

# CJBS 7-12

*Information for parents and caregivers of students attending junior and senior high school at Chief Jimmy Bruneau School*

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## Contact with the School

*The teachers and administration at CJBS are open for ongoing questions and conversations about the learning environment. As parents and caregivers, you can contact a teacher at anytime to discuss your child's needs and progress.*

There are formal reporting times for teachers. At these times, your child's teacher will get in contact with you through a home visit. They will come to visit you at home or at work, and will discuss any issues or concerns, as well as provide updates on how your child is doing in school.

**Report Cards**

Report cards are completed 4 times per year, and will be delivered during home visits or mailed to you.



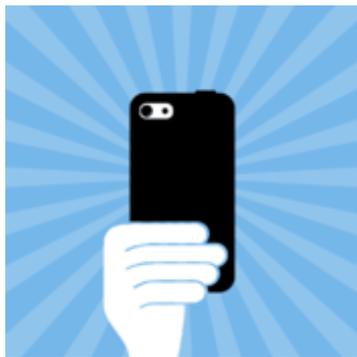
**First Home Visit in September**

In mid-September, teachers will make contact with you to introduce themselves, and to discuss their expectations and yours. Please feel free to bring up any concerns you may have so far, as well as

to ask questions about school and classroom policies and procedures.

**Open House**

Following each set of home visits, the school hosts an Open House (usually on a Friday). During an open house, parents are welcome to visit the school, spend time in their child's classroom, and have lunch with their child in the cafeteria. Children generally are very excited to have their parents and caregivers in the school on these days (even older students), so please come if you are able to. Even if you are only able to stop by for lunch, your child will appreciate it. It also gives you an opportunity to ask your child about all the parts of their day, and have them show you what their school day is like.



## Digital Citizenship

### Context

Our students now have nearly constant access to cell phones, iPods, laptops, and tablets. These can be helpful learning tools, with the potential of aiding students with web browsing, voice recording, filming, calculating and many other tasks. Part of the education of our youth is educating them in responsible use of digital technologies. At this juncture, it makes sense that we move from policies of prohibition to a policy of responsible digital citizenship.

### Policy

Individual teachers will set the electronic device policy in their own classroom. Safety concerns in some areas – such as the shop area or the science lab - may mean that cell phones and iPods are not permitted in the work area at all. Each teacher should include his/her policy on his/her course outline as well as post the policy in the room for students to see. At the beginning of the year each individual teacher will explicitly teach his/her policy with additional review of the policy occurring throughout the year.

### General Guidelines

All use of electronic devices (including cell phones, iPods, laptops, computers) must be consistent with the general guidelines of our Golden Rules of Life at CJBS. Students are reminded that any harassment or bullying of other students using electronic devices is strictly prohibited. Further, students are reminded that even if the harassing or bullying behavior occurs away from the school, the school may still act in any situation that impacts our learning environment.

Cell phones may only be used during class time with express permission from the classroom teacher. Cell phones should remain on silent (not ring or vibrate). Students who receive permission from a teacher to make an emergency phone call should step outside of the classroom and quickly make the call. Again, it is up to the teacher to grant permission for this matter.

Tablet and iPod use is only allowed with express permission from the teacher.

Earbuds/phones must both be removed when the teacher or other students are speaking. Further, noise levels from iPods must be such that other students are not bothered by the volume.

### Unacceptable Use

- using electronic devices contrary to teacher / classroom policy
- using an electronic device inappropriately towards another community member
- using an electronic device on the school grounds to take photographs or video without teacher or administrative permission
- using any piece of school-owned technology to harm another community member

## Emergency Procedure

*Where does my child go if the school has to be evacuated?*

In case of emergency evacuation, the students of CJBS will remain with their teachers and be taken to the Edzo Firehall and Youth Centre. Parents and guardians would be notified of the evacuation. Once there, all students will remain with their teachers until released into the care of their parents and/or guardians. This could occur if, for example, there was a fire in the school and the building was unsafe to enter.

# **GOLDEN RULES OF LIFE**

## **at**

### **Chief Jimmy Bruneau School**

#### **1. Have positive goals.**

Be strong like two people, attend school, be on time for classes and do your best for your future, your family and your community.

#### **2. Respect yourself.**

Take care of your mind as well as your body, stay in school, study hard, play hard, don't drink alcohol or use drugs.

#### **3. Respect those around you.**

Be kind, courteous and use clean language, do not steal, swear or fight with others, follow the school rules.

#### **4. Respect your school.**

Do your work promptly and without complaint and be careful not to damage the building or waste its resources.

#### **5. Ask for help when you need it.**

Don't suffer alone. If you are lonely, need help advice or just someone to talk to, go to your teachers, teacher advisors, principals, counsellors, or other supportive adults.

#### **Golden Ticket Assemblies**

At assemblies, students are recognized for showing good behaviour, based on the Golden Rules. When students display these behaviours, they are frequently rewarded with golden tickets. At the assembly, golden tickets are drawn and the winners are able to choose a prize from the selection at the front. Students who consistently show positive behaviours are entered by teachers in the 'ultimate' draw. This is a larger prize, and the winners are praised by the teacher who put their name in. These larger prizes are not awarded at every assembly.

## Staff List for 2015-2016

### Administration

Principal	Patti Turner
Vice-Principal	Chris Cochrane
Secretary	Kasandra Migwi

### Elementary

K/Grade 1	Clara Redvers
Grade 1/2	Lafi Schuck
Grade 3/4	Kally Moorhouse
Grade 5/6	Stephanie Staller

### Junior High

Grade 7	Mark Phillips
Grade 7	Gerry Lawlor
Grade 8	Shamus Hagen
Grade 8	Kristi Batherson
Grade 9	Rebecca Smith
Grade 9	Anthony O'Brien

### High School

Math/Science	Chris McCarthy
Math/Science	Sandra White
Math Specialist	Matthew Rolls
Humanities Generalist	Paul Gentleman
Humanities Specialist	Chris Stanbridge
ELA Specialist	Adam Jarvis
Tlichon and CTS Instructor	Ernestine Steinwand
Tlichon and CTS Instructor	Victoria Drybones
Fine Arts	Karen Gelderman
Industrial Arts	Greg Morrison
CTS	Wendy Tulk
Phys Ed K-12	Robbie Craig

PST	Crystal Blackler
Literacy Coach	Lisa Zoe

Culture Coordinator	Phillip Mackenzie
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Art Therapy	Rhonda Miller
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Educational Assistants	Alice Zoe-Chocolate
	Jackie Bonnetrouge
	Emmerance Apples
	Ron Paquette
	Joe Mantla
	Ray McSwain
	Michael Botermans



Contact a staff member by phoning the office and leaving a message, or through email. All email addresses are first name \_ last name @tlichonet. For example, Patricia (Patti) Turner is patricia\_turner@tlichonet

Office Phone:

867-371-4511

867-371-4512

For more frequent updates on school announcements, follow us on Facebook, watch for the monthly newsletter, and use our website

[cjbs.tlichonet](http://cjbs.tlichonet)

## Behchoko Public Library

*The school library also houses a public library, providing benefits to the community at large.*

Our school library has expanded to include both a school section and a public section. What this means for students and parents is that there are many more titles available, new books are arriving much more regularly, and there are more services provided than in the former school library.

If your child is new to the school this year, or did not get a public card last year then you have likely been sent a card to fill out and sign from your child's teacher. This card will allow your child to sign out any materials in the library - both CJBS and NWT Public holdings. If they do not return the signed card to the school, they will only have access to the CJBS collection.

In addition to serving the school, the public library is open to all community members. If you haven't done so already, please drop by the library and get your own library card. You will be able to sign out books and movies, or enjoy some magazines or computer time.

The library is currently open during school hours, and until 4:30 on Tuesdays and Wednesdays. Evening programs and family nights will be starting soon.

### Responsibility for Materials

The borrower is 100% responsible for the class resource from the time of sign out until the book is returned to the library. If the student does not return the resource for any reason, they will not be allowed to sign out any other resource until the it has been returned or the debt has been cleared.

Students have two options for repayment:

Option #1: Student may make arrangements with the librarian to work off any money owed. (Each hour worked will earn the student \$15.00 toward their repayment)

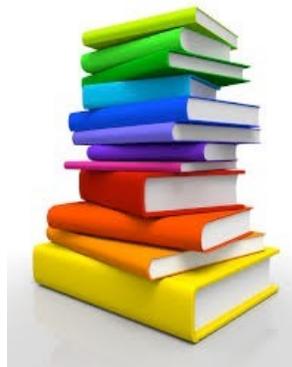
Option #2: Student may pay back in cash to the Library any money owed.

Costs associated with repayment:

Paperbacks- \$15.00

Hard Cover Texts- \$30.00

Graphing Calculators- \$60.00



## Nut-Free Policy



CJBS promotes a nut-free environment to protect our students with serious allergies. Please make sure that snacks and lunches do not contain nuts.

## School Schedule

Students attend school from Monday to Friday. The school day starts at 8:55 am when the first bell rings, and classes dismiss for the end of the day at 3:15 pm. This year, early dismissal will take place on Thursdays, with students being dismissed at 2:10 pm. On Monday, Tuesday and Wednesday, students have the option of staying after school to participate in after-school activities, and can take the late bus home at 4:30 pm.

## What is TA/Homeroom?

TA stands for Teacher Advisor. This is the first point of contact for high school students and their parents when they have questions about the school, their schedule, and available supports. The teacher advisor is there to help students and their parents to understand the choices available to them, and to help guide them through the decisions involved in high school education. Students see their TA every day during their homeroom period. This is important in that any school announcements and updates are discussed at this time, and students spend the rest of the 15-minute period reading. This reading time is called DEAR (drop everything and read) as it has been shown that reading for this amount of time every day can greatly improve a student's reading level and achievement.

If you have questions about your child's classes or teachers, you can always contact your child's TA to get the information you need.

## Attendance Expectations

In order to succeed, students need to be in class on time and prepared every day. This means that when the bell rings for the start of class, students are in their seats with their materials ready (pencil, pen, paper, book, etc) ready to start class. If a student is not on time, you will see this reflected in their attendance recorded as 'late.' Students who are late frequently will generally do poorly in class, and are disruptive to the learning of other students. If you are informed by a child's teacher that they are frequently late, please discuss the importance of being on time and prepared with your child. Knowing that parents and teachers have the same expectations can be very effective in helping this behavior turn around.

If a student is sick, has an appointment or is excused for another reason, please make sure to contact the office to let them know. This will ensure that teachers are aware that the student has been excused and that they are not skipping. It is important that everyone know what is happening with a student's attendance. It can prevent poor behaviors from becoming habitual, and it also helps to accurately reflect the school's attendance, which affects how many teachers will be hired for the next year.

Students looking to go home after lunch must have an early dismissal form signed by their homeroom teacher. The teacher is responsible for contacting a student's parents to get their permission before signing the form.

MISSING  
(SCHOOL)=  
MISSING  
OUT

## Understanding Exams

The school year is divided into two parts called semesters. At the end of each semester, all students in grades 7-12 will write a final exam. The value of the exam is different depending on the grade level and the course, but students should know how much their exam is worth before writing. Students should be studying and preparing for exams in the weeks leading up to them.

You can help by encouraging your child to study regularly, and quizzing them on facts and skills that they need to know. Exams are written in January and June. The exam schedule will be published in the month before exams, and copies will be available in the office and online. Make sure to know what exams your child is writing and when. Then encourage them to study and prepare, and help them to get a good night's rest before their exam. The morning of the exam, help them to make sure they are up on time and eat breakfast. These things will help them to do their best!

On exam days, all exams start at 9 am, and run until 11:30 am. Students in grades 7-12 will not have school in the afternoons during exam week. They will be home at lunchtime.

### Make-up Exams

If a student has missed an exam with a valid excuse, they can arrange with their teacher to write the exam on a make-up exam day. Unless arranged ahead of time, do not send your child to school on make-up exam day. It is by appointment only. Make-up exams are not possible for diploma exams.

### Diploma Exams

Grade 12 students will be writing Alberta Diploma Exams. There are special rules that apply to these exams, and they are worth 50% of the students' final grade. It is very important that students are well-rested and arrive on time for these exams. Students writing these exams are under a great deal of stress and need extra support.

# Pathways to Graduation

## Understanding credits and your child's schedule

Make sure to look at your child's schedule, make a copy of it, and refer to it when you are talking to your child about how school is going. If you have a copy of your child's schedule this will help you to keep track of what they should be working on, and who your child's teachers are. By asking them frequently about their progress, you show that you are interested and care about how they are doing in school.

Most courses are worth 5 credits. If you see a course on your child's schedule that they go to every day (6 times per week), this course will generally be worth 5 credits. All of the core courses (English, Math, Social Studies, Science) are set up as 5-credit courses. Some other courses are set up as 3-credit courses. These will appear in your child's schedule as courses that they don't attend every day, and are usually in the first period block. If your child attends a class only 3 times per week, then it is a 3-credit class.

## Graduation Requirements

To graduate with a high school diploma, students must complete the following courses:

- English - 15 credits (grade 10, 11, 12)
- Math - 10 credits (grade 10, 11)
- Social Studies - 10 credits (grade 10, 11)
- Science - 10 credits (grade 10, 11)
- CALM (career and life management) - 3 credits (grade 11)
- Physical Education - 3 credits (grade 10)
- Fine Arts - 3 credits (grade 10)
- 2 other grade 12 courses - 10 credits
- CTS (career and technology studies) - 5 credits
- Community Service - 1 credit
- CPP (career and program planning) - 1 credit
- Other credits - to add up to a total of 100 credits



Depending on a student's plans for the future and their ability levels in different subject areas, they may take different streams of courses in the core subject areas: English, Math, Social Studies and Science. You will see this reflected in the number for the course. For example, a grade 11 student will be enrolled in either English 20-2 or 20-1. You can learn more about the different streams by reading about them, or by discussing them with your child's teacher. One is not 'better' than the other. Rather, a child should be enrolled in the level that best meets their needs and goals. If a student is planning to study engineering at university, then they would likely enroll in 20-1/30-1 math courses. However, if they want to study early childhood education, then 20-2/30-2 would be more appropriate. Often, when we see students returning to school to do upgrading, it is because the course level that they completed does not reflect what they need to enter a post-secondary program of their choosing. It is important to discuss your child's career goals, so that they are placed in the right courses in high school.

To learn more about the different course options, visit the following website published by Alberta Learning: [mychildslearning.alberta.ca](http://mychildslearning.alberta.ca) and discuss the options with your child's TA.