



# Rosthern Community School

RELATIONSHIPS COURAGE SUCCESS

## Imagination Wing Grade 7-12 Student Handbook

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(306) 232 4868

Mrs. Foster, principal: [andrea.foster@spiritsd.ca](mailto:andrea.foster@spiritsd.ca)

Mrs. Norberg, vice-principal: [melany.norberg@spiritsd.ca](mailto:melany.norberg@spiritsd.ca)

Welcome to Rosthern Community School! We are proud to be a school in Prairie Spirit School Division where we celebrate individualized student growth.

We celebrate 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 **LEARNERS FOR LIFE**...We are so proud to offer our students a highly academic program and a wide variety of practical and applied art programming 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 and offer a wide variety of extra-curricular programming.

### We Are Huskies.

Below you will see our division and school strategic plan that provides directives for maintaining the optimal learning environment. *My Prairie Spirit Classroom* encompasses all we do at Rosthern Community School.

As Administrators, we are honoured to serve Rosthern Community School, it is a privilege to be a part of a community where parents, teachers and students care for each other and build positive relationships that support academic and social growth.

Mrs. Andrea Foster Principal

Mrs. Melany Norberg Vice-Principal



## 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**

<b>Staff Member</b>	<b>Role</b>	<b>Email</b>
Miranda Isaak	Administrative Assistant	<a href="mailto:miranda.isaak@spiritsd.ca">miranda.isaak@spiritsd.ca</a>
Patti Werschner	Administrative Assistant	<a href="mailto:patti.werschner@spiritsd.ca">patti.werschner@spiritsd.ca</a>
Susan Hayward	Pre-Kindergarten	<a href="mailto:susan.westmacott-hayward@spiritsd.ca">susan.westmacott-hayward@spiritsd.ca</a>
Karen Marsh-Hogan	Kindergarten	<a href="mailto:karen.marsh-hogan@spiritsd.ca">karen.marsh-hogan@spiritsd.ca</a>
Taralyn Ulliyott	Grade 1	<a href="mailto:taralyn.ulliyott@spiritsd.ca">taralyn.ulliyott@spiritsd.ca</a>
Karen Lehmann	Grade 2	<a href="mailto:karen.lehmann@spiritsd.ca">karen.lehmann@spiritsd.ca</a>
Jacquie Thiessen	Grade 2-3	<a href="mailto:jacquie.thiessen@spiritsd.ca">jacquie.thiessen@spiritsd.ca</a>
Heather Ens	Grade 3	<a href="mailto:heather.ens@spiritsd.ca">heather.ens@spiritsd.ca</a>
Lukas Cardinal	Grade 4	<a href="mailto:lukas.cardinal@spiritsd.ca">lukas.cardinal@spiritsd.ca</a>
Jill Kakoske	Grade 4-5	<a href="mailto:jillian.kakoske@spiritsd.ca">jillian.kakoske@spiritsd.ca</a>
Taylor Wakelin	Grade 4-5	<a href="mailto:taylor.wakelin@spiritsd.ca">taylor.wakelin@spiritsd.ca</a>
Amber Lehmann	Grade 5-6	<a href="mailto:amber.lehmann@spiritsd.ca">amber.lehmann@spiritsd.ca</a>
Kristen Block	Grade 6	<a href="mailto:kristen.block@spiritsd.ca">kristen.block@spiritsd.ca</a>
Dan Klebeck	Grade 7	<a href="mailto:daniel.klebeck@spiritsd.ca">daniel.klebeck@spiritsd.ca</a>
Curt Chaplin	Grade 7-8 & Physical Ed.	<a href="mailto:curt.chaplin@spiritsd.ca">curt.chaplin@spiritsd.ca</a>
Dana Wood	Grade 8	<a href="mailto:dana.wood@spiritsd.ca">dana.wood@spiritsd.ca</a>
Christy Burnett	Grade 9 & Sr Science	<a href="mailto:christy.burnett@spiritsd.ca">christy.burnett@spiritsd.ca</a>
Shealyne Fehr	Grade 10 & PAA	<a href="mailto:shealyne.fehr@spiritsd.ca">shealyne.fehr@spiritsd.ca</a>
Evan Derksen	Grade 11 & Sr Math	<a href="mailto:evan.derksen@spiritsd.ca">evan.derksen@spiritsd.ca</a>
Liana McPhail	Grade 12 & Sr History/ELA	<a href="mailto:liana.mckinley@spiritsd.ca">liana.mckinley@spiritsd.ca</a>
Keith Mitchell	Physical Education	<a href="mailto:keith.mitchell@spiritsd.ca">keith.mitchell@spiritsd.ca</a>
Patrick Wills	Practical and Applied Arts	<a href="mailto:patrick.wills@spiritsd.ca">patrick.wills@spiritsd.ca</a>
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Dane Arntsen	Complexity Support Teacher	<a href="mailto:dane.arntsen@spiritsd.ca">dane.arntsen@spiritsd.ca</a>
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Megan Kuprash	School Counsellor	<a href="mailto:megan.kuprash@spiritsd.ca">megan.kuprash@spiritsd.ca</a>
Jenna Pokol	School Counsellor	<a href="mailto:jenna.pokol@spiritsd.ca">jenna.pokol@spiritsd.ca</a>
Julie Mutch	Speech Language Pathologist	<a href="mailto:julie.mutch@spiritsd.ca">julie.mutch@spiritsd.ca</a>
Chelsea Grimson	Occupational Therapist	<a href="mailto:chelsea.grimson@spiritsd.ca">chelsea.grimson@spiritsd.ca</a>
Holly Kruger	Educational Psychologist	<a href="mailto:holly.kruger@spiritsd.ca">holly.kruger@spiritsd.ca</a>
Nathan Buller-Kormas	Head Caretaker	<a href="mailto:nathan.buller-kormos@spiritsd.ca">nathan.buller-kormos@spiritsd.ca</a>
Limwell Mantuana	Assistant Caretaker	<a href="mailto:limwell.mantuana@spiritsd.ca">limwell.mantuana@spiritsd.ca</a>
Josephine Huelgas	Evening Caretaker	<a href="mailto:josephine.huelgas@spiritsd.ca">josephine.huelgas@spiritsd.ca</a>
Melany Norberg	Vice-Principal	<a href="mailto:melany.norberg@spiritsd.ca">melany.norberg@spiritsd.ca</a>
Andrea Foster	Principal	<a href="mailto:andrea.foster@spiritsd.ca">andrea.foster@spiritsd.ca</a>
Paul McTavish	Superintendent	<a href="mailto:paul.mctavish@spiritsd.ca">paul.mctavish@spiritsd.ca</a>
Bus Drivers	Dave Rudolph, Tina Hamm & Eric Willie	

## RCS LOCATIONS

### EXPLORATION

120	Pre-Kindergarten	Mrs. Hayward
121	Kindergarten	Mrs. Marsh-Hogan
126	Grade 1	Mrs. Ulliyott
127	Grade 2	Mrs. K. Lehmann
122	Grade 2-3	Mrs. Thiessen
129	Grade 3	Mrs. Ens
119	CST	Mr. Arntsen
128	Learning Community, 128.1 Collaborate	

### DISCOVERY

214	Grade 4	Mr. Cardinal
216	Grade 4-5	Ms. Wakelin/Ms. Kakoske
210	Grade 5-6	Mrs. A. Lehmann
209	Grade 6	Mrs. Block
205	Grade 9	Ms. Burnett
204	Grade 7-8	Mr. Chaplin
211	Inquiry Studio, 215 Connect, 212 Learning Community	

### IMAGINATION

220	Grade 7	Mr. Klebeck
221	Grade 8	Mrs. Wood
224	Grade 10	Ms. Fehr
227	Grade 12	Ms. McPhail
229	Grade 11	Mr. Derksen
222	Learning Community	

### INNOVATION

150	PAA	Ms. Fehr
152	Arts	
156	IA	Mr. Wills
159	IA Lab	Mr. Wills
133	LRC, 200 LRC, 200.1 Cultural Room	

### OFFICES

103	Reception	Mrs. Isaak, Mrs. Werschner
104	Principal	Mrs. Foster
105	Vice-Principal	Mrs. Norberg
108	Counselor	Ms. Kuprash, Ms. Pokol
119	LST	Ms. Delorme
223	LST	Mrs. Brewster
135.1	Gym Office	Mr. Mitchell
228	SRC Office	Ms. Hobbs, Ms. Nell, Ms. Schreiner

## 2025-2026 RCS SCHOOL CALENDAR

### SEPTEMBER

Tuesday, Sept. 2

**Thursday, Sept. 11**

Monday, Sept. 15

Monday, Sept. 29

Tuesday, Sept. 30

**First day of classes:** Semester 1, DAY A

**RCS Huskies Buddies & Assembly, Under the Lights Football Game**

No School: PD/Prep Day for Teachers

Orange Shirt Day

No School: Truth and Reconciliation Day

### OCTOBER

Thursday, Oct. 2

Wed. Oct. 8 – Thurs. Oct. 9

Friday, Oct. 10

Monday, Oct. 13

Monday, Oct. 21

Thursday, Oct 23

Friday, Oct. 24

**Friday, Oct. 31**

Picture Day

Camp Kadesh – Grade 12 trip

No School: Prep Day

No School: Thanksgiving Day

Scholastic Book Sale all week

Learning Conferences Gr. 1-12, RCS Huskies Cultural Fair

No School: Day in Lieu

**RCS Huskies Buddies & Halloween Assembly**

### NOVEMBER

Thursday, Nov. 6

Monday, Nov. 10

Tuesday, Nov. 11

Friday, Nov. 14

Monday, Nov. 24

**Friday, Nov. 28**

Picture Re-take Day.

No School: Prep Day

No School: Statutory Holiday

Progress Reports LIVE (Gr. 7-12)

Persephone Performance: Gr. 4-9

**RCS Huskies Buddies & Assembly**

### DECEMBER

Monday, Dec. 1

Thursday, Dec 4

Friday, Dec. 5

Thursday, Dec. 11

**Friday, Dec. 19**

No School: RCS PD/Prep Day

Dinner Theatre Performance Gr. 4-12

Progress Reports LIVE (Gr. 1-6)

Christmas Concert Gr. K-3

**RCS Huskies Buddies & Christmas Assembly**

### JANUARY

Monday, Jan. 5

Friday, Jan 16

Mon-Thurs., Jan. 26-29

Friday, Jan. 30

Classes resume

**RCS Huskies Buddies**

Gr. 10-12 Exams

No School: Prep Day

### FEBRUARY

Friday, Feb. 6

Mon-Fri, Feb. 16 – 20

Friday, Feb. 27

Progress Reports LIVE (K, Gr. 7-12)

No School: Winter Break

**RCS Huskies Buddies & Assembly**

### MARCH

Friday, March 13

Friday, March 27

No School: Prep/PD Day, RCS PD

**RCS Huskies Buddies, Progress Reports (Gr. 1-6) LIVE**

### APRIL

Friday, April 3-10

**Thursday, April 17**

Thursday, April 23

Friday, April 24

No School: Spring Break

**RCS Huskies Buddies & Assembly**

Learning Conferences, RCS Huskies Academics Fair

No School: Day in Lieu

### MAY

Friday, May 1	Progress Reports (Gr. 7-12) LIVE
Friday, May 8	No School: Teacher Prep Day
Monday, May 18	No School: Statutory Holiday
Friday, May 22	RCS Grade 12 Graduation 2026
Friday, May 29	<b>RCS Huskies Buddies</b> , Progress Reports K, Gr. 1-6 Begin entering

### JUNE

Monday, June 8	No School: Teacher Prep Day
<b>Thursday, June 18</b>	<b>RCS Huskies Buddies &amp; Assembly</b> , RCS Awards
Mon. June 22 -Thurs. June 25	Summative Evidence Collection - Exams
<b>Thursday, June 25</b>	<b>Progress Reports (K-12), Students Last day</b>
<b>Friday, June 26</b>	<b>Staff Last Day – Prep Day</b>

## Grade 7-12 DAILY BELL SCHEDULE

8:45 am First Bell  
 8:50-9:54 Period 1  
 9:55-10:58 Period 2  
 10:58-11:09 Break  
 11:09-12:12 Period 3  
 12:12-12:54 Lunch Break  
 12:54 Warning Bell  
 12:59-2:02 Period 4  
 2:04-3:08 Period 5  
 3:08 pm End of School Day

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

**\*Parents please sign in at the office.**

### LUNCHTIME EXPECTATIONS

**Imagination Wing:** (Grade 7-12 students)

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

Students will have the opportunity to purchase their lunch from our *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/FISH ALERT SCHOOL

We are a **nut, fish, and shellfish 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 Practical and Applied Arts projects that are taken home.

\$20 Student Activity Fee: This is for SRC activities, bussing for field trips.

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

**Grade 9-12:**

\$20 Student Activity/Supply Fee: SRC events, field trips, art supplies, school supplies.

**PAA:**

- \$30 Grade 9 Practical and Applied Arts projects.
- \$40 Grade 10-12 Practical and Applied Arts projects.

**SPORTS**

- \$20 Athletic Fee: this fee is required for each sport they participate in (unless volleyball or basketball).
- \$40 Volleyball/Basketball fee: this is required for payment of referees.
- \$150 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.)



**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 ATTENDANCE POLICY**

**The safety/attendance/education of your child is our priority. Please call in any absences and lates to the office OR enter absences into your Edsby app.**

***Research states that students need to be in class, we want to work with students and families to help support regular attendance. Please read our new attendance policy below.***

**5-8 absences:** teacher will contact the home via email and phone call.

**8-12 absences:** administration will meet with the student and parents to determine an attendance plan.

**20 absences:** students may be asked to withdraw from the course credit.

*\*The exception to this policy is when students arrange with the teacher regarding learning outcomes prior to the absence.*

**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 (except for 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 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 on academics, attitude, and school/community involvement.

## **RCS CELL PHONE POLICY**

*To maintain a focused and engaging learning environment:*

**Pre-K – Grade 6** Students may not bring cell phones in the school.

**Grade 7 -12** Students may have their phone at breaks. They are **not to be visible** in the classroom.

*Parents are reminded that they should contact the school office should they need to get in touch with their children.*

### **RCS Steps to work with students to learn the Cell Phone Policy:**

1. Cell Phone out during class time: student receives a warning to put away.
2. 2<sup>nd</sup> time: staff confiscate cell phones and take them to the office; students can pick them up at the office at the end of the school day. Student argues admin are called.
3. 3<sup>rd</sup> time: staff people confiscate cell phones and take them to the office; parents can pick them up at the office at the end of the school day. Student argues admin are called.
4. 4<sup>th</sup> time: Parents/Guardians, students, admin meet to plan.

### **Cell Phone Norms:**

- Bathroom/Hallway during class – no cell phone, any adult can confiscate
- On Spare: Cultural Room is the spare room, where you can use your cell phone, NO OTHER PLACE can cell phones be used during class time.
- Staff on their cell phone: we use TEAMS to communicate, and EDSBY for attendance, staff are also working on being conscience of cell phone use.
- Step 1: Warning ends at the end of September
- Done your work, what do you do? Teachers have prepared a variety of fun learning, fun past times. Ask them. What would you like to do?
- Teachers are not requiring you to use your cell phone for the course work. Chromebooks are available.

**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 always used. 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.

Protocol of steps if these behaviour expectations are not met. 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, teacher and administration will determine a plan. 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 too much.
- Exposed underwear.
- Clothing that displays sexual or graphic images, advocates/advertises drugs, or alcohol, or promotes offensive/discriminatory messaging.
- Sunglasses (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).

## **TWO SHOES**

Thank you for sending an indoor (non-marking soles) for physical education classes. Students will NOT be allowed in the gymnasium with outdoor shoes on.

## **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 a time that 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 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 always locked 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.**