



## STUDENT HANDBOOK 2017 - 2018

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Assistant Principal: Mr. Dwight Kirkpatrick  
Vice Principal: Mr. Brad Smith

***This agenda belongs to:***

NAME: \_\_\_\_\_

ADVISORY: \_\_\_\_\_



**Saskatoon Public Schools**  
Inspiring Learning



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## **LOCAL HISTORY AND SCHOOL NAME**

Centennial Collegiate was constructed in recognition of two centennial anniversaries: the birth of the province of Saskatchewan in 1905 and the official creation of the city of Saskatoon in 1906. Saskatchewan entered Confederation, along with Alberta, on 1 September 1905. The first Premier of Saskatchewan was T. Walter Scott and the Prime Minister at the time was Wilfrid Laurier. After visiting Alberta for its inauguration, the Prime Minister traveled to Regina a few days later to celebrate Saskatchewan's inauguration and to share in the mass excitement for the future. In the words of prominent University of Saskatchewan historian, Bill Waiser, the province's "destiny seemed to be limited only by the imagination, and if the mood at the 4 September inauguration party was any indication, anything was possible."<sup>1</sup>

For thousands of years prior to Saskatoon's incorporation as a city in 1906, First Nations inhabited this area of the province. The unique and diverse cultures of several First Nations, such as the Cree, Dakota, Dene, Nakota, and Saulteaux, are today celebrated at Wanuskewin Heritage Park, an historic gathering site located just north-east of Saskatoon. After Treaty Number Six was negotiated in 1876 between the Crown and central-prairie First Nations, the Homestead Act permitted individuals, and later groups, to establish settlements in this area. One such group -- the Toronto-based Temperance Colonization Society -- received a land grant bordering the South Saskatchewan River. One of the Society's founders, John Lake, reportedly was handed some delicious local berries, Mis-sask-quah-too-men in Cree, from which the name Saskatoon is derived.<sup>2</sup> It was Chief Whitecap of the Dakota First Nation who advised John Lake in 1882, after his party's long trek westward from Ontario, where it was best to cross the South Saskatchewan River; accordingly, a settlement was established on the higher ground of the east side of the river.<sup>3</sup> (*Saskatchewan* is derived from the Cree term *kisiskâciwanisîpiy* which means swift-flowing river.<sup>4</sup>)

In 1890, a railway line attached to the main Canadian Pacific Railway line was completed and a railway bridge was constructed across the South Saskatchewan River. According to local historians, "had the tracks gone elsewhere, the settlement might well have withered away."<sup>5</sup> As more people immigrated to the area, three villages -- Nutana, Riversdale, and Saskatoon -- were formed. In 1906, the three villages amalgamated to form the City of Saskatoon. The first mayor of Saskatoon was James Clinkskill. (Another important centennial anniversary occurred in the spring of 2007 to celebrate the University of Saskatchewan's 100-year presence in Saskatoon.)

Today, Saskatoon's metropolitan population is about 300,000 people. Having endured the hardships of early settlement, the Great War (1914 -1918), the Great Depression (1929-1939), and World War Two (1939 - 1945), the collective community spirit, perseverance, and optimism that emerged out of such events ensured the success of our great city. This tradition of endurance, hard work, foresight, and community spirit continues to this day in Saskatoon.

1. Bill Waiser, *Saskatchewan: A New History*, (Calgary: Fifth House Ltd., 2005), 1.
2. William P. Delainey, John D. Duerkop, and William A. S. Sargeant, *Saskatoon: A Century in Pictures*, (Saskatoon: Western Producer Prairie Books, 1982), 6.
3. Delainey, Duerkop, and Sargeant, *Saskatoon: A Century in Pictures*, 9.
4. Marilyn Lewry, "Saskatchewan", *The Encyclopedia of Saskatchewan online* [Date of access: 4 May 2016]
5. Delainey, Duerkop, and Sargeant, *Saskatoon: A Century in Pictures*, 6.

## CENTENNIAL COLLEGIATE'S TEAM NAME AND COLOURS

The *Centennial Collegiate Chargers* team name and colours (red, gold, and black) were chosen by a committee of grade eight students from Dr. John G. Egnatoff, Forest Grove, Silverspring and Sutherland Schools; grade nine EHCI student representatives from northeast Saskatoon; parents; Mr. Ray Morrison, SPSB Trustee; Mrs. Shammi Rathwell, the first Principal of CCI; and Mr. Tom Sargeant, the first Assistant Principal of CCI. The Centennial Collegiate Charger logo was designed by two Silverspring School students: Braedon Harper and Dylan Wingert.

## FRENCH IMMERSION

Centennial is home to Saskatoon Public Schools designated *French Immersion Program*. Secondary immersion is for students who have taken Kindergarten to Grade 8 French Immersion, late French Immersion or who have equivalent fluency. Students take three to five courses per year where French is the language of instruction. The remainder of their courses are scheduled individually. Students who complete the *French Immersion Program* in its entirety receive a bilingual certificate.

This program is designed for students whose first language is not French. The French Immersion program uses French as the primary language of instruction and communication in the school setting.

To maintain their French Immersion status in high school and to meet the requirements for "Bilingual Mention" on the transcript of Secondary Level Achievement, students are required to complete a minimum of twelve credits in French in Grades 10, 11 and 12. The courses necessary for 'Bilingual Mention' include three French Language Arts courses (Français immersion 10, 20, 30). The other nine French credits can be for courses in the remaining areas of study or electives that are taught in French. Three English Language Arts courses are also compulsory (English Language Arts 10A or 10B, 20, 30A or 30B ).

## SOCCER AND DANCE ACADEMIES—A FIRST FOR SASKATOON

Saskatoon Public Schools continues to offer both a **Soccer Academy** and a **Dance Academy** at Centennial Collegiate; these academies were first offered during the 2006-2007 school year.

Students in all grades who have a passion for soccer and dance will have an opportunity to participate in a unique and exciting program to enhance their high school experience. The in-school Soccer Academy Instructors are physical education specialist who also coach the Centennial soccer teams. One of the instructors is also a former Huskies Soccer athlete. Instruction for the Soccer Academy is also provided by Huskies Soccer Coaches. The dance teacher is also a School Based Instructor.

The **Soccer Academy** is a program combining a passion for soccer with a student's academic credits. Emphasis will be placed on basic to advanced soccer skills training. The program runs in second semester. For grade 9 students, sport specific soccer training occurs on Monday, Wednesday and Friday. The students are in the classroom on Tuesday and Thursday completing their Health 9 course. For grade 10, 11 and 12 students, sport specific soccer training occurs 4 days per week. One day each week is designated as an alternate games day to allow students to explore other activities.

The soccer program uses the Centennial Collegiate gym along with the indoor auxiliary gym, the SaskTel Sports Centre indoor artificial turf field, and the outdoor artificial turf field. The dance program uses a special classroom with an installed dance floor and will also use the school's performing arts theatre.

The goal of the Centennial Collegiate **Dance Academy** is to provide an environment for students to develop their technique and knowledge of dance in a variety of dance styles in the dance studio. This program is designed to improve physical fitness, strength, flexibility, and self-confidence as a dancer. Any student passionate about dance with previous dance training would enjoy the opportunities and experiences that the Dance Academy can offer. Those students that enjoy dancing but have never had any previous dance training could also learn more about dance with other students at the beginner level. Dance students have the opportunity to perform at our winter and spring dance recitals as well as at pep rallies and school events.

The soccer and dance academies are an innovative approach to learning which combine students' passions with their academic life, making for a stronger attachment to school and greater success both in and after the school years.

# Centennial Collegiate Class Schedule

## REGULAR DAY

MONDAY, TUESDAY, WEDNESDAY, FRIDAY

Period 1 -- 8:50 - 9:55  
Period 2 -- 10:00 - 11:05  
BREAK --- 11:05 - 11:15  
Period 3 -- 11:20 - 12:25  
LUNCH ---- 12:25 - 1:15  
Period 4 -- 1:20 - 2:20  
Period 5 -- 2:25 - 3:25

## ADVISORY THURSDAY

Period 1 -- 8:50 - 9:50  
CHARGER TIME 9:55 - 10:20  
Period 2 -- 10:25 - 11:25  
BREAK --- 11:25 - 11:35  
Period 3 -- 11:40 - 12:25  
LUNCH ---- 12:25 - 1:15  
Period 4 -- 1:20 - 2:20  
Period 5 -- 2:25 - 3:25

**\*\*Warning bells ring 5 minutes before Period 1,  
at the end of breaks and at the end of lunch.**

## Administrators, Teachers, and Support Staff

Mr. Cody Hanke, Principal

Mr. Dwight Kirkpatrick, Assistant Principal

Mr. Brad Smith, Vice Principal

Mr. S. Aaro	Physical Education, English
Miss K. Ashworth	Photo, Visual Art
Mrs. C. Bantle	Educational Assistant
Mrs. M. Bertoia	Secretary
Ms E. Beckman	English, EAL
Ms C. Binner	Dance, (Sem 2)
Mrs. R. Boschman	Science
Mrs. E. Brimacombe	Physical Education
Mr. K. Bourassa	Building Caretaker
Mr. P. Burgess	Educational Assistant
Mrs. R. Campbell-Chudoba	Counsellor
Mr. B. Clauson	English
Mrs. B. Cooper	English
Mrs. K. Crone	Math
Mr. K. Dawe	Teacher Librarian
Ms B. Deringer	Secretary
Mr. J. Dietrich	Business Ed. PAA
Mrs. A. Dobrowolsky	Building Caretaker
Mr. J. Dubray	Drama, English
Ms M. Duong	Dance (Sem 1)
Ms B. Feairs	Secretary
Mr. N. Fanner	Band, Music
Ms A. Ford	Graphic Arts, Photo (Sem 2)
Ms J. Friesen	Physical Education, Social Science
Mr. P. Friesen	Functional Living Skills
Mr. T. Friesen	Math
Ms. T. Funk	Educational Assistant
Mme. A. Garg	Fr. Immersion, Math.
Mrs. G. Graham	Driver Education
Mrs. J. Gregoire	Science, Biology, Chemistry
Ms E. Haight	Visual Art
Mr. D. Harder	Math
Mr. D. Harvey	Science, Biology
Mr. C. Hills	Science, Math, Business Ed.
Mrs. D. Hortness	Science, Life Tran
Mr. K. Howlett	Science
Mr. J. Isabelle	Physical Education
Mrs. K. Janzen	English
Mr. C. Jones	Physical Education, Social Science
Mr. B. Junop	Educational Assistant
Mr. G. Just	English
Mrs. C. Kachur	English
Mrs. K. Kalinowski	Skills Lab
Mr. B. Keeler	Social Studies/History
Ms J. Kelly	Educational Assistant
Mr. J. Kenney	Drafting, Industrial Arts
Mra. J. Klassen	Science (Sem 2)
Ms J. Konkin	Work Ed, Life Trans.
Mrs. C. Kornelson	Educational Assistant
Mrs. S. Krahn	Computer Science, Business Ed.
Ms L. Langlois	Home Economics
Mr. A. Luciuk	Social Studies/History
Ms C. MacBride	Band, Music, Choir

Miss C. MacSorely	Functional Living Skills
Mr. D. McLeod	Math, Social Studies/History
Mrs. D. McRobbie	Secretary
Mr. J. McNary	Building Caretaker
Ms E. Menz	Counsellor
Mr. C. Milner	Math
Mr. T. Mirtle	Math (Sem 2)
Mrs. K. Moisan	Educational Assistant
Ms. J. Morgun	EAL, Art
Mr. R. Newton	English
Mr. G. Patkau	Social Studies/History
Mrs. S. Paulsen	Counsellor
Mr. M. Pearson	Physical Education, Science
Mrs. C. Prefontaine	English
Mr. S. Printz	Math
Ms K. Regier	English
Ms J. Radchenko	Skills Labs, Home Economics
Mr. S. Reider	English
Mr. G. Ryde	Industrial Arts
Mrs. K. Schreiter	Core French, History
Mrs. B. Schuler	Secretary (Student Services)
Mrs. E. Scrivens	Skills Lab
Mrs. K. Seamer	Drama, English
Mme N. Shewchuk	French Immersion, Science, Math
Mr. D. Sikorski	Building Operator
Mr. S. Smith	Science
Mr. M. Sonnenschein	Building Caretaker
Mme K. Sutton	French Immersion
Ms. S. Taylor	English, Math
Ms K. Tumach	Physical Education
Mr. M. Tumbach	Physics, Science
Mr. M. Veszi	EAL, Physical Education
Mr. M. Waldron	Math, Social Science
Ms K. Wooller	Visual Art

**2017-2018 SRC Executive Directors**

Senior Pin - Kearcy B.

Senior Watch - Ethan E.

Directors:

Events ..... Brooke B., Kristen H., Caet N., Lindsay U.

Pep Rallies ..... Ashley E., Ayesha R., Emma T.  
 ..... Kearcy B., Ethan E.

Social/Dances ..... Rahaf A., Lexi D., Breanna P., Saeidah Q.

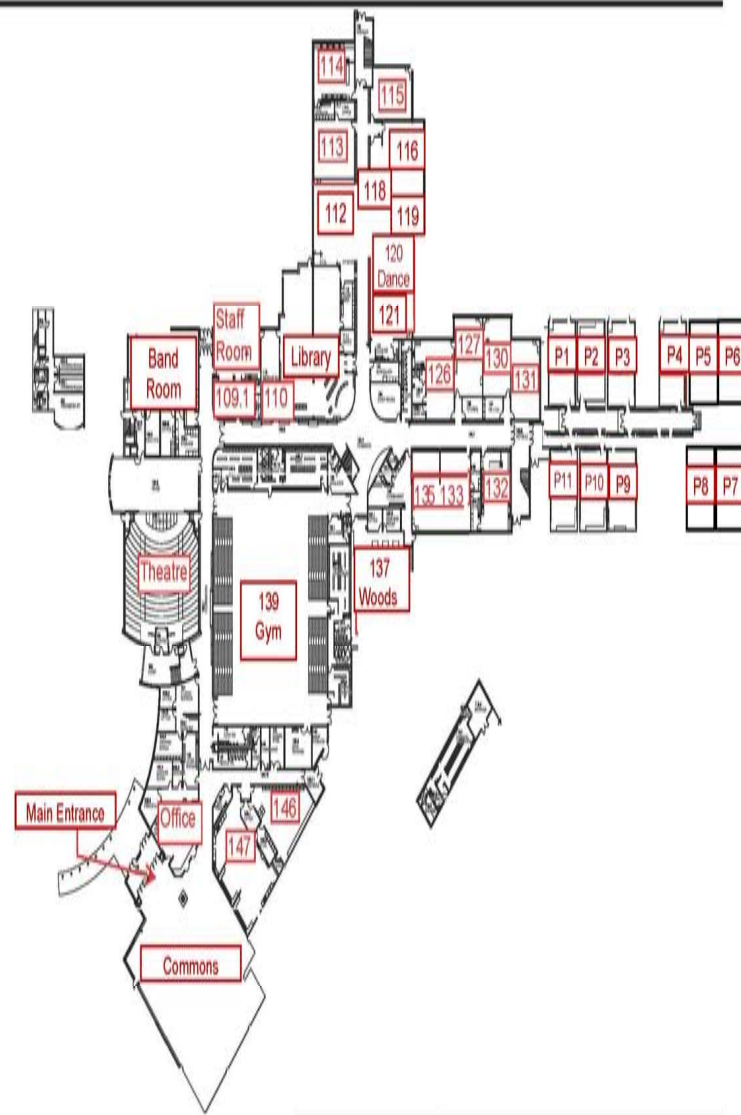
Charities ..... Britney F., Alice L., Maria R., Catherine S.,

Public Relations ..... Alexandra H., Mark J., Mandisa M.,  
 ..... Kayleigh S., Kenedee S., Bingyi W.

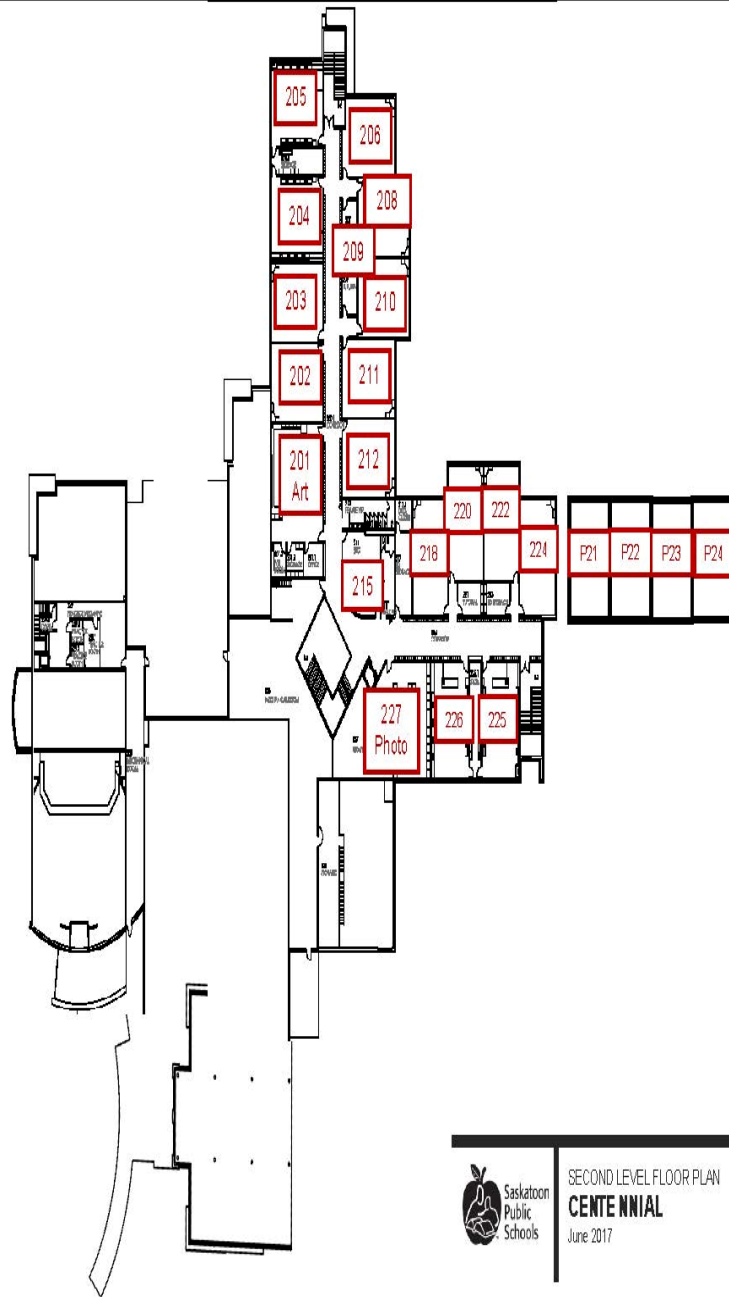
Video Productions ..... Mikenna B., Hazan N., Ewan S., Gillian W.

Administration ..... Ashley P.

Technical ..... Amaryllis V.








 SECONd LEVEL FLOOR PLAN  
**CENTENNIAL**  
 June 2017

## CODE OF CONDUCT AT CENTENNIAL COLLEGIATE

During the 2007-2008 school year, in consultation with students, teachers, parents, and the community, the following Code of Conduct was created:

**Centennial Collegiate and its community strive to create a positive and safe school environment that empowers students personally, socially and academically. Chargers value HONOUR, which involves conducting one's life with honesty, fairness, courtesy, integrity and sincerity. Chargers value RESPECT for self, for others and for property. Chargers value SERVICE beyond self.**

"THE HOME OF THE CHARGERS IS A PLACE TO REALIZE ONE'S POTENTIAL AND BECOME A LIFE-LONG LEARNER"

### **THREE CATEGORIES OF RESPECT EMPHASIZED AT CENTENNIAL COLLEGIATE:**

- I. Respect for Self
- II. Respect for Others
- III. Respect for Property

#### **RESPECT FOR SELF**

Students that respect themselves will:

- a) attend school regularly and punctually;
- b) display academic integrity;
- c) dress appropriately; and
- d) make healthy lifestyle choices.



### ADVISORY - CENTENNIAL COLLEGIATE CHARGER TIME

The goal of Advisory time is to promote student belonging through the development of responsible and caring relationships in and out of our school community. Charger Time is very important to the Centennial school community. Advisory groups are established in grade 9 and continue with the same group of students and staff member until the end of grade 12. Students attend Charger Time once a week on Thursdays between period 2 and 3. Strong relationships build in our Advisory groupings over the years and are showcased at graduation.

It is an expectation that all Centennial students be active participants and attend Charger Time. Some of the benefits of having this time include:

- Develop strong bonds and establish a sense of belonging
- Identify interests, values, needs and abilities
- Develop positive self-esteem
- Link parents and school
- Dispersal of information
- Academic and emotional support
- Social exchange with peers
- Facilitate transition from elementary to high school and high school to post-secondary and the world of work
- Learn to set goals and actualize them
- Have a teacher advocate in the school.

### ACADEMIC ACHIEVEMENT AND AWARDS

#### **HONOUR ROLL**

An official honour roll is determined for each grade level at the end of the school year. Students achieving 80% or higher, based on the courses taken during the current school year, will receive certificates.

#### **GENERAL PROFICIENCY AWARDS**

The number of awards is determined by the Ministry of Education with the average of the following courses: English Language Arts A30 and B30; one of History 30 or Native Studies 30; one 30 level Science; one 30 level Math and two 30 level electives.

#### **BOARD SCHOLARSHIPS**

The Board shall provide cash awards to the students in each school with the highest average in Grades 9, 10, 11 and 12 as follows:

Grade 9	\$500	Grade 10	\$750
Grade 11	\$1000	Grade 12	\$1,500

Each school board scholarship shall be awarded to the student with the highest average in each grade, computed by including the compulsory subjects at that grade level plus such other electives taken at that grade level to a total of eight in Grades 9, 10, 11 and seven in Grade 12.

When two students have identical averages, each shall receive the full award.

Board scholarships shall be held in trust by the School Division until the student graduates from Grade 12 or leaves the school system.

The Board shall provide an annual \$1,500 scholarship for four aboriginal students who graduate from one of our collegiates. These scholarships shall be presented at the annual Saskatoon Indian and Métis Friendship Centre Graduation ceremonies by a Saskatoon Board of Education trustee or delegate.

**AWARD OF EXCELLENCE**

The Board shall provide a cash award of \$5,000 to be presented annually to the most outstanding graduate from Saskatoon Public Collegiates based on Academic Excellence, Personal Qualities, and Leadership and Participation.

The Board shall provide a cash award of \$500 to all other Award of Excellence nominees.

**GOVERNOR GENERAL’S ACADEMIC MEDAL**

The average includes all grade 11 and grade 12 courses. Regardless of the stream or the subjects chosen, all students are eligible for consideration upon graduation.

**EXTRA-CURRICULAR AWARD CERTIFICATES**

To recognize student contributions to the life and culture of the school, Centennial Collegiate has established Athletic Award Certificates, Social Award Certificates, and Merit Award Certificates. **Eighty** "athletic" points are required for an *Athletic Award Certificate* and **eighty** "social" points are required for a *Social Award Certificate*. Students who do not qualify for an Athletic or Social Award Certificate but have accumulated seventy athletic or social points (or seventy points combined) will be presented with a *Merit Award Certificate*. It is the teacher/coaches discretion to determine how many points will be allotted for each activity. The Extra-Curricular Award Certificates will be presented to students at the end of their grade 12 year. All students are encouraged to participate in school sports and clubs.

Most clubs and sports can be joined at any time throughout the year.

**SOCIAL AWARD CERTIFICATE**

Clubs/Activities	Points
Allies in Action .....	1 - 10
Art Club .....	1 - 10
Book Club .....	1 - 10
Canada Skills.....	1 - 5
Chess Club .....	1 - 5
Environment Club.....	1 - 5
Extreme Math .....	1 - 5
Grade 9 Girls Sleepover.....	1 - 5
Graduation Committee.....	1 - 5
Honour Roll (fixed points).....	10
Jazz Band, Junior and Senior.....	1 - 10
Major Drama Production .....	1 - 10
Me to We .....	1 - 5
One Act Plays .....	1 - 10
Outdoor Club .....	1 - 10
Performing Arts .....	1 - 10
Remembrance Day Program.....	1 - 5
S.A.D.D. ....	1 - 5
Scrabble Club .....	1 - 5
Spirit of Youth .....	1 - 10
Student Representative Council (SRC) .....	1 - 10
Synchrotron Club.....	1 - 10
Technical Theatre.....	1 - 10
Variety Night.....	1 - 10
Vocal Jazz .....	1 - 5
Writing Club.....	1 - 5
Yearbook, Staff .....	1 - 10

## ATHLETIC AWARD CERTIFICATE

Sports/Activities	Points
Badminton, Junior	1 - 10
Badminton, Senior	1 - 10
Basketball, Blue	1 - 10
Basketball, Green	1 - 10
Basketball, Senior	1 - 10
Cross Country	1 - 10
Curling	1 - 10
Football, Junior	1 - 10
Football, Senior	1 - 10
Golf	1 - 10
Pom Squad, Junior	1 - 10
Pom Squad, Senior	1 - 10
Soccer	1 - 10
Team Managers	1 - 10
Track and Field	1 - 10
Volleyball, Blue	1 - 10
Volleyball, Green	1 - 10
Volleyball, Senior	August 28 - 1 - 10
Wrestling	November 25 - 1 - 10

### ATTENDANCE

Centennial Collegiate staff members make a determined effort to ensure a climate of excellence in which students will thrive and excel. The staff's high expectations are reflected in the school attendance policy which is based on three factors:

- A direct correlation between attendance and academic success.
- Legal considerations of student attendance.
- The personal responsibilities of both teachers and students.

The Education Act states that children must attend school regularly and punctually. Teachers have a responsibility to see that a student who is habitually absent is advised of the consequences of his/her absence, and, if the problem persists, to work together with parents and the school administration to help the student solve the problem. The staff wants students to be successful. We have the following expectations of students and parent/guardians:

#### **EXAMPLES OF ACCEPTABLE REASONS FOR ABSENCES:**

With rare exception (i.e. court attendance, funeral attendance, death in family, medical appointments which cannot be scheduled outside of school hours), the only acceptable reason for absence is illness.

*Please note that parents do not need to clear absences for any school-sponsored activity such as field trips, tournaments, or band trips.*

#### **EXAMPLES OF UNACCEPTABLE REASONS FOR ABSENCES:**

- Sleeping in.
- Job-related absence.
- Leaving school early without signing out at the Main Office.

**STUDENT ABSENCES:**

Parents should call the attendance line (306-683-7955) to inform the school of the reason for a student's absence. Absences for acceptable reasons will be cleared by the attendance secretary on the student's record (provided the call is made within a week of the absence), but parents need to know that the student's teachers are not ordinarily informed of this late clearance.

**LATES:**

Students are expected to be punctual for all classes. If a student is detained by another teacher or administrator, the student should obtain a late slip from that teacher or administrator. Because attendance is taken at the beginning of a class and students not present are marked absent, **late students are responsible for ensuring that their teachers change such absences to late.**

**SIGN OUT:**

Students who become ill or must leave the school for any other reason, must report to the office to sign out. Parents will need to call to clear any absences.

**EXTENDED VACATION LEAVE:**

Students are discouraged from taking vacations which conflict with school attendance. When students are absent from class they miss important instruction and assessment which impacts their achievement. When a student knows in advance that she/he will be missing three or more consecutive days, she/he must obtain an extended leave form. The student must have each of her/his classroom teachers fill out the form. **The completed form should be returned to the attendance secretary at least one week prior to the first day of absence. Extended absences almost always affect a student's achievement.** The school has no obligation to reschedule or provide alternate assignments or exams.

**HOMEWORK REQUESTS FOR ABSENT STUDENTS:**

If a student is absent for two or more days, the school recommends that a parent/guardian request homework through the attendance secretary in the morning, preferably before 10:00 a.m. The attendance secretary will contact each of the student's teachers and homework will be available at the office after 3:30 p.m.

Students are responsible for all work and tests missed in accordance with individual teacher's expectations.

**CHANGE OF FINAL EXAM DATES**

**Students must write final exams or attend final activities as scheduled at the end of each semester for all of their classes.** Final exams must be written at the time at which they are scheduled. In cases of unavoidable circumstances, requests for changes of the final exam must be forwarded to the **Administration**, who will make all necessary arrangements.

Any absences during final assessment must be cleared with a medical note to excuse the student. The medical note will need to be brought into the main office on the day of the final assessment. Alternate arrangements will need to be made with the teacher.

## BEHAVIOURAL EXPECTATIONS

### **ACADEMIC INTEGRITY**

Honesty and responsibility are key values promoted by administrators and staff of Centennial Collegiate, and by all other schools in the Saskatoon Public School Division. Students are expected to pursue their studies with these values in mind. Cheating is unfair to students who honour honesty and responsibility.

Breaches of academic integrity (cheating) include:

- using or possessing unauthorized information in exams;
- gaining unauthorized assistance in exams;
- concocting or distorting results from: labs, shops, projects or reports;
- representing the work of another as one's own (see section on Documentation Methods For Written Submissions);
- using unfair mechanical or technological advantages;
- aiding another student's dishonesty.

Parents and administrators will be informed of any instances of cheating. To avoid confusion, students should check with teachers regarding their expectations about assignments.

### **BULLYING**

Bullying shows a serious lack of respect for others and will not be tolerated. Bullying can be generally defined as the use of aggression, intimidation or cruelty with the deliberate intent of hurting another person physically or emotionally. Bullying causes pain and stress to the victim. Bullying is never justified and is *not* excusable as "kids being kids," "just teasing" or similar rationalizations. The victim is never responsible for being a target of bullying. Bullying includes use of the internet that causes pain and stress to another person.

### **BULLYING REPORT/RESPONSE PROCEDURES**

1. All bullying incidents should be reported immediately to a staff member.
2. The staff member will record all reported bullying incidents and share them with administration.
3. Parents of both the victim and perpetrator will be informed.
4. The bullying behaviour or threats will be investigated quickly and fully. Both the victim and perpetrator will be informed that the behaviour must stop immediately.
5. The bullying perpetrator will meet with a school counsellor or administrator and parents (if they are willing to co-operate) to work towards an understanding of the seriousness of his or her actions, to learn appropriate means of changing behaviour, and to determine appropriate means of reconciliation and appropriate consequences.

### **DRESS CODE**

Students should show respect for themselves, those around them, and Centennial Collegiate by dressing appropriately for all school functions. A student's appearance should show respect, and not threaten health or safety. Footwear is required. The following attire is unacceptable: beach wear, short shorts, short skirts, low necklines, halter or tube tops, visible lingerie or underwear, bare midriffs, obscene or offensive messages or drawings, and any promotion of alcohol, tobacco or drugs on clothing.

### **HAT POLICY**

Students are not permitted to wear hats at Centennial Collegiate during the school day except during special occasions and under special circumstances as determined/designated by the school's administrators. In this context *hats* include bunny hug hoods, bandanas, caps, and other similar attire.

## PLAGIARISM PROTOCOL

### Avoiding Plagiarism

It should be noted that plagiarism can be easily avoided. Most students are honest and play fairly. Plagiarism is the act of taking any portion of a published work or another's work, and submitting it as one's own without giving credit to the original author(s). Plagiarism is a serious offense because it is dishonest on both a personal level and an academic level. On a personal level, it shows a dishonest individual who cannot discipline himself/herself to complete academic undertakings. Academically, plagiarism indicates that the plagiarist cannot properly research and/or use academic citation.

Self-plagiarism is also theft. Work a student does for an assignment must be a student's original work for a particular assignment. The material must not have been used in a previous assignment, and must not be used in future assignments, except in the cases of special revision or portfolio assignments, and only as described explicitly in those assignments' instructions. Questions about appropriate assignment material should be directed to relevant subject teachers.

If a student wants to use a portion of a published or unpublished work to support or enhance what she/he is writing, then that work may be used as long as it is cited. A student's honest effort should be reflected in an honest product. Reviewing this policy should serve as a strong warning to a student who might be tempted to try to present a product as his/her own when, in fact, it is not.

### Consequences for Plagiarism

1. If a teacher discovers that a student has plagiarized the teacher will follow through with an Academic Honesty Conference which may result in a consequence some of which are outlined below.

- write another version of the assignment, free of plagiarism, for a mark that is a portion of the assignment's original value
- if a student has copied the work of another person directly and the teacher can trace the original source in whole or in part, then the student may receive a mark of 0 for the assignment
- if a student is found copying homework, regardless of what subject area the homework is in, the work may be confiscated by the teacher, and the student may receive a mark of 0 for the homework; the student who lent homework for copying may also experience consequences dependent upon the degree of collusion
- if students copy one another's work and submit this homework for individual evaluation, then these students may receive a mark of 0 for the assignment
- if a student resubmits an evaluated work in whole or in part without prior teacher consent, then the student may receive a mark of 0 for the assignment

2. Until the situation is resolved, the student(s) involved may receive a mark of 0 for the assignment.

3. If the student has plagiarized, then she/he may not be eligible for a subject award in the academic year in which the plagiarism occurred.

4. A copy of the Academic Honesty Conference will be kept on record in the Student Services office for future reference. A second infraction will involve administration.



### **HEALTHY LIFESTYLES**

Centennial Collegiate wants students to pursue healthy lifestyles. Thus, the consumption and possession of alcohol, tobacco, or non-prescription drugs is unacceptable on school property or during any school-sponsored activities. E-Cigarettes and vaping devices are also not permitted on school property or at school-sponsored events. All Saskatoon Public School Division buildings and property are no-smoking areas at all times. Counselling is available for students who have an addiction. Consequences for student use or possession of illicit substances may include notification of parents and law enforcement officers; suspension, transfer, or expulsion from Centennial Collegiate; and enrolment in a counselling or rehabilitation program.

### **LITTERING & RECYCLING.**

There are recycling bins all around our school. It is very important that everyone does their part. Our caretakers are responsible for the maintenance of the building but everyone is responsible for school tidiness and cleanliness both inside and outside the building. Your cooperation is expected.

### **MUSIC-PLAYING DEVICES**

The use of music-playing devices (iPods/MP3 players, phones etc) during class time will be left to the discretion of individual teachers. In classes where these devices are not allowed, the consequences for use are the same as those for use of cell phones.

### **PUBLIC BEHAVIOUR**

Students should remember to always bring honour to Centennial through their behaviour. *Chargers* should make every effort to be good neighbours, and to remain welcome in the community. 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 appropriate school behaviours. Students can also help maintain good relations by not littering, and not playing car stereos too loudly. Common courtesy should be the basic rule that guides all students.

### **RESPECT FOR AUTHORITY**

Any student who is asked to leave a class for disciplinary reasons must immediately report to the Assistant/Vice Principal's office.

### **RESPECT FOR OTHERS**

Centennial Collegiate should be a safe and healthy place for all students. The Saskatoon Public School Board has adopted an anti-harassment policy to ensure that schools are safe. Thus, any students found fighting, threatening, intimidating, or harassing other students, or any students found in possession of a weapon of any kind (whether considered legal or not) will be sent home and law enforcement officers, along with the student's parents, will be notified. Students who feel they are in conflict with others are encouraged to see a counsellor, administrator, or teacher for help in working towards a peaceful solution to the conflict.

### **RESPECT FOR PROPERTY**

Students are responsible for taking care of their personal property. All textbooks, notebooks, and gym equipment should be clearly marked with the owner's name. Large amounts of money or valuables such as jewellery or portable stereos should not be brought to school. The school carries no insurance on student property and cannot guarantee secure lockers.

Students should show their respect for others and Centennial Collegiate by avoiding any activity which could damage the property of others. Skateboarding is not permissible anywhere within Centennial Collegiate, including the Commons area. Skateboards should be stored in student lockers during school hours.

Theft and vandalism are intolerable. A student who is guilty of theft or vandalism will be subject to the following procedures:

1. Upon detection the student will be brought to the Principal or the Assistant/Vice Principal.
2. The student, along with any evidence, will be turned over to the police. The student's parents will be notified.
3. At the discretion of school administration the student will be suspended for at least 24 hours and a written contract for continued attendance will be agreed upon, or be

## **SCHOOL RESOURCE OFFICER**

### **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; a
- 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.

## **SEXUAL HARASSMENT POLICY OF THE SASKATOON PUBLIC SCHOOL BOARD**

The Saskatoon Board of Education is responsible for establishing policies for the protection of the human rights and dignity of employees and students. Sexual harassment of any employee or student by an employee or student is unacceptable and shall warrant disciplinary action and may be considered grounds for dismissal or expulsion. The Board of Education also recognizes its responsibility to educate employees and students about sexual harassment.

Sexual harassment is defined as unwelcomed sexual advances, request 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 principal, a counsellor, or a teacher. The staff member receiving the report will provide the Director of Education with the details of the incident/incidents in writing. The onus is on the student/parent to report instances of sexual harassment as soon after the incident as is reasonably possible. Reports of sexual harassment will be dealt with in strict confidence. However, it must be understood that confidentiality must be distinguished from anonymity.

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 action may include verbal warning, written reprimand, transfer, suspension, 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 done 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 see Board Policy 7190 which is available from the principal.)

### **STUDENT AND LIBRARY CARDS**

All students will be issued a student picture Identification Card or Student Card. This card entitles the student to student rates on transit buses and will admit students to school activities. This card is also the student's library card. If a card is lost, the student should contact Picture Perfect at 306-653-5824.

### **STUDENT PHOTOS**

General student fees cover the cost of the student's Identification Card, yearbook picture, and pictures for office and guidance files. Pictures will be taken early in the school year. Students who are absent for the original photo session must wait for retakes and will, therefore, experience a delay in obtaining the student card. (Colour student photo packages may be purchased in the fall.)

### **USE OF CELL PHONES**

The use of cell phones in classes will be discussed by each teacher and outlined in their classroom expectations. Recognizing that cellphones are used in many classes as a means of research, instruction, and assessment it is up to the individual teacher's discretion as to when cell phone usage is appropriate for class time. If a student is found to be misusing their phone in class, violating classroom expectations and therefore inhibiting learning, possible consequences may include:

- Confiscation of the phone for the remainder of the period or day by the classroom teacher
- Having the cell phone submitted to the front office where it will be held for the remainder of the day
- Contact home via classroom teacher or Assistant/Vice Principal

It is the understanding of Centennial Collegiate that technology can be a benefit for students in the classroom; however, it is also important to note that distractions from online games, social media, text messages, listening to music when teachers are giving instructions, etc. can negatively affect student learning and performance.

In case of an emergency, the parent/guardian should call the school directly and an emergency procedure will be implemented:

1. If the parent wishes, the call will be forwarded to their child's class immediately.
2. Student Services will be contacted to provide support for the student.

### **VISITORS AND USE OF THE STUDENT COMMONS**

The Commons area is a place where students may visit, eat and do homework out of class time in an inviting, relaxed atmosphere throughout the day. A unique feature of Centennial is that the Commons area will be accessible to the general public as well as to students. Students are expected to bring honour to Centennial through their behaviour in the Commons (see "Respect for Property"). Gambling is not allowed.

Except for the Commons, Centennial Collegiate is private property. *Charger* students and staff are permitted in the school building, and we extend a courteous welcome to parents, guardians and other visitors who have legitimate business in the school; however, we insist that all visitors sign the visitors' book in the Main Office when they arrive.

Students wanting to bring special guests to the school must request prior approval from the Assistant/Vice Principal. Students are discouraged from having out-of-school friends visit the school. Loiterers in the building or on campus will be asked to leave. Centennial Collegiate students must not trespass on other schools' property.

## EMERGENCY PROCEDURES

### **EVACUATION AND FIRE DRILL PROCEDURES**

Fire drills at regular intervals are required by law and are an important safety precaution. The procedure is posted in all classrooms. When the fire alarm sounds, students must leave their books behind and are not to retrieve a coat. Students are to exit according to the route posted. Walk quickly, but do not run. When outside, move well away from the doors so that others may get out easily. Proceed to a safe location designated by the classroom teacher and listen carefully to her/his instructions. Attendance will be taken and this information will then be communicated to designated staff members. Students may return to the school only when the three all-clear bells sound.

### **SHELTER-IN-PLACE/LOCKDOWN PROCEDURES**

A few times each school year, students and staff will practice shelter-in-place/lockdown procedures to ensure that everyone is prepared for a situation where students and staff are asked to remain in classrooms during an emergency situation. Teachers will discuss the importance of these procedures with students before and after the practice sessions.

## LIBRARY PROCEDURES

### **To Access Library:**

To access Centennial Collegiate's Library card catalogue – at home or at school – log on to:  
Centennial Collegiate LibGuides: <http://secondary/libguides.spsd.sk.ca/centennial>

### **Time of Operation:**

The Library is open from 8:20 a.m. to 4:00 p.m. Monday to Friday.

### **Borrowing:**

There is a maximum of ten items on loan per student and a limit of three items on the same topic for any given assignment.

### **Loan Period:**

Books - two weeks. AV equipment (i.e. digital cameras and camcorders) - can be checked out, but collateral must be given at the circulation desk.

### **Renewals:**

Materials may be renewed several times provided there is no other student or teacher request for the material. All items must be brought to the library to be renewed.

### **Security System:**

The library is outfitted with a security system. All library items if not checked out will set off the alarm. Personal items will be checked for library books by staff before exiting the library.

### **Textbook Issuing:**

Textbooks are issued through the library. All textbooks must be returned at the end of each semester in order to be issued new textbooks for the following year. Students are responsible for the replacement cost of textbooks if they are damaged or lost.

### **Overdue Material:**

While there are no fines for overdue materials, a student's borrowing privileges and computer account may be limited for not returning or renewing borrowed items in a timely manner.

### **Reserves:**

Any item out on loan may be reserved by a student by making a request at the circulation desk.

### **Computer Use:**

Student behaviour on Library computers must be in accordance with the Saskatoon Public Schools' Internet Acceptable Use Agreement (page 20). Every student is assigned a personal computer account. Use of the Internet and e-mail at school is strictly for academic purposes.

### **Social Networking and YouTube:**

Due to limited bandwidth, students can only access YouTube for school based projects. Facebook, other social networking platforms, and on-line games are not allowed to be used during the school day.

### PROTOCOLS FOR TECHNOLOGY USE

Today, students live and learn with technology in and out of school. Wireless access points are available throughout the building. If students choose to bring to school personal technological equipment, then they should know that Centennial Collegiate does not carry insurance to protect student property.

Personal technological property includes: laptop computers, phones, iPods, iPads, cameras and similar technology. In general, this equipment may be used in hallways, and during non-class times. However, cell phones should be shut off during class time. Other personal technological equipment should not be used during classes without teachers' consent. Students are not allowed to have laser pointers at school. Personal technological equipment will be confiscated if used inappropriately.

Use of laptop computers is governed by the SPSD Acceptable Use policy (see below). **Cell phones are not to be used in the classroom unless teachers consent or permission is given**, If parents have important messages to pass on to students during class time, they should directly contact the school instead of using cell phones.

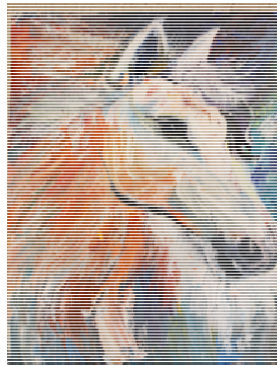
Centennial Collegiate has many computers available for students. Computer use is a privilege available to all students. When students first sign on to the school network, an Internet Acceptable Use Policy will appear. Students are responsible for carefully reading this policy, then clicking the button signifying that they have read the agreement and agree to follow it. Clicking the agreement button without reading the agreement does not excuse students from any disciplinary action if they are found to be in violation of the policy.

Cyber bullying involves the misuse of e-mail, text-messaging or the Internet or social media to harass people; for example, by sending unpleasant or aggressive messages. Bullying of all kinds is wrong, and should be challenged. You can take some direct practical steps if you are the 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 e-mails/texts.
- If an e-mail or text message is particularly disturbing or breaks the law, contact administration and/or the police liaison officer at Centennial Collegiate.

### **CONSEQUENCES**

Centennial Collegiate should be a positive and healthy place for students to grow and mature. The school will do its best to work with students and parents to ensure this. Respect will be shown to any student who violates this code of conduct and to the people who are victims of any violation. To be respectful of the individuality of each student violator and victim, the consequences for violation will be determined as fairly as possible. Serious or repeated violations may result in suspension, transfer, or expulsion from Centennial Collegiate if such action is deemed to be in the best interests of the violator and the school as a whole.



## INTERNET ACCEPTABLE USE PROCEDURES FOR STUDENTS

(Saskatoon Public School Division)

Saskatoon Public Schools believe that the use of the Internet and/or personal digital devices supports relevant and challenging life-long learning for our students. All activity conducted on hardware owned by Saskatoon Public Schools is logged. Activity logs may be viewed and used where necessary to ensure our Administrative Procedure 140 – “Computer/Online Services Acceptable Use” is followed.

To support additional learning opportunities, Saskatoon Public Schools has also provided Internet wireless access in all schools and initiated broad education efforts related to “Digital Citizenship in the 21<sup>st</sup> Century”. Students are provided with individualized computer accounts and passwords to access computers and online/wireless services to support their learning. *Students who elect to bring personal digital devices to school have the ability to access the Internet with their account. This access is subject to the school’s overall rules regarding personal digital devices. Examples of personal digital devices include cell phones, MP3 players, Ipods, Ipads, notebook computer etc..*

When using digital devices, students must adhere to the following principles:

- Digital devices are to be used to enhance the learning that takes place in schools. They are not to disrupt that learning.
  - Digital devices are to be used in a manner that is respectful of all students and school staff. For example, students using digital devices to photograph or video any member of the school staff or students in the school without the permission of those staff or students is considered disrespectful.
1. Access to the Internet and wireless services, either with school division or personal digital devices is an individual privilege enjoyed by students, not a right.
  2. A student’s conduct on the Internet and wireless services, either with school division or personal digital devices, is governed by the same expectations which guide his or her behaviour at school.
  3. In elementary schools, access to the Internet with school division digital devices is provided only when students are supervised.
  4. In collegiates, students may access the Internet with school division digital devices without supervision.
  5. If students choose to bring personal digital devices to school (at both the elementary and secondary level) they can access the Internet (whose sites have been filtered as per point 7 below) without supervision during non-instructional time (e.g. lunch hour, before or after class). During instructional time they can access the Internet with their teacher’s permission.
  6. Students who choose to bring personal digital devices to school should be aware of the following:
    - ◆ In the event the digital device is used in an inappropriate manner, (or inappropriate use is suspected), the digital device itself can be confiscated and may be searched by a member of the school’s administrative team. If parents/students do not agree with this condition students should not bring the digital device to school.
    - ◆ Schools are not responsible for the theft or loss of personal digital devices that students may choose to bring to school.
  7. Saskatoon Public Schools actively blocks access to inappropriate Internet sites. If a student deliberately seeks to access inappropriate material or uses the computer services provided in a malicious manner, the consequences are governed by the Saskatoon Public Schools’ Administrative Procedure 140 – “Computer/Online Services Acceptable Use” - which can be found on the Saskatoon Public Schools’ public website at [www.spsd.sk.ca/files/board/AdministrativeProceduresManual.pdf](http://www.spsd.sk.ca/files/board/AdministrativeProceduresManual.pdf)  
Consequences are outlined in Administrative Procedure 140 and appear in the student version of the procedure as follows:
    1. I won’t be able to use the computers.
    2. I might be disciplined.
    3. I might have to pay for what I broke.
    4. The police may be called.
  8. If you do not want your son/daughter to access the Internet at school, please contact the school and request the **Internet Use Denial Form**. This form is then signed by the parent or guardian and returned to the school.

## SECURITY

### **BICYCLES**

Unlocked bicycles are an invitation to theft. Bicycle racks are provided to which bicycles may be locked. Bicycles locked to the school fence or left away from the racks are far more likely to suffer from vandalism or theft of parts than are bicycles in the racks. The school can assume no responsibility for bicycles. If a bicycle is stolen, it should be reported to the Assistant/Vice Principal as well as to the police because it may turn up again.

### **LOCKS AND LOCKERS**

Each student is responsible for ensuring that her/his locker is kept in good condition. Lockers must be kept locked when not in use. **Combinations must not be shared with other students;** the locker is to be a secure place for student property. The school cannot guarantee secure lockers and carries no insurance on student property.

**Lockers remain the property of the school and are subject to inspections, without notice, by school authorities.**

Students are expected to pick up and exchange books at their lockers before period one, at break, and before period four. This procedure ensures that students will get to class on time and will help to keep the noise outside classrooms to a minimum.

### **PARKING**

Students are to park in the student parking lot to the east of the school. Parking in staff parking is prohibited. Violators may be ticketed or towed.

## STUDENT SERVICES

A variety of services are available to assist students with educational, career, and more personal decisions. Mrs. Campbell-Chudoba, Ms Menz and Mrs. Paulsen provide guidance through individual counselling and class presentations. Mrs. Schuler is the secretary in Student Services; she will assist students by making appointments with the counsellors. Student concerns will always be handled quickly and confidentially.

Some examples of the many services offered by Student Services include help with scholarship applications, post-secondary applications, counselling about healthy relationships, healthy lifestyles, family and personal issues and overall student wellness. Students are always welcome in Student Services.

### **DRIVER EDUCATION**

An eight week course including the theoretical and practical phases of motor vehicle operation is offered several times throughout the year during the noon hour. Preparation for and writing of the provincial learner's license is included in the course. Driving in the student car can begin after 12 classes.

Driver education has been incorporated into the grade 10 program. As this is a non-semestered class, it appears on your timetable in both semesters. Students must be 15 years of age to take driver education classes in high school and will be chosen according to their birth date. See the Student Services if you were not scheduled for driver education.

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). Students not wishing to take Driver Education through High School can obtain private lessons at their own cost.

#### CHANGES TO TIME TABLES

Students are expected to study the courses chosen and subsequently scheduled. Under normal circumstances, no courses may be added after the first two weeks of classes in the semester. We recognize that unforeseen or extenuating circumstances may arise which will necessitate a change of course selection, in which case students will be asked to follow these procedures:

1. Obtain from the Student Services secretary the form "Request for Course Change". After the first two weeks into the semester a drop form is required. Students may drop a class up until two weeks after the midterm without being penalized. Special circumstances may be considered after that time.
2. Continue attending any course they may eventually change or drop until the process is completed.

Students who wish to drop a class may do so provided they have the permission of a counselor, the class teacher, an administrator and a parent/guardian. It is important to note that students must remain in a class until the drop procedure is complete.

Follow completely the instructions on the form in the order specified, as quickly as possible. Changes will be made, when possible, if the parent agrees that such changes are in the best interest of the student. Please note that when students drop semester one courses, there are no assurances that rescheduling that course in semester two can be accommodated.

#### GUIDANCE ASSIGNMENTS

Grade 9 - Ms Menz

Grade 10 - Mrs. Paulsen

Grade 11 - Mrs. Campbell-Chudoba

Grade 12 - Mrs. Paulsen (A-K)

Ms Menz (L-Z)





## GRADUATION

Graduation Date: June 27, 2018

Chem-Free After Grad: Date and time to be arranged.

### 1. **BANQUET AND DANCE (The Social Component)**

These activities are for **all** students enrolled in Grade 12. Responsibility for planning the graduation banquet and program rests with the student/staff graduation committee. This committee is made up of representatives from each grade 12 advisory class and staff advisors. In addition to their collective responsibility for making all decisions with respect to the school-sponsored social component of graduation, each representative has specific responsibilities for a particular sub-committee.

### 2. **GRADUATION EXERCISES (The Educational Component)**

The exercises include the presentation of those students who have completed the requirements of Saskatchewan Learning during the 2017-2018 academic year:

- A total of 24 credits in grades 10, 11 and 12.
- Compulsory courses in grade 12: English 30A, English 30B, Social Studies/History/ Native Studies 30.
- All compulsory courses in grades 10 and 11. For a list of compulsory courses at grades 10 and 11, see the Course Selection Booklet available in Student Services or online.

These are the minimum requirements specified by Saskatchewan Learning for successful completion of the secondary program for current Grade 12 students.

Responsibility for planning and organizing the graduation exercises rests with the school administration and staff. This includes establishing eligibility criteria, preparing the list of eligible students, planning the program, and working with the student/staff graduation committee.

Eligibility – The list of students eligible for the graduation presentation of scrolls will be posted following mid-term reporting in the second semester. The list will be updated as the semester progresses and will be finalized after June examinations.

### 3. **COST**

There are many expenses associated with graduation. No one will be denied the opportunity to graduate because of an inability to pay. If the payment of graduation fees is a problem, alternate arrangements should be made through an administrator or a counsellor.

### **CHEM FREE AFTERGRAD**

The responsibility of the school ends with the dance and exercises; therefore, the school and its staff will not become involved in any AfterGrad activities. We encourage graduating students and their parents to plan together the Chem-Free AfterGrad activities.

## SCHOOL NURSE

Student's with health concerns are encouraged to make appointments to see the health nurse through the Student Services secretary.

## OUTSIDE AGENCIES

Addiction Services.....	306-655-4100
Aids Saskatoon .....	306-242-5005
Al-Anon/Al-a-Teen.....	306-665-3838
Alcoholics Anonymous .....	306-665-6727
Alternatives Programs .....	306-655-8989
Child & Family Services .....	306-933-5961
Elizabeth Fry Society.....	306-934-4606
Family Services Bureau .....	306-244-0127
Gender & Sexuality Diversity Avenue Community Centre .....	306-665-1224
Human Rights Commission.....	306-933-5952
Indian & Métis Friendship Centre .....	306-244-0174
Interval House .....	306-244-0185
John Howard Society .....	306-244-8347
Kids Help Phone .....	1-800-668-6868
Larson House Detox Centre.....	306-655-4195
Legal Aid Commission.....	306-933-5300
Mental Health & Addictions Services.....	306-655-4100
Mobile Crisis Line.....	306-933-6200
Narcotics Anonymous .....	306-652-5216
Planned Parenthood.....	306-244-7989
Public Health Services .....	306-655-4620
Royal University Hospital .....	306-655-1000
Salvation Army Family Services Department .....	306-242-6833
Saskatoon City Hospital .....	306-655-8000
Saskatoon City Police .....	306-975-8300
Saskatoon Community Health Unit.....	306-655-4620
Saskatoon Open Door Society .....	306-653-4464
Saskatoon Transit (Schedules) .....	306-975-3100
Sexual Assault Information Centre .....	306-244-2294
Social Services Child Protection.....	306-933-6200
St. Paul's Hospital .....	306-655-5000
Suicide Crisis Line.....	306-933-6200
YMCA.....	306-652-7515
YWCA .....	306-244-0944
YWCA Emergency Housing Program.....	306-244-2844

## DOCUMENTATION STYLE GUIDES

### The APA (American Psychological Association) Method

APA style is most commonly used to cite sources within the social sciences. This method of documentation uses parenthetical (also known as "in-text") references. The term "parenthetical" is used because the required source information is contained in parentheses. When using APA format, follow the author-date method of in-text citation. This means that the *author's last name and the year of publication for the source should appear in the text*, for example, (Jones, 1998), and a complete reference should appear in the **reference list** at the end of the paper. A copy of the Publication Manual of the American Psychological Association is available in the Centennial Collegiate LRC.

#### *General Guidelines:*

- Your essay should be typed, double-spaced on standard-sized paper (8.5" x 11") with 1" margins on all sides.
- You should use a clear font that is highly readable. APA recommends using 12 pt. Times New Roman font.
- Include a **page header** (also known as the "**running head**") at the top of every page. To create a **page header/running head**, insert page numbers flush right. Then type "TITLE OF YOUR PAPER" in the header flush left using all capital letters. The **running head** is a shortened version of your paper's title and cannot exceed 50 characters including spacing and punctuation.

#### *Examples of parenthetical citations:*

If you are directly quoting from a work, you will need to include the author, year of publication, and the page number for the reference (preceded by "p."). Introduce the quotation with a signal phrase that includes the author's last name followed by the date of publication in parentheses.

According to Jones (1998), "Students often had difficulty using APA style, especially when it was their first time" (p. 199).

Jones (1998) found "students often had difficulty using APA style" (p. 199); what implications does this have for teachers?

If the author is not named in a signal phrase, place the author's last name, the year of publication, and the page number in parentheses after the quotation.

She stated, "Students often had difficulty using APA style" (Jones, 1998, p. 199), but she did not offer an explanation as to why.

Place direct quotations that are 40 words, or longer, in a free-standing block of typewritten lines, and omit quotation marks. Start the quotation on a new line, indented 1/2 inch from the left margin, i.e., in the same place you would begin a new paragraph. Type the entire quotation on the new margin, and indent the first line of any subsequent paragraph within the quotation 1/2 inch from the new margin. Maintain double-spacing throughout. The parenthetical citation should come after the closing punctuation mark.

Jones's (1998) study found the following:

Students often had difficulty using APA style, especially when it was their first time citing sources. This difficulty could be attributed to the fact that many students failed to purchase a style manual or to ask their teacher for help. (p. 199)

If you are paraphrasing an idea from another work, you only have to make reference to the author and year of publication in your in-text reference, but APA guidelines encourage you to also provide the page number (although it is not required.)

According to Jones (1998), APA style is a difficult citation format for first-time learners.

APA style is a difficult citation format for first-time learners (Jones, 1998, p. 199).

*Examples of electronic sources (websites):*

If possible, cite an electronic document the same as any other document by using the author-date style.

Kenneth (2000) explained...

Unknown Author and Unknown Date: If no author or date is given, use the title in your signal phrase or the first word or two of the title in the parentheses and use the abbreviation "n.d." (for "no date").

Another study of students and research decisions discovered that students succeeded with tutoring ("Tutoring and APA," n.d.).

When an electronic source lacks page numbers, you should try to include information that will help readers find the passage being cited. When an electronic document has numbered paragraphs, use the abbreviation "para." followed by the paragraph number (Hall, 2001, para. 5). If the paragraphs are not numbered and the document includes headings, provide the appropriate heading and specify the paragraph under that heading. Note that in some electronic sources, like Web pages, people can use the Find function in their browser to locate any passages you cite.

According to Smith (1997), ... (Mind over Matter section, para. 6).

**Note:** Never use the page numbers of Web pages you print out; different computers print Web pages with different pagination.

**Basic Rules for Reference List:**

- All lines after the first line of each entry in your reference list should be indented one-half inch from the left margin. This is called hanging indentation.
- Authors' names are inverted (last name first); give the last name and initials for all authors of a particular work for up to and including seven authors. If the work has more than seven authors, list the first six authors and then use ellipses after the sixth author's name. After the ellipses, list the last author's name of the work.
- Reference list entries should be alphabetized by the last name of the first author of each work.
- For multiple articles by the same author, or authors listed in the same order, list the entries in chronological order, from earliest to most recent.
- Present the journal title in full.
- Maintain the punctuation and capitalization that is used by the journal in its title.
  - ⇒ For example: *ReCALL* not *RECALL* or *Knowledge Management Research & Practicenot Knowledge Management Research and Practice*.
  - ⇒ Capitalize all major words in journal titles.
  - ⇒ When referring to books, chapters, articles, or Web pages, capitalize only the first letter of the first word of a title and subtitle, the first word after a colon or a dash in the title, and proper nouns. Do not capitalize the first letter of the second word in a hyphenated compound word.
  - ⇒ Italicize titles of longer works such as books and journals.
  - ⇒ Do not italicize, underline, or put quotes around the titles of shorter works such as journal articles or essays in edited collections.

**Please note:** While the APA manual provides many examples of how to cite common types of sources, it does not provide rules on how to cite all types of sources. Therefore, if you have a source that APA does not include, APA suggests that you find the example that is most similar to your source and use that format. For more information, see page 193 of the *Publication Manual of the American Psychological Association*, (6<sup>th</sup> ed., 2<sup>nd</sup> printing).

Basic format for books in Reference List:

Author, A. A. (Year of publication). *Title of work: Capital letter also for subtitle*. Location: Publisher.

### **The MLA (Modern Language Association) Method**

This method of documentation is most commonly used to write papers and cite sources in the liberal arts and humanities. It also uses parenthetical (also known as "in-text") citations. When using MLA format, the information contained in the parenthesis is the author's last name and page number where the information was found. A "Works Cited" page should

*General Guidelines:*

- Type your paper on a computer and print it out on standard, white 8.5 x 11-inch paper.
- Double-space the text of your paper, and use a legible font (e.g. Times New Roman). Whatever font you choose, MLA recommends that the regular and italics type styles contrast enough that they are recognizable one from another. The font size should be 12 pt.
- Leave only one space after periods or other punctuation marks (unless otherwise instructed by your instructor).
- Set the margins of your document to 1 inch on all sides.
- Indent the first line of paragraphs one half-inch from the left margin. MLA recommends that you use the Tab key as opposed to pushing the Space Bar five times.
- Create a header that numbers all pages consecutively in the upper right-hand corner, one-half inch from the top and flush with the right margin. (Note: Your instructor may ask that you omit the number on your first page. Always follow your instructor's guidelines.)
- Use italics throughout your essay for the titles of longer works and, only when absolutely necessary, providing emphasis.
- Do not make a title page for your paper unless specifically requested.
- In the upper left-hand corner of the first page, list your name, your instructor's name, the course, and the date. Again, be sure to use double-spaced text.
- Double space again and center the title. Do not underline, italicize, or place your title in quotation marks; write the title in Title Case (standard capitalization), not in all capital letters.
- Use quotation marks and/or italics when referring to other works in your title, just as you would in your text: *Fear and Loathing in Las Vegas* as Morality Play; Human Weariness in "After Apple Picking"
- Double space between the title and the first line of the text.

*Examples of in-text citations:*

MLA format follows the author-page method of in-text citation. This means that the author's last name and the page number(s) from which the quotation or paraphrase is taken must appear in the text, and a complete reference should appear on your Works Cited page. The author's name may appear either in the sentence itself or in parentheses following the quotation or paraphrase, but the page number(s) should always appear in the parentheses, not in the text of your sentence. For example:

Wordsworth stated that Romantic poetry was marked by a "spontaneous overflow of powerful feelings" (263).

Romantic poetry is characterized by the "spontaneous overflow of powerful feelings" (Wordsworth 263).

Wordsworth extensively explored the role of emotion in the creative process (263).

To indicate short quotations (fewer than four typed lines of prose or three lines of verse) in your text, enclose the quotation within double quotation marks. Provide the author and specific page citation (in the case of verse, provide line numbers) in the text, and include a complete reference on the Works Cited page. Punctuation marks such as periods, commas, and semicolons should appear after the parenthetical citation. Question marks and exclamation points should appear within the quotation marks if they are a part of the quoted passage but after the parenthetical citation if they are a part of your text.

For example, when quoting short passages of prose, use the following examples:

According to some, dreams express "profound aspects of personality" (Foulkes 184), though others disagree.

According to Foulkes's study, dreams may express "profound aspects of personality" (184).

Is it possible that dreams may express "profound aspects of personality" (Foulkes 184)?

When short (fewer than three lines of verse) quotations from poetry, mark breaks in short quotations of verse with a slash, (/), at the end of each line of verse (a space should precede and follow the slash).

Cullen concludes, "Of all the things that happened there / That's all I remember" (11-12).

For quotations that are more than four lines of prose or three lines of verse, place quotations in a free-standing block of text and omit quotation marks. Start the quotation on a new line, with the entire quote indented **one inch** from the left margin; maintain double-spacing. Only indent the first line of the quotation by an additional quarter inch if you are citing multiple paragraphs. Your parenthetical citation should come **after** the closing punctuation mark. When quoting verse, maintain original line breaks. (You should maintain double-spacing throughout your essay.)

For example, when citing more than four lines of prose, use the following examples:

Nelly Dean treats Heathcliff poorly and dehumanizes him throughout her narration:

They entirely refused to have it in bed with them, or even in their room, and I had no more sense, so, I put it on the landing of the stairs, hoping it would be gone on the morrow. By chance, or else attracted by hearing his voice, it crept to Mr. Earnshaw's door, and there he found it on quitting his chamber. Inquiries were made as to how it got there; I was obliged to confess, and in recompense for my cowardice and inhumanity was sent out of the house. (Bronte 78)

When citing long sections (more than three lines) of poetry, keep formatting as close to the original as possible.

In his poem "My Papa's Waltz," Theodore Roethke explores his childhood with his father:

The whiskey on your breath

Could make a small boy dizzy;

But I hung on like death:

Such waltzing was not easy.

We Romped until the pans

Slid from the kitchen shelf;

My mother's countenance

Could not unfrown itself. (quoted in Shrodes, Finestone, Shugrue 202)

With more and more scholarly work being posted on the Internet, you may have to cite research you have completed in virtual environments. While many sources on the Internet should not be used for scholarly work, some Web sources are perfectly acceptable for research. When creating in-text citations for electronic, film, or Internet sources, remember that your citation must reference the source in your Works Cited.

Sometimes writers are confused with how to craft parenthetical citations for electronic sources because of the absence of page numbers, but often, these sorts of entries do not require any sort of parenthetical citation at all. For electronic and Internet sources, follow the following guidelines:

- Include in the text the first item that appears in the Work Cited entry that corresponds to the citation (e.g. author name, article name, website name, film name).
- You do not need to give paragraph numbers or page numbers based on your Web browser's print preview function.

Unless you must list the Web site name in the signal phrase in order to get the reader to the appropriate entry, do not include URLs in-text. Only provide partial URLs such as when the name of the site includes, for example, a domain name, like *CNN.com* or *Forbes.com* as opposed to writing out <http://www.cnn.com> or <http://www.forbes.com>.

Herzog, Werner, dir. *Fitzcarraldo*. Perf. Klaus Kinski. Filmverlag der Autoren, 1982. Film.

Yates, Jane. "Invention in Rhetoric and Composition." Gaps Addressed: Future Work in Rhetoric and Composition, CCCC, Palmer House Hilton, 2002. Presentation.

If you add a word or words in a quotation, you should put brackets around the words to indicate that they are not part of the original text.

Jan Harold Brunvand, in an essay on urban legends, states, "some individuals [who retell urban legends] make a point of learning every rumor or tale" (78).

If you omit a word or words from a quotation, you should indicate the deleted word or words by using ellipsis marks, which are three periods ( . . . ) preceded and followed by a space. For example:

In an essay on urban legends, Jan Harold Brunvand notes that "some individuals make a point of learning every recent rumor or tale . . . and in a short time a lively exchange of details occurs" (78).

*Basic Rules for Works Cited page:*

- Begin your Works Cited page on a separate page at the end of your research paper. It should have the same one-inch margins and last name, page number header as the rest of your paper.
- Label the page Works Cited (do not italicize the words Works Cited or put them in quotation marks) and center the words Works Cited at the top of the page.
- Double space all citations, but do not skip spaces between entries.
- Indent the second and subsequent lines of citations by 0.5 inches to create a hanging indent.

List page numbers of sources efficiently, when needed. If you refer to a journal article that appeared on pages 225 through 250, list the page numbers on your Works Cited page as 225-50. Note that MLA style uses a hyphen in a span of pages.

**The Chicago Manual of Style**

The Chicago Style of documentation uses the "Notes-Bibliography" system for referencing sources through footnote or endnote citation in the writing and through bibliography pages. It is used in the humanities, but most commonly used in the discipline of history. Instead of using a parenthetical reference, a raised (superscript) Arabic number is used in the text to signal a note at the 'foot' or bottom of every page or at the end of the written submission.

*General Guidelines:*

- Margins should be set at no less than 1" and no greater than 1.5".
- Typeface should be something readable, such as Times New Roman.
- Font size should be no less than 10 pt. (preferably, 12 pt.).
- Text should be consistently double-spaced, with the following exceptions:
  - ⇒ Block quotations, table titles, and figure captions should be single-spaced.
  - ⇒ A prose quotation of five or more lines should be blocked.
  - ⇒ A blocked quotation does not get enclosed in quotation marks.
  - ⇒ An extra line space should immediately precede and follow a blocked quotation.
  - ⇒ Blocked quotations should be indented .5" as a whole.
  - ⇒ Notes and bibliographies should be single-spaced internally; however, leave an extra line space between note and bibliographic entries.
  - ⇒ Page numbers begin in the header of the first page of text with Arabic number 1.
  - ⇒ Subheadings should be used for longer papers.
- CMS recommends you devise your own format but use consistency as your guide.
- Put an extra line space before and after subheadings, and avoid ending them with periods.
- Class papers will either include a title page or include the title on the first page of the text.

Use the following guidelines should your instructor or context require a title page:

- The title should be centered a third of the way down the page.
- Your name and class information should follow several lines later.



For subtitles, end the title line with a colon and place the subtitle on the line below the title.

*Footnotes:*

- Note numbers should begin with "1" and follow consecutively throughout a given paper.
  - In the text, note numbers are superscripted.
  - Note numbers should be placed at the end of the clause or sentence to which they refer and should be placed after any and all punctuation.
  - In the notes themselves, note numbers are full-sized, not raised, and followed by a period (superscripting note numbers in the notes themselves is also acceptable).
  - The first line of a footnote is indented .5" from the left margin.
  - Subsequent lines within a footnote should be formatted flush left.
  - Leave an extra line space between footnotes.
  - Place commentary after documentation when a footnote contains both, separated by a period.
  - In parenthetical citation, separate documentation from brief commentary with a semicolon.
- Do not repeat the hundreds digit in a page range if it does not change from the beginning to the end of the range.

*Footnotes or endnotes (general entry):*

1. Firstname Lastname, *Title of Book* (Place of publication: Publisher, Year of publication), page number.

*Corresponding bibliographical entry:*

Lastname, Firstname. *Title of Book*. Place of publication: Publisher, Year of publication.

**General model for citing websources:**

*Footnotes or endnotes (general entry):*

1. Firstname Lastname, "Title of Web Page," *Publishing Organization or Name of Website in Italics*, publication date and/or access date if available, URL.

*Corresponding bibliographical entry:*

Lastname, Firstname. "Title of Web Page." *Publishing Organization or Name of Website in Italics*. Publication date and/or access date if available. URL.

GENERAL NOTES ON DOCUMENTATION:

Always follow your teacher's instructions and handouts specific to their classroom instructions.

This style guide appears from the "Online Writing Lab" at Purdue University.

Angeli, E., Wagner, J., Lawrick, E., Moore, K., Anderson, M., Soderlund, L., & Brizee, A. (2013, March 1). *General format*. Retrieved from <https://owl.english.purdue.edu/owl/resource/560/01/>

THE ELECTRONIC CATALOGUE

In our school library, the DESTINY search system is the key to using the library effectively.

Students can use the two designated terminals or access the DESTINY system via any computer with internet access to identify materials the library has in its collection, and to determine whether or not these materials are available for loan.

There are several ways of accessing the electronic catalogue. The simplest way is through the Centennial Libguides- searchable through any internet search engine or at: <http://secondarylibguides.spsd.sk.ca/centennial>. From there, a link to the DESTINY system is on the homepage. Also, you can type in <http://library.spsd.sk.ca/>, click on "Centennial Collegiate", and click on the "Catalogue" tab to search for an entry.

The most useful searching options are "author", "title", and "subject heading". When you find the record of a book or resource you want to borrow or consult, make note of the call number as this will tell you the shelf location of the item. If you have any questions, please see the library staff as they are there to assist you.

# September 2017

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4 <i>Labour Day</i> <i>NO CLASSES</i>	5 <i>Classes Begin</i>  <i>ODD</i>	6 <i>SCC Meeting @ 8:00 pm</i>  <i>EVEN</i>	7  <i>ODD</i>	8  <i>EVEN</i>	9
10	11 <i>SRC Welcome Week</i>  <i>ODD</i>	12 <i>SRC Welcome Week</i> <i>School Photos</i>  <i>EVEN</i>	13 <i>SRC Welcome Week</i> <i>Gr. 9 Meet the Teacher</i> <i>@ 7:00 pm</i>  <i>ODD</i>	14 <i>SRC Welcome Week</i> <i>SRC Pep Rally</i>  <i>EVEN</i>	15 <i>SRC Welcome Week</i> <i>SCC BBQ @ 12:15 pm</i>  <i>ODD</i>	16
17	18  <i>EVEN</i>	19  <i>ODD</i>	20  <i>EVEN</i>	21  <i>ODD</i>	22  <i>EVEN</i>	23
24	25  <i>ODD</i>	26  <i>EVEN</i>	27  <i>ODD</i>	28  <i>EVEN</i>	29 <i>Gr. 9 Girls Sleepover</i>  <i>ODD</i>	30

# October 2017

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 <i>EVEN</i>	3 <i>ODD</i>	4 SCC Meeting @ 8:00 pm Cross Country City Finals <i>EVEN</i>	5 <i>ODD</i>	6 PD Day NO CLASSES	7 SAT Test 1 of 5
8	9 Thanksgiving Day NO CLASSES	10 <i>EVEN</i>	11 School Photo Retakes <i>ODD</i>	12 Academic Assembly & Tea <i>EVEN</i>	13 <i>ODD</i>	14 Cross Country Provincials
15	16 <i>EVEN</i>	17 Math League <i>ODD</i>	18 <i>EVEN</i>	19 Parent/Teacher Interviews (Evening) <i>ODD</i>	20 Staff PD (am) Parent/Teacher Interviews (pm) NO CLASSES	21
22	23 Soccer City Finals <i>EVEN</i>	24 <i>ODD</i>	25 <i>EVEN</i>	26 SRC Pep Rally <i>ODD</i>	27 SRC Haunted House Soccer Provincials <i>EVEN</i>	28 Soccer Provincials
29	30 Music Concert @ 7:00 pm <i>ODD</i>	31 <i>EVEN</i>				

# November 2017

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			<p><i>1</i> Gr. 9 TOKTW Drama Production Matinee @ 1:00 pm Drama Production @ 7:00 pm SCC Meeting @ 8:00 pm</p> <p><i>ODD</i></p>	<p><i>2</i> COMC Math Contest Drama Production Matinee @ 1:00 pm Drama Production @ 7:00 pm</p> <p><i>EVEN</i></p>	<p><i>3</i> Drama Production @ 7:00 pm Sr. Football 4A City Finals</p> <p><i>ODD</i></p>	<p><i>4</i> SAT Test 2 of 5</p>
<p><i>5</i></p>	<p><i>6</i> See Your Future</p> <p><i>EVEN</i></p>	<p><i>7</i> HSTP Departs</p> <p><i>ODD</i></p>	<p><i>8</i> Remembrance Day Ceremony Volleyball City Finals</p> <p><i>EVEN</i></p>	<p><i>9</i> PD Day NO CLASSES</p>	<p><i>10</i> STA Convention NO CLASSES</p>	<p><i>11</i> Remembrance Day Sr. Football 4A Provincials</p>
<p><i>12</i></p>	<p><i>13</i> NO CLASSES</p>	<p><i>14</i> Math League</p> <p><i>ODD</i></p>	<p><i>15</i> Party Program (Gr. 10 Wellness)</p> <p><i>EVEN</i></p>	<p><i>16</i> Report Cards Distributed</p> <p><i>ODD</i></p>	<p><i>17</i> Volleyball Provincials</p> <p><i>EVEN</i></p>	<p><i>18</i> Volleyball Provincials</p>
<p><i>19</i></p>	<p><i>20</i></p> <p><i>ODD</i></p>	<p><i>21</i></p> <p><i>EVEN</i></p>	<p><i>22</i> Canadian Senior/ Intermediate Math Contest (am) SUTIL (pm)</p> <p><i>ODD</i></p>	<p><i>23</i></p> <p><i>EVEN</i></p>	<p><i>24</i></p> <p><i>ODD</i></p>	<p><i>25</i> HSTP Returns</p>
<p><i>26</i></p>	<p><i>27</i></p> <p><i>EVEN</i></p>	<p><i>28</i></p> <p><i>ODD</i></p>	<p><i>29</i></p> <p><i>EVEN</i></p>	<p><i>30</i> Winter Formal Dance</p> <p><i>ODD</i></p>		

# December 2017

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1  <i>EVEN</i>	2 <i>SAT Test—3 of 5</i>
3	4  <i>ODD</i>	5  <i>EVEN</i>	6 <i>Winter Dance Recital</i>  <i>ODD</i>	7  <i>EVEN</i>	8 <i>Charger Charity Classic Basketball Tournament</i>  <i>ODD</i>	9 <i>Charger Charity Classic Basketball Tournament</i>
10	11  <i>EVEN</i>	12 <i>Math League Music Concert @ 7:00 pm</i>  <i>ODD</i>	13  <i>EVEN</i>	14  <i>ODD</i>	15  <i>EVEN</i>	16
17	18 <i>Last day to drop a Semester one class</i>  <i>ODD</i>	19  <i>EVEN</i>	20  <i>ODD</i>	21  <i>EVEN</i>	22 <i>Last day of classes prior to break</i>  <i>ODD</i>	23
24	25 <i>NO CLASSES</i>	26 <i>NO CLASSES</i>	27 <i>NO CLASSES</i>	28 <i>NO CLASSES</i>	29 <i>NO CLASSES</i>	30
31						

# January 2018

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 <i>NO CLASSES</i>	2 <i>NO CLASSES</i>	3 <i>NO CLASSES</i>	4 <i>NO CLASSES</i>	5 <i>NO CLASSES</i>	6
7	8 <i>School Resumes</i>  <i>EVEN</i>	9 <i>Math League</i>  <i>ODD</i>	10 <i>SCC Meeting @ 8:00 pm</i>  <i>EVEN</i>	11   <i>ODD</i>	12   <i>EVEN</i>	13
14	15 <i>Pre-Collegiate Evening @ 7:00 pm</i>  <i>ODD</i>	16   <i>EVEN</i>	17   <i>ODD</i>	18   <i>EVEN</i>	19 <i>Period 1 Final Assessments</i> <i>Textbook Returns</i>  <i>ODD</i>	20
21	22 <i>Period 2 Final Assessments</i> <i>Textbook Returns</i>  <i>EVEN</i>	23 <i>Period 3 Final Assessments</i> <i>Textbook Returns</i>  <i>ODD</i>	24 <i>Period 4 Final Assessments</i> <i>Textbook Returns</i>  <i>EVEN</i>	25 <i>Period 5 Final Assessments</i> <i>Textbook Returns</i>  <i>ODD</i>	26 <i>NO CLASSES</i>	27
28	29 <i>PD Day</i> <i>NO CLASSES</i>	30 <i>Semester Two Begins</i>  <i>ODD</i>	31   <i>EVEN</i>			

# February 2018

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1 <i>Report Cards Distributed</i>	2	3
				<i>ODD</i>	<i>EVEN</i>	
4	5	6	7 <i>AMC Math Contest (10A/12A)</i>	8	9	10
	<i>ODD</i>	<i>EVEN</i>	<i>ODD</i>	<i>EVEN</i>	<i>ODD</i>	
11	12 <i>Course Selection Info Night @ 7:00 pm</i>	13 <i>Math League Open House @ 7:00 pm</i>	14 <i>Curling City Finals</i>	15 <i>SRC Pep Rally AMC Math Contest (10B/12B) Curling City Finals</i>	16	17
	<i>EVEN</i>	<i>ODD</i>	<i>EVEN</i>	<i>ODD</i>	<i>EVEN</i>	
18	19 <i>Family Day NO CLASSES</i>	20 <i>NO CLASSES</i>	21 <i>NO CLASSES</i>	22 <i>NO CLASSES</i>	23 <i>NO CLASSES</i>	24
25	26 <i>School Resumes</i>	27 <i>Pascal, Cayley, Fermat Math Contests (am)</i>	28 <i>Party Program (Gr. 10 Wellness)</i>			
	<i>ODD</i>	<i>EVEN</i>	<i>ODD</i>			

# March 2018

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1  <i>EVEN</i>	2  <i>ODD</i>	3
4	5  <i>EVEN</i>	6 <i>Grad Photos</i>  <i>ODD</i>	7 <i>Grad Photos</i> <i>SCC Meeting @ 8:00 pm</i> <i>Wrestling City Finals</i>  <i>EVEN</i>	8 <i>Grad Photos</i> <i>One Act Plays @ 7:30 pm</i> <i>Wrestling City Finals</i>  <i>ODD</i>	9 <i>Grad Photos</i> <i>One Act Plays @ 7:30 pm</i> <i>Curling Provincials</i>  <i>EVEN</i>	10 <i>SAT Test 4 of 5</i> <i>Curling Provincials</i>
11	12 <i>PD Day</i> <i>NO CLASSES</i>	13  <i>ODD</i>	14  <i>EVEN</i>	15  <i>ODD</i>	16 <i>Wrestling Provincials</i>  <i>EVEN</i>	17 <i>Wrestling Provincials</i> <i>Basketball City Finals</i>
18	19  <i>ODD</i>	20 <i>Math League</i> <i>Cheer/Pom City Finals</i>  <i>EVEN</i>	21  <i>ODD</i>	22 <i>Parent/Teacher Interviews</i> <i>(Evening)</i> <i>Hoopla</i>  <i>EVEN</i>	23 <i>Staff PD (am)</i> <i>Parent/Teacher Interviews</i> <i>(pm)</i> <i>NO CLASSES</i> <i>Hoopla</i>	24 <i>Hoopla</i>
25	26  <i>ODD</i>	27  <i>EVEN</i>	28  <i>ODD</i>	29 <i>Multicultural Day</i>  <i>EVEN</i>	30 <i>Good Friday</i> <i>NO CLASSES</i>	31



# April 2018

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 NO CLASSES	3 NO CLASSES	4 NO CLASSES	5 NO CLASSES	6 NO CLASSES	7
8	9 School Resumes  ODD	10  EVEN	11 Euclid Math Contest (am)  ODD	12 Fryer, Galois, Hypatia Math Contest (am)  EVEN	13  ODD	14 ACT Test
15	16  EVEN	17 AP Calculus Practice Exam @ 6:00 pm  ODD	18  EVEN	19 Report Cards Distributed  ODD	20  EVEN	21
22	23 PD Day NO CLASSES	24  ODD	25 AP Statistics Practice Exam @ 6:00 pm Track & Field Mini Meet  EVEN	26 Charger Choice Awards SRC Pep Rally Badminton City Finals  ODD	27  EVEN	28 AP Calculus Practice Exam @ 9:00 am
29	30 Sr. Watch/Pin Campaign Week  ODD					

# May 2018

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1  <i>EVEN</i>	2  <i>ODD</i>	3 <i>Track &amp; Field Mini Meet</i>  <i>EVEN</i>	4  <i>ODD</i>	5 <i>SAT Test 5 of 5</i> <i>AP Statistics Practice</i> <i>Exam @ 9:00 am</i>
6	7 <i>SRC Speeches</i>  <i>EVEN</i>	8 <i>SRC Voting Elections</i>  <i>ODD</i>	9 <i>AP Exam—English (am)</i>  <i>EVEN</i>	10 <i>Jazz Night @ 7:00 pm</i> <i>Track &amp; Field Mini Meet</i>  <i>ODD</i>	11  <i>EVEN</i>	12 <i>Badminton Provincials</i>
13	14 <i>SRC Directorship</i> <i>Applications Due</i>  <i>ODD</i>	15 <i>AP Exam—Calculus (am)</i>  <i>EVEN</i>	16  <i>ODD</i>	17 <i>AP Exam—Statistics (pm)</i>  <i>EVEN</i>	18 <i>PD Day</i> <i>NO CLASSES</i>	19
20	21 <i>Victoria Day</i> <i>NO CLASSES</i>	22 <i>Last day to drop a Semester</i> <i>two class</i>  <i>ODD</i>	23 <i>Track &amp; Field City Finals</i>  <i>EVEN</i>	24 <i>Track &amp; Field City Finals</i>  <i>ODD</i>	25  <i>EVEN</i>	26
27	28  <i>ODD</i>	29  <i>EVEN</i>	30 <i>Music Concert @ 7:00 pm</i>  <i>ODD</i>	31  <i>EVEN</i>		

# June 2018

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1 Color Day Track & Field Provincials  ODD	2 Track & Field Provincials
3	4 Golf City Finals  EVEN	5  ODD	6 Spring Dance Recital SCC Meeting @ 8:00 pm  EVEN	7 Athletic Awards Evening  ODD	8  EVEN	9
10	11  ODD	12  EVEN	13  ODD	14  EVEN	15  ODD	16
17	18 Period 5 Final Assessments (Gr. 12's only) Textbook Returns  EVEN	19 Period 1 Final Assessments Textbook Returns  ODD	20 Period 2 Final Assessments Textbook Returns  EVEN	21 Period 3 Final Assessments Textbook Returns  ODD	22 Period 4 Final Assessments Textbook Returns  EVEN	23
24	25 Period 5 Final Assessments (Gr. 9-11) Textbook Returns  ODD	26 NO CLASSES	27 Grad—TCU Exercises—2:30 pm Banquet—6:30 pm  NO CLASSES	28 PD Day NO CLASSES	29 Gr. 9 Orientation—9:00 am PD Day NO CLASSES	30

