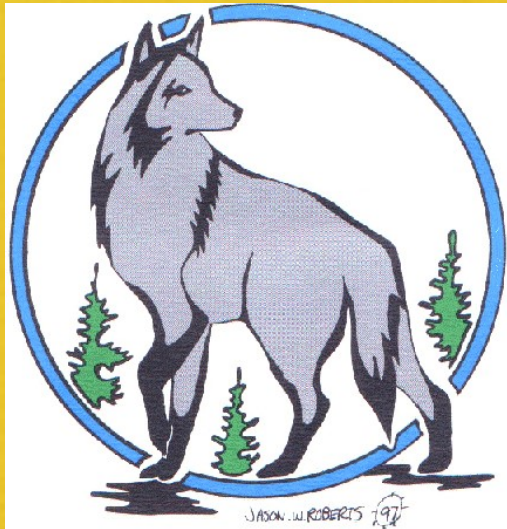


Rhoda Harriette Memorial Keethanow High School

School Handbook



2021-2022

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Lac La Ronge Band Education Philosophy

- 1) The Education program will provide an environment that reflects the *Values* of the community.
- 2) The Education program will promote the children's *Cree Culture*.
- 3) The Education program will instill *Pride* in children
- 4) The education program will provide the child with the *Skills* necessary to succeed in their adult lives.

VISION

The education of our children is based on Aboriginal culture, values, skills and pride of the Stanley Mission Cree Nation. Education activities reflecting aboriginal culture and Cree language are to be an integral part of approved curricula to provide the educational foundation from which the students can learn to live successfully and happily in society.

By providing educational experiences that interconnect the child's community and the world at large, our children will acquire the skills, knowledge and strength to enable them to assume productive roles as adults.

MISSION STATEMENT

The Stanley Mission Nursery, K-12 Education system will provide an education program that meets the unique needs of our children; that emphasizes the four goals of quality education, a safe, caring educational environment, personal responsibility and pride that involves community members and other stake holders in education.

GOALS

We stand for quality education; a safe caring educational environment; personal responsibility; and development that involves community members and other stakeholders in education.

Credit Requirements for Secondary Level Completion

Regular Program – 24 Credit Policy

Grade 10	Grade 11	Grade 12	Adult 12 Program For adult students (at least 19 years of age or 18 years of age and out of school at least one year)
<u>Minimum</u> 8 credits	<u>Minimum</u> 16 credits	<u>Minimum</u> 24 credits (5 of which must be at the 30 level)	<u>Minimum</u> 7 credits at the 30 level
<u>Compulsory courses are:</u>	<u>Compulsory courses are:</u>	<u>Compulsory courses are:</u>	<u>Compulsory courses are:</u>
<ul style="list-style-type: none"> • ELA A 10 • ELA B 10 • Math: W&A 10 • Math: F 10 • Science 10 • Nat St 10 • Wellness 10 • 2 electives at level 10 or higher 	<ul style="list-style-type: none"> • ELA 20 • Math: W&A 20 • Math: F 20 • Health Science 20 • Enviro. Science 20 • Physical Science 20 • Soc St 20 • Psychology 30 or Nat St 20 • 6 additional elective credits at level 20 or 30 	<ul style="list-style-type: none"> • ELA A 30 • ELA B 30 • Math: F 20 or 30 • Math: W&A 30 • Biology 30 • Earth Science 30 • Physics 30 • Chemistry 30 • Nat St 30 • Social Sciences 20 or 30 • 2 credits in Arts Ed, Practical and Applied Arts: • Physical Education 20 or Physical Education 30. 	<ul style="list-style-type: none"> • ELA A 30 and • ELA B 30 • One level 30 Math • One level 30 Science • Nat St 30 • 2 electives at level 30

General Information

Attendance policy

Middle Years Attendance (Grades 7-9):

The classroom teacher monitors attendance. If there is a problem with a student's attendance, the classroom teacher will contact the guidance counselor/administration and home visits will be scheduled. If there are continuous lates or skipping, the discipline policy will be applied.

Students who have an attendance level of less than 85%, including lates (3 lates = 1 absent) will not be able to participate in their year-end class trip. Poor attendance may also result in denial of school activities such as: dances sporting events, field trips and so on.

Secondary Attendance:

We at RHMKHS feel that if students have good attendance and complete all assignments, they will succeed. Attendance and performance records will be conveyed to the parents when students have unexcusable absences and persistent incomplete assignments.

Grades 10, 11 & Regular 12:

Students must maintain a minimum of 3 classes to maintain enrollment in the semester. Grades 10 & 11 must maintain a minimum of 5 classes and grade 12 students must maintain 4 classes to receive the student allowance and participate in extra-curricular events (where possible). Students who miss **10 classes (unexcusable absences)** in any one class will be put on contract until midterms. After that they will be allowed 5 absences for the remainder of the semester. If students do not follow these policies they will be automatically withdrawn from that class. Letters will be sent to parents when a student has 5 absences in a class.

Also, please note: Any student who has accumulated more than 15 absences (excusable or unexcusable) in any subject area, may not be given a credit for that class at the end of the semester.

Excusable absences must be verified within two days by a parent or guardian. Students who are on the trap line must provide duration of time worked at the trapline for attendance to be verified.

General Information

Any community activities that are not part of the school program where students are required to be away from school during school hours may be marked absent.

Adult Students:

The students registered as Adult 12 with SK Ed Ministry or are 21 years or older

1. Attendance Policy – adults are expected to be more mature and serious about school. They are likely preparing for post-secondary or employment and are expected to follow a similar attendance policy. Therefore, adults will be withdrawn from a class if they miss:
 - 3 consecutive days without a valid reason. The student is expected to provide this.
 - 10 days total (excused or unexcused)
2. Admission – if a student was discontinued in their previous semester of school, they may not be granted school supplies until they have successfully completed a 3 week probationary period.
3. Extra-curricular activities/school trips – priority will be given to regular 12 students, then to adult 12 provided they are enrolled in 4 or more classes in that semester.

Grade 12 Extension Students:

These students will be permitted to take less than 4 classes per semester to complete a grade 12 or post secondary entrance requirements. However, these students will not be allowed to take part in extra-curricular activities or receive a student allowance.

Court Ordered Attendance:

Students may be accepted into the regular school program or home schooling material will be provided at the discretion of administration.

Mid-semester Transfers:

Students will be allowed to register in grades 10 – 12 after the registration deadline if they meet the following conditions:

1. they were enrolled in another high school in the current semester
2. their attendance/behaviour was acceptable according to RHMKHS policy

Students will not be registered until the above information has been confirmed

Division 3 Mid-semester Transfers:

Grades 7-9 students will not be allowed to register after second term report cards unless they meet the similar conditions as listed above for Div 4 students

Field Trips

Field trips where the class will be leaving the school property for the day will require parental approval. All class trips must be approved at a School Committee Meeting. Distance traveled depends on the age and maturity of the class involved. Grade 7 & 8 are limited to within Saskatchewan trips. Grade 9 and Division IV students may go to neighboring provinces, territories or states.

General Information

Dress

Student/staff are to maintain a comfortable, acceptable standard of dress in school and in class. Outside footwear can be worn in school to reduce congestion at the entrances for COVID protocols. Only appropriate (non-marking) footwear may be worn in the gym.

Early Dismissal

1. Assembly – the students will assemble in the gymnasium at 11:30 a.m. on assigned days.
2. Staff Meetings – Students will be dismissed on assigned days for the teacher’s monthly staff meeting.

Use of Technology

As educators, it is our responsibility to educate students on the appropriate and efficient use of technology. Each student has been assigned a Chromebook or Laptop for school use and is expected to have their device with them in class daily. Personal devices, such as cell phones are to be used appropriately for communication when absolutely necessary. They should not interfere with or interrupt learning. Teachers may set up a secure place for cellphones in their classroom.

Examination / Marks

Examinations must be written at the time and date scheduled by the teacher. If for some reason, a student is unable to write at the scheduled time, the parent should phone the school before the time that the exam is to be written and give the reason for the absence. Failure to comply with this regulation could result in a student not receiving a mark. If the student is allowed to write the exam, it should be at a time determined by the subject teacher.

Grade 7-9 will not usually have formally scheduled exams. Students are evaluated based on their daily assignments and various forms of evaluation.

Expectations

Students and staff are expected to conduct themselves in a responsible cooperative manner, which shows respect for self and others. Every person has the responsibility to be prepared and punctual for every class, in order to provide an environment where maximum learning can take place.

General Information

Extra-Curricular Activities

There are extra-curricular activities after school and weekends. These are important activities, and the teachers volunteer their time to make school life more interesting. However, it is a privilege based on good attendance, attitude and academics.

Due to COVID 19, Extra-Curricular Activities are on hold until further notice.

Funeral Closures

RHMKHS will not shut down for funerals unless too many staff members are attending and it becomes too difficult to staff the school.

Graduation

Graduation will be held in the spring of each school year. Only those students with a complete grade 12 standing (according to Saskatchewan Education Ministry) will be allowed to participate in graduation activities. The school graduation committee will organize activities of the graduation.

Guidance and Home/School Counseling

Students are encouraged to make use of the school counselors and the counseling facilities provided in our High school. Counselors are available to provide information and support for career choices, school concerns, peer relationships and problems at home. Students should use the counseling unit. They are there to help. Counselors are also there to help students make career choices, job possibilities or training courses.

The counselor can help students to acquire good decision-making and problem-solving skills.

Library

The school library is a public place where Grade 10-12 students, teachers and community can work. A supervisor is on duty to help during the evenings. The Library is open from 7 – 9 p.m. Tuesdays. Grade 10-12 students may use the library from 7-8 pm only.

Community members only from 8-9 pm. Students from grades 7-9 can attend the library to do research with previous consent from their homeroom teachers in the form of a note.

*Due to COVID 19, the library is closed to the public until further notice.

General Information

Middle Years Classroom Scheduling and Organization

To maintain a nurturing environment in which students spend the majority of their time during the day with one teacher, most core subjects are taught by the homeroom teacher in grades seven, eight and nine. This allows for integration of subject matter from one content area to the next, and facilitates a greater transfer of knowledge across the curriculum, and a much greater degree of flexibility with internal classroom schedules. In grade ten, students have a more rigid schedule.

Middle years teachers meetings are scheduled regularly to plan and deal with on going program issues. Team members work together to plan consistent program delivery across the middle years spectrum and especially within each grade.

Classroom placement: Recommendation for placement of students into classroom groupings is the responsibility of the teachers and administration. Groupings are determined through a collaborative meeting process. Students are grouped based on four dimensions:

1. Balance of males and females
2. Balance abilities
3. Balanced level of interest and motivation
4. Social dynamics (best possible configuration for positive interaction).

Students are placed at the beginning of the year and there will be absolutely no changing of student class lists during the year, other than placement of new students.

Personal Property

All items brought into the school should be identified in some way. This includes runners, jackets, gym clothing, calculators, etc. Students must take responsibility and reasonable precautions for the security of their valuables. It is recommended that students take shoes and boots to their lockers. RHMKHS will **not** be liable for lost clothing.

Promotions

Students will pass their grade/year and be promoted to the next grade/year if the following requirements are met:

Junior High: Students in grades 7, 8 and 9 must attend regularly and must complete the years work to the satisfaction of their homeroom teacher and the guidelines set out by the Stanley Mission School Committee.

Secondary Level: Students in grades 10, 11 and 12 must meet the requirements of the Province of Saskatchewan courses and credit system along with the approved locally developed courses of the Lac La Ronge Indian Band in Stanley Mission.

Punctuality

Students are expected to be on time for homeroom and classes. Those who are persistently late will require intervention by the counseling unit.

School Dances

Only students registered at RHMKHS are allowed to attend dances. School dances are provided for the enjoyment of all students. Because they are held in the school, all school rules apply. Dances will run from 8:00 PM until 11:30 PM. Only socks or indoor footwear are allowed on the gym floor.

**Due to COVID 19, School Dances will be on hold until further notice.*

Registration Policy

Grades 7,8,9 - Registration should occur on the date designated for registration at the start of the year. In the event that a student is unable to register on that date, registrations will be accepted until after the second report card which generally falls in early April. Transfers from other schools will be accepted after the second report card provided that the student has been attending up until that point.

Grades 10,11,12 - Registration should occur on the date designated for registration each block. In the event that a student is unable to register on the designated date, registrations will be accepted up to the second Friday past the registration date which is generally a period of 7 school days. After that point registrations will be accepted on a case by case basis based on the likelihood that a student will be able to get caught up. After the deadline, students may not be able to register in all the classes they would like to. Registration will depend on student numbers in each class and whether equipment and facilities available for a particular class.

School Equipment

Students assigned desk, lockers, books and other equipment are their responsibility.

SRC

Each room elects a representative and the entire school elects a President, Vice President, Secretary and Treasurer. These students meet once a month or so to arrange things like dances, sports events and other school activities etc. on behalf of the students. If you have an idea or a complaint get involved with the SRC.

Student Allowances

Grades 7-9 will receive a monthly allowance for regular and punctual attendance. They will receive up to \$15 per month attended. \$1.00 will be deducted for each day of unexcusable absence. 3 lates are equivalent to 1 day unexcusable absence. No allowance will be given if more than \$5 is deducted.

Grades 10-12 will receive \$1 per day of attendance per block. This will be paid to the student upon successful completion of the block. Lates will be deducted at the rate of 50 cents per late. In addition, there would be bonuses of \$50 for perfect attendance and \$25 for greater than 95% attendance per semester.

Truancy

A student will be considered truant when he/she is absent without the knowledge or consent of the parent/guardian and school officials. See attendance policy.

Use of School Facilities and Equipment

Requests for use of school facilities and equipment must be approved at the regular School Committee meeting by a majority vote.

Weather Policy

Students in grades 7-9 will **not** be marked absent when the temperature passes -40 Celsius, or when the combined temperature and wind chill factor reaches 2100 (-40 C).

Classes for grades 10-12 will continue regardless of the temperature. Students will be marked with an unexcusable absence unless parents phone in. In this case the student absent will be marked excuseable.

Teachers will be at the school and students who come will be able to work.



DISCIPLINE POLICY

School Goals

1. To provide educational programs that involve the elders, parents and other stake holders in education
2. To promote and maintain quality education.
3. To increase awareness of personal responsibility that will develop pride in our students.
4. To provide a safe, caring and respectful educational environment.

RHMKHS School Wide Discipline Plan

School Expectations

Our expectations as a school community are as follows:

Be Safe.

Be respectful of self and others.

Be responsible.

Parent Contact

The relationship between families and the school is the first priority in being proactive with student behaviour. Expect to hear from your child's teacher regularly either by phone or text or however it is that is the best way to communicate with you. Feel free to reach out to the teacher as well to inquire as to how your child is doing in school.

Step 1: Classroom Teacher (classroom discipline plan, positive behaviour supports and consequences implemented)

The student will be redirected with pbs and then warned against future infractions and will be allowed the opportunity to put things right.

Step 2: Classroom Teacher (classroom discipline plan and consequences implemented)

Once positive behaviour supports and warnings have been given, the student may be removed from the situation/activity for an in-class time out or in another classroom if arrangements have been made.

*PARENT CONTACT will be made at this point.

*Classroom Teachers are expected to implement further positive behavior supports and other research-based behavior strategies in cooperation with the Learning Support Teacher and Administration once behaviours have escalated to this point.

Step 3: Administration

If misbehaviour continues following parent contact and intervention strategies, the student is referred to Administration. A student may be placed on an In-School Suspension, or a parent may be notified to come and remove their child from school. A team meeting may be called to investigate further. In these cases, a further parent/teacher/student conference with the Administration will be conducted. In the case of extreme behaviours, the Superintendent may become involved to provide assistance and possibly a temporary exclusion from school to seek more information and support from Medical professionals and or other agencies.



RHMKHS Staff

High School Teachers & Educational Assistants

- | | | |
|---|-----------------------------|----|
| 1. Violet Charles-7V | | |
| 2. Joan Charles -7J | | |
| 3. Jonathon Smith -8J | Marilyn Charles | EA |
| 4. Sharon McLeod -8S | Megan Cook | EA |
| 5. Jacynda Ballantyne -9J | Cyrilla Ballantyne | EA |
| 6. Leonard Michelle -9L | Sandra McLeod | EA |
| 7. Ashley McLeod -10B | Isiah Mckenzie | EA |
| 8. Lacey Eninew -10G | Julie Roberts | EA |
| 9. Lorisa Roberts -11 | Bill Cook | EA |
| 10. Owen Nimetz -12 | Cheryl Charles | EA |
| 11. Pathman Nagalingam -12 | Nora Charles | EA |
| 12. Gabe Ianniruberto– Learning Support | Keifer Roberts | EA |
| 13. Tara Dorion - Phys.Ed | David Mckenzie- Maintenance | |
| 14. Eugene Mirasty -IA Shop | | |
| 15. Isabelle Hardlotte – Cree Culture/outdoor Program | | |
| 16. Karen Koehler- Math/Science | | |
| 17. Eliza Doyle- Music | | |

High School Administration:

1. Sallie McLeod - Director of Education
2. Daryl Amott - Superintendent of Education
3. Scott Hepworth - Principal
2. Alison McLeod - Admin Assistant

Support Staff

- | | |
|----------------------------|----------------------------------|
| 1. Bennie Roberts | Custodian |
| 2. Sylvia McLeod | Custodian |
| 3. Ricky Sanderson | Custodian |
| 4. Howie Laliberte | Custodian |
| 5. Cora Ballantyne Roberts | Mental Health Therapist |
| 6. Christina Roberts | Mental Health and Support Worker |
| 7. Jimmy Charles | Guidance Counsellor |
| 8. Lucy Ratt | Librarian |
| 9. Denise McKenzie | Hall Monitor |
| 10. David Merasty | Hall Monitor |