's attendance area includes the villages of Myrnam, Derwent, Beauvallon, and Morecambe. We have a strong and active School Council, which meets monthly to support activities at our school.

New Myrnam School offers a complete academic program providing students with the skills necessary to be successful with the many challenges of everyday life. We have a German/Mennonite program that offers German language and Mennonite culture instruction as an option for Mennonite students from grade 1 to grade 9. The staff is committed to fulfilling the educational needs of all students. This commitment is in cooperation with the parents and the various communities of New Myrnam School.

Facilities

- Playground
- School wide Wireless access
- One to One Learning Environment
- Computer lab
- Science lab
- Home Economics facilities
- Industrial Arts shop
- Northern Lights Public Library and School Library
- Gymnasium that accommodates two volleyball courts
- Wheelchair accessible and elevator
- Skating, hockey, and curling access
- Access to CTEC shop

Programs

- Alberta Core ECS to Grade 12 Curriculum
- Special Education Program
- One to One Laptop/iPad access for all students in all classes
- Early Childhood Services Program
- AR Reading Program
- Student Counseling
- Career and Technology Foundations
- Career and Technology Services
- Breakfast program from K -12

A Full program of Arts & Athletics

- Junior / Senior High Drama
- Golf
- Volleyball
- Basketball
- Badminton



Yearly events or Activities

- Grade 7 Induction Volleyball Tournament
- Open House and Meet the Teacher Night
- Terry Fox Run
- Remembrance Day Service
- Christmas Feast and Air Guitar
- Elementary Christmas Concert
- Jr/Sr High School Ski Trip
- Mukluk Day
- Spring Open House
- Elementary Swimming Lessons
- Field Trips
- Community Involvement (Senior Centre Luncheons & visits, Village Clean-up, Fair & Fun Days, etc.)





Division Goals: Improving Student Achievement and Building Quality Relationships.

St. Paul Education covers a large rural/urban area in Northeast Alberta. We serve the communities of Ashmont, Elk Point, Heinsburg, Mallaig, Myrnam, St. Paul and Two Hills. We also serve students from Saddle Lake Cree Nation, Whitefish Lake First Nation, Frog Lake First Nation and Kehewin Cree Nation. The Division's religious, linguistic, and cultural diversity is a source of strength and pride.

The Division serves approximately 3900 students (K-12) in eighteen definable school sites staffed by some 255 FTE teaching staff and approximately 378 support staff (includes secretaries, educational assistants, custodians, librarians, maintenance personnel, liaison workers, and technicians).

It's our job to ensure that you and all other children in this division receive a quality education. Specifically, the board's responsibilities include:

Communicating, informing and involving parents, staff and the community-at-large about school board decisions and activities. An example is attendance at School Council meetings throughout the year.

Adopting an annual budget that achieves division priorities.

Setting goals and priorities for the jurisdiction that achieve provincial education standards, meet the needs of students and reflect the community's wishes.

Making and enforcing policies that set out standards and expectations regarding the actions of administration, teachers and students.

Lobbying the provincial government on education issues of importance to the jurisdiction.

Adjudicating policy or decision appeals.

Hiring and evaluating the superintendent.

The school board is made up of six trustees elected every four years from five wards in the jurisdiction. For contact information please visit www.stpauleducation.ab.ca.

A key responsibility for trustees is to stay in touch with students, staff and the community so that we understand, and reflect in our decision-making, what all citizens value and want for children living in this community. Examples of board policies that are affected by community input include when schools will be open, and what happens when students misbehave at school.

Parents and students should always try to resolve concerns with their teacher, principal and/or superintendent before consulting a trustee.

More information on the St. Paul Education school board can be obtained from the school office, the division office or from our website at www.stpauleducation.ab.ca. More information on school boards in Alberta can be found at the Alberta School Boards Association's website at www.asba.ab.ca.

New Myrnam School Student Guidelines

Students at New Myrnam School are expected to show respect for themselves, all students, staff, school facilities and property. We are a center for learning and all behaviour should encourage this. Any behaviour that interferes with or prevents learning will be dealt with appropriately in a fair manner and need to change.

Student Dress and Appearance

Students attending New Myrnam School are expected to dress in a neat and appropriate manner. Footwear that marks or damages the floor should not be worn. Students entering the school are asked to make sure that their footwear is clean. Elementary students are required to have separate indoor and outdoor footwear. Junior and Senior High students are recommended to have a second pair of shoes for inside use when the weather is such that it is impossible to keep shoes clean. It is essential that students be properly dressed to suit the weather conditions. During winter months this is particularly important for the safety of our students. When the weather turns warm, students should take care not to wear clothing that is immodest. New Myrnam School is a place that helps students make positive life choices and so our students should not wear clothing that promotes drugs, tobacco or alcohol.

Lockers

Students are allowed the use of lockers from Kindergarten to Grade 12. Jr and Sr High School students should keep a lock on their lockers at all times. This lock will be provided by the school, and the cost is covered in the school fees. Lockers are the property of St. Paul Education Regional Division #1 and as such students should understand that lockers can be entered by school officials at any time. While this may happen in only extreme cases, students should not expect that the lockers are their private property.

School Grounds

It is expected that students will cooperate in maintaining a high standard of cleanliness in the school and on the grounds. Keeping up a clean environment shows respect and helps maintain a bright approach to work at school. Garbage and recycle bins are provided in all hallways and classrooms, and outside during recess. At several times during the year the whole student body will take time out of their regular day to help pick up any refuse that may have missed the bins.

Field Trips

When a group of students is on a field trip, the location off school grounds should be considered an extension of the school. As such, all students should conduct themselves accordingly. For students who may remain behind, regular classes will be held. If classes are small, it is an excellent opportunity for review and enrichment learning activities.

AGENDA (Daily Planner)

The use of an Agenda is mandatory up to grade nine and strongly recommended for all ages.

Your school agenda has been designed to help you manage your time so that you can take an active part in ensuring your learning and personal organization. Use it as a tool to develop your organizational skills - a skill that you will need for success throughout school and into the world of work.

Some tips for proper use:

- Carry it to all classes and know where it is.
- Do not remove any pages from the agenda book, including pages already used.
- Consult your agenda before leaving school each day to see which books, worksheets, notes, newsletters or other materials you need to take home to complete your assignments.
- Record your homework assignments, achievement results, announcements, personal obligations and appointments, or other information you may need. This will help you be aware of your standing in each course and exactly what expectations teachers may have for you.
- Use it as a communicator between yourself, your teachers, and your parents (i.e. appointments, absences, parent nights, special events, and other notes, questions or concerns).
- Follow your plans carefully. In this way, you will reach your goals successfully.

Everyone should be successful in school. Students who are successful attend regularly, are prepared and ready to learn in the classroom and do their homework.

Our Library

The library is more than a place for research. Come and discover new worlds and new ideas. Mystery, romance, fantasy, adventure, folk-lore, science fiction, intrigue and thought-provoking novels written by people from all over the world await you. Explore new dimensions today!

Other facts about the library:

- We have four Internet stations available for research and general use.
- The library has many magazines to aid you in your research and reading pleasure.
- We have laptops and chromebooks for student use.

The New Myrnam School and Public Library is open to students of New Myrnam School and to the community. The library hours are as follows:

- September through June:

Monday	9:00 am – 3:30 pm
Tuesday	9:00 am – 7:00 pm
Wednesday	9:00 am – 3:30 pm
Thursday	9:00 am – 7:00 pm
Friday	9:00 am – 3:30 pm
**Saturday / Sunday & all School Holidays - Closed	
- July and August: For summer hours go to myrnamlibrary.ab.ca



Bell Schedule

8:39 – 9:21	Period 1 (42 min)
9:21 – 10:03	Period 2 (42 min)
10:03 – 10:16	Recess (13 min)
10:16 – 10:58	Period 3 (42 min)
10:58 – 11:40	Period 4 (42 min)
11:40 – 11:58	Recess (K-6), Lunch (7-12) (18 min)
11:58 – 12:15	Lunch (K-6), Recess (7-12) (17 min)
12:15 - 12:57	Period 5 (42 min)
12:57 – 1:39	Period 6 (42 min)
1:39 - 1:53	Recess (14 min)
1:53 - 2:35	Period 7 (42 min)
2:35 – 3:17	Period 8 (42 min)

Learning Lab

From time to time students will need extra help and support to complete their learning objectives or activities at school. To help with this we have established an open classroom with a teacher available to students from 11:40 - 12:20 each day. Students are also encouraged to use this time and space voluntarily to work on assignments and homework. At times, students may also be asked by a regular classroom teacher to come to this area and work on incomplete or overdue assignments.

Accelerated Reader (AR Program)

The AR program is a division-wide initiative designed to improve reading skills. In this program students will complete a STAR test to determine their independent reading level. They will then meet with either their LA or homeroom teacher to determine a reading goal. Students then select books they would like to read at their appropriate reading level and interest. When they finish the book they complete a short quiz that demonstrates what they have learned through reading. The results of these quizzes are communicated to teachers and students will earn points towards their goal and improve their reading level.

Report Cards

Elementary: November, March, June

Junior and Senior High: November, February, April, June

A less formal “Progress Report” will be sent home to parents in between these scheduled report cards. This report will also include feedback on a student’s character and growth as a learner.

Parent Teacher Interviews: 4:00 PM to 7:00 PM

Term I: November

Term II: April

**Note: Please phone the school to book an interview time with each teacher.

Counseling Services

Mrs. Kyla Dolejsi is our school's Family School Liaison Worker (FSLW) through our Division. She comes to New Myrnam School Monday, Tuesday and Wednesday.

What does the Family School Counsellor do?

The Family School Counsellor may receive referrals from school staff, parents/guardians, community members, agencies, peers, or the individual who is in need. Those who wish to make a referral may contact Mrs. Dolejsi by phone or drop by the office in New Myrnam School. Once a referral is made, she can meet with the individual and work on any issue that the individual, family, and school deem important to address. All services are FREE and CONFIDENTIAL.

Issues Typically Addressed by the Family School Liaison Worker:

- | | |
|-----------------------|-------------------------|
| ● Alcohol/Drug Abuse | Family Difficulties |
| ● Anger Management | Family Violence |
| ● Behavioral Problems | Friendship Skills |
| ● Bereavement | Parent / Child Conflict |
| ● Bullying | Problem Solving |
| ● Child Abuse | Self Esteem |
| ● Dating Violence | Study skills |
| ● Depression | Suicide |
| ● Eating Disorders | Teen Pregnancy |

How Can Your Family School Counsellor Help You?

Your Family School Counsellor can provide you with individual and/or family counselling, as well as group counselling and classroom presentations concerning various issues. Your Family School Counsellor can also provide individuals / families with information concerning particular issues or refer individuals / families to appropriate agencies.

Tips on Taking Tests

1. Come prepared, arrive early – bring all the materials you will need such as pencils, pens, erasers, a calculator, a dictionary and a watch. This will help you focus on the task at hand.
2. Stay relaxed and confident – remind yourself that you are well prepared and are going to do well. If you feel anxious, take several slow, deep breaths to relax.
3. Preview the test – read quickly through the test and decide how to budget your time. Spend more time on the questions that are worth more marks. Do the easy questions first and the more difficult questions later.
4. Answer the questions in a strategic manner - first answer the questions you know, then the ones with the highest point value. The last questions you answer should be the ones that are the most difficult, take the greatest amount of writing, or have the least point value.
5. When taking a multiple choice test, know when to guess – first eliminate answers you know are wrong. Always guess if you don't know the answer and there is no penalty for guessing. Since your first choice is usually correct, don't change your answer unless you are sure of the correction.
6. When writing an essay, think before you write – Create a brief outline for your essay by jotting down a few words to indicate ideas you want to discuss. Then number the items in the order you will use them.
7. When taking an essay test, get right to the point – State your main point in the first sentence, use your first paragraph to provide an overview of your essay. Use the rest of the essay to discuss the point in more detail. Backup your points with specific examples, information or quotations from your notes and readings.
8. Reserve 10% of your time to review your test – Review your test. Make sure you have answered all the questions. Proofread for spelling, grammar, and punctuation. Check your math answers for careless mistakes.
9. Analyze your test results – Each test can further prepare you for the next test.



An Explanation of How Students Can Earn Honors Standing

Elementary

Student achievement in elementary is now reported using the curricular outcomes. A cumulative or summative mark for each subject area is no longer calculated and therefore we can not give out honors standing awards for these grades. However, we are exploring other ways to recognize excellence both in character and in academic achievement and will communicate these new awards when ready.

Junior High

Students in Grades 7 to 9 who obtain an average of 80% or better in the following subjects will be awarded an Honors Standing: Language Arts, Mathematics, Science, Social Studies, and one other subject with the next highest mark.

Senior High

Students in Grades 10 to 12 who obtain an average of 80% or better according to the Rutherford Scholarship guidelines will be awarded Honors Standing. In Grade 10 this scholarship is \$400.00, in Grade 11 it is \$800.00, and in Grade 12 it is \$1300.00.

Award note:

If a student has been academically dishonest in any one subject, a consequence is that the student will be exempt from awards at the board level and the school level for the current academic year.

Alexander Rutherford Scholarship Guide

Grade 10

Average of 75.0% to 79.9% in five subjects - \$300

Average of 80.0% or higher in five subjects - \$400

*One of: English 10-1, 10-2, Français 10, 13, or 10-2, and

*At least two of the following:

-Pure or Applied Mathematics 10

-Science 10

-Social Studies 10, 10-1, or 10-2

-a language other than the one used above at the Grade 10 level, and

*Any two courses with a minimum three-credit value at the Grade 10 level (1000 or 4000 series) including those listed above and combined introductory CTS courses

See NOTES

Grade 11

Average of 75.0% to 79.9% in five subjects - \$500

Average of 80% or higher in five subjects - \$800

*One of: English 20-1, 20-2, Français 20, 23, or 20-2, and

*At least two of the following:

-Pure or Applied Mathematics 20

-Science 20

-Biology 20

-Chemistry 20

-Physics 20

-Social Studies 20, 20-1, or 20-2

-a language other than the one used above at the Grade 11 level, and

*Any two courses with a minimum three-credit value at the Grade 11 level (2000 or 5000 series) including those listed above and combined intermediate CTS courses

See NOTES

CTS Courses:

Three one-credit modules can be combined and used as an option at the Grade 10 and Grade 11 level. Five one-credit modules can be combined and used as an option at the Grade 12 level.

To be combined:

- all courses must be from the same level, i.e., Introductory or Intermediate, or Advanced,

- courses can be from different streams or subject area, e.g., computer courses with welding courses, and

- marks will be averaged at the appropriate level.

Grade 12

Average of 75.0% to 79.9% in five subjects - \$700

Average of 80.0% or higher in five subjects - \$1,300

*One of: English 30-1, 30-2, Français 30, 30-2, and

*At least two of the following:

- Math 30-1 or Math 30-2

- Mathematics 31

- Science 30 - Biology 30 - Chemistry 30 - Physics 30

- Social Studies 30, 30-1, or 30-2

- a language other than the one used above at the Grade 12 level, and

*Any two courses with a minimum five-credit value at the Grade 12 level (3000 or 6000 series) including those listed above and combined advanced CTS courses.

NOTES:

*A course cannot be repeated after a higher level course has been taken in the same series

*Averages are not rounded up for scholarship purposes

High School Course List

Grade 10 Core	Credits	Grade 11 Core	Credits	Grade 12 Core	Credits
English 10-1, 10-2	5	English 20-1, 20-2	5	English 30-1 or 2	5
Math 10C	5	Math 20-1, 20-2	5	Math 30-1 or 2	5
Math 10-3	5	Math 20-3			
Social Studies 10-1, 10-2	5	Social Studies 20-1,20-2	5	Social Studies 30-1,30-2	5
Science 10	5	Science 20	5	Science 30	5
		Biology 20	5	Biology 30	5
		Chemistry 20	5	Chemistry 20	5
		Physics 20	5	Physics 30	5
Phys Ed 10	5	Phys Ed 20	3/5	Phys Ed 30	3/5
		CALM	3		

Elective Courses	Credits	Elective Courses	Credits	Elective Courses	Credits
Art 10	3	Art 20	3	Outdoor Ed	3
Drama 10	3	Drama 20	3	Drama 30	5
Home Economics 10	3	Home Economics 20	3	CTS	5
Rec Leadership	3	Social Services	3	Tourism	3
Economics 20	3	Psychology 20	3	World Religions	3

Distance Education with in-school support

There are many more courses available at New Myrnam School through enrollment with the Alberta Distance Learning Centre (ADLC). Students choosing to take courses in this manner will meet in our Distance Education Center and have support from an assigned instructional assistant. They may also have support from any of our teachers during preparation periods. This allows us to meet specific needs for small groups, like the Science 14/24 stream, or to open up additional options, like Forensic Science.

Scheduling constraints

Students are required in grade 10 to take a full course load. This means they will take 40 credits worth of course instruction and not be able to take any spares in their timetable. We find this is a tremendous benefit to students in helping them achieve needed credits for graduation and also gives a wide exposure to various options of study. Students in grade 11 may take up to one spare and two option courses through distance education. Grade 12 students must enroll in enough courses to meet all

graduation requirements. In addition, a grade 12 student must be enrolled in at least two courses in each semester to attend New Myrnam School.

Work Experience

With the cooperation of business and industry in the Myrnam, Derwent, Two Hills and St. Paul area, New Myrnam School offers a Work Experience program, which provides an opportunity for students to obtain worthwhile school experiences in the working world while continuing their school studies. This type of program is designed to allow the student to experience employment for the purpose of clear vocational choice and preparation for entry into the working community

Students may choose to enter into our work experience program for up to 10 credits each academic year. They can work after school, or choose to work during school hours provided they can do so when other option classes are being offered and parents can arrange transportation.

Alberta High School Diploma: Graduation Requirements

The requirements indicated in this chart are the minimum requirements for a student to attain an Alberta High School Diploma. The requirements for entry into post-secondary institutions and workplaces may require additional and/or specific courses.

100 CREDITS, including the following:

- ENGLISH LANGUAGE ARTS – 30 LEVEL (English Language Arts 30-1 or 30-2)
- SOCIAL STUDIES – 30 LEVEL (Social Studies 30-1 or 30-2)
- MATHEMATICS – 20 LEVEL (Math 20-1, 20-2 or 20-3)
- SCIENCE – 20 LEVEL ¹ (Science 20², 24, Bio 20, Chem 20, or Physics 20)
- PHYSICAL EDUCATION 10 (3 CREDITS) ³
- CAREER AND LIFE MANAGERMENTS (3 CREDITS) ⁴

10 CREDITS IN ANY COMBINATION FROM:

- Career and Technology Studies (CTS)
- Fine Arts
- Second Languages ⁵
- Physical Education 20 and/or 30 ⁶
- Locally developed/acquired and locally authorized courses in CTS, fine arts, second languages.
- Knowledge and Employability or IOP occupational courses
- Registered Apprenticeship Program

10 CREDITS IN ANY 30-LEVEL COURSE

(IN ADDITION TO A 30-LEVEL ENGLISH LANGUAGE ARTS AND A 30-LEVEL SOCIAL STUDIES COURSE AS SPECIFIED ABOVE) ⁷

These courses may include:

- 35-level locally developed/acquired and locally authorized courses
- Advanced level (3000 series) in Career and Technology Studies courses
- 35-level Work Experience ⁸
- 30-4 level Knowledge and Employability course or 36-level IOP course
- 35-level Registered Apprenticeship Program
- 30-level Green Certificate Specialization

1 The science requirement – Science 20 or 24, Biology 20, Chemistry 20 or Physics 20 – may also be met with the 10-credit combination of Science 14 and Science 10.

2 Science 20 is not available in Francophone schools.

3 See information on exemption from the physical education requirement.

4 See information on exemption from the CALM requirement.

5 Students may earn any number of credits in the study of second languages, but only a maximum of 25 language credits may be used to meet the 100-credit requirement for the Alberta High School Diploma.

6 Students entering Grade 10 in the 1998-1999 school year and subsequent school years will be able to use Physical Education 20 and/or 30 to meet this 10-credit requirement.

7 30-level English or 30-level social studies courses from a different course sequence may not be used to meet the 30-level course requirement.

8 Students may earn any number of credits in Work Experience, but only 15 credits may be used to meet the 100-credit requirement for the Alberta High School Diploma.

Further Notes:

· For 30-level courses that have a diploma examination, the final course mark consists of a blend of the school-awarded mark and the diploma examination mark.

General School Policies

Alcohol and Drug Policy

St. Paul Educational Regional Division has a zero tolerance policy for the use of drugs or alcohol by students while at school. If a student appears at school or a school function while showing evidence of having recently consumed illicit drugs or alcohol, they will be suspended from school. If a student is found to be in possession of illicit drugs or alcohol they will be suspended from school.

Fighting and Harassment Policy

St. Paul Education Regional Division also has a zero tolerance policy for fighting and harassment. Offenders will be disciplined through our learning lab, or through an in or out of school suspension depending on the severity of the offence. Parents/guardians will also be asked to meet with Administration to discuss the offence.

Policy on personally owned Cell Phones/Smart Devices

Elementary School Policy

All students from K-6 will not be permitted to use a personal cell phone or smart device at any time during the school day, with the exception of extracurricular trips. Because these items are expensive and could be damaged or stolen, it is recommended that parents do not allow their children to bring them to school.

Junior/Senior High Policy

Use in class

- Teacher directed with permission in a learning related context. Teacher discretion applies.
- Never is texting or instant messaging allowed in class.
- No capture of sound, picture or video data on a student device.

Out of class and school sponsored event (except when the event is public)

- Responsible and respectful behavior will be upheld with any cell phone or smart device.
- No capture of sound, picture or video data on a student device.

Consequences

- Phones will be confiscated if misuse occurs and returned at the discretion of the Administrators/Teachers.
- No warning will be provided prior to confiscation for misuse.

Attendance Policy - General

The goal of New Myrnam School's Attendance Policy is to help students be successful in developing lifelong attendance habits. With the cooperation of parents, students, and staff this goal is achievable. Regular attendance and being punctual are prerequisites for academic success.

- A student who misses a class for any reason is expected to make up all work missed and to carry out any activities assigned by the teacher to fulfill the learning objectives of the lesson missed.
- All absences must be verified in writing or with a telephone call from a parent or guardian. Parents are asked to do this before 8:30 AM.
- Teachers are to notify the school secretary if a student is absent from class without a reason. The secretary will then call the parent.
- A prolonged illness or medical absence should be explained with a doctor's certificate.

Attendance Policy – High School

- Any student who misses more than eight (8) classes in a semestered three (3) credit course, or fifteen (15) classes in a semestered five (5) credit course, will be considered withdrawn from the course.
- The teacher will notify parents and students about their attendance after three (3) and six (6) absences in a three (3) credit course. After seven (7) absences a school administrator will contact the parents and a meeting may need to be convened to discuss the problem.
- The same procedure will be followed for five (5) credit courses with teacher contact after five (5) and ten (10) absences and school administrator's intervention after twelve (12) absences.
- Absences not counted in this policy:
 - (a) Field trips, suspensions, and other school-related activities.
 - (b) Illness with a healthcare professional's letter or certificate.

Lateness Policy

- When a student is late they must report to the front desk to fill in a late slip to bring to class.
- Three (3) lates will equal one absence in our attendance policy.

Truancy

Students who are caught skipping will be processed according to our current policy:

- after every truancy, the parent will be contacted by phone or letter.
- after the third truancy, the student will be suspended until he/she is accompanied to school by a parent.
- any additional truancy may result in expulsion from St. Paul Education Regional Division schools.
- in exceptional cases where administration or counselors are working with a student and parent(s) to resolve an attendance problem, the principal may use his/her discretion regarding the above policies.
- a student who skips a test or quiz may be given a zero with no opportunity to rewrite.

Smoking Policy

Students are not permitted to smoke or be in possession of tobacco products in the immediate vicinity of the school. This policy complies with current legislation that makes it illegal for students under the age of 18 years to smoke. Violation of this policy will result in a warning letter for the first offense followed by a one-day suspension, and then a two-day suspension. If warranted, additional action may be taken

Library Policy

Loan period for books and movies is 21 days. Textbooks must be returned immediately to the library upon completion of courses. Damaged or non-returned textbooks will be billed accordingly.

Leaving School Property During the School Day*Elementary School*

All students from K-6 will not be permitted to leave school property, or designated instruction areas, without a parent's or guardian's permission during the school day, including the lunch break. A parent or guardian must come into the school to sign their child out.

Junior High

All students from Grade 7-9 will not be permitted to leave school property, or designated instruction areas, without a parent's or guardian's permission during the school day, including the lunch break. Parent's or guardians must sign a letter of consent for the year stating that their child is allowed to leave the school during lunch break. The student must sign out at the office before they leave the building.

High School

All students from Grade 10 – 12 must sign out at the office before they leave the building at any time during the school day.

School Bus Policy

Any special bussing requests need to be directed to Central Office at (780) 645-3323 for approval; therefore, bus drivers will only be allowing extra passengers if they have been notified by central office. A note from a parent/guardian will not permit a student to ride on another student's bus.

Inclement Weather

In the event of inclement weather, hazardous road conditions or hazardous conditions within the school site, school bus transportation may be cancelled prior to school opening, early bus dismissal from school may occur during school hours, and/or the school may be closed prior to and/or after school is opened. Decisions to cancel transportation services rest with the principal in consultation with bus drivers/contractors. A decision to close the school rests with the superintendent or designate. Information would be found on the school website or broadcast on radio stations 790 CFCW (AM radio) and 97.7 The Spur (FM radio).

Junior and Senior High Classroom Expectations

1. Be In The Classroom On Time
 - a) First bell is warning to get to class
 - b) Second bell class starts
2. Be Prepared For Learning
 - a) Pencils, Pens and Erasers
 - b) Textbooks
 - c) Binders
3. If you choose to NOT follow the above expectations you have chosen to:
 - a) Make up the lost learning time with your teacher at recess
 - b) Failure to make up lost learning time will result in time spent working in the office
4. No Food Allowed In Class
5. Drinks Must Be In A Reusable Container (i.e. coffee mug or reusable water bottle)
6. Cellphones Must Be Placed In The Designated Basket When You Enter Class

Grievance Procedures

At any time that a student has a complaint or a grievance, he or she should attempt to bring this up directly with the teacher or staff member that they may be having difficulty with. If this is difficult or they would like to talk with someone else at school about it, the administration is always open to listening to student concerns or troubles.

If the difficulty is with the administration, students are encouraged to talk with their parents and arrange a time that the parents can come and meet with administration to try to resolve the problem.

Parents should know that our superintendent is always willing to hear concerns about any issue involving our school. If we cannot resolve a problem by speaking together, please contact Glen Brodziak at 780-646-3323 for further discussion.

Volunteers in The Classroom

Who can volunteer?

Potential volunteers include anyone who cares about children and education. New Myrnam School welcomes parents, retired citizens, and interested members of the community. Each person who volunteers brings special talents and adds a "special flavour" to our recipe for success! Please sign in and out at the school office.

What can volunteers do?

*Help prepare breakfasts and hot lunches for students *Coach sports teams *Cutting, tracing, stapling, etc. *Read to or with children *Change artwork displays *Assist with playground safety
 *Help teach specialized skills *Help with classroom parties or celebrations * Chaperone student activities and field trips