

**WALTER MURRAY
COLLEGIATE INSTITUTE
2010-2011**



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Saskatoon, Saskatchewan S7J 2E7
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Attendance: 683-7855

Mr. Bruce Bradshaw, Principal
Mr. Jack Nepjuk, Assistant Principal
Ms. Colleen Norris, Vice Principal

<http://schools.spsd.sk.ca/walte/>
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PRINCIPAL'S MESSAGE

It is with great pride that we welcome you to the home of the Marauders! Blue and Grey are the Walter Murray colors and we wear these with great pride and a strong sense of tradition. Our school community is noted for its excellence in academics, athletics, fine arts, and technology. Historically there is a long list of accomplishments in so many areas – debate, mathematics, fine arts, science, and sports just to name a few. The Marauder family is well known for its many accomplishments, for its sense of pride, respect for self and others, and its incredible hospitality.

The Murray staff believes strongly in a Code of Conduct that it created along with the student body a short time ago. “The staff and students of Walter Murray Collegiate are committed to a school environment that promotes a sense of safety, belonging, and equality where mutual respect and the pursuit of higher learning are integral components of our learning community.” Common language we use from this Code of Conduct describes treating each person with dignity and respect. At Walter Murray, honoring diversity is an important component of our learning community. Most importantly we work toward reaching our full potential and helping those around us to do the same. We create capacity for student leadership in our classrooms and through our extra-curricular programming. We encourage students to assume leadership roles that move us toward positive change. Change that we hope is going to be beneficial to our students as well as our staff and the entire community. Many significant changes have been made and we have been delighted with our students’ contributions and respect for this consultation process.

To truly become a part of Walter Murray and feel the Marauder spirit, it is important to get involved. From Fine Arts to Athletics or Human Rights to a French Exchange, there is something here for everyone. Challenge yourself to become a leader or a part of a club, team, or organization that may challenge your skills or peak your interest. Students are encouraged to open doors, offer solutions or ask questions, and most importantly give yourself an opportunity to focus some energy as well as reap the rewards for your involvement.

The contents of this handbook are intended to help you organize your school year and to learn about the diversity and offerings of this collegiate. Past conversations with students have been very helpful in designing our current edition of this planner and we invite you to let us know if you have any new ideas about the next publication. Read the information carefully, ask questions, and set goals around making this the best year ever. We are looking forward to working with you and with your family. You are an important part of the great Marauder tradition!

Mr. Bruce Bradshaw

SCHOOL SCHEDULE

Monday – Tuesday – Wednesday – Friday

Period Six—Early Morning 7:45 – 8:45

Warning Bell 8:46

Period One 8:50 – 9:50

Period Two 9:54 – 10:56

RECESS 10:56 – 11:10

Warning Bell 11:06

Period Three 11:10 – 12:10

Period Seven—**NOON** 12:10 – 1:10

Warning Bell 1:06

Period Four 1:10 – 2:10

Period Five 2:15 – 3:15

Thursday Schedule

Warning Bell 8:46

Period One 8:50 – 9:35 (45 min)

Period Two 9:40 – 10:50

(70 min–30 min Murray Advantage and 40 min teaching)

Period Three 10:55 – 11:40 (45 min)

Period Seven—**NOON 11:40 – 12:25 (45 min)**

Warning Bell 12:26

Period Four 12:30 – 1:15 (45 min)

Period Five 1:20 – 2:05 (45 min)

Teacher Meetings 2:15

TABLE OF CONTENTS

Staff Roster	page 5
Student Representative Council.....	page 7
Daily Routine	page 8
Cafeteria Use	page 8
Clean School Program	page 8
Daily Notices	page 8
Hallways	page 8
Noon Hour Routine	page 8
Parking	page 8
Transit	page 9
Code of Conduct	page 9
Behavioural Guidelines	page 10
Academic Integrity	page 10
Accidents and Emergencies.....	page 11
Alcohol and Drugs	page 11
Attendance	page 11
Cellular Phones, Pagers, and Laser	
Pointers	page 13
Skateboards	page 13
Dress	page 13
Harassment	page 14
Cyber Bullying	page 14
Property	page 16
Public Behaviour	page 16
Security	page 16
Smoking/Tobacco Usage	page 17
Theft	page 17
Unassigned Time	page 17
Vandalism	page 18
Violations.....	page 18
Visitors.....	page 18
Weapons and Dangerous Materials at	
School	page 18
Bibliothèque Liz Edmonds Memorial	
Library	page 18
Computer Access.....	page 19
Essay Writing Guidelines	page 20
Resume	page 23
Cover Letter for Job Application.....	page 24
Study Skills.....	page 25
General Information	page 26
Athletics.....	page 26
Dances	page 26
Driver Education.....	page 27
Big "M" Awards.....	page 28
Graduation	page 29
Honour Rolls	page 30
Locks and Lockers	page 30
Lost and Found	page 30
Main Office	page 30
Outside Agencies	page 30
Sanitary Napkins	page 31
Student Crime Stoppers Program	page 31
Student Services	page 31
Timetable Changes	page 32
School Map	page 33

**STAFF ROSTER
WALTER MURRAY COLLEGIATE**

ADMINISTRATION

Mr. B. Bradshaw
Mr. J. Nepjuk
Ms. C. Norris

CAFETERIA

Ms. M. Masse-
Sander
Mrs. S. Rawlyk
Ms. L. Zurowski

CARETAKERS

Mr. P. Allan
Mr. B. Jestin
Mr. D. Mayes
Mr. M. Neufeld
Mr. C. Romero
Mr. C. Rookes
Mr. D. Swain
Mr. M. Tesfagiris
Mr. R. Westfield

**COMMERCE/
COMPUTER
EDUCATION**

Mrs. R. Breen
Mrs. P. Eng
Mr. T. Mirtle
Mr. R. Polan

ENGLISH

Mr. J. Black
Mrs. D. Gibson
Ms. T. Hanson
Ms. K. Kalesnikoff

Mrs. S. Kwasnik-
Senger

Mr. D. Mitchell
Ms. B. Nickel
Mr. R. Nordick
Ms. K. Palmer
Mr. D. Scaddan
Mr. B. Schoenfeld
Ms. K. Salamon

**ENGLISH AS A
SECOND
LANGUAGE**

Mr. M. Luciuk
Ms. K. Geres
Ms. A. MacKenzie
Ms. K. Palmer
Mr. D. Stonhouse

FINE ARTS

Ms. T. Hanson
Ms. K. Malanovich
Ms. K. Neufeldt-Tate
Mrs. A. Pittman
Ms. K. Schmiedge
Mr. T. Simes
Mr. J. Soucy

**FRENCH
IMMERSION**

Ms. A. Ginther
Mrs. M. Naidu
Mr. M. Sherer
Mr. J. Soucy

HOME ECONOMICS

Mrs. S. Booth
Miss A. Fairbrother

LANGUAGES

Ms. A. Ginther
Mrs. E. Kivol
Mrs. R. Loppacher
Ms. T. Matisz
Mrs. M. Naidi
Mr. M. Sherer
Mr. J. Soucy

**LEARNING
RESOURCE CENTRE**

Ms. L. Dubé
Ms. S. Olenik

MATHEMATICS

Mrs. J. Christ
Mr. D. Earl
Ms. C. Gradin
Mr. M. Luciuk
Mr. T. Mirtle
Mr. S. Moore
Mr. R. Okrainetz
Mrs. M. Naidu
Mr. S. Printz

MUSIC

Mr. M. Luciuk
Miss C. MacBride
Mrs. A. Pittman

**PHYSICAL
EDUCATION**

Mr. D. Adolph
Ms. S. Cooper
Mr. D. Earl
Miss A. Fairbrother
Mr. L. Grosjean
Mr. D. Mitchell
Mr. J. Reis
Ms. K. Salamon
Mr. T. Simes

**RESOURCE
SUPPORT**

Mrs. B. Wagar
Mr. D. Harnish
Ms. S. Harvey
Mr. T. Heroux
Mr. D. Hupe
Mrs. B. Janzen
Mrs. L. Keller
Ms. P. Rowley
Ms. J. Thiesson

SCHOOL NURSE

Ms. C. Selk

**SPECIAL
EDUCATION
(LSWS)**

Mr. N. Bull
Ms. A. Floch
Mrs. V. Garbe
Ms. J. Hamp
Ms. N. Lazeski

SCIENCE

Mrs. H. Braaten
Ms. S. Campbell
Mr. T. Cousins
Ms. A. Crozier
Mr. W. Kapphahn
Ms. J. Lapsiuk
Ms. M. Louko
Mr. M. Luciuk
Mr. R. Okrainetz
Mr. R. Polan
Mr. E. Rowley
Ms. N. Stevens

SECRETARIAL

Mrs. L. Irvine
Miss M. Jones
Ms. K. Mapes
Ms. L. Marcotte
Mrs. H. McDonald
Miss R. Reddekopp

SOCIAL SCIENCES

Mr. S. Armstrong
Mr. J. Black
Mrs. C. Chatterson
Mrs. J. Konkin
Mrs. S. Kwasnik-
Senger
Mr. V. Mamer
Ms. P. Rowley
Ms. N. Stevens
Mr. R. Stinson

**STUDENT
SERVICES**

Ms. C. Blumquist
Ms. G. Kadyschuk
Ms. H. Njaa-Davis

SUPPORT

Mr. H. Alizadeh
Mr. D. Carlston
Mr. M. Glova
Ms. C. Greer
Mr. K. Luce
Ms. D. Sackville
Ms. R. Schaan
Mrs. B. Scissons
Mr. M. Single
Mrs. L. Traill
Mr. B. Vandenberg
Ms. T. Weinmeyer
Ms. J. Ziebart

TECHNOLOGY

Mr. S. Armstrong
Mr. I. Buchan
Mr. R. Fenske
Mr. G. Harding
Mr. T. Hiebert
Mr. W. Kapphahn
Mrs. J. Konkin
Mr. T. Kuffner
Ms. K. Schmiedge
Mr. C. Stensrud

WORK EDUCATION

Mr. D. Harnish
Mrs. J. Konkin

STUDENT REPRESENTATIVE COUNCIL

Hey Marauders!

This is your new (and improved) Senior Ring and Pin for the 2010-2011 school year. The forecast for the year is sunny with the chance of awesomeness. Did you know, Gillian Epp and Brian Woytowich might be the best Senior Pin and Ring who have ever graced the green lawns and blue hallways of Walter Murray? Thanks Marauders, and have a great day!

(Senior Pin)
Gillian Epp

(Senior Ring)
Brian Woytowich

Student Representative Council 2010-2011

SENIOR PIN—Gillian Epp
SENIOR RING—Brian Woytowich

**SENIOR
LEADERS**
Melissa Liu
Selena Ji
Kyungjun Kim
Yasmina Bekkaoui

**JUNIOR
LEADERS**
Rainer Kocsis
Surath Gomis
Landon Wagner
Devina Panko

**GR. 10
LEADERS**
Helen Tang
Rui Song
Aditi Chadha
Kelly Zheng

SECRETARY/TREASURER – Nahida Sheikh and Gen Zha

ACTIVITIES DIRECTOR – Jonathan Ravichander

PEP RALLY DIRECTORS – Archer Bell and Myiah Boison

SPECIAL DAYS DIRECTORS –Matthew Olson

AV/TECHNICAL DIRECTORS – Stefan Belev and Tim Mason

ART DIRECTORS – Shan Kuang and Maddie Hucl

SRC STUDENT LIASON – Dana Mujkic

DANCE DIRECTOR – Thea Hedemann and Lisa Zhao

COMMUNITY PARTNERSHIP DIRECTOR—Huyen Vu and Shreya Pahwa

TEACHER ADVISORS:
Mr. R Fenske, Mrs. E. Kivol, and Mr. E. Rowley

DAILY ROUTINE

CAFETERIA USE

The cafeteria is available for student use all day except for special school activities. Students need to leave the cafeteria in order to arrive to class on time. Students can eat their lunch in the cafeteria and are encouraged to show pride in their school by displaying appropriate behaviour towards the cafeteria staff and supervisors and by cleaning up after they have finished their snack/meal. Coats, backpacks, etc. are not allowed in the serving lines.

At times, the cafeteria is over crowded and students decide to eat in our hallways. This is acceptable *only* if students return their cafeteria materials to the appropriate place and put their garbage in the cans provided. Students should not leave backpacks and personal belongings unattended in the cafeteria at any time.

CLEAN SCHOOL PROGRAM

Walter Murray Collegiate is very proud of our tradition as a clean school. Students work with the caretaking staff to keep the school and school grounds clean during the school day. Specifically, the goal is to have the cafeteria, all hallways, and the school lawn, once the snow melts, free of garbage at all times.

DAILY NOTICES

Your homeroom teacher will read the notices during Period 2. In the event that you have a Period 2 spare please consult the Main Office. On occasion, an SRC representative or WMCI staff member will highlight Marauder accomplishments. Notices to be included must be in the Main Office by 9:00 a.m. All notices must be initiated by the appropriate teacher before they will be published.

HALLWAYS

Students should not congregate in the halls during class time. Students not in class should be in the LRC or in the cafeteria. If a student is in the building and should be in class, this is considered an in-school skip. Students may be sent home for the remainder of the day.

NOON HOUR ROUTINE

- The LRC is available for quiet study everyday (except Thursdays) starting at 12:30 and Thursdays starting at 11:40.
- Arrangements can be made with classroom teachers or activity supervisors to work in other areas.
- The intramural program operates in both gyms.

PARKING

Walter Murray Staff and Administration have worked very hard to alleviate parking concerns for our student body. We now have a parking lot for students on campus. The student lot is located on the east side of the school just off of Taylor Street. It operates on a first come, first served basis. The "visitors" lot is for school board vehicles and legitimate visitors to the school who register in the Main Office. Staff parking is reserved for school board employees **only**. *Staff pays annual parking fees.*

Students who park on school property, and visitors who do not register, may receive a \$50.00 fine.

Walter Murray Collegiate nor the school division accept responsibility for students cars of their contents.

Students are encouraged to use common sense when parking in the neighbourhood of the school and not to block driveways or otherwise inconvenience residents. Commissioners frequently patrol this area and hand out tickets if need be. Students are reminded that there are two-hour parking restrictions around the collegiate.

TRANSIT

A variety of regularly scheduled and special buses bring students to school. Students are expected to choose a bus route that will ensure that they arrive at least ten minutes before their first scheduled class.

The Saskatoon Public School Division will subsidize 50% of the cost of bus passes to collegiate students who live beyond a reasonable walking distance (3 km) from their home to the closest available public collegiate which offers a program appropriate to their needs as determined by division staff.

For a family that has more than two children (both must qualify for the subsidy) attending a public collegiate, the Saskatoon Public School Division will provide bus passes for any children beyond the first two at no cost to the children or family.

Application forms are available in the main office. The application form must be completed and approved before a bus pass will be issued.

CODE OF CONDUCT

- i) Walter Murray Collegiate has developed a Code of Conduct for our school. In short, this statement describes what we strive for and how we treat each other at WMCI. The Code of Conduct started as an idea at our annual Student Forum. Following this, an adhoc committee consisting of students, staff, administration, and parents worked on the project. We are proud of the process that was followed and of the finished product, which is visible in our classrooms and hallways.

ii) WMCI's Code of Conduct

The Staff and Students of Walter Murray Collegiate
are committed to a school environment
that promotes a sense of safety,
belonging, and equality
where mutual respect and the
pursuit of learning
are important components of
our learning community.

This means we:
treat each person with dignity;
speak with respect; honour diversity;
honour individual rights tempered
by
the needs of the whole;
celebrate our success;
respect the personal space of
others; and
work toward our full potential.

BEHAVIOURAL GUIDELINES

Walter Murray has established standards of behaviour to influence the development of positive values and social skills. These are necessary in a learning environment that fosters commitment to excellence and growth.

We are all proud of the positive, congenial atmosphere that exists at Walter Murray. Murray people show one another consideration, cooperation, and tolerance. Common sense, courtesy, and respect for the rights and property of others are the key ingredients.

It is expected that every member of the Walter Murray family – students, teachers, and support staff – will help to maintain a safe, friendly, and orderly place for learning. Individual teachers and departments may have rules and expectations in addition to those stated here. They will be communicated to students at the beginning of each semester.

There are two over-all rules, however. The first is that members of the Walter Murray community should not do anything that will hurt others. The second is that they should not do anything that will hurt themselves.

ACADEMIC INTEGRITY

The values of the Saskatoon Public School Division include: honesty, responsibility, and the pursuit of truth. We expect academic integrity from all students. Cheating, in whatever form, is ultimately destructive to these values and is unfair and discouraging to students who pursue their studies honestly.

Breaches of academic integrity include such things as:

- i) using or possessing unauthorized information in examinations;
- ii) concocting or distorting lab or shop results, projects or reports;
- iii) plagiarizing or representing the work of another as one's own;
- iv) using an unfair mechanical or technological advantage;
- v) aiding another student's dishonesty.

Depending on the severity and nature of the breaches of academic integrity, discipline and consequences may result in any one or more of the following:

- i) the student being required to write another exam, lab report or project;
- ii) the student being awarded a mark of zero for that particular exam, lab report or project;
- iii) in the case of a final exam, the issue will be dealt with by administration. Under most circumstances, the paper will be declared null and void. Permission may be given for the student to write the next semester examination, or, in the case of grade twelve students, they may challenge the Saskatchewan Education examination at a future sitting.

Late Assignments

Each department at WMCI has specific expectations in regard to the handing in of late assignments. Teachers will outline the specific expectations with students to begin each semester. If there are questions about late assignments, students should ask their classroom teacher for specific application of this policy. In most instances, there will be consequences for assignments coming in late unless the situation has been cleared with the specific teacher in advance.

ACCIDENTS AND EMERGENCIES

Students are asked to immediately report any accidents or emergencies to the staff member in charge. Medical services will be arranged as required.

ALCOHOL AND DRUGS

We expect students to arrive at school and school-related activities prepared to participate and contribute to the best of their ability. The use of alcohol or drugs does not permit this to happen. Possession, use or trafficking in alcohol, drugs or any such substances will not be tolerated. Students in possession of drugs or an illegal substance may be dismissed from WMCI and charged. Students suspected of being under the influence of drugs or alcohol will be suspended. Before re-admission to WMCI, parents, student, Student Services, and administration will discuss intervention strategies for the student's addiction. Student lockers may be searched at any time. Our police liaison officer will play a role in all incidences that involve an illegal substance (see under title-Security).

WMCI is proud of a partnership with Mental Health and Addictions, the Saskatoon Public School Division and the Greater Saskatoon Catholic School Division that will see an addictions counselor, spend a half a day each week in our school. This counselor will connect with students at the classroom level via presentations and will also be available to meet with students on an individual basis (contact Student Services). Parents or guardians are also welcome to connect with the addictions counselor by calling WMCI's Student Services at 683-7856.

ATTENDANCE

Attendance and punctuality are prerequisites to effective learning. Consequently, we expect all students to attend their classes regularly and promptly so they might experience success.

Basic Assumptions

A student is primarily responsible to his or her teacher for attendance.

The parent/guardian should ensure that the student attends classes and should inform the school of absences.

Extended Absences

The school requires advance notice if parents wish to withdraw a student from school for more than three days. Students should obtain and complete an Extended Absence Form prior to the absence. These forms are available from the Attendance desk. Students who are absent from classes are responsible for all work missed. Since participation in class activities is considered in the evaluation process, student absence(s) may affect grades received. Students who are frequently absent from classes risk being removed from them.

No-Show Students to Start the Semester

In light of the fact that we often have students waiting to get into specific classes, any student who does not notify the main office that he/she will be registering late (first two days of a semester) runs the risk of being removed from that particular class.

Course Loads

Students are encouraged to take advantage of the diversity of programs offered at Walter Murray by enrolling in the maximum number of classes each semester.

Students in grade nine are expected to enroll and maintain five courses per semester. Students in grade ten to twelve are expected to enroll and maintain a minimum of four courses per semester. Course loads of fewer classes due to withdrawal by either student or the school may result in withdrawal of the student from all courses for that semester.

Attendance Guidelines

Successful students are present, prepared for instruction, and are active participants within the classroom. Absences regardless of reason result in students missing activities and experiences which cannot be recovered.

- School Connects Parent Message System

Walter Murray Collegiate has installed an automated calling system to phone parent(s)/guardian(s) of students who have been absent from class without an explained absence. The objective of this system is to accurately provide attendance information to the student home as soon as possible. Parent(s)/guardian(s) will receive an automated phone call in the early evening hours on a school day if their child has been away during the school day with an unexcused absence. Parent(s)/guardian(s) receiving this call should phone or send a note the next school day to clear this unexcused absence. Walter Murray Collegiate has an answering machine to receive calls 24 hours a day or parent(s)/guardian(s) can call 683-7855 in order to talk to an attendance secretary between the hours of 8:00 a.m. and 4:00 p.m. Monday to Friday. If the student was late but marked absent in error, it is the student's responsibility to clear this with the teacher *the following day*.

We would appreciate parent's/guardian's help in the following ways:

- 1) Please call in to clear absences **ON THE DAY THAT THEY OCCUR**. This will avoid unnecessary calls to your home.
 - 2) Please inform us if your home phone number changes so that we can continue to communicate with you regularly.
 - 3) If you receive an automated message about your child, call the attendance secretary the day after you receive one of these messages to update our records. Please do so no later than 8:30 a.m. if possible.
 - 4) Let us know if there are any problems with the phone system from your end.
- Excessive absences may result in the removal of a student from a class. Students whose course loads fall below minimum expectations (see course loads) may be dismissed from WMCI. Special allowance may be made for absences given: a medical certificate; school-related or approved activities requiring extended leaves.
 - Skipping classes is unacceptable. Students who skip class and are located in the school or on school grounds may receive some form of suspension (**in-school skip**). Students will be re-admitted to classes only after having completed an interview with an administrator and their parent(s)/guardian(s); students can be placed on an attendance contract.
 - **Parents cannot clear unexcused absences at a date later than one week following the absence.**
Students, who become ill at school, must sign out at the Main Office before leaving. Confirmation of an excused absence will need to be called in by a parent/guardian.

Lates

The work world expects employees to be on time. We feel very much the same about our students being on time for classes. Students arriving late are a disruption to others. Students are expected to be in their classroom, ready to begin activities when the period begins. Two lates will be considered an absence. Students who arrive late to class because of an excused school-related activity (e.g. Student Services appointment, finishing an exam) are to obtain a late slip from the counsellor/teacher prior to arriving in their next period class. Students who are consistently late for class will be encouraged to break this pattern. Failure to do so may result in removal from class.

CELLULAR PHONES, PAGERS, AND LASER POINTERS

Use of cellular/portable phones and pagers are not allowed to be used in the classrooms or library, but may be used in hallways and during non-class times. Cellular/portable phones and pagers must be turned off while in class as it disrupts the class. Any of these items may be confiscated for a period of time if used inappropriately.

Text messaging during class time should never occur as cell phones are to be turned off and not just on silent mode.

SKATEBOARDS

If you are bringing your skateboard to school, it must be immediately placed in your locker. You will not be allowed to carry your skateboard to any of your classes. If you have questions about the use of your skateboard while on school property, please see administration.

DRESS

How we dress and behave sends messages about us to others. We want people to have enough freedom that they can express their own personality and at the same time recognize that we want to send positive messages to others including the community we serve. The bottom line is common sense, sensitivity to others, and the good health and safety of all.

Dress Code:

- Students should select their clothes with good taste and judgment in mind;
- Clothing should be neat, clean, and inoffensive;
- Shoes must be worn in the school at all times. The type of shoe should be dictated by the type of activity. (Gymnasium, classroom, shop, etc.);
- Students should dress modestly. Shoulders, midriffs and the buttocks must be covered. As examples, halter and tank tops, tops with spaghetti straps, muscle shirts, half shirts, mesh shirts, sun suits, and beach wear are considered inappropriate school apparel. Attire that is scooped at the neck, back or arms and is revealing is not acceptable;
- Clothing items that advertise drug, alcohol, and tobacco products or which display life-style messages which are contrary to the Saskatoon Public School Division's value statement are not permitted;
- Students are encouraged to leave all outerwear including caps and hats in their lockers when they are in attendance at school. In any case, individual teachers may ask that— ***caps, hats and hoods be removed in classrooms, the LRC and the Main Office.***
- The dress code guidelines will be revisited yearly during the student forum.

HARASSMENT

According to our Walter Murray "Code of Conduct", harassment will not be tolerated within our building. As responsible members of the WMCI family, we strongly encourage first and third party reporting of harassment. If the school staff is not made aware of harassment issues, they cannot respond in the appropriate way. Students involved in harassment will be scheduled for interviews with counsellors and/or administration leading to one or more of the following outcomes:

- dismissal from WMCI;
- suspension inside or outside of the school;
- further counselling from Student Services personnel; verbal and/or written apology.

The Saskatoon Public School Division considers itself responsible for the protection of employee and student human rights and dignity. The Saskatoon Public School Division believes that sexual harassment of an employee or student is an intolerable situation that warrants disciplinary action, and may be considered grounds for dismissal or expulsion. The Saskatoon Public School Division also recognizes its responsibility to educate employees and students about sexual harassment.

Sexual harassment is defined as unwelcome sexual advances, requests for sexual favours, and other verbal or physical conduct of a sexual nature. Students/parents are encouraged to report incidents of sexual harassment to the school principal, guidance counsellor, or a teacher. The staff member receiving the report will, with the consent of the complainant, provide the Director of Education with the details of the incident(s) in writing. The onus is on the student/parent or employee to report instances of sexual harassment as soon after the incident as is reasonably possible.

CYBER BULLYING

Bullies will use many ways to get at their victims and the Internet gives them yet another method. This form of bullying is sometimes called cyber bullying and describes the misuse of email systems or the Internet for harassing people, such as by sending unpleasant or aggressive messages. Although this is a recent phenomenon and may not yet be taken seriously by everyone, bullying of all kinds is wrong and should be challenged. The good news is that there are some direct practical steps that you can take to help you if you are a victim. Do not give out personal information too freely. Talk to your parent(s) if something is upsetting you. Keep a record of all bullying incidences either by saving or printing emails. If an email or text message is particularly disturbing or breaks the law, contact administration and/or the police liaison officer at Walter Murray Collegiate.

Pupils who believe they are being harassed should:

- i) Contact an adult employee in the school such as the principal, a counsellor, or teacher with whom they feel comfortable. Reports of sexual harassment shall be dealt with in strict confidence; however, the complainant must understand that confidentiality must be distinguished from anonymity. The employee receiving that report shall, with the knowledge of the complainant, provide a school official with details of the incident verbally or in writing and include:
 - a) What happened;
 - b) Where it happened;

- c) When it happened;
- d) Who did the harassing;
- e) Witness(es), if any;
- f) What complainant did in return;
- g) How respondent reacted.
- ii) Decide on an option with the assistance of the school official and/or parent/guardian:
 - a) Informal resolution process; or
 - b) Formal complaint process.

Pupils who observe sexual harassment should:

- i) Approach the person being harassed
 - a) State what was observed; and
 - b) Offer assistance and report the incident.
- ii) If it is considered safe, express concern or disapproval to the harasser.
- iii) Report the incident to an adult with whom they feel comfortable.

Employees who are aware of Pupil-to-Pupil incidents of sexual harassment should:

- i) Name harassment when it occurs;
- ii) Intervene in incidents of sexual harassment and follow protocol regarding such occurrences;
- iii) Acknowledge that sexual harassment is a serious issue;
- iv) Provide a positive role model at all times.

At any step of the investigative procedures, the complainant or respondent may choose to be accompanied by a friend, parent/guardian, or other counsel. Following the investigation, appropriate remedies or sanctions will be applied in keeping with due process. Such actions may include verbal warning, written reprimand, transfer, suspension, dismissal or expulsion.

Any interference or attempt at coercion in the investigative process by or on behalf of the complainant or respondent will be considered grounds for immediate disciplinary action. Every effort will be made to ensure that everything is done that is fair and reasonable in the circumstances to protect staff and students against complaints or accusations that are trivial, frivolous, or made in bad faith.

(For more information please go to the Saskatoon Public Schools Board Administration Procedures Manual. There are a number of policies which the principal can make available upon request).

DEFIANCE AND BELLIGERENCE:

According to our "Code of Conduct", students, as members of the WMCI family, are expected to behave in ways that show respect for individuals, peers, and staff members. Defiant and belligerent behaviour which include: the use of profanity, refusal to accompany a staff member to a designated area, refusal to comply with a reasonable request from a staff member, is a violation of our right to a safe work environment. Such behaviour will result in a meeting of the adult involved, administrator, and the student. The incident will be documented and one or more of the following consequences will be applied:

- a) dismissal from WMCI;
- b) suspension outside of the school;
- c) suspension within the school;

- d) verbal and/or written apology.
Repeated defiance and/or belligerence will result in dismissal.

FIGHTS/ THREATS/ INTIMIDATION:

Fighting, threats, and intimidation will not be tolerated. All students involved in fights will be suspended pending a parent or guardian/administrator/student discussion as to if the student will be re-admitted to WMCI or whether it is best for our school's safety that the student be transferred. Students should be aware that if the incident were particularly threatening to the safety of others, or a repeat offense, removal from the school permanently would occur. In addition, those persons involved in the fight/intimidation should expect to meet with our police liaison officer (see under title—Security).

PROPERTY

At Walter Murray Collegiate, we are fortunate to have a great facility. Students are expected to exercise care in the use of this facility. Students who damage property as a result of careless or malicious behaviour may be required to pay for repair or replacement and may be suspended from school. Students are also responsible for their own property, supplies, and equipment assigned to them by the school.

Loss of articles should be reported to the teacher in charge and to the Main Office. Found articles should be left at the Main Office.

PUBLIC BEHAVIOUR

According to our "Code of Conduct", swearing, blasphemy, and coarse language have no place in any school setting or activity. Public displays of affection such as cuddling, kissing, and similar intimate behaviours are not considered to be appropriate school behaviours.

SECURITY

- Cameras – Walter Murray Collegiate has a series of cameras located in and around the school for the well being of students and staff.
- Avoid bringing large sums of money to school.
- Expensive outerwear, jewelry, and audio equipment should be left at home.
- Students should not reveal their lock combination to anyone.
- Ensure that your locker is closed and locked at all times unless you are present.
- During physical education classes and athletic events, ensure that all personal belongings are locked in a gym locker or basket.
- Bicycles brought to school should be properly secured. Students are encouraged to use the bicycle racks on the south and east side of the building. Valuables such as iPod's, Mp3's, CDs, and portable audio equipment should not be left visible in your parked car while at school.
- Do not leave valuables on the bleachers or seats during school events.
- Whenever possible, mark all personal belongings.
- Report all acts of theft, vandalism, violence, and alcohol and drug abuse in and around your school to the school administration.
- Avoid leaving any possessions unattended in the hallways, gyms, or in the student cafeteria.

The Role of the School Resource Officer (SRO) in our School

The Saskatoon Police Service School Resource Officer (SRO) Program is a community policing initiative with police officers serving as daily resources to staff, students, parents, guardians and the community within the school environment.

The goals of the School Resource Officer Program include:

- developing positive attitudes and relationships between children, youth and the police;
- helping to create a safe school environment;
- serving as a resource for the school community in the areas of law, the police role in the community, and legal consequences; and
- liaising with other sections of the Saskatoon Police Service to share information and provide assistance when required.

School Resource Officers:

- serve as a positive role model to students and school staff;
- establish and maintain open lines of communication with students, parents, guardians, and school staff;
- provide education on safety, substance abuse, life skills, and the justice system to both elementary and high school students;
- reduce crime through education, enforcement and personal interaction with students and staff;
- take reports and investigate incidents within the school. In some cases, mediation, warnings, and diversion from the criminal justice system may lead to a successful resolution to a complaint. In other cases, a criminal charge may result.

SMOKING/TOBACCO USAGE

Walter Murray Collegiate continues to work with the community and Saskatoon Health Region to create a Smoke Free Zone on school property. We will be following due process as we work with our students that have a smoking habit. Students wishing to stop smoking are encouraged to see our Addictions worker or counsellor for options on how to “kick the habit”.

THEFT

Any students in possession of stolen property may face criminal charges as determined by our police liaison officer (see under title—Security). Students will face consequences up to and including dismissal from WMCI. Student lockers may be searched at any time.

UNASSIGNED TIME

Students who have unassigned time are encouraged to use it in productive ways. Students are requested to minimize their presence in the halls during class time. The LRC and cafeteria are places where students may gather.

VANDALISM

Vandalism is a crime and a sign of disrespect to our school and the community. Besides destruction of property, vandalism includes the defacing of all property in and surrounding our school. At a minimum, students will restore damage and serve community service hours within our school; depending on the severity of the vandalism, students may be dismissed from WMCI and/or charged. Our police liaison officer will be involved where need be (see under title—Security).

VIOLATIONS

Students who violate behaviour-related rules are subject to one or more of the following consequences:

- Reprimand - Expulsion - Loss of school privileges - Suspension
- Transfer to another school

In all disciplinary cases, parents or guardians will be contacted by a school official.

VISITORS

During the school day, our school is a business site and, as such, is not public property. All visitors must sign in at the main office. Individuals who are providing rides for students are encouraged to wait outside of the school building. WMCI students are not welcome at other schools unless prior arrangements have been made through the school administration or supervising teachers; the reciprocal is true of students from other schools within our city.

Students who do not attend WMCI are not permitted in the building during the school day. School officials also reserve the right to work with the police department in order to deal with those individuals that choose to abuse their visitor privilege.

WEAPONS AND DANGEROUS MATERIALS AT SCHOOL

Saskatoon Public School Division policy 3S6 states:

"Saskatoon Public Schools does not condone the possession of explosives, firearms, and/or other dangerous instruments on its property, on the way to and from school, or during any school related activity unless for special purposes in authorized activities where the Principal has granted special permission. The Division expects employees to act swiftly, appropriately, and decisively when contraventions of this administrative procedure occur. Offenders in possession of firearms, explosives, or items of similar danger will be subject to reprimand, suspension, expulsion, or other forms of discipline. Police involvement shall be requested in dealing with such incidents.

The term "dangerous instrument" includes all types of knives, swords, martial arts weapons, chains, bars or other things which when used in an aggressive manner may injure or threaten the personal safety of an individual

BIBLIOTHÈQUE LIZ EDMONDS MEMORIAL LIBRARY

The Learning Resource Centre (LRC) is a vital extension of classroom-based learning. It provides a wide range of resources: books, graphic novels, videos, DVD's, magazines and newspaper databases as well as Internet access. Audio-Visual Services are associated with the LRC. Students in the LRC learn how to search, retrieve, synthesize, analyze, evaluate, and use information effectively. It is a place for students and staff to research, work on assignments, pursue leisure reading activities or work in small groups. **The LRC is not a place for games or noisy gatherings.**

COMPUTER ACCESS

There are approximately 200 computers in the school, all of which are networked. Students may use computers in the LRC before school, at noon, and after school. The school also provides wireless Internet connection throughout the school.

Using the Internet at Walter Murray Collegiate

The Internet provides important benefits for staff and students but parents, guardians, and students should read the following information carefully before agreeing to the conditions the school attaches to using it.

What does WMCI believe about students and the Internet?

Students should have the freedom to access information that supports the goals of the school and the system. These goals include the development of critical and creative thinkers, problem solvers, and informed citizens with a global perspective. The school has a responsibility to teach wise and responsible use of the freedom of access.

1. **Access to the Internet is an individual privilege, not a right.** Any student who violates these guidelines or any other code of conduct outlined by an individual school will have his or her access removed for such period as is deemed appropriate by the technology leader, the teacher librarian or school administrator.
2. Generally, a student's conduct on the Internet is governed by the same expectation which guide his or her behavior at school.
3. Access to the Internet should be provided to a student under the supervision of a teacher or responsible adult.
4. All incidents of accessing inappropriate material will be handled according to the Saskatoon Board of Education Internet Acceptable Use Procedures and individual school guidelines.
5. Students will not use the Internet for purposes other than those requested by a teacher. **Frivolous or commercial usage of the Internet is not permitted.**
6. Students will not create, distribute, download, or save any text, sounds, graphics, or other material which are obscene, harassing, racist, malicious, fraudulent, libelous, or which may affect the integrity of a computer or computer network.
7. Students may not attempt to read, copy or change files or passwords belonging to other people, either locally or on the Internet.

How will the Internet be used?

- searching for information
- communicating with others
- publishing and creating information for the rest of the world to see and use

How will the Internet NOT be used?

- file transfer (FTP) other than from the Saskatoon Public School Division server
- chat or similar programs
- news groups
- remote computer use (e.g., Telnet)
- mailing lists

ESSAY WRITING GUIDELINES

There have been many changes in guidelines for essay writing which make some practices obsolete. While many formats are widely accepted, the MLA style (Modern Language Association) is the one chosen by teachers at WMCI for students to follow when writing formal research essays.

MLA Style of Citing Sources (6th edition writing guidelines)

- 8 ½ x 11 inch (22 x 28 cm) white paper, one side only
- double space the entire essay
- blue or black ink
- number pages in top upper right corner or center
- one inch (2.54 cm) margins on all sides
- indent paragraphs five spaces

Parenthetical Acknowledgements for Direct Quotations

For a “verbatim extraction” (under four lines or fewer than 40 words), give the author and page number in parenthesis immediately following the quotation.

e.g. “The central symbol for Canada – and this is based on numerous instances of its occurrence in both English and French Canadian literature – is undoubtedly *Survival, la Survivance*” (Atwood 32).

For a quotation over four lines, begin a new line and indent ten spaces. No quotation marks are needed. **Please note that the period is placed before the parenthetical reference.**

e.g. At the end of The Stone Angel Hagar finally sees her flaws: Pride was
my wilderness, and the demon that led me there was fear. I was
alone, never anything else, and never free, for I carried my chains
within me, and they spread out from and shackled all I touched.
Oh, my two, my dead. Dead by your own hands or by mine?
Nothing can take away these years. (Laurence 292)

Parenthetical Acknowledgements for Paraphrasing

When paraphrasing another person’s idea in your own words, give the author and page numbers in parenthesis after using the idea.

e.g. In both English and French Canadian literature, *Survival* is a major symbol (Atwood 32).

CITING SOURCES IN MLA STYLE (6th edition)

All sources quoted directly or paraphrased in a paper must be fully identified on a separate page placed at the end of the paper. This page is titled **Works Cited** (centered one inch from the top of page). The sources that were cited in the parenthetical acknowledgements are more fully identified, arranged alphabetically according to the first word listed in the parenthetical acknowledgement. The titles of the sources are underlined. The Works Cited list should also be double-spaced.

Book With One Author

Duerkop, John. Saskatoon's History in Street Names. Saskatoon: Purich Publishing Ltd, 2000.

Book With Two Authors

Dickins, Rosie, and Jan McCafferty. Drawing Faces. London, ENG: Usborne, 2002.

Encyclopedia Article With An Author

Deese, David A. "Iraq War." World Book Encyclopedia. 2007.

Encyclopedia Article Without An Author

"Calculus." The New Encyclopedia Britannica. 50th. 2007.

Internet Newspaper or Magazine Article From a Database (ie. Info Trac or ProQuest)

Kent, A. "Chaos in War's Wake: Iraq Desperately Needs Law, Order and Aid." Maclean's 21 April 2003. Info Trac One File Gale Group Databases. <<http://www.infotrac.galegroup.com>>.

Web Page

"Facts About Bullying." SafeCanada.ca. 15 May 2007. Government of Canada. 15 May 2007 <http://www.safecanada.ca/link_e.asp?category=28&topic=167>.

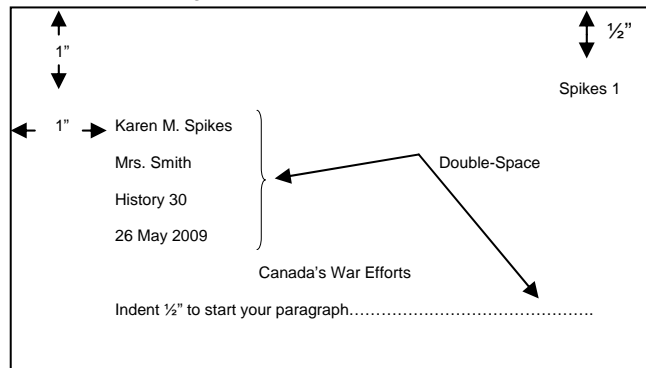
There are online citation generators which make it easier to cite your sources used for a research essay. The following links are two common tools

[Citation Machine -- The Landmark Project - based on APA and MLA styles](http://citationmachine.net/)
<http://citationmachine.net/>

[OSLIS Secondary How To: Citing Sources - based on MLA style](http://www.oslis.k12.or.us/secondary/)
<http://www.oslis.k12.or.us/secondary/>

For additional information, please refer to the **MLA Handbook for Writers of Research Papers** (6th ed.) (2003) available the Walter Murray Collegiate LRC or visit www.mla.org. Also,

MLA Heading and Title: Please note that in MLA style a research paper does not need a title page. Follow the format below.



SAMPLE WORKS CITED PAGE

Works Cited
<p>Discover Canada's Contribution in World War I and World War II</p> <p>At VMC . 21 Oct. 2003 Virtual Museum of Canada.</p> <p>Mar 21, 2004 <http://www.virtualmuseum.ca/English/Teacher/world_war.html>.</p> <p>English, Allan. "Brave Flyer, Bold Liar. (The Making of Billy Bishop)."</p> <p><i>The Beaver: Exploring Canada's History</i> Apr-May 2003: 46.</p> <p><i>InfoTrac Databases</i>. Gale Group Databases. March 23, 2004</p> <p>http://www.infotrac.galegroup.com.</p> <p>MacQueen, Ken. "A Brutal March: Wartime Diaries Record a Trek of 10,000 POWs." <i>Maclean's</i> Jan. 13, 2003: 48-50.</p> <p>Waite, P.B. "Battle of Vimy Ridge". <i>World Book Encyclopedia</i>. 2003.</p> <p>Wong, L. <i>A Short History of the Great War</i>. Toronto: University of Toronto Press, 1987.</p>

RESUME

Your resume is your public biography, arranged by category and presented in point form. To make a good resume, begin by writing a rough draft of the information you will include. Here are the categories to include, usually in this order:

Personal Data

Your name, address, telephone, cell numbers, and email address are essential. This information should stand out from the rest of your resume and be centered at the top.

Skills and Qualifications

Include skills which highlight the job or scholarship that you want. These would include interpersonal, communication, and organizational skills, team work, use of machines, foreign languages, etc.

Computer Skills

List all programs and versions which you know well. Keying speed should be listed as achieved in a formal typing test, i.e., 45 cwam. (If you do not have useable computer skills, leave out this section.)

Education

List your formal education including the highest grade completed. Use reverse chronological order (most recent educational achievement) is recorded first. List specialized courses, diplomas, certificates, or degrees obtained. If you have honour roll status, state it in this section. Do not include elementary school.

Work Experience

List any jobs including summer jobs, part-time jobs, and work placements. Begin with your most recent job and work back, listing the name and address of each company and your supervisor, the dates of your employment with that firm, and a brief description of your duties.

Volunteer Experience

Include unpaid work or activities which show your responsibility and commitment. These are listed in the same way as your work experience.

Interests and Hobbies

Your talents should show that you are a well-rounded individual. List school activities, sports, music, interests, AND particularly any leadership roles. Refer to related achievements/awards.

References

List two or three references (get permission first), with their names, positions, addresses, phone numbers, and email addresses. Good references are previous employers, teachers, coaches, professionals (but not family) who have known you for a long time. Update these regularly.

To make your resume look professional, use white paper, headings, side headings, underlining, bullets, bolding, etc. Leave white space for easier reading. The maximum length is 3 pages. A title page is optional.

COVER LETTER FOR JOB APPLICATION

It is a good idea to send a resume with a cover letter even if you have already made a verbal application in person or by telephone. The cover letter (1 page only) is a business letter to inform the employer for what position you are applying, how you learned of the position, and why you are qualified (education, special courses, skills). In addition, ask for an interview and give a contact phone number.

Current Date

MR JOHN WILSON
PERSONNEL DIRECTOR
ANDERSON CONSTRUCTION COMPANY
3507 ANDERSON CRES
SASKATOON SK S7J 4Y8

Dear Mr. Wilson:

I am applying for the position of Civil Engineer as advertised in the March 24 edition of the Saskatoon Star Phoenix. I just returned to the Saskatoon area after graduation in May and believe that I have the necessary credentials for the position.

I have just completed my Engineering degree at the University of British Columbia, graduating with High Honours. I have worked at various levels in the construction industry every summer since Grade 10. As you can see from my resume, I worked several summers as a general laborer, gradually moved up to a carpenter, and last summer I worked as assistant construction manager on a 100 million dollar job.

The Anderson Construction Company projects are familiar to me, and my aspiration is to work for a company that has your excellent reputation. I would welcome the opportunity to interview with you. I can be reached at (306) 373-4829 any time during the day.

Thank you for your consideration.

Sincerely,

Steve Mason
283 MAGNUSSON DR
SASKATOON SK S7H 4A6

sm

Enclosure: Resume

sample

WEB SITES FOR CAREER PLANNING

To learn more re career planning and resumes, check out these 2 web sites:

www.careercruising.ca
studentcounsellor.com

Username: Walter
Username: SK306Wal

Password: Murray
Password: Rabbit

STUDY SKILLS

METHODS OF STUDY

Cover the test method

- This method is good for spelling, definitions, vocabulary, list, etc.
- Read the material.
- Cover the material: either say it or write it.
- Check to see which facts you omitted.
- Cover and repeat.

Studying with a partner

This technique involves asking a friend, brother, sister, or parent/guardian(s) to question you from your notes. This can be effective only if you have a complete set of notes, and if you can stay on topic. It can reinforce what you have already learned and help to get the facts sorted into a logical sequence. This technique will not be effective if you use it as a first step in studying. It is important that you have already tried one of the other study methods by yourself first.

Recite aloud

Just as reading aloud improves your concentration, reciting aloud will enable you to learn faster. For example, if you are trying to memorize something, repeat it several times aloud. Your mind will have to concentrate to recall, and you will be listening to what you are saying.

Over learning

Most students can easily recite the nursery rhyme "Humpty Dumpty", and yet they find it difficult to remember facts learned in class the day before. Why is this so? As a child, you recited it so many times after learning it that it became impossible to forget. This is called "over learning". If you frequently review material after learning it thoroughly in study, you will over learn and never forget!

Study Notes

Put the main heading at the top of the page. In the margin, put the sub-heading (or word to be defined). Beside it put the facts (or definition) in point form. Finally cover the points and test yourself as you look only at what is in the margin.

Be A Teacher – Test Yourself

- One of the most effective study methods is to prepare and then answer your own questions.
- Study your notes well.
- Prepare questions which you think the teacher could ask on the test. Get these questions from tests, from questions you make up, or from homework questions.
- Without looking at your notes, answer the questions.
- Correct your errors.
- If you have a friend in the same course, do each other's tests.

- You will be surprised how many questions you made up are the same as the real test!

REMEMBER

This technique works only after you have spent some time in actual study.

NOTE TAKING

- Use a separate binder for each subject.
- All notes and handouts should be dated and/or numbered.
- Be neat; use a ruler, coloured pencils and markers, underline titles and topic headings.
- Keep your notebook up-to-date. When absent, make an effort to copy a friend's notes.
- Review notes as soon as possible (e.g., on the bus, after dinner, at breakfast).

STUDY TECHNIQUES

- Assemble all the materials you will need beforehand.
- Try to study in a place where there are no distractions eg., away from T.V., brothers and sisters fighting.
- Try to deal with possible distractions before starting to study e.g., trips to the washrooms, phone calls, snacks.
- It is not a good idea to have background noise such as music. If you are aware of the music, you are not concentrating. If you must, play instrumental music and not vocal music.
- Use a straight chair and table. In an easy chair or on a couch, you'll tend to relax too much and start daydreaming.
- Keep a reminder pad handy while studying. If you think of something you must do, jot it down.
- Take a short break every half hour or so.
- Set reasonable goals in respect to:
 - The amount of material to cover at one time;
 - The length of time you'll study at one time.
- Reward yourself. Get your work done and enjoy yourself. e.g., snacks, a good movie.

GENERAL INFORMATION

ATHLETICS

Badminton	Soccer	Volleyball
Intramurals	Cross Country	Football
Basketball	Track & Field	Wrestling
Curling	Golf	

See a Physical Education teacher for the names of the coaches in your area of interest.

DANCES

School dances are provided for the enjoyment of all students. The school expects that students will conduct themselves in a responsible fashion.

The first dance is normally "closed" and only Walter Murray students may attend. Most other dances are open not only to students of Walter Murray but also to

their invited guests from other Saskatoon collegiate's and high schools. Only one guest per student is permitted.

Guests must be signed in by 1:30 p.m. on the day of the dance. It is expected that the person who signs in a guest will make him/her aware of the school's dance policies and regulations. All students must present their student cards at the door.

Doors will be open between 8:00 p.m. and 9:00 p.m. Students who must come later are to request permission in advance from an Assistant Principal. Students will enter by the Taylor Street door at the northeast end of the building. Dances will end at 11:30 p.m.

Students who leave the dance may not re-enter. Students should not expect to have access to the rest of the school during dances.

No shoes will be permitted on the gym floor. Shoes and outer garments are to be checked, for which a separate charge may be made. Students are reminded that the school dress code applies at all dances.

The school may use a breathalyzer at dances. Students who have been using alcohol or drugs at or prior to dances are subject to the ALCOHOL AND DRUGS POLICY. In addition, their parent/guardian will be called to take them home, and they will be denied the privilege of attending further dances for one calendar year.

Students are urged not to bring valuables to dances. The S.R.C. and the school will not assume responsibility for items lost or stolen.

Dance tickets will be sold at noon and after school prior to the dance. No tickets will be sold at the dance. Students with unapproved absences the day of the dance will be denied the privilege of attending.

DRIVER EDUCATION

A course including the theoretical and practical phases of motor vehicle operation will be offered. Preparation for, and the writing of, the provincial Learner's License is included in the course. In order to enroll in the Driver's Ed program, the student must be 15 prior to the first day of classes.

Students are reminded to give teachers an "excuse from class slip" two days prior to a simulator or driving period. Students may miss a maximum of two class periods for any subject. The complete course is also offered twice during the summer months. Further information may be obtained from the Driver Education Manager at the Saskatoon Public School Division office (683-8268).

BIG “M” AWARDS

“BIG M” awards will be presented to grade 9, 10, 11, and 12 students on a yearly basis in the following area: academics, activities, fine arts and athletics. Participation points will be determined by the coach/supervisor at the completion of each activity. The top ten students and ties in each category will receive “Big M” Awards

<u>Activities</u>	<u>Points</u>
Canoe Club	1-10
Debate	1-10
GSA (Gay Straight Alliance)	1-10
Grad Art Show	1-5
Human Rights	1-10
ISCF	1-5
Math Contest	1-10
Muse Editor(s)	1-10
Muse Staff	1-5
<u>SRC:</u>	
Senior Ring or Pin	1-15
Secretary	1-10
Treasurer	1-10
Social Director	1-10
Art Director	1-10
AV/Tech Director	1-10
Senior Leader	1-10
Junior Leader	1-10
Grade 10 Leader	1-10
Grade 9 Rep	1-10
Science Contest	1-10
Winter Camp	1-5
Environmental Club	1-5
Yearbook Editor(s)	1-15
Yearbook Staff	1-10
<u>Fine Arts</u>	
Drama-Major Acting Role	1-10
Drama-Stage Manager for Musical	1-10
Drama-Student Director	1-10
Drama-Support Crew	1-10
Drama-Support Role/Chorus/Dance/Band	1-10
Jazz Band	1-10
Jazz Choir	1-10
Klezmer Band	1-10
One Act Plays	1-10
String Ensemble	1-10
<u>Athletics</u>	<u>Points</u>
Frosh Basketball	1-10
Frosh Volleyball	1-10
Junior Badminton	1-10
Junior Basketball	1-10

Junior Football	1-10
Junior Volleyball	1-10
Pom Squad	1-10
Senior Badminton	1-10
Senior Basketball	1-10
Senior Cross-Country	1-10
Senior Curling	1-10
Senior Football	1-10
Senior Golf	1-10
Senior Soccer	1-10
Senior Track & Field	1-10
Senior Volleyball	1-10
Senior Wrestling	1-10

GRADUATION

WMCI 2010 Graduation exercises will be on Friday, June 24 at 2:30 p.m. at TCU Place. Parents and students, with the school's support, plan and organize a grade 12 celebration banquet and dance which will be held earlier in the school year.

In addition, the school supports a student and parent-run Chemical Free "Aftergrad". Our Aftergrad committee members attend workshops to learn about CHEM FREE celebrations. The committee meets with the entire graduating class, at which time they update them on activities planned, fund raising opportunities, etc. The student Aftergrad Committee works closely with a group of parents/guardians. The school helps with communication in the planning of activities.

School-Based Graduation Requirements

To be able to graduate, students must satisfy the following requirements:

- Be registered in Grade Twelve.
- Have not previously participated in a secondary school graduation;
- Have paid all required school fees.
- Have completed all Grade Twelve Saskatchewan Learning requirements.
 - ❖ Minimum of 24 credits.
 - ❖ All compulsory Grade 10, 11, 12 courses as outlined in school's Course Selection Booklet.

Please Note: Students who have completed between **19 to 23** credits by the end of Semester 2 will have their names included in the program as members of the Class of 2011, but will not be able to take part in the formal presentation of graduates on the stage.

A student's graduation status may change upon review of midterm failure(s) in the spring semester. If a student is unsure of his/her graduation status, it is the student's responsibility to contact a counselor.

HONOUR ROLLS

Academic

Students are required to obtain an average of at least 80% to be on the Honour Roll at the end of the semester. An average of 90% or over is required for High Honours status. Students taking fewer than 4 classes are ineligible for the Honour Roll. A gross average of courses taken in the reporting period is used in the calculation.

LOCKS AND LOCKERS

Each student will be provided with a locker for storage of books, materials, and clothing. Students must use the locker issued to them. Lockers should not be shared with anyone. This can only lead to problems. Lockers are issued in clean and functional condition; students are responsible for maintaining them. Problems with a locker should be reported to the Main Office.

Lockers remain the property of the school and may be inspected without notice. Locks for lockers must be purchased from the school. When you are assigned your locker, please put your lock on it immediately. Use of non-school locks is not permitted and they will be removed.

LOST AND FOUND

Lost and Found operates out of a box in the courtyard hallway. Small and valuable items should be turned in to and/or claimed from the Main Office.

MAIN OFFICE

The secretaries and administrators in the Main Office are there to provide help and information. If they cannot be of direct service, they can refer you to the people who can help you.

OUTSIDE AGENCIES

Addiction Services.....	655-4100
Aids Saskatoon	242-5005
Al Anon.....	665-3838
Al Ateen.....	665-3838
Alcoholics Anonymous	665-6727
Canada Career & Employment Services.....	933-6281
For Students (May – August)	
Mobile Crisis Line	933-6200
Domestic Abuse Outreach Program.....	933-7751
Drop-In Birth Control Clinic.....	655-4642
Family Service Bureau	244-0127
Family Support Centre	933-7751
Human Rights Commission	1-800-999-6899
Indian and Métis Friendship Centre.....	244-0174
Interval House	244-0185
Kids Help Phone.....	1-800-668-6868
Legal Aid Commission.....	933-7820
Narcotics Anonymous	652-5216
Planned Parenthood.....	244-7989
Royal University Hospital/Children's' Services	
Department of Psych.....	966-7531
Saskatoon City Police Crime Stoppers.....	1-800-222-8477

Saskatoon City Police General Inquiries	975-8300
Saskatoon Community Health Unit.....	655-4620
Saskatoon Public Library.....	975-8000
Saskatoon Schizophrenia Society	374-2224
Saskatoon Transit (Schedules)	975-3100
Sexual Assault Information Centre	244-2294
Sexually Transmitted Disease Clinic	655-4642
Social Services.....	933-5961
YMCA.....	652-7515
Youth Services Program.....	655-4900
YWCA.....	244-0944

SANITARY NAPKINS

Maxi pads and tampons are available for emergency use by contacting a secretary in the Main Office or the Girls' Phys. Ed. Office.

STUDENT CRIME STOPPERS PROGRAM

Students are encouraged to assist in the solving of school related crimes by participating in the ANONYMOUS TIPS program. All calls are STRICTLY ANONYMOUS and information received is forwarded to the appropriate school administrator. Each school will utilize the information received from the TIPS line in a manner appropriate for each situation.

How it works:

1. A crime is committed in your school or neighbourhood.
2. You know who was responsible or somebody who might know who was responsible.
3. Call Crime Stoppers @ 1-800-222-Tips (8477) or leave a secure tip online @ www.saskatooncrimestoppers.com.
4. Your information will be taken in strict confidence. Your anonymity is guaranteed.
5. You will be given a tip number. You must keep this secret to ensure anonymity
6. After three weeks, call back to the **1-800-222-TIPS (8477)** number. Refer to your secret tip number and you will be updated as to the progress of your tip.
7. If your tip leads to the crime being solved, you will qualify for a cash reward.
8. You will be given instructions on how to receive your reward. Remember, all rewards are paid in cash since we will not have your name.

STUDENT SERVICES

Guidance and counselling services are available to every student in the school. Guidance is an integral part of the whole school program. The counsellors' part in the program is to provide:

- Personal counselling for concerns about classes; careers, family, friendships, and social issues;
- Assistance for students with educational and career planning and testing.

The Student Services office is open from 8:00 a.m. to 12:00 p.m. and from 1:00 p.m. to 4:00 p.m. Students are encouraged to make an appointment during their spare time.

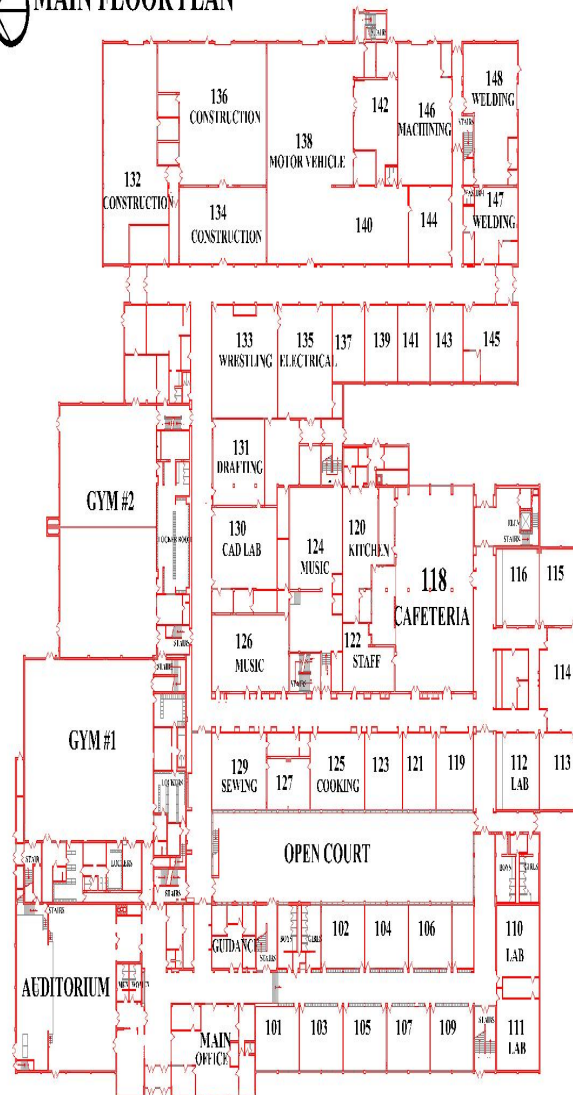
TIMETABLE CHANGES

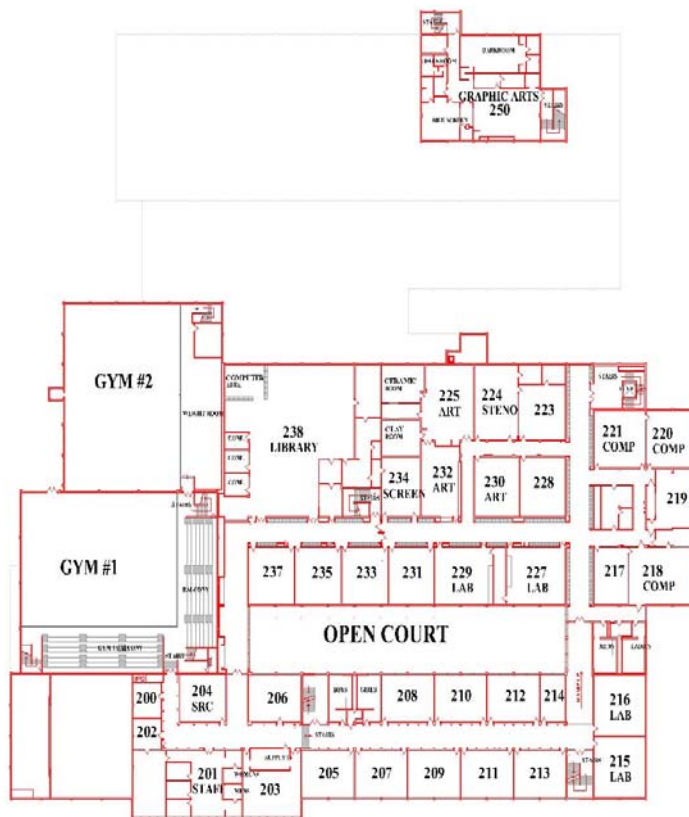
It is our goal to have students in the courses they want, need, and for which they have the prerequisites on the first day of school. This is only possible if students attend to timetable changes before instruction begins. Once classes have begun, changes become more difficult, and often carry undesired consequences. The following procedures are recommended if a program change is required after classes have begun:

- The student discusses the situation with his or her family.
- The student discusses the situation with the teacher involved.

If the student wishes to proceed, then an appointment is made with a counsellor to initiate the change.

MAIN FLOOR PLAN





⊗ 2nd & 3rd FLOOR PLAN

