



**Montague Regional High School**

P.O. Box 730, 274 Valleyfield Road

Montague, PEI C0A 1R0

2011 - 2012

Main Office Phones: . . . . . (902) 838-0835

School Fax: . . . . . (902) 838-0840

School Counsellor: . . . . . (902) 838-0835 ext. 236

School Library . . . . . (902) 838-0835 ext. 229

Physical Education.. . . . . (902) 838-0835 ext. 234

**Montague Regional High School Mission Statement**

Education is a preparation for life and a responsibility shared by the home, the school, and the community.

We, at Montague Regional High School, believe that students, staff, and parents/guardians are committed to a partnership in educational excellence.

This commitment must be nurtured by mutual respect, open communication, and effective organization in a positive school climate and safe environment.

This agenda belongs to:

Name: . . . . .

Address: . . . . .

Phone: . . . . .

Home Rooms: 1<sup>st</sup> Semester \_\_\_\_\_ 2<sup>nd</sup> Semester \_\_\_\_\_

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<b>Montague Regional High School Faculty</b>
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**Principal**

Ms. Seana Evans-Renaud

**Vice-Principals**

Ms. Sharon Anderson   Ms. Maureen MacDonald

**Administrative Department Chair** - Mr. Philip MacDonald

**Student Services - School Counsellors**

Mr. Craig Conohan   Ms. Kayla Coady (2<sup>nd</sup> Semester)

**Athletic Director** - Ms. Natasha Nabuurs

**Administrative Assistants**

Ms. Kelly Matheson   Mrs. Dawn Martell

Ms. Denise Arbing	Mr. Ralph Jamieson	Ms. Glenda McInnis
Ms. Chantelle Beaton	Ms. Katie Jollimore	Ms. Kristina McLane
Ms. Christie Beck	Mr. Matthew Killeen	Mr. Mike Merriam
Mr. Harold Brothers	Mr. Tim Lea	Mr. Ronnie Munn
Ms. Trisha Burrows	Ms. Mary-Ellen Lowther	Mr. Sandy Munro
Ms. Rita Drane	Ms. Margaret MacDonald	Ms. Natasha Nabuurs
Mr. Carl Evans	Mr. Philip MacDonald	Mr. Robert Nicholson
Ms. Peggy Flynn	Mr. Angus MacIsaac	Ms. Alana Trainor
Ms. Lianne Garland	Ms. Cheryl MacKay	Mr. Charlie Trainor
Ms. Heidi Hayden-Ward	Ms. Anne MacKinnon	Mr. Doug Weeks
Mr. Jonathan Hayes	Ms. Bethany MacLeod	Mr. Kirk White
Mr. Andrew Henderson	Ms. Karen Malone	
Ms. Sandra Hicken	Ms. Kim Mason	

**Youth Service Workers**

Earl Campbell   Rod MacDonald

**Educational Assistants**

Gail Greene, Yvonne Higgins, Toby Murphy, Gail Johnston,  
Pauline Kelly, Carol Ann McLeod

**Workplace Assistants**

Lynn Hayes   Mary Francis Collings

**MRHS Time Schedule**

08:35 a.m. . . . . Students move to home room  
08:40. . . . . Reading Period  
08:58. . . . . A Block  
10:13. . . . . Break  
10:23. . . . . B Block  
11:38. . . . . Lunch  
  
12:26 p.m. . . . . C Block  
01:41. . . . . Break  
01:51. . . . . D Block  
03:06. . . . . Dismissal for the day

**Time Schedule on Days With a One Hour Delay**

09:35 a.m. . . . . Students move to home room  
09:44. . . . . A Block  
10:36. . . . . Break  
10:46. . . . . B Block  
11:38. . . . . Lunch

**Time Schedule on Exam Days**

08:35 a.m. . . . . Students move to exam rooms  
09:00. . . . . Morning Exam begins  
10:30. . . . . First Dismissal  
11:30. . . . . Morning Exam ends  
  
12:10 p.m. . . . . Students move to exam rooms  
12:30. . . . . Afternoon Exam begins  
02:00. . . . . First Dismissal  
03:00. . . . . Afternoon Exam ends

<b>2011 - 2012 School Calendar    M.R.H.S. First Semester</b>
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August	25	School Administrative Assistants return to school
September	01	Orientation Day for Teachers
	02	Eastern School District Professional Development Days
	05	Labour Day - no classes
	06	First Instructional Day for Eastern School District Students
	10	Choir Bottle Drive
	12	Undergrad Pictures (Life Touch Photos)
	14	Parent Teacher Social
	16	Peer Helping Training in Charlottetown
	21	Undergrad Awards Assembly (B Block)
	19	Parent Council Meeting ~ 6:30 p.m.
	27	CSLC in Newfoundland (Sept.27 - Oct.1)
	27-30	Grad Pictures (Heckbert's)
	30	Fall Festival of Sport (Sept.30 - Oct.1)
October	07	Choir Recording for Children's Wish Foundation Christmas CD
	10	Thanksgiving
	17-21	Tim Chaisson Concert (tentative)
	18	Retakes for Undergrad Pictures
	19	SAS Progress Reports
	20-21	PEITF Annual Convention/CUPE Annual Conventions
	26	College & University Day
November	08	Mid Term
	09	In school Remembrance Day Service ~ 10:30 a.m.
	10	Professional Development Day - no classes
	11	Remembrance Day - no classes
	17	Parent-Teacher Interviews ~ 6:00 - 8:30 p.m.
	18	Parent-Teacher Interviews ~ 9:00 - 12:00 & 1:00 - 3:00
	25	Professional Development Day - no classes
December	02	Christmas Dance
	09-10	Viking Classic Women's Basketball Tournament
	19	Choir and Band Christmas Concert (no Storm Date)
	20	Last day of classes, 2011

<b>2011 - 2012 School Calendar M.R.H.S. - Second Semester</b>
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January	03	First day of classes, 2012
	17-18	Drama Presentations (Storm Day January 19)
	25	First Semester Exams start
	31	First Semester Exams end
February	01	End of Semester Administration/School Development Day - no classes
	02	First day of classes - Second Semester
	08	Parent Teacher Social
	10-11	Men's Basketball Hoopfest
	20	Islander Day - no classes
	23	Meeting with Grade 9 Parents
March	TBA	Band Days
	14	SAS Reports Sent Home
	17-24	Choir Disney Trip
	19-23	March Break -- no classes
April	06	Good Friday - no classes
	09	Easter Monday - no classes
	12	Mid Term
	19	Parent-Teacher Interviews ~ 6:00 - 8:30 p.m. (tentative)
	20	Parent-Teacher Interviews ~ 9:00 - 12:00 & 1:00 - 3:00 (tentative)
	27	Professional Development Day - no classes
May	04	Area Association Meeting/CUPE 3260 Annual Convention
	16-20	French Trip to Quebec/Montreal
	21	Victoria Day - no classes
	21	Choir Spring Concert Dress Rehearsal
	22	Choir Spring Concert
	29	Band Spring Concert
June	11	Grade 12 Exams begin
	13	Grades 10 and 11 Exams begin
	19	Grad Banquet
	20	Grad Rehearsal - Pick up Gowns, Invitations
	21	Graduation Day
	26	Grade 10 and 11 Report Cards passed out
	29	Last school day for Teachers

## **PEI School Act (1993)**

### Parent/Guardian Responsibilities:

Parents are welcomed to openly participate in their child's education by:

- ▶ contacting the school/teachers if academic or behavioural concerns arise;
- ▶ ensuring that students attend classes daily; and if unable to, inform the school in writing or by telephone when their child is absent;
- ▶ assisting teachers to meet the educational goals of their son/daughter;
- ▶ informing the school by telephone when their son/daughter will be absent for tests or evaluation;
- ▶ supporting the school in disciplinary actions.

### Student Responsibilities:

1. Every student is expected to:
  - ▶ participate fully in learning opportunities;
  - ▶ attend school regularly and punctually;
  - ▶ contribute to an orderly and safe learning environment;
  - ▶ respect the rights of others; and
  - ▶ comply with the discipline policies of the school and the school board.
2. Students are accountable to all teachers/supervisors for their conduct while participating in any school function.



### **The “Caring Places to Learn” Policy:**

The Eastern School District’s Caring Places to Learn policy is a comprehensive policy designed to ensure that schools in the Eastern District provide a healthy, safe, and supportive working and learning environment for every student and staff member. The Caring Places to Learn policy is an ‘umbrella’ policy which supports each school’s own policies and practices in this area.

Countless personal interactions occur in schools every day and these interactions are the focus of this policy. The policy guides the way people in our school communities treat each other, and the expectations for behaviour for all members of the school community are similar: that we will demonstrate regard, concern, and respect for each other in all our interactions – both inside and outside the classroom; and that we will respect the unique differences and worth of every individual.

Achieving and maintaining this positive climate is the responsibility of everyone involved in education in our schools – students, parents, teachers, support staff and trustees. There are high expectations for all members of school communities, and these expectations are met and exceeded daily on a regular basis. We continually strive to work hard to make sure that our schools are inclusive, supportive, and healthy for all.

The Caring Places to Learn policy covers such specific areas as verbal abuse, violence, bullying, discrimination, sexual abuse, threats, trespassing, and weapons. Within these areas, the policy dictates what steps should be taken when allegations of violations of this policy are made. These allegations may involve student to student incidents, student to staff incidents, staff to student incidents, and staff to staff incidents.

Parents in particular are encouraged to inform us immediately about situations which would negatively affect the school’s healthy and supportive environment. Sometimes parents are reluctant to contact the school when students may be having a difficult time with a situation, and the situation worsens. We can’t guarantee that we can ‘fix’ every situation, but if we know about problems early, we can often take steps to prevent the problem from becoming worse.

Parents are encouraged to become involved with the school to help maintain its safe and caring atmosphere. It’s a responsibility of the entire school community.

**Parental Responsibility in Supporting the School's Code of Conduct and  
the Eastern School District's "Caring Places to Learn" Policy**

Parents play a vital role in developing student behaviour and conduct. It is our expectation that parents:

- ▶ be aware of the school's code of conduct.
- ▶ work with the school to resolve student behaviour issues when they affect their children.
- ▶ cooperate with the school's or district's recommended course of action for the student.
- ▶ model appropriate behaviour and language for their children.

All parents/guardians are reminded that they are subject to the school's code of conduct, as are all students and staff.

**Expectations of the School Community**

Montague Regional High School is committed to developing a community of socially respected and scholastically motivated students and staff.

All school members are expected to:

- ▶ respect and comply with all applicable federal, provincial and municipal laws and Eastern School District policies;
- ▶ demonstrate honesty and integrity;
- ▶ respect differences in people, their ideas and opinions;
- ▶ treat one another with dignity and respect at all times, and especially when there is a disagreement;
- ▶ respect and treat others fairly, regardless of their race, ancestry, place of origin, colour, ethnic origin, citizenship, religion, gender, sexual orientation, age or disability;
- ▶ respect the rights of others;
- ▶ show proper care and regard for school property and the property of others;
- ▶ respect the needs of others to work in an environment of learning and teaching.

Attendance:

To become a responsible and productive citizen, students must learn the value of daily attendance. Students who participate/volunteer in school organizations, groups, teams, and other activities such as rehearsals, are expected to honour their commitment.

### Appropriate Dress:

Students and staff are expected to dress in a manner that contributes to the learning atmosphere of the class and school. A part of learning is the making of appropriate decisions on suitable types of dress for various activities.

School attire should reflect an attitude of pride in self, school and community. In keeping with our expectations to provide a safe and respectful environment, the following restrictions will apply:

- ▶ no clothing referring to illegal substances or activities;
- ▶ no clothing displaying sexual innuendo, profanity or violence;
- ▶ no clothing degrading gender, racial groups or ethnic background
- ▶ no visible undergarments or “see through” clothing.

If there is non-compliance, the individual will be asked to cover up or change.

### Lockers:

Students are issued a locker which they will keep for their high school career. Assigned lockers and locks are the property of the school. Use of lockers is restricted to before school, break times, lunch period, and after school. Students are to use their lockers for safekeeping of their school texts and personal belongings. Please note: At the end of the year, students are expected to ***completely clean out*** their lockers. The school is not responsible for anything left behind in the lockers.

### Homework:

Students are expected to complete their homework on a regular day-to-day basis. Students who are absent are expected to phone a classmate to learn of their assignments, or access information through the school web-site. Teachers can be contacted through e-mail. In the event of an extended illness, arrangements can be made early in the day to ensure that teachers have sufficient time to prepare assignments to be completed at home.

### Plagiarism:

Unacknowledged use of the information, ideas, or phrasing of other writers is an offense comparable with theft and fraud. Literary offenses of this kind are known as plagiarism.

One is responsible for plagiarism when: The exact words of another writer are used without using quotation marks and indicating the source of the words; the words of another are summarized or paraphrased without giving the credit that is due; the ideas from another writer are borrowed without properly documenting their source.<sup>1</sup> Penalties for plagiarism will be assigned which may include receiving a zero on the assignment.

<sup>1</sup><http://www.public.iastate.edu/~catalog/2005-07/geninfo/dishonesty.html>

### Textbooks:

Students are expected to maintain the condition of the textbooks for the semester. All assigned textbooks must be returned to the teacher at the end of each semester. If a textbook is lost or not returned, the student will be charged for the book. All lost and missing items are recorded on the students' permanent records. Transcripts will not be issued until these accounts are satisfied.

### Accident Procedures:

If an accident occurs during school hours, the student will be taken to the office; and an attempt will be made to contact the parent or guardian. For precautionary measures, the office personnel will have the student transported to the hospital or clinic, if necessary. It is the responsibility of the parent/guardian to pick up the student at the hospital or clinic.

### School Cancellations and Closures:

When travelling proves difficult or if the weather is questionable, parents are urged to listen to radio stations for an announcement pertaining to late buses, early dismissals, or school cancellations for the Eastern School District or the Montague Family of Schools. On a day when school has been cancelled or students have been dismissed early due to inclement weather, ALL extra-curricular events scheduled at the school for that particular day are also cancelled.

#### Electronic Devices:

Cell phones and other personal electronic devices (PED's) must be turned off during class time, unless authorized by a teacher. The use of the camera or video/audio recording features is prohibited unless written consent is obtained from the person being photographed/recorded, or from the legal guardian if the student is under eighteen years of age. Students may use cell phones in common areas such as the cafeteria, corridors, etc., when classes are not in session (i.e. breaks, lunch, after school). The use of any electronic device that disrupts academic instruction may result in some form of discipline, including confiscation of the phone for a period of time. Repeated offences will result in parents having to retrieve the phone at school.

#### Telephones:

Parents may phone 838-0835 to leave messages for students. The school administrative assistant will page the students to come to the office at the end of each class to pick up phone messages, but will not be responsible for messages which are not picked up. Only in the case of an emergency will a student be called during class time. Parents are discouraged from calling and texting students on cell phones during class time.

#### Vehicles and Parking:

Parking is a privilege to students available to students in the designated area. Inappropriate behaviour or unacceptable driving practices may result in loss of parking privileges. Vehicles parked outside the designated areas may be towed at the owner's expense.

Students are not permitted to sit in their vehicles after arrival at school nor are they permitted to visit their vehicles during school hours. Non-compliance may result in a phone call home, loss of parking privileges, and/or contact with the RCMP.

#### Bus Behaviour:

Bus transportation is a privilege - not a right! Students are expected to be on their best behaviour while travelling on the school bus to and from school. It is important that students adhere to all rules and regulations as posted on the school bus. Non-compliance may mean loss of bus privileges.

#### Care of School Property:

Students are expected to respect school facilities and equipment. Any student who damages school property will be held responsible for replacement costs. Disciplinary action may also be taken.

Smoking on School Property:

Students and staff are expected to follow the No Smoking policy of the Eastern School District. Tobacco products are not be used on school property. Those who do not comply will be suspended.

Alcohol and Non-Medical Drugs:

Montague Regional High School staff and administration consider the use of these substances to have serious negative affects on the safe learning environment of the school. Use and/or possession of alcohol and/or non-medical drugs on school property or at school-sanctioned functions is strictly prohibited. In accordance with ESD policy, a student will be suspended and will lose extra-curricular privileges.

Students and parents must be aware that when students are caught with and/or consuming alcohol/drugs at a school activity in a group setting (i.e. bathroom, car, hotel room, locker room, outside an exit, etc.), all students in that group will be considered responsible except when those not indulging can show that they took concrete steps to disassociate themselves from the unacceptable activity.

Computer Use Rules at MRHS:

In order to ensure the integrity of the computer network, the following guidelines apply to all students and staff:

- ▶ No food or drink around any computers.
- ▶ No downloading materials to the desktop of any school computer.
- ▶ No changing the settings of any computer in the school.
- ▶ The Acceptable Use Policy must be signed by the student and legal guardian prior to accessing a computer.
- ▶ Students may not use anyone else's account, or give access of their account to anyone.
- ▶ Students will use their g:drive to store their files and routinely get rid of files that they no longer need.
- ▶ Students will not vandalize computer equipment or files in the school.
- ▶ Students will not use Internet sites that are banned by the school. This includes, but is not limited to, game sites and streaming video/audio sites.

Failure to comply with the above may result in loss of computer privileges.

Physical Education Area and Fitness Centre Rules:

1. Gymnasium users must have a separate pair of indoor footwear for use only in the gym and Fitness Centre. Gymnasium users should use the mats provided to ensure that footwear is clean.
2. Gymnasium users must wear appropriate clothing. No tank tops.
3. Only water is permitted in the PE area and Fitness Centre. Absolutely no other food or drink.
4. Students must be supervised by a teacher at all times when using the gymnasium or Fitness Centre.
5. Students must have permission from a teacher in order to enter the equipment room or uniform room.
6. No cleats are to be worn inside the school. Cleats must be cleaned outside prior to entering the school.
7. Students must follow rules posted in the Fitness Centre.

Locker Room Rules:

1. All valuables are to be locked in students' main lockers.
2. Lockers must be locked at all times.
3. Students are not permitted to be in the locker rooms during class time without permission from a PE teacher. Team room washrooms are available for use during class time.

Fees:

1. Student: Each student is expected to pay a \$20 student fee. Monies are used to pay for student activities.
2. Athletic: Any students involved in athletics must pay a fee per sport played to defray costs for officials, equipment, transportation, and uniform upkeep.

<b>General School Information</b>
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Parent Teacher Interviews:

Parents/Guardians are encouraged to meet with teachers at any time throughout the year. Appointments may be made through the office. Students Achieve reports for each course in a student's schedule are issued in October and March (see School Calendar).

There are two regularly scheduled sets of interviews; one for each semester. First semester interviews are scheduled for:

Thursday, November 17, from 6:00 to 8:30 pm and

Friday, November 18, from 9:00 to 12:00 noon and 1:00 to 3:00 pm

Second semester interviews are scheduled for:

Thursday, April 19, from 6:00 to 8:30 pm and

Friday, April 20, from 9:00 to 12:00 noon and 1:00 to 3:00 pm.

#### Honour Roll:

Parents and visitors should take note of the Honour Roll displayed in the main foyer. The Honour Roll displays the names of students who have excelled in their academic studies.

- To be eligible for recognition at the Grade Ten or Eleven level, a student must achieve an average of 80% or above in eight (8) subjects.
- To be eligible for recognition at the Grade Twelve level, a student must have an aggregate of 480 in six (6) subjects, one of which is English, taken during the Grade Twelve year.

The Honour Roll displays, from September to the end of January, the names of successful students from the previous year. The display from February to June contains the names of students who met the requirements for the first semester only.

#### Library:

The Library is open to students from 8:15 a.m. to 4:00 p.m., Tuesdays to Thursdays, except on Mondays and Fridays when it closes earlier at 3:06 p.m. Hours will be extended prior to and during exam periods. All materials are to be signed out and returned when due. Students who lose books are required to pay for them. Damaged materials may cost as well.

#### Cafeteria:

Cafeteria services are available to students who purchase or augment their lunch. The cafeteria is open before class, at breaks, and at lunch. Daily specials range in price from \$4.50 - \$6.00. Students are expected to eat their food in the cafeteria. Cleaning up trays and garbage is part of maintaining a safe environment. Students and staff are expected to do their part.

### Vocational Area Projects:

Parents should be aware that they may have private projects completed in motor vehicle repair, small engine repair, carpentry, or welding. Arrangements may be made through the vocational department at 838-0841, 838-0842, or 838-0843. There is no charge for labour, but customers are responsible for all materials. Montague Regional High School will not be held responsible for workmanship.

<b>Graduation Requirements and Diploma Information</b>
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To graduate, students must have at least twenty (20) course credits, five of which must be at the Grade 12 level.

- ▶ 3 English (including Grade 12 English)
- ▶ 1 Communication
- ▶ 2 Mathematics
- ▶ 2 Science
- ▶ 2 Social Studies
- ▶ 10 Electives for a total of 20 credits

Note: Credits obtained in an area that exceed the minimum number required can be counted as elective credits. It is the responsibility of the student to select course that will meet graduation requirements.

### Diplomas and Honour Diplomas:

To obtain a Montague Regional High School Diploma, students must complete the requirements for the Provincial Certificate plus the additional credits needed to reach a total of **twenty-three (23)** credits in three years. If a student achieves an aggregate of at least 480 in his/her six Grade 12 courses, including English, the student will receive a Montague Regional High School Honour Diploma. Grade 12 courses are 600 or 800 Level courses.

### Transcript of Marks:

Students will be provided with a complimentary transcript in June, upon graduation. If students are leaving the school for another educational institution, they may request a transcript be sent through the office.

### Montague Regional High School Credit System:

Montague Regional High School is a full credit, semestered school. Students enroll in eight (8) credits per year, four (4) during first semester from September to January, and four (4) during second semester from February to June.

All Grade Ten and Eleven students must enroll in eight (8) credit courses. Students in Grade Twelve may enroll in seven (7) courses plus a scheduled study period. Students must have attained a minimum of sixteen (16) credits to schedule a study period.

Number of Credits Determines Grade Level:

The Grade level of a student is determined by the number of credits that student has earned at the beginning of the school calendar year.

Grade 10 students have completed less than five (5) credits.

Grade 11 students have completed less than twelve (12) credits.

Grade 12 students have completed 12 or more credits OR students must be eligible to graduate in that school year.

Scheduling Procedures:

Students in Grades Nine, Ten, and Eleven will complete an option form in April for the following year. The number of course sections is determined by the number of students who opt for a particular subject; consequently, students should be very careful in making selections for the following year. The administration attempts to give each student his/her requested schedule but does not permit the selection of teachers.

Students who have been unsuccessful in a course more than once must carefully choose a course and level in which they can experience success. The administration and/or guidance counsellor may assist students with this.

Completing and signing of course option forms commits students to the courses selected. Course changes are not always possible after student schedules have been finalized. It is the responsibility of the student to select courses that will meet the graduation requirements. Students may elect to have one Study Block in their Grade 12 year; however, they must have first completed sixteen credits in order to do so.

## **MRHS Administrative Policies**

### Examinations:

All students are expected to write examinations when scheduled. If a student is absent, the parent/guardian must phone the school BEFORE the examination is written. The day the student returns to school, he/she must make arrangements with the office to write the missed examination(s). Failure to do so could result in the student receiving a FAILURE in the subject. A medical certificate will be required if a student misses a term exam.

### Assignments:

A student failing to pass in all major assignments in a subject area may receive a FAILURE in that subject. The last major assignment given by the subject teacher will be due fourteen days prior to the examination period. The last acceptance date for these assignments will be one week prior to the examination period.

### Truancy Policy:

Students are expected to attend all classes every day. If a student does not have permission via a note validated by the office (or a teacher) to be absent from class, then that student is considered truant. If students are bussed to school and fail to attend classes, they will also be considered truant. A first offence may result in a one day in-school suspension. Further truancy will result in an out-of-school suspension.

## **Students Leaving School During the School Day**

There is a process to follow for students wishing to leave school property during the school day:

### The Note:

A student who has a note from a parent or guardian giving him/her permission to leave the school during the day MUST present the note to office personnel BEFORE the first bell. The office staff will produce a "sign-out slip" which the student must present to the teacher of each missed class for verification. The student must then return this slip to the office and SIGN OUT on the ledger which can be found on the secretary's desk.

**The Phone Call:**

If it is necessary to make a phone call home to leave school, the student must go to the office to make that call. Office personnel will then speak to the parent/guardian and produce a “sign-out slip”. The student must follow the procedures with the sign out slip as outlined above.

**Full Day Absences:**

Upon a student’s return to school following an absence, he/she must present a note to the home room teacher stating the reason for the absence. If a student has failed to produce a note, he/she will be asked to report to the office to call home. The secretary will speak to the parent/guardian and write a note to the home room teacher indicating a call has been made.

**Late Students:**

Students arriving late for school in the morning are expected to present a note to the office upon arrival to explain tardiness. They must also SIGN IN on the ledger available at the secretary’s desk. Students arriving late for class repeatedly may be refused entry to that class.

**Illness During School Hours:**

A student who becomes ill during the school day must report to the office, where one of the school secretaries will attempt to phone a parent/guardian or one of the emergency contacts to make arrangements to have the student transported home.

<b>Student Services</b>
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**Guidance:**

Craig Conohan, our School Counsellor at Montague Senior High School, is normally available before and after school hours, at noon time, as well as throughout the day. Mr. Conohan is available for confidential discussions of personal, educational, or social concerns, selecting courses, preparing for graduation, helping in the scholarship process for post-secondary education, and making post-secondary and career material available. Information and assistance is also available on study skills, preparing for job interviews and the world of work, establishing educational and occupational goals, etc. In short, ANY issue can be discussed confidentially with your counsellor.

Student Health and Wellness:

Additional support from community professionals is available and will focus on the needs identified by the students themselves. Topics may include unemployment, mental/physical health, young offenders/crime, and drugs/alcohol/smoking. These professionals can be accessed through the Counsellor. Confidentiality is guaranteed.

Student Insurance:

Students in Grades 1 to 12 now receive basic coverage at no cost to parents. Most students are automatically insured when they are at school, at community-based learning activities (school sports events, co-op placements, field trips), and travelling to and from school and community-based school activities. The claim forms are available on the Eastern School District website [www.edu.pe.ca/esd/main/forms/htm](http://www.edu.pe.ca/esd/main/forms/htm). Any questions concerning coverage should be directed to Aon Red Stenhouse Inc. 1-800-448-2539.

<b>Extra Curricular Activities</b>
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All students who represent the school in extra-curricular activities are required to meet the expectations of the teachers, coaches, athletic and social departments, and administration, in relation to attendance and behaviour. Failure to honour this commitment will impact eligibility to participate in other extra-curricular activities.
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Grad Activity Day:

Each year, the administration of Montague High provides activities for the Grade Twelve students to participate in, as a class. These are supervised activities in which Grade Twelve students may take part only once. Students are to travel by bus only. Private vehicles are strictly prohibited. Dates for these activities will be confirmed later.

Guidelines for Extra-Curricular Sports:

Extra-curricular coaching is done on a voluntary basis, drawing on the expertise from the school and the community. Students who have earned the privilege of playing on an extra-curricular or scholastic team are expected to be respectful and courteous toward their coach(es), fellow players, opponents and officials. All players must sign an athletic contract outlining the expectations of the coaches, athletic department and the administration. Failure to honour this contract may result in suspension of eligibility for one full year.

Extra-Curricular Travel:

Parents should be aware that students travelling to and from any interscholastic events **must travel with the team and must use** the transportation provided by the school. If it is necessary that a student must take alternate transportation, then signed permission must be obtained from the home, coach, and the administration prior to departure from the school. Students are prohibited from transporting other students.

Dance Regulations:

Students attending dances are required to use the main entrance of the school. Once a student enters the dance, he/she is not permitted to re-enter.

**Dances and school sponsored activities are for  
Montague Regional High School students ONLY.**

<b>Student Council</b>
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Co-Presidents. . . . . Melissa Haberl & Christian Norton

Treasurer. . . . . Martha Conohan

Secretary. . . . . Christina Keuper

Staff Advisors. . . . . Sandra Hicken & Bethany MacLeod

<b>Interscholastic Sports</b>
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All students are encouraged to participate in the wide variety of sports at Montague Regional High School. Students are responsible to pay Athletic Fees for each sport they are involved in.

Fall:

- ▶ Women's and Men's Golf (Green Fees)
- ▶ Women's and Men's Soccer \$30
- ▶ Women's and Men's Volleyball \$30
- ▶ Women's and Men's Cross Country \$10
- ▶ Women's Field Hockey \$30

Winter:

- ▶ Women's and Men's Basketball \$75
- ▶ Women's and Men's Wrestling \$30

Spring:

- ▶ Women's and Men's Rugby \$30
- ▶ Women's and Men's Softball \$30
- ▶ Track and Field \$10
- ▶ Women's and Men's Badminton \$10

Year Round:

- ▶ Power Lifting \$10

<b>Viking Pin Application</b>
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1. Only graduating students are eligible to apply for pins.
2. Students wishing to receive a school pin must complete the application form.
3. There are four types of pins available. Examine the criteria carefully and select the pin most suited to you.
4. All points must be approved by the Teacher Advisor/Athletic Director/Selection Committee.
5. Please note if you are receiving credit for any of your group involvement, you cannot be awarded a value.
6. If your coach is not part of the current teaching staff, please consult with the Athletic Director.
7. Please complete the application, making sure that you calculate your total point values in each section.
8. Applications are available in the office.
9. Deadline is determined each spring and students are asked to please respect the deadline as applications will not be accepted after this date/time. Submissions are to be presented to the office.
10. Pins will be awarded at the annual Awards Banquet in June.

**Pins Available:**

**Athletic Red Pin:** Awarded for accumulation of twelve (12) points or more garnered from extra-curricular sports team involvement. To be considered, you must have participated in at least 80% of your team's practices and taken part in unit/provincial meets or tournaments.

**Social Red Pin:** Awarded for accumulation of fifteen (15) points or more garnered from approved school club, committee, or activity involvement. To be considered, you must have participated in at least 80% of your group's meetings.

**Academic Red Pin:** This pin is awarded for outstanding academic achievement in all three years of high school, resulting in an average of 85% or more, calculated from 23 marks chosen from the 8 courses taken in grade 10, 8 courses in grade 11, 4 taken in the first term of grade 12, and the midterm marks from 2<sup>nd</sup> semester of grade 12. Transcripts will be obtained from the office by the selection committee.

**Special Black Pin:** This is our most prestigious pin, awarded for attaining an average of 85% in the student's three years at Montague Regional High School as determined by the criteria for the Academic Red Pin. Academic Excellence must be supported by attaining a minimum of 6 points in Athletics and 8 points in Social, with a grand total of 32 points.