

**FOX VALLEY SCHOOL
STUDENT HANDBOOK
2024-2025 SCHOOL YEAR**



**FOX VALLEY SCHOOL
BOX 208
FOX VALLEY, SK.
S0N 0V0
306-666-2144
306-666-2115(FAX)**

FOX VALLEY SCHOOL BELIEVES...

Mission Statement

At Fox Valley School, we provide the necessary tools for all students to achieve and grow academically to their full potential, while fostering positive growth in social / emotional behaviors and attitudes.

Learning Today... Leading Tomorrow... Legends for Life.

Vision Statement

We envision a school where students, parents, and staff work collaboratively toward students' achievement, in a safe and caring environment that promotes respect, acceptance, responsibility, and self-worth.

Values

- L – Learning for All
- E – Environment: Safe and Caring
- G – Goals: Set and Met
- E – Evidence of Personal, Social and Academic Growth
- N – Notable Academic Growth
- D – Dedication to Excellence
- S – Self-Respect

Bell Schedule

ELEMENTARY K - 6			HIGH SCHOOL 7 - 12		
Pd 1	8:55 – 9:55	60 min	Pd 1	9:00 – 10:02	62 min
Pd 2	9:55 – 10:54	59 min	Pd 2	10:07 – 11:09	62 min
Recess	10:54 – 11:09	15 min	Pd 3	11:14 – 12:16	62 min
Pd 3	11:09 – 12:16	67 min	Lunch	12:16 – 1:05	49 min
Lunch	12:16 – 12:55	39 min	Pd 4	1:05 – 2:07	62 min
Pd 4	12:55 – 1:57	62 min	Pd 5	2:12 – 3:14	62 min
Recess	1:57 – 2:12	15 min			
Pd 5	2:12 – 3:14	62 min			
Instructional Time – 310 min/day			Instructional Time – 310 min/day		

Staff

Laura Skrumeda-Sawby	Principal, Phys Ed K-4, SST
Jessica Steed	Kindergarten, Grades 1 & 2
Kelsea Peers	Grades 3 & 4
Jason Hodge	Grades 5 & 6
Jillian Teichroeb	Phys Ed Grades 5-9, Wellness 10 20
Colleen Hellman	Grades 7 & 8
Sarah Nienaber	Grades 10, 11, 12
Shaelyn Burnay	Grades 10, 11, 12
Megan Schmaltz	Online Learning facilitator: DLC
Sara Martin	Office Manager
Charissa Bosch	Library Tech – 40% time
Tena Schneider (on leave)	Educational Assistant
Elena Hudec	Educational Assistant
Kim Napper	Educational Assistant
Samantha Precious	Custodian
Deanna Wood	Facility Operator

SCC Members

Megan Schmaltz	Chairperson
Brittany Schafer	Vice-Chairperson
Tori Schmaltz	Secretary
Sara Martin	Treasurer
Mindy Ternes	Parent
Sara Sarauer	Parent
Cassandra Obritsch	Parent
Jessica Davis	Parent
Ashley Dirk	Parent
Amanda Koch	Parent
Jessica Steed	Staff Representative
Laura Skrumeda-Sawby	School Administrator
Grace Bosch	Student Representative
Quinn Schneider	Student Representative

School Policies and Procedures

Attendance and Dismissal

Students are expected to attend all classes as indicated on their timetables. If a student is going to be absent from their classes a phone call: 306-666-2144 to the office is required. The student is responsible to touch base with their classroom teacher(s) to let them know they will be absent and to get any homework missed, assignments handed in, etc... The classroom teacher is not responsible for tracking down missing students to get them their work.

Fox Valley School considers attendance to be a critical factor in all students achieving their maximum potential in the classroom.

Attendance Policy

The following reason for absenteeism will be excused and considered extenuating circumstances:

- Weather/bussing problems
- Illness
- Medical/Dental appointments
- School-sponsored co-curricular activities
- Family circumstances
- Other reasons at the discretion and prior approval of the principal

Reporting Absenteeism: Parents are expected to inform the school (306-666-2144) about any absence and provide a reason for the absence.

Lates – Students that are late arriving to their scheduled class are required to report to the Office Manager before proceeding to the classroom.

Students registered in an online class are required to be at school, in a scheduled time period and classroom, to work on their online course. Attendance will be taken for all online classes.

Student Fees

Fox Valley School does not charge student fees for any student, regardless of their involvement in co-curricular courses or class selections.

Forms

First day of school Google Forms are sent to parents via email. Forms are asked to be completed and submitted ASAP.

- School Registration Form
- Technology Form
- Media Release Form
- SHSAA Activity Form

Behaviour Policy

Saskatchewan's Education Act States "Every pupil is accountable to the principal for the pupil's general deportment at any time that the pupil is under the supervision of the school and members of the teaching staff, including the time spent in traveling between the school and the pupil's place of residence." Therefore, this policy may be exercised to deal with incidents which happen beyond school's physical boundaries and beyond school hours. This includes time spent on the bus and time spent in school-sponsored activities.

Classroom discipline is the responsibility of the classroom teacher and depends on the grade and developmental needs of the student. If the classroom teacher deems the behaviour to be serious enough or repeated, administration will be alerted and appropriate consequences will be determined. Parents will be informed.

Consequences may include, but not be limited to the following:

- Restitution
- Parent/Student/Teacher conference or meeting
- Suspension or Temporary removal of extra curricular activities
- Removal of Privileges
- Noon hour detention
- In-School Suspension
- Out-of-School Suspension (anywhere between 1 day and 10 days)
- Expulsion (over 10 days – requires board approval)

Behaviours are divided up into three categories:

- Acceptable Behaviours – have a positive effect on the learning environment - green
- Cautionary Behaviours – creates a problem for self or others - yellow
- Unacceptable Behaviours – harmful to self or others – red

Please see the action zone documents for elementary/middle-high at the back of this handbook for further clarification.

***subject to change**

Classroom Removal Ladder in Red Zone

On occasion a teacher may feel that removing a student from their class is necessary for the learning environment of all students. In these situations students may be asked to go into the hallway or library and continue their work independently or, when necessary, see administration. If a student is sent to see administration, the following ladder of consequences will be applied:

- Removal 1 Classroom teacher calls home and lets parents know student has been sent to the principal's office and this is step one on our discipline ladder then explain the ladder to the parent (let them know what future removals mean and what the behaviour is). Admin explains the ladder to the student
- Removal 2 phone call home from classroom teacher explaining this is the second offence, discuss the behaviour and why it is not appropriate in the classroom and what will happen in the third offence. Admin goes over the ladder again with student
- Removal 3 phone call home from Admin explaining this is the 3rd removal and the student will have to spend the remainder of this class and the next in the office working independently
- Elementary - Will stay in the office for the next class period
- Grade 8-12 - student will stay in for the remainder of this class and tomorrow's class of the same subject.
- Removal 4 phone call home from Admin and ½ day in school suspension
- Removal 5 Student will be sent home by admin and a plan will be made with parents, admin and classroom teacher before student is allowed back in class.
- Removal 6 Student sent home and a plan will be made with parents before student is allowed back in class. A further day out of school suspension time will be applied.
- Removal 7 Student sent home for 2 days removal from all classes for an indefinite period of time until student behavior has been corrected and administration feels they can once again handle the classroom setting.

*subject to change

Smoking, Vapours, Smokeless Tobacco

Smoking, vapours and smokeless tobacco are prohibited on all school premises.

Should a student use any of these smoking products within the school the following will be initiated:

- First offense – item(s) seized, parents called and will only be returned to parent.
- Second offense – item(s) seized, parents called and student sent home for the remainder of the day, any extra-curricular activities scheduled for this week are suspended for the student
- Third offense – item(s) seized, parents called and student sent home. Student will be removed from any extra curricular sport involvement at this time for the remainder of the year. RCMP contacted

Alcohol and Drugs – Legal or otherwise

The use of any alcohol product or illicit drug (legal or otherwise) is strictly prohibited within the school or on the school grounds. If a student is either caught with, caught using or suspected of using, they will be sent home for the remainder of the day as well as the following day. Students will also lose any extra-curricular activities for the remainder of the school year. Any use, or suspected use of illicit drugs will warrant a phone call to the RCMP.

Smartphones/Personal Electronic Devices

- We recognize that many students have phones or other personal electronic devices. Students are to store their devices in their lockers or at home!
- During instructional time, electronic devices are not to be used for messaging, social media, or phone calls.
- Grades 9-12, as technology applications may support curricular outcomes, some teachers may allow use of personal electronic devices for educational reasons during class and will communicate this to parents/guardians.
- When not being used to support learning, we ask that they be powered down or put on silent and stored in their lockers.
- Use of personal electronic devices is *prohibited* in areas where there is an increased expectation of privacy (e.g., washrooms, changing rooms, private counselling rooms).
- Using electronic devices without teacher permission will result in reminders from teachers to put the electronic device in your locker/classroom cell phone holder.
- The school is not responsible for any electronic devices the students may choose to bring to school.

Repeated disregard for these expectations will result in the following:

Step 1: The device will be put in the office and you may collect it at the end of the school day.

Step 2: The device will be put in the office and your parent/guardian will be contacted to come and pick it up.

Step 3: Continued repeat offenders will be required to leave their device at home or in the office during school hours and be subject to the school discipline plan for defiance.

Step 4: An in-school suspension will occur for defiance of school policy, and a parent/guardian will be asked to pick up the device.

Step 5: Out-of-school suspension will occur for overt opposition to authority, and a parent/guardian will be asked to pick up the device.

Specific consequences may vary or be adjusted, depending on the severity or type of offence.

HAVE A CONCERN?

To ensure a high quality of education the staff of Fox Valley School welcomes constructive feedback. To guarantee your comments are dealt with in a timely manner please discuss your concerns in the following sequential fashion:

(1) Teacher

(2) Principal – Mrs. Laura Skrumeda-Sawby

(3) Superintendent of Schools – Mr. Steve Michaluk

Late Assignment Policy

Students are expected to complete all assignments. Student success in the classroom can be directly related to their completion of assigned work in a timely and thorough manner. If a student is unable to hand in an assignment on the due date, it is the student's responsibility to have a conversation with the teacher to make arrangements for support in order that the assignment can be completed. For grades 8-12, assignments must be submitted prior to report cards. Any outstanding assignments at the time of report cards may be given a zero.

Fox Valley staff recognize that life happens that affect a student's ability to make assignment deadlines. If extensions are required please talk to the classroom teacher and a plan will be developed to meet the needs of the student on a case by case basis.

Academic and Co-Curricular Awards

Each fall, Fox Valley School hosts their Annual Awards Night and Open House. Awards are handed out for the following:

1. Highest Academic Average per grade
 - a. Middle Years – an average of all classes taken (grade 6-9)
 - b. High School
 - i. Grade 10 – an average of all classes
 - ii. Grade 11 – an average of ELA 20, highest Math 20 mark and highest Science 20 mark
 - iii. Grade 12 – an average of ELA A30, ELA B30, highest 30 level social science and highest 30 level science mark (not eligible if you didn't take a 30 level science)
2. Honor Roll – Academic average of 80% or higher (grade 6-12)
3. Highest in subject area – Middle and High School
4. Male and Female Athletes – Jr. and Sr Level; Criteria to include: positive attitude and participation, sportsmanship,

5. Student Volunteer Award- school-based; Criteria to include volunteering to help out without being asked on a consistent basis
6. Spirit Award – male and female; Criteria to include general school spirit, participation in spirit days, positive attitude and participation in all school activities and events, engaged with student body, positive leadership

**Please note that both on-line classes and classes taught at Fox Valley School are used in determining the above awards. Other awards may be given depending on course offerings

Athlete Award Criteria

** adapted from SHSAA Code of Conduct **

In order to meet criteria for Athlete award, the student must meet all/most of the following:

Conduct themselves at all times with honor and dignity

Treat teachers and school staff with respect to show their loyalty to the school and demonstrate the maturity required to be trusted outside of school at different venues

Treat visiting teams, spectators, and officials with respect

Faithfully complete school work and have strong attendance as practical evidence of their loyalty to the school and team

Show that it is a privilege to represent their school

Remember that there is no place in school athletics before, during or after competition for the use of drugs, tobacco, cannabis, or alcohol of any kind

Maintain a high degree of physical fitness

Play fair at all times

Believe in the honesty and integrity of opponents and officials

Play the game for the game's sake

Accept gracefully and without question the decision of the official

Recognize and applaud the efforts of their teams or opponents

Give opponents full credit when they win

Play hard and to the limit of their abilities regardless of discouragement (true athletes do not give up, nor do they quarrel, cheat, bet, or show off)

Accept both victory and defeat with pride and compassion, never being boastful nor bitter

Please consider this criteria when choosing your nominee, this criteria can be in place for all sports.

GRADUATION

Graduation will be held on the Friday following the long weekend in May.

Students must have been enrolled in all compulsory grade twelve subjects and must be taking enough credits to meet graduation requirements. A total of 24 credits are required to graduate.

If a person does not have enough credits to graduate, they do not take part as a graduating member of the class

subject to change

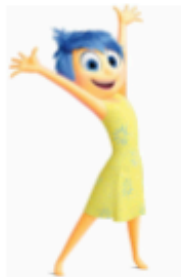


You are making the learning environment **SAFE** and **SUCCESSFUL**.

You are:

- Helpful
- Focused
- Respectful
- Calm
- In control of your mind and body
- Safe

KEEP UP THE GREAT WORK!



You are **STARTING** to make the learning environment unsafe or unsuccessful.

You are:

- Not prepared for learning
- Not on task
- Distracting/Bothering others
- Arguing
- Lying

CONVERSATION/WORK WITH THE TEACHER TO GET BACK ON TRACK



You **ARE** making the learning environment unsafe or unsuccessful.

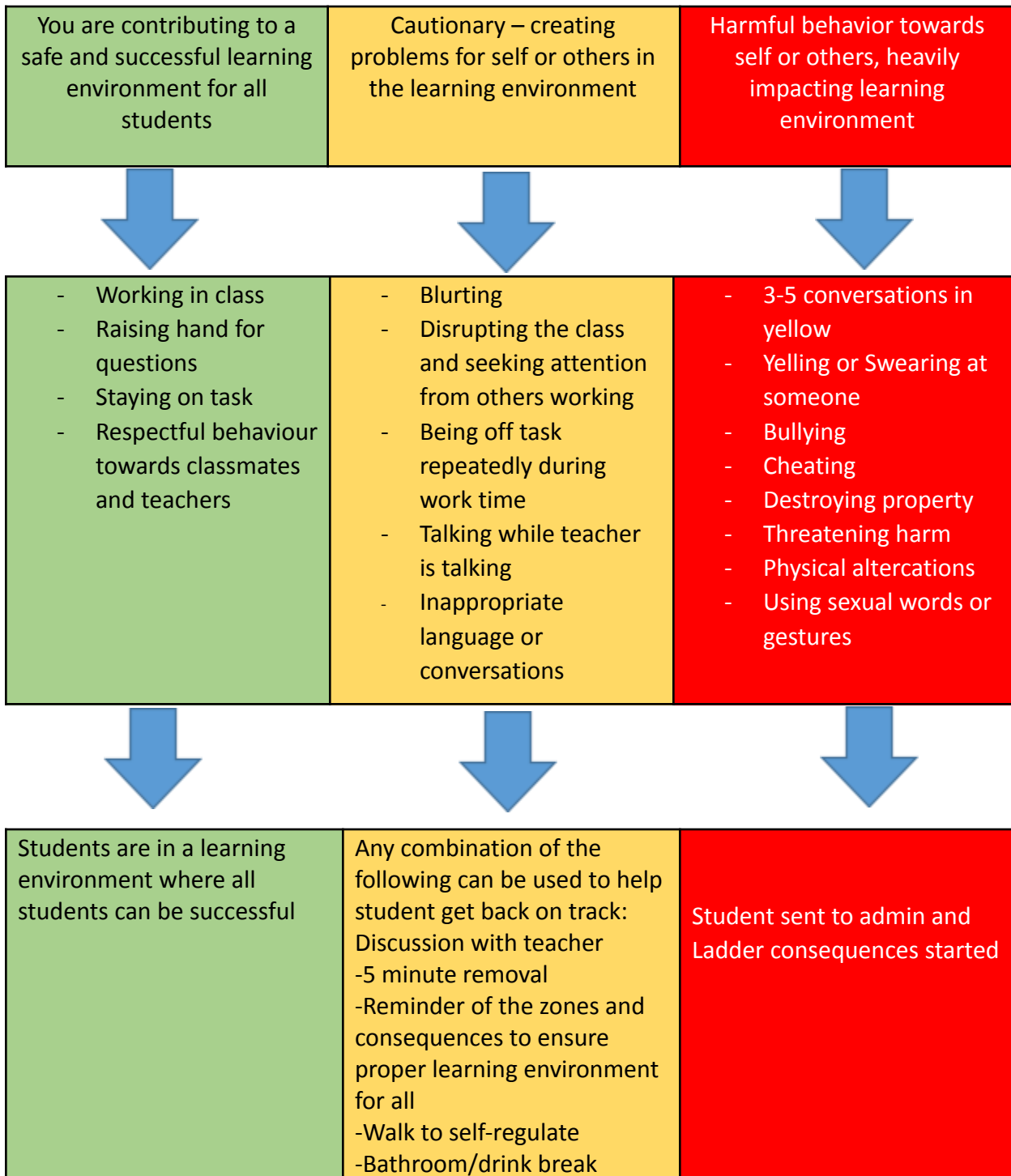
You are:

- Inappropriate language/swearing
- Bullying/Disrespectful
- Destroying/hiding other people's things
- Cheating
- Threatening harm
- Taking revenge
- Unsafe actions
- Physical violence
- Multiple Lies



THE BEHAVIOUR LADDER OF CONSEQUENCES WILL BE USED

Zones of Regulation – Middle and High School



No student has the right to negatively impact the learning environment for other students