



Rosthern Community School

RELATIONSHIPS COURAGE SUCCESS

Imagination Wing Grade 7-12 Student Handbook

Box 820, 401 4th Avenue
Rosthern, SK S0K-3R0
(306) 232 4868

Mrs. Foster, principal: andrea.foster@spiritsd.ca
Ms. Laroque, vice-principal: charmain.laroque@spiritsd.ca

MESSAGE FROM ADMINISTRATION

Welcome to Rosthern Community School! We are very excited to start this school year! Rosthern Community School celebrates the wide variety of culture and tradition that is steeped in our town. We take pride in and work towards our three foundational words: **Relationships, Courage and Success** while maintaining a plan to create **Lifelong LEARNERS**... We are so proud to offer our students an engaging education with trusting educators. It is our mission to have every student feel welcomed, safe and a valued part of the Rosthern Community School family. Additionally, we strive to challenge our students to grow in their academic abilities. Below you will see our division and school directives for maintaining the optimal learning environment and processes. *My Prairie Spirit Classroom* encompasses all we do at Rosthern Community School to achieve Lifelong LEARNERS.

We hope that you find our website helpful and informative. All of the information we send out via email can also be found on this site. Our monthly newsletters are emailed to parents and we upload them to our website.

We are honoured to serve Rosthern Community School as administrators. It is a privilege to be a part of a community where parents, teachers and students care for each other and strive to build positive relationships that support academic and social growth.

Mrs. Andrea Foster Principal

Ms. Charmain Laroque Vice-Principal


E N G A G E M E N T

R I G O U R

R E L A T I O N S H I P S

I N N O V A T I O N

A S S E S S M E N T



My Prairie Spirit Classroom
is diverse in world view, culture, language, gender identity, ability and interests and this is how we learn together.

All students participate in side-by-side learning opportunities with me several times a week in each subject area. Side-by-side learning opportunities include descriptive *next steps* feedback or reflective conversations.

In my classroom, 20% of the time consists of whole group teacher talk and 80% of the time is student talk (whole group, small group and independent self-talk).

My instruction includes opportunities for **all** students to construct knowledge, have choice in learning and experience explicit teaching and modelling of learning strategies that students can apply while exploring new ideas and concepts.

Learning opportunities support the wellbeing of **all** students and are characterized by high expectations, personal and purposeful application, collaborative learning environments, risk-taking to consider alternative instructional approaches and student choice.

Formative assessment and various forms of feedback (e.g. self, peer, adult, parents) strengthen and inform my classroom practices and support **all** learners in their progress toward their learning goals.

My teaching begins with big ideas, sharing them with students and teaching and relating parts (knowledge and skills) to the big ideas throughout the learning process. **All** students understand, articulate and can provide evidence of their growth towards the big idea.

At least once a month, I have opportunities to discuss the *next steps* in my personal learning efforts. This can occur through learning walks or collaborative learning with colleagues.

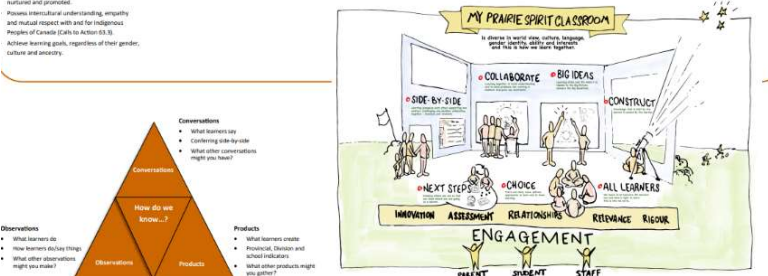
PRAIRIE SPIRIT SCHOOL DIVISION
Learners for Life

Strategic Planning Framework

In Prairie Spirit, our students and adults support one another, challenge one another and celebrate our learning together. We create environments where learners are able to inquire, discover, take risks and apply their learning in the real world. We are developing engaged citizens who demonstrate confidence, courage, empathy and commitment in shaping positive change for the benefit of all.

Prairie Spirit Aspirational Learning Goals
 Learning for Life for All
 Successful learners • Meaningful relationships • Innovative operations • Pride and joy in work

Prairie Spirit Learners Feel accepted, confident and safe to engage in learning where individual diversity, interests, backgrounds, cultures and the experiences are welcomed and valued. Are active and contributing participants in the classroom, school and community, where engagement and a sense of belonging are both nurtured and promoted. Possess intercultural understanding, empathy and mutual respect with and for Indigenous Peoples of Canada (Calls to Action 63, 68). Achieve learning goals, regardless of their gender, culture and identity.	Prairie Spirit Readers Read for pleasure, learning and growth. Cultivate a lifelong love of reading. Read like a writer and write like a reader.	Prairie Spirit Writers Read like a writer and write for a reader. Believe in their ability to communicate and contribute. Write with confidence, demonstrating independence and interdependence.	Prairie Spirit Mathematicians Are accurate, efficient and flexible when working with numbers. Deal confidently and competently with everyday and new situations that demand the use of mathematical concepts.	Prairie Spirit Graduates Have real choice after high school because they can collaborate, communicate, be creative, solve problems and engage in contributing citizens. Are confident to make choices for their future based on the broad areas of knowledge and learning skills they have acquired.
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RCS COMMITMENTS**Rosthern Community School*****Our Commitments*****STUDENT CONDUCT**

We commit to setting, modeling, and maintaining high expectations for all of our students – we believe in empowering students to be respectful and collaborative leaders. We will help to foster growth and development through the use of graduated privileges and responsibilities.

STUDENT GROWTH

We commit to nurturing and celebrating growth in each and every student – this includes academic, social, emotional, and personal growth that recognizes the individuality of each student in our school. We will encourage each student to demonstrate independence and perseverance on their journey to individual success.

OUR BUILDING

We commit to taking pride in our school, showing respect for the spaces that we share, and instilling a sense of ownership in our students – this requires a commitment to consistency and honest communication.

STAFF

We commit to creating a family that values teamwork, knowing and respecting each other, spending quality time together, and collaborating as colleagues.

ADULT GROWTH

We commit to ongoing personal and professional learning that strengthens our collective efficacy – we will learn from each other, support one another, and be flexible to work outside of our comfort zones.

OUR TRADITIONS

We commit to creating a unified school community that values open communication, acknowledges past traditions, and focuses on the development of a diverse school culture.

RCS DREAM TEAM

Staff member	Role	E-mail
Chanda Viczko	Administrative Assistant	Chanda.viczko@spiritsd.ca
Miranda Isaak	Administrative Assistant	Miranda.isaak@spiritsd.ca
Tiffany Crouch	Pre-Kindergarten	Tiffany.crouch@spiritsd.ca
Karen Marsh-Hogan	Kindergarten	Karen.marsh-hogan@spiritsd.ca
Taralyn Ulliyott	Grade 1	taralyn.ullyott@spiritsd.ca
Jacquie Thiessen	Grade 1	Jacquie.thiessen@spiritsd.ca
Karen Lehmann	Grade 2	Karen.lehmann@spiritsd.ca
Heather Ens	Grade 3	Heather.ens@spiritsd.ca
Allysa Brewster	Grade 4	allysa.brewster@spiritsd.ca
Dane Arntsen	Grade 4/5	dane.arntsen@spiritsd.ca
Amber Lehmann	Grade 5/6	amber.lehmann@spiritsd.ca
Susan Hayward	Grade 6	susan.westmacott@spiritsd.ca
Jill Kakoske	Grade 7	Jillian.kakoske@spiritsd.ca
Dana Wood	Grade 8	Dana.wood@spiritsd.ca
Dan Klebeck	Grade 7 & 8	Dan.klebeck@spiritsd.ca
Samantha Guy	PAA 8,9	Samantha.guy@spiritsd.ca
Derek Bergen	Grade 9	Derek.bergen@spiritsd.ca
Shealyne Fehr	Middles Years	Shealyne.fehr@spiritsd.ca
Evan Derksen	Sr. Math	Evan.derksen@spiritsd.ca
Zlatan Cilimdzc	Phys. Ed	Zlatan.cilimdzc@spiritsd.ca
Brenden Kroeger	Phys. Ed, Sr. Science	Brenden.kroeger@spiritsd.ca
Liana McKinley	Sr. History, ELA	Liana.mckinley@spiritsd.ca
Janice Born	PAA	janice.born@spiritsd.ca
Patrick Wills	I.A. Robotics, Math	Patrick.wills@spiritsd.ca
Kristen Block	SERT	Kristen.block@spiritsd.ca
Brenda Epp	SERT	Brenda.epp@spiritsd.ca
Eva Chatlain	Educational Associate	Eva.chatlain@spiritsd.ca
Allison Esperance	Educational Associate	Allison.esperance@spiritsd.ca
Shannon Folliet	Educational Associate	Shannon.folliet@spiritsd.ca
Cindy Klassen	Educational Associate	Cindy.klassen@spiritsd.ca
Tanya Koslowski	Educational Associate	Tanya.koslowski@spiritsd.ca
Nadine Regier-Loeppky	Educational Associate	Nadine.regier-loeppky@spiritsd.ca
Elaine Stobbs	Educational Associate	Elaine.stobbs@spiritsd.ca
Tammy Weightman	Educational Associate	Tammy.weightman@spiritsd.ca
Patti Werschner	Educational Associate	Patti.werschner@spiritsd.ca
Marie Hildebrandt	Guidance Counsellor	sara.michalchuk@spiritsd.ca
Nathan Buller-Kormas	Head Caretaker	Nathan.buller-kormos@spiritsd.ca
Limwell Mantuana	Assistant Caretaker	Limwell.mantuana@spiritsd.ca
Sharon Blocha	Evening Caretaker	sharon.blocha@spiritsd.ca
Andrea Foster	Principal	Andrea.foster@spiritsd.ca
Charmain Laroque	Vice-Principal	Charmain.laroque@spiritsd.ca
Peggy Mattila-Bains	Superintendent	peggy.matilla@spiritsd.ca
Bus Drivers	Dave Rudolph, Tina Hamm & Rod Rudolph	

RCS LOCATIONS**EXPLORATION**

120	Pre-Kindergarten	Ms. Crouch
121	Kindergarten	Mrs. Marsh-Hogan
126	Grade 1	Mrs. Ulliyott
122	Grade 1	Mrs. Thiessen
127	Grade 2	Mrs. Lehmann
129	Grade 3	Mrs. Ens

DISCOVERY

214	Grade 4	Mrs. Brewster
216	Grade 4/5	Mr. Arntsen
210	Grade 5/6	Mrs. A Lehmann
209	Grade 6	Mrs. Hayward
205	Science Lab	Mr. Kroeger
204	Grade 7	Mrs. Kakoske

IMAGINATION

220	Computer Lab	
221	Grade 8	Mrs. Wood & Mr. Klebeck
224	Grade 8	Mr. Bergen
227	High school	Ms. McKinley
229	High school	Mr. Derksen

INNOVATION

150	PAA	Mrs. Born, Ms. Fehr, Ms. Guy
152	Arts	
156	IA/ Grade 7	Mr. Wills
159	IA Lab	Mr. Wills
133 LRC, 200 LRC, 200.1 Cultural Room		

OFFICES

103	Reception	Mrs. Isaak, Mrs. Viczko
104	Principal	Mrs. Foster
105	Vice-Principal	Ms. Laroque
108	Counselor	Mrs. Hildebrandt
119	SERT	Mrs. Block
206	SERT	Mrs. Epp
135.1	Gym Office	Mr. Cilimdzc

2022-2023 RCS SCHOOL CALENDAR**SEPTEMBER**Thursday, Sept. 1stMonday, Sept. 5thThursday, Sept. 29thFriday, Sept. 30th**First day of classes:** Semester 1

No School – Labor Day

Orange Shirt Day

No School, Truth and Reconciliation Day

OCTOBERMonday, Oct. 3rdFriday, Oct 7thMonday, Oct.10thTuesday, Oct 11thThursday, Oct 27th

Picture Day (Kindergarten A)

No School – Prep Day/PD

No School - Thanksgiving Day

No School – Day in Lieu

Learning Conferences Grades 1-12**NOVEMBER**Thursday, Nov. 3rdWednesday, Nov. 9thThurs., Nov. 10th, Fri. Nov., 11thFriday, Nov. 18thWednesday, Nov. 23rd

Picture Re-Takes (Kindergarten B)

No School – Prep Day

No School – Statutory Holiday

Progress Reports Grades 1-12

Kindergarten Learning Conferences

DECEMBERWednesday, Dec. 21stThursday, Dec. 22nd

Christmas Concert Grade PreK-6

Last Day of Classes before the Christmas Break

JANUARYTuesday, Jan.9thWed., Jan. 25th- Mon. Jan 30thMonday, Jan. 31st

Classes resume

Summative Evidence Collection (Exams)

No School - Prep Day

FEBRUARYFriday, Feb. 3rdFeb.20th – 24th**Progress Reports Grades 7-12**

No School - Winter Break

MARCHFriday, March 10thMonday, March 13thThursday, March 23rdMonday, March 24th**Progress Reports Gr. 1-6**

No School – Prep Day

Learning Conferences Grades K-12

No School – Day in Lieu

APRILThursday, April 6thFriday April 7th-14thMonday, April 24th**Progress Reports Grades 7-12**

No School - Spring Break

No School – Prep/PD Day

MAYFriday, May 12thMonday, May 22ndFriday, May 26th

No School – Prep Day

No School – Statutory Holiday

RCS Grade 12 Graduation 2023

JUNEMonday, June 6thThursday, June 15thMon., June 27th -Tues., June 28thTuesday, June 29th

No School – Prep/PD Day

RCS Awards Grades 7-12

Summative Evidence (Exams) Grades 7-12

Last Day of School/Final Progress Reports (K-12)

DAILY BELL SCHEDULE

8:45 am First Bell

8:50 am Start of School Day

10:59 am-11:10 am Recess

12:13-12:55 pm Lunch

12:55 pm Warning Bell

1:00 pm Class Starts

3:06 pm End of School Day

** Thank-you for sending your child to school at the first bell.*

LUNCHTIME EXPECTATIONS

Imagination Wing: (Grade 7-12 students)

Students may go home or eat their lunch at the designated lunch rooms A supervisor will be present.

Students will have the opportunity to purchase their lunch from our School Store Servery – *Huskies Cafe*

Microwaves are also available to this age group of students.

Eating at school is a privilege and students will be expected to follow the guidelines.

PEANUT/NUT ALERT SCHOOL

We are a nut free school! Thank-you for reading labels carefully and not sending items to school that contain or may contain any nuts.

STUDENT FEES**Grade 7&8:**

No School Supply Fee: Students purchase their own school supplies from their class list.

\$20 Student Activity Fee: All students will be required to pay this fee at registration time.

\$10 Athletic Fee: each sport a student participates in will collect the athletic fee.

Grade 9-12:

No School Supply Fee: Students purchase their own school supplies from their class list.

\$20 Student Activity Fee: All students will be required to pay this fee at registration time.

\$20 Athletic Fee: this fee is required for each sport they participate in.

\$120 Football Fee: All participants in football are required to pay this fee.

Students may be requested to assist in paying for other school trips and events approved by the administration. *All fees are to be submitted to the office.*

ACADEMIC INFORMATION

Grades 7 - 8: All subjects offered all compulsory and all students have a full timetable with no spares. Grades 7-8 have some optional courses.

Grade 9: All subjects are compulsory and students have no spares.

Grade 10: All subjects are compulsory and students have no spares.

Grade 11: ELA20, History 20, One 20- level Math, and One 20-level Science. Students must also take elective subjects for a total of 16 credits. Five must be at a 20-level for Grade 11 standing.

Grade 12: ELA A30, ELA B30, and History 30. Students must have a total of 24 credits for graduation. Five must be at the 30-level for Grade 12 standing.

GRADE PROMOTION

Grades 7, 8, 9: Students normally spend one year in each grade. Parents of students identified as “at risk” for completion of the learning outcomes, for their grade, will be contacted by the school at the end of the second term to begin a conversation that may include retention. A final decision will be made at the end of the year.

Grades 10, 11, 12: Students’ progress on a per subject basis not on a per year basis (i.e., once the Departmental requirements, number of credits and compulsory subjects of one grade are completed, the student can proceed from there.)

PROGRESS REPORTS

Grades 7-12: November 18, February 3, April 6, June 29

CIRCLE OF INTERVENTION LETTERS

Grades 7-12: October 14, December 9, March 10, May 15, June 9.

These letters take place during reporting periods. It is a unique way for RCS teachers to communicate with students and parents any concerns with attendance, participation and if many assignments are falling past due dates.

LEARNING CONFERENCES:

Grades 7-12: October 27 & March 23

These are opportunities for students and parents to discuss their learning progress. Should concerns arise that a student is struggling in a particular course, that teacher will be in contact with the parents via email, telephone, or letter.

ACADEMIC DISHONESTY

Academic dishonesty will have consequences that vary from a mandatory alternate assignment to removal from the course, depending on the circumstances of the incident. The assessment in question also needs to be redone. The consequences will be at the discretion of the administration and the course instructor. Plagiarism is considered cheating. Plagiarism is when a student uses another person’s ideas or words and does not give the author credit.

RCS AWARDS

A variety of awards are given out to deserving students in June each year. Criteria for awards will be established by school staff, and selections will be made by staff committees (with the exception of awards that are sponsored entirely by outside agencies).

GRADUATION POLICY

Graduation exercises are a school activity, and they are generally held on the Friday evening after the long weekend in May.

Students eligible for graduation must:

- Be registered in sufficient credits to graduate.
- A minimum of 45% at the end of term 3 in required courses.
- Be under 22 years of age.

Exercises include a banquet and a graduation program. The graduating class in cooperation with a staff advisor plans school-based graduation activities. Any other "after-grad" will not be considered a school-sponsored activity.

The graduating class is permitted to sponsor fund-raising projects during the year to help defray the costs of the exercises. All monies fundraised through the school belong to the school.

Valedictorian Selection: RCS staff will generate a list of eligible candidates for the graduating class to vote on. Criteria for eligibility will focus around academics, attitude, and school/community involvement.

BEHAVIOR EXPECTATIONS

Responsibility of being a student at RCS: When a RCS student observes a plan to threaten, or harm (physically, emotionally, verbally) another person it is their duty to tell administration immediately.

At RCS, we have five overarching expectations that we believe foster a safe and productive learning environment for all students. We expect that:

1. Students will arrive in class on time with their books and materials.
2. Students will attend to the lesson, and will not disrupt or interfere with the teaching or learning in the classroom.
3. Students will be respectful and speak with common courtesy to all individuals in the room, and elsewhere in the school. School-appropriate language will be used at all times. Profanity will not be tolerated.
4. Students will comply with all reasonable requests, whether from teachers, EAs, substitute teachers or other support staff, in an appropriate manner and time frame.
5. Students will respect the building and all items/property within it. We ask that students take pride in their school.

BEHAVIOR EXPECTATIONS cont.

Should these basic expectations not be met, RCS firmly believes that discipline is first and foremost handled most effectively by the classroom teacher. Should a situation arise that is persistent in nature, the following protocol will be followed:

1. Situation dealt with at the classroom level.
2. The student is referred for an administrative visit.
3. The student may be suspended from the class for three periods. The student will be scheduled into another class with work provided by the subject teacher. Parents will be notified.
4. The student and their parents will meet with the teacher and administration to come to an understanding on how best to deal with the ongoing situation. Referral to the school counsellor will be made.

COMMUNICATION PROTOCOL

If students or parents have concerns or questions about an issue at school, please follow this communication process:

1. The classroom teacher is to be the first person to hear and address any concerns from a student or parent.
2. If the issue cannot be resolved with the teacher, the principal is to be contacted.
3. If the matter remains unresolved, the parent may request a meeting with the superintendent.
4. If further discussion is required, the parent may ask to meet with the Director of Education.
5. Finally, the parent may request the issue be heard by the Board of Education.

DRESS CODE

Rosthern Community School encourages healthy, positive lifestyle and choices. We know that clothing provides an opportunity for students to express themselves – we also want to ensure that the clothing of staff and students does not distract from teaching and learning. We believe that certain clothing is not appropriate for a school setting, including:

- Shirts or tops that expose the stomach, low necklines or low sides exposed.
- Exposed underwear (including bras, boxers, thongs, etc.).
- Clothing that displays sexual or graphic images, advocates/advertises drugs or alcohol, or promotes offensive/discriminatory messaging.
- Sunglasses or hoods (indoors).

These expectations are not designed to hinder anyone’s right to choose clothes, but instead they are intended to assist students with the development of positive and responsible attitudes toward situationally appropriate clothing. Like all student conduct, student dress is subject to staff approval – if deemed inappropriate, staff members may provide students with alternate options (ex: change into gym clothing, wear school-provided clothing, or go home to change).

CELL PHONES

Grades 7 & 8 are not permitted cell phones in the school. Any students in these grades will have them confiscated and left at the office.

Grades 9-12 students will leave their cell phone in their locked locker. Phone use will be restricted to school breaks, unless specific permission is granted by a staff member. Cell-phones will be confiscated by school staff if used inappropriately or in violation of teacher instructions. *Parents are reminded that they should contact the school office should they need to get in touch with their children.*

INTERNET ACCEPTABLE USE PROCEDURES FOR STUDENTS

Access to the Internet is an individual privilege, not a right. Any student who violates these guidelines or any other code of conduct outlined by an individual school will have his or her access removed for such period of time as is deemed appropriate by a teacher, the teacher librarian or school administrator.

DRUG, ALCOHOL, AND TOBACCO USE

Students are not permitted to use tobacco products or vaping devices on school property or within direct sight of the school.

Students are not permitted to possess, use, or be under the influence of any drug (including marijuana and alcohol).

EXTRA-CURRICULAR ACTIVITIES & FIELD TRIPS

Extra-curricular activities and school trips are a privilege to attend and all school rules apply to both. Course academic trips are considered compulsory and attendance is mandatory.

Participation in extra-curricular activities or field trips may be withheld if students fail to meet academic expectations.

BICYCLES AND SKATEBOARDS

Bikes, skateboards and similar modes of transportation are to be used to get to and from school only. During the school day, including the noon hour, they should not to be used on or near the school property for any other purpose.

LOCKERS

Lockers are school property and the school reserves the right to inspect lockers at any time. Wherever possible, each student will be assigned an individual locker. Only authorized locks may be used and a record of the combination must be kept in the office. The school is NOT responsible for articles missing from lockers. Students are advised to make certain that lockers are locked at all times and are advised not to give out their lock combinations to any other students. Students will be required to clean out their lockers on the designated day at the end of June. The school will not be responsible for any articles left in the lockers after that time.

SCHOOL SURVEILLANCE

RCS is equipped with surveillance cameras within the school building itself as well as around the outside areas. Please be aware that these cameras are on 24 hours a day.

PARENTS DRIVING FOR SCHOOL FUNCTIONS

According to PSSD policy, parental volunteers, approved by school administration, are permitted to transport students for school events. A criminal record check is required. It is recommended that they carry \$1,000,000 liability insurance on their package policy. **It is school policy for students to not transport other students unless specific arrangements have been made through school administration.**