



J. Percy Page High School

STUDENT HANDBOOK

J. Percy Page High School

2707 Mill Woods Road NW

Edmonton, Alberta T6K 4A6

www.jpercypage.com

Phone 780 462 3322 Fax 780 462 7803

This agenda belongs to:

NAME _____

ADDRESS _____

CITY/TOWN _____

POSTAL CODE _____ PHONE _____

STUDENT NO. _____ HOMEROOM _____



PLEASE NOTE: The front cover is sensitive to extreme heat. Do not leave in direct sunlight!

Printed on recyclable paper



I, _____ have read the 2009-2010
(Please print name)

J. Percy Page Student Agenda during my advisor class time.

I am aware of the expectations of J. Percy School and of Edmonton
Public Schools in regards to:

Attendance and Punctuality

Smoking Policy

Visitors

Dress Policy

Student Technology Use Contract

Being Under the Influence of Drugs and/or Alcohol

Being In Possession of Illegal Weapons

I agree to follow **Behaviours That Lead To Success** while
attending J. Percy Page.

Signature: _____ Date: _____

INTRODUCTORY INFORMATION

PRINCIPAL'S MESSAGE

Dear Parents and Students of J. Percy Page

Thank you for choosing to attend our excellent school. At J. Percy Page our goal is to see that all students succeed and are prepared for life in the outside world. The staff is committed to providing a safe and caring environment where learning can take place.

As you begin the school year I hope that you will set academic goals with high expectations and that you will work to achieve those goals throughout the year. I also encourage you to participate in the many student activities and service initiatives that will be offered to you. May you enjoy and appreciate being part of the wonderful learning community at Page.

This handbook contains important information regarding expectations and procedures that affect all students at J. Percy Page. It should be kept for reference throughout the year.

Audrey Gibson

Principal

STUDENTS' UNION MESSAGE

Every year at J. Percy Page, our school opens its doors to a new group of talented, enthusiastic students beginning and continuing their high school careers. Welcome all of you, to a new school year.

Our school offers a huge range of activities and clubs, which is perfect for our diverse school population. We value student activities as well as academic excellence. The Students' Union has planned numerous exciting activities for all of you, to make your high school days memorable. I encourage you to take action and participate in the wide range of leadership opportunities and student activities our school has to offer.

This is where it all happens; this is high school. Students' Union needs your participation and enthusiasm to make this year a great one. Together, we can achieve the impossible. Don't be afraid of the unknown. Dive into challenges and take on the unfamiliar. You will emerge a stronger and more confident person. Success is yours if you make it happen.

Our School Name

In the 1970's city planners, school boards, and community leaders developed a vision for the community of Mill Woods. Since then, the population of Mill Woods has expanded at an extraordinary rate. It now supports ten community leagues, which encompass our high school and a population of approximately 90,000. J. Percy Page School has become the hub of this very large community.

We are proud of our high level of community involvement. J. Percy Page is an active member of the Mill Woods Community Leagues Council. As a result of this membership, Page endeavors to facilitate many different community-user groups. Furthermore, Page is host to numerous highly-attended community and school events throughout the year.

Since our inception in 1984 we have had outstanding successes in music, drama, athletics, academics and community involvement. Page strives to be the number one choice of parents and students in the Mill Woods community, maintaining an enrollment of about 1100 students.

J. Percy Page School is named in honor of our former Lieutenant Governor of Alberta.

The Honorable J. Percy Page was born May 14, 1887, in Rochester, New York, and at the age of three, moved to Bronte, Ontario.

He attended junior high in Oakville, Ontario, and graduated as a gold medalist from the Hamilton Collegiate Institute. At the post secondary level, he was a graduate of the Ontario Normal School, Queen's University, and the American Institute of Business.

In 1912, he began a forty year career with Edmonton Public Schools. He spent two years at Victoria Composite High School before taking on a position at McDougall Commercial High School. While at McDougall, he coached their basketball team – The Edmonton Grads.

Mr. Page served as principal of McDougall from 1941 to 1949, after which he became principal of the new commercial section of Victoria Composite High School. He retired in 1952.

School Mascot



J. Percy Page High School's logo is the Panther representing all athletic and academic groups.

INSTRUCTIONAL FOCUS

J. PERCY PAGE WILL DELIVER GREATER ACADEMIC GROWTH FOR EVERY CHILD AND WILL ACCELERATE THE ACADEMIC GROWTH OF ALL AT RISK STUDENTS BY ENHANCING ASSESSMENT FOR/OF LEARNING STRATEGIES.

BEHAVIOURS THAT LEAD TO SUCCESS

Leadership

- Lead by example.
- Think critically to solve problems and make good decisions.
- Serve your school and community.
- Promote respect for the school environment.

Organization

- Set goals for success.
- Be on time for classes, prepared to learn.
- Complete assignments on time.
- Use effective learning strategies in the classroom.
- Carry your student ID at all times.

Respect

- Treat others the way you would expect them to treat you.
- Work collaboratively with teachers and students in the classroom.
- Wear appropriate clothing to school.
- Remove headwear when entering the school building
- (except that worn for religious reasons).
- Speak respectfully and avoid offensive language.
- Use cell phones outside the school building only.
- Do not possess or use alcohol, drugs or weapons on school property.

GENERAL INFORMATION

The following information is for the use of students and parents. If you have questions about any aspect of your educational program, you are invited to come to the school or to phone 462-3322.

SCHOOL OFFICE HOURS

The main office and business office are open from 8:00 a.m. until 4:00 p.m. The receptionist is available to provide information about the school and is the contact person regarding monitored attendance checks and any other concerns about the day-to-day operation of the school.

SCHOOL PERSONNEL ADMINISTRATION

Principal:	Audrey Gibson
Assistant Principals:	Mitch Zarowny (A-G) Janet Jorgensen (H-O) Narindar Riar (P-Z)
Business Manager:	Grace Kucmierz
Department Heads:	Colleen McCullough-Clink, English TBA,CTS Taso Garanis, Athletics David Dunkin, Physical Education David Anderson, Social Studies Deanna Matthews, Mathematics Lacia Panylyk, Science Todd McNicoll, Fine Arts Tony Chan, Technology Shelley Vettese-Baert, Student Services Darrell Paquette, Student Activities TBA, IB coordinator
Program Coordinators:	
RAP coordinator:	James Anderson
Work Experience & Exit Project	Bruce Irwin
Head Custodian:	Azzam Malak

METHOD OF OPERATION

J. Percy Page operates with both 10-month courses and 5-month courses.

- Semester 1: September 2, 2009 to January 29, 2010
 (5 credit courses meet every day)

- Semester 2: February 2, 2010 to June 29, 2010
 (5 credit courses meet every day)

- Full Year: September 2, 2009 to June 29, 2010
 Full Year 5 credit courses
 (5 credit courses meet every other day for
 the full school year in the same period...
 both semester 1 and semester 2).

TIMETABLE 2009-2010

J. Percy Page OPERATES ON A TWO-DAY CYCLE. This allows some classes to meet every second day and most classes to meet every day. The timetable is shown below.

The School calendar lists the Day A and Day B schedule for the entire year.

Monday, Tuesday, Wednesday and Thursday	DAY A	DAY B	Friday
9:00 - 10:23	1	1	9:30 - 10:41
10:28 - 11:51	2	2	10:45 - 12:15
11:51 - 12:31	LUNCH		12:15 - 12:55
12:31 - 1:54	3	3	12:55 - 2:06
1:59 - 3:22	4	4	2:11 - 3:22

STUDENT EVALUATIONS AND REPORT CARDS

An outline of J. Percy Page's General Policy is as follows:

- Students receive an overview of course objectives at the beginning of each course.
- Evaluation procedures and weighting for a given course are consistent within each department.
- Students will be made aware of the evaluation practices at the beginning of each course.
- The staff recognizes the need for using a variety of appropriate assessment techniques such as teacher observations, teacher-student discussions, assignments, projects, and tests for measuring student development and learning.
- A scheduled exam week at the end of each semester is a part of the normal evaluation process at J. Percy Page. Students should not plan activities that conflict with scheduled exams.
- No subject area will assign a weighting factor of more than 30% for a final exam. However, the Alberta Learning Grade 12 Diploma Examinations will account for 50% of the final grade in English 30-1/30-2, Social Studies 30/33, Mathematics 30P/30A, Biology 30, Chemistry 30, Physics 30 and Science 30.
- Monthly Interim Report cards will be posted to SchoolZone at the end of every month.

Note: Grade 12 diploma exam results will be mailed by Alberta Learning to students in late February and July.

APPEAL PROCEDURES

If you and/or your parents have a question about your marks or an error has been made, you may appeal the mark.

The appeal should be made first to the classroom teacher. If you are still not satisfied with the outcome you may then contact the department head. The department head will check the mark, discuss your concerns with the teacher, and make sure that it is correct according to the records. Should you still need clarification, you may then appeal to your designated grade coordinator.

COURSE CHALLENGE

Students who possess the knowledge, skills, and attitudes prescribed by the Program of Studies for a course have the opportunity to challenge course requirements through an appropriate assessment and evaluation process.

Students will be provided an opportunity to challenge those courses where necessary ability has been achieved but where credit has not been awarded.

Students shall initiate the course challenge process within the **first two weeks of a semester.**

There shall be a review of readiness for the course challenge by a teacher appointed by the principal. If the teacher determines that the student has a reasonable chance of successful challenge, procedures for the course challenge shall proceed. If the opportunity to challenge is denied, the student shall have the right to appeal to the principal.

PARENT/TEACHER/STUDENT INTERVIEWS

In addition to these reports, parents are invited to contact their child's teacher or student coordinator at any time if they have questions or concerns about their child's progress.

Parent/Teacher/Student interview evenings will be held at mid-term of each semester. All parents/students are encouraged to attend.

TIMETABLE ADJUSTMENTS

Students wishing to make changes to their timetable should make appointments with their coordinator before August registration. Requests for course adjustments after August 31 will be assessed on the basis of individual need and space availability. However, students should understand that once classes have started they are expected to complete the courses they are registered in.

Students will be assigned a final mark for every course they are registered in. This mark will become part of the student's permanent Alberta Learning record and will represent the student's skills, knowledge and attitudes in the graded curriculum.

If a student stops attending a class prior to completion of that course or if poor attendance appears to be a factor resulting in an unsuccessful first attempt at a course, the student may not be allowed to register in that course for the following semester.

STUDENTS WITH SPARE PERIODS

In order to ensure a quiet instructional setting, students with spare periods shall spend their time studying quietly either in the library or the cafeteria. **Hallways shall be kept clear when classes are in session.**

BUS PASSES

Bus passes for the month of September will be sold at registration. After registration and for the remaining months of the term, bus passes are sold on the last day of the month, and the first two days of the new month.

STUDENTS MUST HAVE THEIR OWN ID CARDS WHEN PURCHASING A BUS PASS. Edmonton ETS will only allow students to travel on the first day of the month with the previous month's bus pass. After the first day, ETS will confiscate old bus passes. ETS guidelines state that regular offenders will not be allowed to continue buying bus passes which are subsidized by Edmonton Public Schools.

CAFETERIA

The cafeteria is operated for the convenience of students and staff. Full course meals, as well as soups, salad plates, sandwiches, desserts and snacks are available. Hours: 7:45 a.m. – 2:00 p.m.

LIBRARY MEDIA CENTRE

The library is open from 8:00 – 3:30 daily. Extended hours available; please inquire in the library. To protect our resources, food and drinks are not allowed in the library.

A large number of print and electronic resources are available for your use. Some electronic resources require the following passwords (a current list is kept at the circulation desk): **ORC:** user - LA13, pw - 9418 **e-Books:** edmo72808 **Globalization e-Book:** user & pw 67391 **Career Cruising:** user – percy, pw – page, **Exam Bank:** user – jpercy, pw – percy page.

Do not hesitate to ask the teacher-librarian for support in locating or using resources for school or personal needs. The library's "Learning Resources" web page is linked to the J. Percy Page web site. <http://www.jpercypage.com/resources/>

To sign out textbooks or library resources you must not have any overdue materials and you must present your **valid ID card.**

TEXTBOOK RENTAL

Upon payment of textbook rental fees and presentation of their ID card, students will be provided with all necessary textbooks. All textbooks and school materials must be returned by the end of each course. Students will be charged for all lost textbooks. Students who pay for lost texts and or library books and who subsequently return the lost item for a refund will be assessed a processing fee of \$2.00.

GRADUATION CEREMONY REQUIREMENTS

Graduation Commencement & Banquet

Students in grade 12 must have the intent to finish Semester 2 with a minimum of 100 credits. A listing of eligible participants will be posted during the third week of February. Grade 12 students are responsible for checking and resolving any discrepancies from the list with their student coordinator prior to the end of February. In addition, students must have **90% attendance** in their Grade 12 year. Banquet is open to all grade 12 students, family and friends. In order to take part in the event, a banquet ticket must be purchased. **Students with outstanding fees will not be allowed to attend this event.**

HIGH SCHOOL DIPLOMA REQUIREMENTS

In accordance with Alberta Education, the following requirements are necessary in order for students to obtain a High School Diploma:

ALBERTA HIGH SCHOOL DIPLOMA GRADUATION REQUIREMENTS
The requirements indicated in this chart are the <u>minimum</u> requirements for a student to attain an Alberta High School Diploma. The requirements for entry into post-secondary institutions and workplaces may require additional and/or specific courses.
100 CREDITS
Including the following:
ENGLISH LANGUAGE ARTS – 30 LEVEL (English Language Arts 30-1, 30-2)
SOCIAL STUDIES – 30 LEVEL (Social Studies 30 or 33)
MATHEMATICS – 20 LEVEL (Pure Mathematics 20, Applied Mathematics 20 or Mathematics 24)
SCIENCE – 20 LEVEL (Science 20, Science 24, Biology 20, Chemistry 20 or Physics 20)
PHYSICAL EDUCATION 10 (3 CREDITS)
CAREER AND LIFE MANAGEMENT (3 CREDITS)
10 CREDITS IN ANY COMBINATION FROM:
<ul style="list-style-type: none"> • Career and Technology Studies (CTS) • Fine Arts • Second Languages • Physical Education 20 and/or 30 • Locally developed/acquired and locally authorized courses in CTS, fine arts, second languages, Knowledge and Employability or IOP occupational courses • Knowledge and Employability or IOP occupational courses • Registered Apprenticeship Program
10 CREDITS IN ANY 30-LEVEL COURSE (IN ADDITION TO A 30-LEVEL ENGLISH LANGUAGE ARTS AND A 30-LEVEL SOCIAL STUDIES COURSE AS SPECIFIED ABOVE)
These courses may include:
<ul style="list-style-type: none"> • 35-level locally developed/acquired and locally authorized courses • Advanced level (3000 series) in Career and Technology Studies courses • 35-level Work Experience • 30-4 level Knowledge and Employability course or 36-level IOP course • 35-level Registered Apprenticeship Program • 30-level Green Certificate Specialization
*For more information check Alberta Guide to Education located on Alberta Education website – http://www.education.alberta.ca

STUDENT BEHAVIOR AND CONDUCT

Edmonton Public Schools' Student Behavior And Conduct Policy

Student Rights and Responsibilities

1. Students shall be treated with dignity, respect, and fairness by other students and staff.
2. Students shall be provided with a learning environment that is free from physical, emotional, and social abuse.
3. Students and parents shall be informed of the board's and school's expectations for student behaviour within the school, the school grounds, and during school activities.
4. In the event of student misbehaviour, students and parents shall have the right to offer an explanation, and to be informed about consequences of misbehaviour.
5. Students shall exercise their responsibilities to:
 - a) use their abilities and talents to gain maximum learning benefits from their school experiences;
 - b) contribute to a climate of mutual trust and respect conducive to effective learning, personal development, and social living; and
 - c) attend school regularly and punctually.
6. Appropriate opportunities for student consultation and involvement in student related matters shall be provided.

The board supports the endeavours of staff, students, parents, and the community to ensure positive student behaviour and conduct. In addition, the board expects parents and students to recognize their responsibility in developing student self-discipline.

1. Students shall be responsible and accountable for their behaviour and conduct:
 - a) while involved in school-sponsored or related activities;
 - b) while on school property;
 - c) during any recess or lunch periods on or off school property;
 - d) while travelling to and from school; and
 - e) beyond the hours of school operation if the behaviour or conduct detrimentally affects the welfare of individual students or the governance, climate, or efficiency of the school(s) (*School Act* Sections 24(1)(b) and 24(7)(b)).
2. Parents play a vital role in developing student behaviour and conduct. It is the district's expectation that parents:
 - a) be aware of the board policy and regulations and the school's expectations for student behaviour and conduct;

- b) review the board policy and regulations and the school's expectations for student behaviour and conduct with their child(ren);
 - c) work with the school to resolve student behavioural issues when they affect their child(ren); and
 - d) co-operate with the school's or district's recommended course of action prior to re-admission of the student following a student suspension.
3. Students shall show respect for:
- a) school authority;
 - b) others and their property;
 - c) ethnic, racial, religious, and gender differences;
 - d) school attendance and punctuality;
 - e) work habits, assignments and homework;
 - f) school property;
 - g) textbooks and equipment;
 - h) fire alarms and safety equipment; and
 - i) district policies relating to smoking, alcohol, drugs and inhalants.
4. Failure to meet the expectations for behaviour and conduct shall result in some or all of the following consequences:
- a) problem solving, monitoring or reviewing behaviour expectation with student and reprimand;
 - b) parental involvement;
 - c) referral to attendance board;
 - d) temporary removal of privileges;
 - e) detention of student;
 - f) temporary exclusion of student from class;
 - g) in-school suspension;
 - h) out-of-school suspension;
 - i) behaviour contract with student;
 - j) restitution for property damage to an individual or board;
 - k) assessment of student to develop appropriate programming;
 - l) involvement of police; and
 - m) expulsion from a school or all district schools.
5. Grounds for disciplinary action that could lead to suspension or expulsion exist where a student has demonstrated unacceptable behaviour such as:
- a) conduct which threatens the safety of students and-or staff;
 - b) possession of a weapon on a student's person, or in a student's locker or desk, that is dangerous to students and staff; A weapon is anything used, designed to be used or intended for use in causing death or injury to any person, or for the purpose of threatening or intimidating any person.

- c) displaying or brandishing a weapon in a threatening or intimidating manner;
 - d) assaulting another person;
 - e) possession or use of illegal drugs, alcohol, or inhalants in school and on school property;
 - f) contravention of district policies and regulations related to student harassment, smoking, student attendance, and student rights and responsibilities;
 - g) theft;
 - h) wilful disobedience and-or open opposition to authority;
 - i) use or display of improper or profane language;
 - j) wilful damage to school or others' property;
 - k) interfering with the orderly conduct of class(es) or the school; and-or
 - l) contravention of the code of conduct as set out in the *School Act* Section 12.
 - m) contravention of the provisions of Section 27 of the *School Act* related to trespassing, loitering, and causing a disturbance; and-or
 - n) use of technology such as computers, cameras, cell phones, and other digital equipment for purposes that are illegal, unethical, immoral, or inappropriate.
6. Principals shall report to police the names of all persons for whom they have reasonable and probable grounds to believe are trafficking in drugs. The principal shall:
- a) inform the parents of students involved; and-or
 - b) proceed with disciplinary measures which may lead to suspensions or expulsions.
7. Based on the board policy and regulations for student behaviour and conduct, each school shall develop and communicate to parents and students expectations for student behaviour and conduct.
8. The principal shall communicate annually, to students and parents, the board policy and regulations and the school's expectations for student behaviour and conduct.

Province of Alberta School Act Excerpt

In addition to the above, and in accordance with Section 7 of the "School Act" (consolidated July 2, 1999):

A student shall conduct himself so as to reasonably comply with the following code of conduct:

- a) be diligent in pursuing his studies;
- b) attend school regularly and punctually;
- c) cooperate fully with everyone authorized by the board to provide education programs and other services;
- d) comply with the rules of the school;
- e) account to his teachers for his conduct;
- f) respect the rights of others.

All students shall meet the expectations for student behavior while on school property or involved in school sponsored or related activities.

Respectful Learning and Working Environments

Edmonton Public Schools, in co-operation with its staff groups, is committed to a creating a healthy, respectful learning environment for students, staff members, trustees, parents, volunteers and contractors.

We recognize the worth of every person without discrimination. We are committed to working toward the elimination of objectionable behaviour in our schools and workplaces, and to maintaining an environment that is respectful, safe, nurturing and positive for everyone.

Please help us achieve this goal by interacting in a manner which respects the dignity and value of others.

ATTENDANCE AND PUNCTUALITY

Regular attendance in class is one of the most important contributing factors to student learning.

Responsibility for regular attendance rests with students and parents.

All absences from class will be recorded, and will be reported to the home on a daily basis by an automated phone reporting system and tracked on SchoolZone.

By district policy, high schools use the term "EXCUSED" to identify classes missed while students attend field trips or other school-related functions. All other absences may be "explained", but not "excused", by parental telephone calls or notes. These explanations for illnesses or appointments will be recorded and shared with teachers so that they may make appropriate decisions about missed exams or assignments.

Up-to-date summaries of student attendance are available upon request by phoning the school. Students are responsible for all course material missed while absent for any reason.

LATE POLICY

Students are expected to arrive at school on time each day and to be in class when the bell sounds at the beginning of each period. A warning bell sounds 2 minutes before each block indicating to students to make their way to their classes. The classroom teacher will discuss concerns regarding lates with students and parents. Students may be required, by the teacher, to serve classroom detentions as a consequence for continued tardiness. If the issued is not successfully resolved, the student will be excluded from class and sent to the Administration with the documentation.

DRUGS AND ALCOHOL

Students shall not be in possession of, use, or be under the influence of drugs or alcohol at any time in any school related activity. Students will be suspended and may be expelled for a violation of this policy.

ILLEGAL WEAPONS

Possession of a weapon on a student's person, or in a student's locker or desk is prohibited and could lead to suspension, expulsion and/or arrest. (weapon is anything that can be used to injure or cause death, or can be used for the purpose of intimidating or threatening any person).

SMOKING POLICY

Students are not permitted to smoke on school property. Violation of this policy will result in a reprimand or a fine. It is illegal for students to smoke if they are under the age of 18. This city by-law will be enforced.

DRESS POLICY

Students are asked to dress appropriately and tastefully for school. Clothing which covers the chest, back and midriff is considered appropriate. Shirt/top must touch pants/skirt at the hipline or waistline. Shorts and skirts must be no shorter than mid thigh. Clothing that covers undergarments at all time (including when bending down) is also part of the dress protocol at J. Percy Page. Inside the school, headwear will not be worn unless for religious reasons.

CELL PHONES AND PAGERS

Students are not allowed to use cellular phones or pagers during class time. While students are in class cell phones and pagers should be out of sight and turned off so as not to disrupt classes. Teachers may confiscate phones being used during class time. During the school day parents should contact students by calling messages to the general office. Students are allowed to use cell phones inside the school at breaks, before school and after school.

TELEPHONE

A courtesy phone is available outside of the General Office for students who wish to make brief calls. Students are encouraged to use the pay phones in the main foyer area.

LOCKERS

Lockers are the property of J. Percy Page School. Valuable items should not be left in your locker or the physical education lockers. **THE SCHOOL CANNOT BE RESPONSIBLE FOR ANY LOCKER LOSSES THAT OCCUR.**

All Page students will be assigned lockers during registration. All students are expected to remain in their assigned locker. Students are responsible for the cleanliness and care of their own lockers and will be held responsible for any damage occurring during the school year.

Note: School officials may search a student's locker and seize any illegal materials. Such materials may be used as evidence against the student in disciplinary proceedings. Prior to a locker search, a student shall be notified and given an opportunity to be present at the search. If, however, school authorities have a reasonable suspicion that the locker contains materials that pose a threat to the health, welfare, and safety of students in the school or the school environment, a student's locker may be searched without prior warning.

ACCIDENTS

In case of injury, the circumstances must be reported immediately to the teacher in charge of the activity or to the office. A written report of the accident will be completed by the teacher or administrator.

FIRE ALARMS AND EMERGENCIES

In the event of an alarm, please evacuate the building in a calm, orderly fashion. Each classroom has an emergency evacuation route posted on the wall near the door. In the event of any emergency, remain calm and follow instruction given by staff members.

STUDENT REQUESTS FOR EARLY/EXTENDED HOLIDAY LEAVE

Students who are requesting permission for early/extended holiday leave, must do so in writing, and submit their request to the principal. Students are advised that by leaving prior to final exams, they forfeit their chance to write their exams and to get their best mark. Students will receive a pro-rated final mark in their courses based on their marks prior to the start of their leave.

STUDENT SIGN-OUT

Students who are required to leave school early for medical or dental appointments, personal business or any other legitimate purpose must sign out at the General Office. Students are asked to bring a written note of permission from a parent/guardian indicating the reason for early leave. If a student becomes ill during the course of the day, they must sign out at the office prior to leaving school. Parents/guardians will be contacted by phone informing them of their child's illness prior to the student signing out.

VISITORS

All visitors must proceed directly to the general office upon arriving at the school. Students from other schools are not allowed on school property until after 3:20 p.m. J. Percy Page students may not visit other schools during the regular school day.

STUDENT ID CARDS AND PHOTOGRAPHS

All students will have their school ID card and yearbook pictures taken at registration. Replacement ID cards will be available for a fee of \$5. Graduation photographs for grade twelve students will be taken later in the year. Photo packages will be available for students to purchase through Life Touch.

Students are required to carry their ID card at all times.

LOST AND FOUND

Students who have lost any personal belongings or items are asked to reclaim their property from the Lost and Found box located in the custodial area. Students who have found any items belonging to another student are asked to turn them in to the General Office.

SCHOOL NEWSLETTER

The J. Percy Page High School newsletter is published on SchoolZone four times per year. Each issue contains important information about the happenings and activities of J. Percy Page High School.

J. PERCY PAGE HIGH SCHOOL PARENT COUNCIL

The parents/guardians of students attending J. Percy Page High School are invited to become members of the Parent Council. The primary purpose of our council is to provide an opportunity for parental input, suggestions and reflection on school issues, programs and policies at J. Percy Page High School.

STUDENT TECHNOLOGY CONTRACT

In consideration of the use of J. Percy Page High School's computer technology and access to the Internet, I agree to and understand the following rules of conduct regarding the appropriate use of computer technology in the school:

1. I am responsible for following the Code of Conduct specified in the School Act and the J. Percy Page Code of Conduct in all matters including the use of technology and information resources.
2. I understand that I am responsible for knowing whether or not any program or data is copyright material and that **I will not violate copyright laws.**
3. I know that there are Federal, Provincial and Municipal laws which specify appropriate use of computer technology and other telecommunication equipment (e.g. Sections 342.1 and 430 of the Criminal Code).
4. I am responsible for all of my personal computer technology access and for any use made of computer technology while in the school or while accessing the school network.

5. I agree to use technology and information resources in a responsible, efficient, ethical and legal manner.
6. I will not contravene the conditions of the School Act and the J. Percy Page Code of Conduct. For example, I will not
 - give access to computer technology to any person by allowing the use of my name, school identification, assigned login names or passwords.
 - intentionally seek information about, browse, obtain copies of, modify files, passwords, or computer electronic storage media that belongs to other people.
 - attempt to obtain computer network system privileges to which I am not rightfully entitled.
 - exploit gaps in security (any security gaps which I may find I agree to immediately report them to my teacher).
 - send or receive inappropriate images, sounds, or messages.
 - use computer resources for frivolous reasons (such as games, gaming and chat lines).

PLAGIARISM POLICY

What is plagiarism?

Plagiarism occurs when a writer uses someone else's words or ideas without telling the reader. It is regarded as an academic crime in any academic institution and may result in severe consequences. Reading what other people have thought, and using their ideas as a springboard for your own thought is a large part of what education is all about; the problem arises when you fail to acknowledge what you know to be someone else's work. If you use quotation marks, footnotes and a bibliography to identify your source material, you have NOT plagiarized.

What is wrong with plagiarism?

Plagiarism is deliberate literary and intellectual theft. It is illegal. The point of assignments is to give you practice in thinking and writing. If someone else is doing the thinking and writing for you, you are undermining your own education. No one will be there to "help" you on the final exam.

What are the consequences of plagiarism?

In universities and colleges, cheating or plagiarizing can result in expulsion from the institution permanently. At J. Percy Page High School, depending on the circumstances of the case, any of the following consequences may result:

- The student receives a mark of "zero" on the plagiarized assignment.
- The student's parents are notified by the classroom teacher.
- A comment appears on the student's report card.
- The incident is noted in his/her school file.

STUDENT SERVICES

Personal Counseling

- Confidential and supportive
- Appropriate referrals made when necessary
- Address issues of stress management, family conflicts, peer relationships or pressure

Educational Counselling

- Confidential testing and consultation of academic strengths and/or needs
- Graduation requirements
- Learning Strategy instruction and support
- Tutor information and referrals
- Scholarship information
- Grant and loan information

- Post-Secondary preparation

Career Counselling and Work Experience

- Exploration of interests, skills, abilities and needs
- Establishment of career goals
- Exploration of a variety of occupations
- Reference materials and contact names available
- RAP and Work Experience Placements
- Post-Secondary information

Peer Support

- Students helping students

STUDENT FEES

Students will be provided with all necessary textbooks, printed and audio-visual materials. These materials are kept in the library and Textbook Room in the school and are available for use upon presentation of an ID card. Students will be instructed by their teachers what materials are to be used and how to obtain them. For courses in which students have the opportunity to produce consumable projects or design projects for personal use, a minimal additional fee may be assigned. Students participating in Career and Technology Studies courses at all levels may elect to complete larger projects, in which case, an additional charge may be levied. One identification card and one agenda will be provided to all students at no cost.

The fee schedule for the 2009-2010 school year is as follows:

MANDATORY FEES	
Textbook Rental	\$75
OPTIONAL FEES	
Art, Graphic Arts, IB Art	\$35
Construction Technology 10, 20, 30 * additional cost for materials will apply for selected projects	\$45
Cosmetology 10	\$28
Cosmetology 20 (incl. workbook, mannequin, makeup set, comb kit, color kit, scissors and clips)	\$275
Cosmetology 30 (incl. clippers)	\$145
ETS Bus Pass	\$43
Fitness Centre Yearly Membership	\$35
Foods	\$40
I D Card (replacement for lost cards)	\$5
Lock	\$8
Math 10, 20, 30 Pure and Applied Workbooks	\$16
Multimedia - Media Materials	\$10
Music Instrument Rental	\$100
Guitar Program	\$10
Physical Education 20	\$60
Physical Education 30	\$85
Physics 20, 30 Workbooks	\$15
Sport Performance 15	\$40
Student Agenda (replacement)	\$5
Students' Union	\$12
Yearbook	\$40

ACADEMIC ACHIEVEMENT RECOGNITION
SCHOOL AWARDS

Academic Awards:

Honors with distinction – a minimum of 10 credits in core subjects at student's grade level or higher. Marks in each of the selected courses must be 80% or higher.

Honors - a minimum of 10 credits must be in core subjects at student's grade level or higher. The average of selected courses must be 79.5% or higher. No mark less than 50% can be used in determining this average.

Merit - an average between 74.5% and 79.4%. No mark less than 50% can be used in determining this average.

J. Percy Page Award (\$1000) - Awarded to a student who exemplifies the ideals of the school, who volunteers for extracurricular activities, who is an honors student, and who relates well with staff and peers.

Page Pride Award (\$500) - Recognizes the most outstanding student in grade 11 who has achieved honors with distinction or honors standing and has distinguished accomplishments in at least two extracurricular areas.

John Pankhurst Award (\$250) - Recognizes a student who has made an outstanding contribution through leadership to the betterment of the school.

Dick Mather Scholarship (\$500) - Awarded to a grade 12 student who demonstrates good citizenship by showing care and consideration for others through service to the school or community and who desires to obtain further education.

Merit Contractors Award (\$200) - Recognizes a student who demonstrates excellence in Career and Technology Studies, and a desire to continue studies toward a Journeyman Certificate.

Governor General's Academic Medal - Awarded to the student who achieves the highest average upon graduation.

Rotary Club of Edmonton Gateway Scholarship (\$750) - Awarded to a student who is an all round achiever, has shown leadership qualities by being involved in the life of the school and has provided service in the community.

Stephanie Mah Poy Butler Memorial Scholarship (\$300) – Presented to a grade 12 student that demonstrates academic excellence, with an aggregate average of 80% or higher for grades 10, 11 and 12 in four core courses and displays good citizenship characteristics.

Stuart Olson Scholarship (\$250) - Awarded to a student who demonstrates a commitment to charity, community, or volunteer work with intentions to strengthen his/her knowledge in the area of career and technology studies.

Frank Tymko Scholarship (\$1000) - Awarded to a grade 12 student with outstanding community, school service and academic achievement. This student must also be in need of financial assistance to pursue post-secondary studies.

Academic Development Award (\$250) - Presented to the most improved student in grade 10 or 11.

Edmonton Mill Woods Lions Club Service Award (\$500) - Awarded to a student who performs volunteer/service work in the school and the community. The motto of the Lions' Club is "We Serve."

Norden Auto Haus- This award is presented by Norden Auto Haus to the most improved grade eleven student completing Mechanics 20, who demonstrates strength in theory, shop readiness, attitude, practical work and clean up.

RAP Scholarship - Towards their first year in technical training.

Seminar on the United Nations and International Affairs
Alberta Teachers Association awards conference scholarship to a grade 11 student who demonstrated exceptional interest in international affairs and current events.

ATHLETIC AWARDS:

The year's outstanding male and female athletes will be those two individuals who have accumulated the highest point total within that year, regardless of their accumulated point total. Outstanding male and female award presentations will be made at the J. Percy Page Awards evening.

Each coach shall, at the conclusion of their sport's season, evaluate each athlete in their program, based upon the following criteria:

- a) improvement
- b) performance and achievement
- c) sportsmanship
- d) relationship with team mates, coaches, officials
- e) effort and contribution
- f) leadership and cooperation
- g) athletic citizenship and deportment
- h) attitude and motivation

DISTRICT AWARDS

Michael A. Strembitsky Award of Excellence

One J. Percy Page High School student will be nominated for this prestigious award and go on to compete with nominees from other Edmonton high schools. The J. Percy Page nominee will have achieved excellence in personal, social and academic endeavors.

John Bright Memorial Award

The John Bright Memorial Award is bestowed upon two outstanding grade 12 students who exemplify the standards by which John Bright lived his life: excellence in academics, athletics and citizenship. The John Bright Memorial Award provides an opportunity to recognize outstanding young individuals in our community and at the same time retain the spirit of Mr. John Bright who contributed to the positive fabric of Edmonton. The winners of the John Bright Memorial Award, one female and one male, receive a commemorative trophy plus a \$1,000.00 bursary. In addition to the recipients of the John Bright Memorial Award, four honorable mentions will each receive a \$500.00 bursary.

**The Kinsmen Club of Edmonton Youth
Achievement Award For Community Service**

To reflect the Club's dedication to the development of young men and women, the Kinsmen Club of Edmonton has established an award for a senior high school student in each of Edmonton's high schools. This award is for students who exhibit outstanding participation and performance in the area of community service. The award will consist of a cash award of \$500.00 for the student.

Career and Technology Studies Award

The Merit Contractors Association wishes to continue and expand their annual award program at each high school in Alberta for Career and Technology Studies (CTS) students enrolled in construction-related courses. The award recognizes individual achievement, promotes construction as a career and encourages co-operation between education and industry. The award consists of **a certificate of achievement and a cash award of \$250.00 for the top grade twelve CTS student in each school** offering construction-related programs.

RAP Plus (Registered Apprenticeship Program) Award

The award will consist of a **Certificate of Achievement**.

To qualify for the award the student must:

- complete the requirements for a high school diploma;
- demonstrate competence in the trade as judged by the employer;
- serve as an ambassador for the RAP Plus program;
- demonstrate a cooperative attitude with fellow students, teachers, employees and employers;
- continue in apprenticeship training at the post-secondary level.

University of Alberta Leadership Scholarship Award

This award is presented by the University of Alberta Senate to the student who has developed a strong sense of community involvement and has maintained a high academic standing.

Alexander Rutherford Scholarships

Students may earn a maximum of \$2,500 toward their post-secondary education if the eligibility criteria are met. Awards are as follows:

\$300 (75% to 79.9%) or \$400 (80% or higher) for Grade 10
\$500 (75% to 79.9%) or \$800 (80% or higher) for Grade 11
\$700 (75% to 79.9%) or \$1,300 (80% or higher) for Grade 12

<p style="text-align: center;">Grade 10</p> <ul style="list-style-type: none"> • Average of 75% or higher in five subjects. • English 10-1 or 10-2 • Two of the following: <ul style="list-style-type: none"> - Social Studies 10, 10-1 or 10-2 - Mathematics 10 (Pure or Applied) - A language other than English at the gr. 10 level - Science 10 - Any two other additional subjects at the grade 10 level including the above subjects and combined introductory C.T.S. courses 	<p style="text-align: center;">Grade 11</p> <ul style="list-style-type: none"> • Average of 75% or higher in five subjects. • English 20-1 or 20-2 • Two of the following: <ul style="list-style-type: none"> - Social Studies 20 - Mathematics 20 (Pure or Applied) - Chemistry 20 - Physics 20 - Biology 20 - Science 20 - A language other than English at the gr. 11 level - Any two other additional subjects at the grade 11 level including the above subjects and combined intermediate C.T.S. courses
<p style="text-align: center;">Grade 12</p> <ul style="list-style-type: none"> • Average of 75% or higher in five subjects. • English 30-1, 30-2 • At least two of the following: <ul style="list-style-type: none"> - Social Studies 30 - Mathematics 30 (Pure or Applied) - Mathematics 31 - Chemistry 30 - Physics 30 - Biology 30 - Science 30 - A language other than English at the grade 12 level and combined advanced C.T.S. courses. 	<p style="text-align: center;">Edmonton Public School Board Scholarship</p> <p>The student who has completed requirements for the Alberta Learning High School Diploma and has achieved the highest academic standing in the district based on the current Alexander Rutherford Scholarship criteria shall be honoured with a cash award of \$500 and a suitably inscribed plaque.</p> <p>NOTE: For subjects where diploma examinations are available, marks for scholarship purposes will be calculated from an equal weighting of the school-awarded and the diploma examination marks.</p>

STUDENTS' UNION

At J. Percy Page we believe that student leadership and involvement in school related events is vital to student and school well-being. To facilitate these opportunities our school has an active Student Union as well as a wide range of student activities. We encourage each one of you to get involved!

Vision of the Program – to empower student leaders to have the courage to “Lead from wherever they Stand” within an organized, positive, and mentoring environment:

Organization of SU – this year, SU will consist of an Elected Executive, the Extra-curricular SU (for students who are not in the leadership class), and the Curricular SU (Leadership 15-25-35). All 3 groups of students will work together to provide the students of J. Percy Page with opportunities to

expand and express their pride within their school and community.

SU executive elections take place in May each year. Elected positions are as follows: **President, Grade 11 VP, Grade 10 VP, Secretary/Treasurer, VP Athletics, VP Internal Community Relations and VP External Community Relations.**

CLUBS

Page is host to many clubs and student organizations, many of which are started by students who recruit a staff sponsor and have their club approved by the Students' Union Executive. As such, the list is never static. Current Page clubs include:

Art Club – The Art Club meets every Thursday at lunch in the Art room (3-100). Projects have included: finishing painting our pillars in the pit, helping a junior high paint a mural on a Saturday, painting the windows of our local Good Samaritans Home, Art Auction fundraiser, helping Drama with sets, helping teachers with illustration needs, art for the Pawprint, in addition to many other creative ventures.

Pawprint School Paper – the Pawprint is the student voice of J. Percy Page School. The Pawprint is always looking for new writers, so please come out and become part of our team.

Ping Pong – students can play ping pong any afternoon, after school and most mornings in the Tele-Learning Centre pit area.

SADD (Students Against Drunk Driving) – SADD involves several fundraisers throughout the year to promote the message of safety when it comes to alcohol. SADD often organizes raffles around celebrations such as Halloween, Christmas, Valentines, International SADD day, etc.

Page TV – Page TV is J. Percy Page School's very own student run television station. Page TV airs every Monday to Thursday at 9 am. Broadcasts include school news, sports, weather and much more. Page TV is always recruiting new student reporters and announcers.

Grad Council – all interested grade 12 students can apply to have a part in the planning of Grad 2002 (see this year's agenda).

Ski Club – This year the students of J. Percy Page will leave school and invade Panorama Mountain Resort for two days of glorious fun. All J. Percy Page students are welcome to attend, **providing they are in good standing with their teachers and administration.** This means that they are working to their potential in class and are positive citizens within the J. Percy Page community. The cost of the trip will be approx. \$305 which includes return transportation aboard a luxury, video-equipped Golden Arrow motor coach; two days skiing, two nights accommodation on mountain at the resort; park fees, gratuities and all taxes. This cost does not include the cost of rentals or food. The tentative dates of this year's trip are March 14th – 16th.

Travel Club – every other year J. Percy Page High School gives students the opportunity to travel. In the past we have traveled to Europe and toured France and Germany. Students learn a great deal about themselves by experiencing the thrill of travel.

Yearbook – students are involved in many aspects of yearbook production, including: photography, page layout, copy work, and editing. These students are dedicated and have to manage time and resources to meet deadlines.

ATHLETICS

J. Percy Page athletics program allows students the opportunity to participate and represent their school through a wide variety of sports teams.

To qualify for team participation students must:

- maintain a prescribed course load;
- maintain a minimum 90% attendance record;

INTERSCHOOL ACTIVITIES:

J. Percy Page HAS MANY FINE, SUCCESSFUL INTERSCHOOL ATHLETIC TEAMS. The success of these teams is a reflection of the dedication and hard work of the player and coaches of J. Percy Page. Almost all head coaches at J. Percy Page are school staff. Each team must have a staff sponsor if the coach is a community volunteer.

All students who attend J. Percy Page are eligible to try out for school teams. Team size is restricted according to the regulations of each particular league.

An extensive interschool athletics program is available for interested students. Senior football, girls and boys junior and senior volleyball and basketball, track and field, swimming, soccer, rugby, and cheerleading are some of the popular sports and activities in which you can compete. Last year's athletics program proved to be very successful with many students participating in the program.

INTRAMURALS:

For fun and friendly competition, our noon hour intramural sports have proven very popular. There is also drop-in basketball and soccer during most lunch hours.

Intramurals play an important part in the lives of the students at J. Percy Page. Aside from giving you friendly competition, they also give you the opportunity to meet new friends, have fun and stay in shape.

We hope you have decided to get involved with intramurals. It is you, the students of J. Percy Page, who make intramurals happen!!!!

ATHLETIC TRAINING CLINIC

J. Percy Page High School has an on-site fitness consultant and trainer who works with student athletes and provides them with training programs and helps them to overcome any injuries they may have. In addition to working with J. Percy Page High School teams, fitness programs and fitness consultation to students and staff is also provided.

FITNESS CENTRE

At J. Percy Page High School we believe in "fitness for life." Students have an opportunity to join the Fitness Centre. The Fitness Centre is open everyday from 9 a.m. to 5 p.m. Student membership fees are \$35 and are good for the entire school year. Come on out and get fit!

ATHLETICS ACTIVITY CALENDAR
(COMPETITIVE SEASONS)

Activities	S E P T	O C T	N O V	D E C	J A N	F E B	M A R	A P R	M A Y	J U N E
Badminton					_____	_____				
Basketball Girls - Jr			_____	_____	_____	_____				
Basketball Girls - Sr			_____	_____	_____	_____				
Basketball Boys - Jr			_____	_____	_____	_____				
Basketball Boys - Sr			_____	_____	_____	_____				
Dance Team	_____	_____	_____	_____	_____	_____				
Cross Country	_____	_____	_____	_____	_____	_____	_____	_____	_____	
Curling			_____	_____	_____	_____				
Football	_____	_____								
Golf	_____	_____							_____	
Rugby - Girls								_____	_____	
Rugby - Boys								_____	_____	
Soccer - Girls								_____	_____	
Soccer - Boys								_____	_____	
Swimming	_____	_____	_____							
Track & Field									_____	_____
Volleyball Girls - Jr	_____	_____	_____							
Volleyball Girls - Sr	_____	_____	_____							
Volleyball Boys - Jr	_____	_____	_____							
Volleyball Boys - Sr	_____	_____	_____							
Waterpolo						_____	_____			