

# HANDBOOK

## 2023-2024

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*Hear, O sons, a father's instruction,  
and be attentive, that you may gain insight;  
for I give you good precepts: do not forsake my teaching.  
Proverbs 4: 1,2*

*This agenda belongs to:*

Name \_\_\_\_\_

Address \_\_\_\_\_

City/Town \_\_\_\_\_ Postal Code \_\_\_\_\_

Phone \_\_\_\_\_ Homeroom \_\_\_\_\_

*Whatever you have learned or received or heard from me, or seen in  
me--put it into practice. And the God of peace will be with you.  
Philippians 4: 9*

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The addition of this handbook into your child's agenda is sponsored by the Christian Credit Union.

# **L.I.F.E.**

**Learning In Faith Everyday**

## **A Vision for Parkland Immanuel Christian School**

Parkland Immanuel Christian School is a Reformed Covenantal School rooted in God's Word and the confessions of the Canadian Reformed Church. Our covenant community will have such harmony and support from its parents, staff and students that it forms a powerful voice glorifying God and demonstrating hope in a broken world. We will continually strive to express our understanding of God's gift of grace and the value of providing consistent instruction between School, Church and Home.

### **Enthusiastic Learning**

Parkland Immanuel Christian School will seek to create an environment where staff and students are inspired and challenged to use their God-given talents as they joyfully teach and learn about our God and the world from a covenantal perspective. They will engage in activities that foster a love for learning, develop the ability to think critically about the world around them, and promote strong leadership skills.

### **Caring People**

Parkland Immanuel Christian School will attract, develop and retain individuals whose words and actions glorify God and model Christ's love and purpose in their own Spiritual and academic growth. They will strive for excellence in leadership and communication with peers, parents and the community.

### **Nurturing Community**

Parkland Immanuel Christian School will be prayerfully supported by a welcoming multigenerational community that is actively involved through volunteering, membership in committees or boards, and by participation in regular school activities. It will seek to build strong partnerships with all members of the Reformed community and promote a sense of belonging, ownership and pride.

*Train a child in the way he should go, and when he is old  
he will not turn from it.  
Proverbs 22: 6*

President's Message

Dear Student,

Welcome to another year at PICS! We look to the Lord for His blessing on all that we hope to achieve together!


Our vision at PICS is enthusiastic learning, through caring people and a nurturing community – a school that promotes *Learning In Faith Everyday - LIFE*. As you enter the school you will see our school **LIFE** motto above the main entrance, on the school shirts, and all around the school. Have you stopped to consider what these words mean to you?

Through faith, we know that we receive all that we need from God Himself. Through faith, we also know that He has given us all things through our Lord and Saviour Jesus Christ, including the forgiveness of our sins. In response to God's gift of grace, we lead a life of thankfulness for what He has given us. Everyday we wake up, go to school and interact with other students and teachers. We are truly blessed to be part of a community in which everything we learn is God-centered. As you start this new year, think of how you can show this thankfulness and thereby reflect Christ in all that you do!

1 Thessalonians 5:9&10 says "For God has not destined us for wrath, but to obtain salvation through our Lord Jesus Christ, who died for us so that whether awake or asleep we might live with him. Therefore encourage one another and build one another up, just as you are doing."

So, let's encourage each other and build one another up! Offer kind words to your fellow classmates. Respect your teachers. Help those who are struggling and cheer each other on. You influence those around you everyday and we are all called to support one another in Christian love. We are all one community and have been blessed with unique talents and gifts. Let's use those gifts first to glorify our Father in heaven, who in His wisdom has given you those talents, and to care for each other. Have a wonderful year of learning together!

On Behalf of the Board



Laura Veenendaal

*Therefore, prepare your minds for action;  
be self-controlled; set your hope fully on the grace  
to be given you when Jesus Christ is revealed.  
1 Peter 1: 13*

### **Why do we issue each student a school agenda?**

Your School Agenda has been designed to help you manage your time and plan your day so that you can take an active part in controlling your academic achievement.

PICS requires every student to keep up an agenda throughout the year, so if you lose yours, you will be expected to buy a new one from the school office.

Teachers, when they assign homework, will expect students to record the nature of the assignment in their agendas, and they may ask you to show them that this has been done. This means that all students will be aware of exactly what each teacher expects and when it is due. In addition, the record of Achievement section is useful for students to keep a record of their achievements, test scores, and marks for assignments, presentations or projects.

Your teacher will ask to see your agenda periodically and will be able to help you keep closer control over your time management and your academic progress by giving you some advice about your agenda use.

The agenda may also be used to relay messages from the school to home about routine matters such as Parent Teacher Conferences, Newsletter issues, and for sending notes about absences and appointments from the home to school.

Everyone should be successful in school. Students who are successful usually attend regularly, are prepared and ready to learn in the classroom, and do their homework. At PICS we believe that problems can be overcome by forethought and organization. Your teachers are prepared to discuss the use of the agenda with you and to help you use it to make the most of your school activities.

In the next few pages you will find information which we hope you will find helpful as you journey through this school year. Please take the time to acquaint yourself with the policies and procedures of PICS that have been developed to assist you in having a safe and fulfilling academic experience.

Help us to help you by showing this section of the agenda to your parents.

*...Whatever you do, work at it with all your heart,  
as working for the Lord, not for human masters  
-Colossians 3: 23*

Dear Students:

Another school year is upon us; another opportunity to glorify God through the work, activities and events that He allows us to enjoy at PICS. We have the opportunity to once again praise Him through our efforts and actions at school.

There can be much joy in doing the work put before us. In the beginning, God gave Adam and Eve a task, and He has given you one too. Work gives our life meaning and purpose. Serving the Lord also includes working hard at school. You must remember that in all things, you have to give it 100%, as if working for the Lord, not for your teachers, yourselves, parents, or others. You have been blessed with many talents and abilities, and using them wisely brings Him honor and glory. May the coming year see us all grow in our walk of faith, relying on our Lord and Saviour Jesus Christ for all things.

PICS wants to encourage you to be a leader. Part of being a great leader is being able to plan effectively. In order to improve and grow, you need to have a destination in mind. That's where this agenda comes in. It offers you a number of different methods for becoming more organized, responsible, and ultimately successful. It will take effort to make this a useful tool for your education, but the rewards will last far beyond the walls of our school.

Take some time to read through the various sections of this agenda. Reflect on the vision that your parents have regarding your education at Parkland Immanuel Christian School. Make sure you clearly understand the expectations concerning students that are expressed in the agenda. Strive to hold yourself to a high standard, both in conduct and academically. Spend a moment appreciating the opportunities for involvement that are described, and the traditions that you are becoming a part of.

The beginning of another school year is truly an exciting time. It is my prayer for you that this excitement may be directed towards creating a school environment that allows everyone to succeed academically, feel safe and included socially, and encouraged to grow spiritually.

Remember the ultimate goal, and keep your eye on the prize, the glorious future that awaits those who put their trust in Jesus Christ. Complete the task placed in front of you with joy and realize that in everything it is the Lord Jesus that you are serving.

Sincerely,



Ken Leffers, Principal

*Whatever you have learned or received or heard from me –  
put it into practice. And the God of peace will be with you.  
Philippians 4:9*

### **General Information: Parental Responsibilities**

\*Please note that the numbers you see behind various headings reference the Board policy #.

PICS is a parental school. Parents bear the primary responsibility for the education of their children. We realize that in order to succeed, we need to “be prayerfully supported by a welcoming multigenerational community that is actively involved through volunteering, membership in committees or boards, and by participation in regular school activities.”

We ask parents to fulfill the following basic responsibilities:

1. Send your child to school on time.
2. Be sure your child is clean and dressed appropriately for the weather. Proper nutrition is essential for health and success in school. Please ensure your child has a proper breakfast and packs a nutritious lunch.
3. Make an effort to be aware of school activities. The easiest way to do this is to read the regular Wednesday newsletters that are emailed to you each week. The weekly newsletters and monthly PICS Life issues can also be found on the school website: [www.parklandimmanuel.ca](http://www.parklandimmanuel.ca)
4. If you have a problem with an aspect of your child’s education, follow the Biblical imperative of Matthew 18: contact your child’s teacher first. High school students should also be encouraged to advocate for themselves when appropriate.
5. If your child is the victim of inappropriate or bullying behaviour, please contact the school immediately. We cannot deal with incidents that we are not aware of.
6. Make the school aware of medical problems or conditions that may impact a child’s schooling. This is best done in written form.
7. Show respect for authority even in your everyday conversation with your children. This can make a huge difference in student behaviour at school.

### **Volunteer Program**

Volunteers are encouraged at PICS. The Kindergarten class has a whole Parent Helper Program, and if you have a child in kindergarten you will be contacted for this by a member of the KAC. If you WOULD like to volunteer around the school please call the school office and ask for the Volunteer Coordinator, to discuss opportunities and times.

*In all your ways acknowledge Him  
and He will make your paths straight.  
Proverbs 3:6*

## 2023-2024 School Calendar

*Dates subject to change*

Open House (operational day)	August 31, 2023
<b>Labour Day **</b>	<b>September 4 Stat</b>
First day of School	September 5, 2023
PD Day – FULL **	September 25, 2023
PICS Convention **	October 5 - 6, 2023
<b>Thanksgiving Day **</b>	<b>October 9 stat</b>
P-T Interviews Semestered Courses	November 1, 2023
Mid Terms Sr High	November 6-8, 2023
<b>FIRST TERM ENDS SR. HI.</b>	November 9, 2023
Non-Operational Day **	November 10, 2023
<b>Remembrance Day **</b>	<b>November 11 stat</b>
<b>FIRST PERIOD ENDS (K-8)</b>	November 24, 2023
Non-Instructional Day K-8 **	November 24, 2023
Parent Teacher Interviews K-12	December 6-7, 2023
PD Day – FULL **	December 8, 2023
Christmas Break **	December 25 – January 5, 2024
Exam Week	January 22-26, 2024
<b>FIRST SEM ENDS SR H</b>	January 26, 2024
9-12 Semester Break **	January 29, 2024
Heart Week	February 12-14, 2024
AB Schools PD **	February 15-16, 2024
<b>Family Day **</b>	<b>February 19 Stat</b>
Non-Operational Day **	February 20, 2024
<b>SECOND PERIOD ENDS (K-8)</b>	March 8, 2024
Non-Instructional Day K-8 **	March 8, 2024
Parent Teacher Interviews K-12	March 20, 2024
<b>Good Friday **</b>	<b>March 29 Stat</b>
Spring Break **	March 25-April 2, 2024
<b>Easter Monday **</b>	<b>April 1 Stat</b>
S2 Mid Terms SH	April 9-12, 2024
<b>THIRD TERM ENDS SR. HI.</b>	April 12, 2024
Non-instructional Day **	April 12, 2024
Grandparents Day	April 19, 2024
Achievement test (Part A)	May 13 & 15 2024
PD Day **	May 16, 2024
Non-Operational Days **	May 17/21, 2024
<b>Victoria Day **</b>	<b>May 22 Stat</b>
Sports Day Gr 5-6	May 31, 2024
Sport Day K - Gr 4	June 7, 2024
Final Day of Classes SH	June 14, 2024
Achievement test (Part B)	June 19-26 2024
Last day of classes - K-4	June 20, 2024
Last day of classes - 5-8	June 26, 2024
Final Exams	June 17-26, 2024
Graduation	June 28, 2024

*\*\*No school*



## **School Campus Divisions**

Parkland Immanuel Christian School is divided into 3 divisions: K-4, 5-8, and 9-12. Each division will operate somewhat differently, taking in account the developmental characteristics of students and the physical layout of the building. Having a divisional focus, while maintaining a whole K-12 school community feel, provides many benefits to student learning.

### **Attendance 501.4**

- It is the responsibility of the parents to see to it that their children attend school.
- Continuous attendance is essential for success at school.

#### **Early Arrivals:**

- K-4 students who arrive early will normally wait outside until doors officially open. The Principal may allow students inside during adverse weather. Students in Grades 5-12 who arrive early will normally enter the School. The students who arrive early are expected to abide by established regulations.
- The School provides supervision from 8:20 AM until 3:35 PM. Students who are at School outside these hours are the responsibility of the parents, unless they are participating in a School sponsored event.
- Students are not permitted free access to the School before / after school hours.
- Students should proceed directly to their transportation upon dismissal from school. The busses will depart on schedule.

#### **K-8 Attendance Policy**

##### ***Parent / Guardian Responsibilities:***

- Inform the School office of upcoming absences (including outside appointments)
- Make necessary arrangements with teachers, and ensure their child catches up on missed work
- In the event of an emergency which requires that a student leave the school, notify the School office.
- Encourage their child to take responsibility for their school work.

##### ***Student Responsibilities:***

- Make every effort to obtain and complete missed assignments.

- Take responsibility for their own work (expectations increase with the age of the child).

***Teacher Responsibilities:***

- Work with the home to help students catch up on missed work.
- Communicate concerns regarding absenteeism to parents/guardians (generally when absences reach 5 or more in a term) and develop a practical solution if possible.

***Administration Responsibilities:***

- Review attendance records for each division on a monthly basis.
- Support teachers in finding solutions to attendance concerns.
- Excessive absences (generally 10 or more in a term) may result in a meeting between the teacher, parents, and Administration.

**High School (9-12) Attendance Policy**

***Parent / Guardian Responsibilities:***

- Inform the School office of upcoming absences (including outside appointments)
- In the event of an emergency which requires that a student leave the School, notify the School office.
- Hold their child responsible for completing school work.

***Student Responsibilities:***

- Inform their teacher(s) of upcoming absences
- Make necessary arrangements with teachers before or after any absence from school.
- Obtain and complete missed assignments.
- Take responsibility for their own work.

***Teacher Responsibilities:***

- Contact home once a student misses 5 or more blocks in a course (within 1 term); the teacher will help develop a plan for catching up on missed work
- Provide material and/or support to students who miss class for school-sanctioned events.
- If a student is absent for a legitimate reason (medical, family event, compassionate, etc.), he/she will receive every reasonable consideration by the teacher to make up for missed work.

***Administration Responsibilities:***

- Review attendance records for each division on a monthly basis.
- Support teachers in finding solutions to attendance concerns.

- Arrange a meeting between teachers, parents, and administration in the case of excessive absences (generally 10 or more in a term). Depending on the nature of the circumstances, the student may be placed on an attendance contract.
- Breaking an attendance contract may result in withdrawal from courses, reduced credits, loss of privileges (e.g. extra-curricular activities, exam exemptions), suspension, or other disciplinary action.
- Report any unresolved cases to the Board.
- Report students who are excessively truant to the Attendance Board of Alberta Education.

### **Field Trips:**

Field trips are taken periodically in conjunction with different classes. Advance notice is sent home with the students, and permission slips must be signed and returned to the teacher. A small charge may be assessed for transportation or for admission. Parents may be asked to help supervise field trips.

### **Sign In and Out**

For fire safety purposes students who arrive at school after the day has begun must SIGN IN at the office. Adults and visitors to the school should also sign in.

Students and volunteers who leave the school during the school day should likewise SIGN OUT at the office.

As the elementary doors are locked during the day, all visitors will enter the school via the foyer doors and report to the office.

*Fathers, do not exasperate your children; instead, bring them up in the training and instruction of the Lord.*

*Ephesians 6: 4*

### **Cold Weather / School Closing Policy 508 (Excerpts)**

The school may be closed during inclement weather conditions or other causes having a possible effect on the safety and health of the students. The Principal of the school will make the final decision and will generally consult with the Head Bus Driver prior to making the decision. The Principal may consult with the Board President.

- School will be closed for the day when the temperature reaches minus 40 degrees C. by 6 AM (Edmonton International Airport Weather Office), or when weather conditions make travel inadvisable.
- Bus service will be suspended when temperatures reach minus 34 degrees C or wind chills reach minus 40 degrees C. The school will remain open and classes will continue as normal. This decision to not run the buses may be made as early as 8 PM the previous evening, based on the temperature/windchill forecast for 6 AM the following day.
- As a result of weather advisories issued by the Edmonton Weather Office, classes may be dismissed early on short notice. This will be coordinated with the bus drivers.
- When school is closed for the day, voluntary outside of regular school hour activities such as sports practices, games, drama, etc. may be cancelled and rescheduled at the discretion of the Principal.

### **Illness at School 512**

Students who become ill during class time are to report to their teacher. Student illness or injuries during class breaks are to be reported to the supervising teacher or to the school secretary.

Students who are ill may be directed to go to the Medical Room by their teacher until arrangements can be made for them to go home.

If necessary, a parent will be notified to arrange for the student to go home.

In the event of an emergency situation, the welfare of the student will take precedence, and medical aid will be summoned. In such an event, the parents will be notified as soon as possible.

The administration will be informed of any student sent to the Medical Room. The administrative assistants will be responsible for maintaining regular supervision of the student.

Medications will only be provided to students through the office, and only after parental permission has been received. A written record will be made of the medication provided. Recurring requests for medication will be brought to the attention of the parents.

*Be happy, young man, while you are young, and let your heart  
give you joy in the days of your youth.  
Ecclesiastes 11: 9*

## **General Information: Academic**

### **Alberta High School Diploma Requirements**

To earn an Alberta High School Diploma, a student must fulfill the requirements set out by Alberta Education. Please refer to the Senior High Handbook for more detail on courses and course credits.

### **Course Selection**

Senior high students have the opportunity to make a limited amount of course selections. Before making a choice, check the entrance requirements of the postsecondary institution you hope to attend. Students in Grade 9 and 10 are expected to take a full 40 credit course load. Students in grade 11 and grade 12 will take course loads of at least 35 credits.

### **Course Changes**

Requests for course changes are to be directed to administration. Consent of both teachers and principal, as well as written parental approval for the changes, will be required. A meeting of parents and teachers will be held for some course change requests.

### **Reporting**

Elementary and Junior High School students receive three reports per year. Senior High students receive four reports per year. Students taking a course by semester will be reported on at the end of the first term and second term if taken in the first semester or at the end of the third term and fourth term if taken in the second semester. Parent-teacher conferences are organized after the first report in the first semester. Appointments for conferences can be made at other times of the year by parent or teacher when deemed necessary.

### **Examinations**

The Provincial Achievement Tests (PAT's) will be administered to students in Gr 6 and 9 in May and June. The school is accountable for the results of these tests to Alberta Education and to the parents. As such, a summary of the results are published annually. Students in Grade 7 & 8 and Senior High write final exams for most academic courses. Students in Grade 12 courses write government Diploma Exams in academic courses.

### **Learning Assistance**

PICS has a Learning Assistance Program for students who may need help in academic or social-emotional areas. If you believe your child requires such assistance, please contact your child's teacher or the Learning Assistance Coordinator.

### **Textbooks and School Supplies**

Students will be charged the replacement value of the books (pro-rated) for all lost or damaged books. Textbooks will not be sold to the students or their parents.

*Don't let anyone look down on you because you are young, but set an example for the believers in speech, in life, in love, in faith and in purity.*  
1 Timothy 4:12

## **General Information: Student Conduct and Discipline**

### **General 501.1**

School regulations, which are revised from time to time, are designed for the safety and welfare of the students and the care of the school property. Students should obey the rules, not because they must, but because they realize rules are for the welfare and happiness of all. In a Christian school it is hoped that the conduct of the students will be such that few rules will be needed. If each of us used a great deal of common sense and good judgment and applied biblical principles, no rules would be necessary. However, since students are young, relatively inexperienced, and sinful (as we all are), they may not always behave in ways that reflect the image of Christ.

There are four guidelines that will help all students avoid situations that cause difficulties:

- Conduct should be such that everyone has the maximum opportunity for learning.
- The emotional, mental and spiritual well-being of fellow students should always be a priority.
- Conduct should be such that there is no possibility for injury.
- Conduct should be such that there is no damage to school property or equipment.

### **Student Code of Conduct 403**

#### ***Purpose***

In keeping with its mission/vision, current Alberta legislation, and its Safe and Caring Policy, Parkland Immanuel Christian School is committed to a safe, inclusive, equitable, and welcoming learning and teaching environment for all students and staff. Parkland Immanuel Christian School recognizes that all people are created in the image and likeness of God (Genesis 1:26-28, Genesis 5:1-2), and because of this, God requires that all people must be treated with dignity, respect and fairness (1 Cor 13:4-7). Furthermore, our Lord Jesus Christ commands us to love our neighbor as ourselves (Matthew 22:39), following His perfect example (John 15:12,13). Therefore, Parkland Immanuel Christian School will not tolerate harassment, violence, bullying, prejudice or intimidation of students or staff under any circumstances.

#### ***Expected Conduct***

Students of Parkland Immanuel Christian School are expected to present themselves in speech and conduct in a Christ-like fashion (Philippians 4:8; Galatians 5:22-23). Students are to demonstrate respect for and obedience towards the Word of God, including a willingness to be corrected by the Word of God (2 Timothy 3:16, 17). Each student is responsible for acting positively in support of a loving Christian environment by:

- Demonstrating respect and obedience towards the Word of God and the Reformed Confessions;

- Showing love and respect for oneself and one's neighbor (1 Peter 2:17);
- Acting at all times in keeping with the vision and mission underlying the school;
- Cooperating with school staff to help make the school a positive learning environment for all;
- Knowing and following the rules of the school, including remaining in approved areas of the school or its property during school hours;
- Demonstrating care and respect for school property and God's creation, including buildings, structures, landscape features, plants and animals;
- Resolving conflicts and difficulties with others in a Christian manner (Matthew 18: 15-20; Galatians 6:1,2);
- Refraining from and refusing to tolerate bullying whether in or outside of the school or school hours or electronically (Philippians 2:3-11; Romans 15:7);
- Informing a responsible, trusted and caring adult in a timely manner of incidents of bullying, harassment, intimidation or other unwelcoming or uncaring acts; and
- Diligently and actively being prepared to learn, and actively pursuing learning (Colossians 3: 23,24).

#### ***Unacceptable Conduct***

When asked which is the most important commandment, Jesus said: "Love the Lord your God with all your heart and with all your soul and with all your mind and with all your strength. The second is this: 'Love your neighbor as yourself'" (Mark 12:30-31). Therefore, students are to avoid unacceptable behaviours that may negatively affect a member of the Parkland Immanuel Christian School community or the school's learning environment, whether in or outside of the school or school hours or electronically. Unacceptable behaviours include, but are not limited to:

- Physical Violence (Lord's Day 40, Heidelberg Catechism);
- Acts of bullying, abuse, harassment or intimidation (Lord's Day 40, Heidelberg Catechism);
- Acts of retribution against an individual who has intervened to prevent bullying or informed about bullying or other unacceptable behaviour (Luke 6:36; Proverbs 19:20);
- Illegal activities, including those involving illegal or restricted substances, possession or use or threat of use of weapons, and theft or damage to property;
- Smoking or using tobacco products, as well as using, possessing, or being under the influence of alcohol or illicit drugs, at school or on school related activities (Ephesians 5:18);
- Inappropriate use of Internet services, either by accessing, uploading, downloading, or distributing material that the school has determined to be objectionable.
- Inappropriate dancing, music, or other conduct that does not encourage holiness, purity and respect for one another;
- Inappropriate physical contact, including contact of a sexual nature (Ephesians 5:3);

- Blasphemy or coarse language (Exodus 20:7; Ephesians 5:4).

### ***Consequences***

Students are expected to conduct themselves in a Christ-like manner in keeping with their responsibilities as students. The school will investigate each instance of unacceptable conduct and pursue disciplinary action in a manner consistent with the school's student discipline policy. In grave circumstances, an individual found to have engaged in unacceptable or illegal conduct may be subject to suspension or expulsion and/or contact with public authorities. Parents will be notified of the incident and work with the school to prevent such behaviour in the future.

### ***Remediation and Support***

In order to foster a positive Christian learning environment, Parkland Immanuel Christian School will engage in reasonable and caring efforts to achieve reconciliation and unity, in the spirit of Matthew 18: 15-19. Students and staff will be encouraged to seek reconciliation with one another, and if required, seek mediation through a third party.

Supportive actions may include, but are not limited to:

- Mentoring of individual students by staff members and/or older students;
- Regular meetings involving parents, teachers, and individual students;
- Facilitation of student peer support groups (as described in the school's Safe and Caring Policy document);
- Professional Services (e.g. Christian Counselling);
- Pastoral services through a Canadian Reformed or United Reformed Church;
- Restorative justice processes.

### **Allergy Alert**

Teachers will make parents aware of any specific allergies in their classroom. Perfumes or aftershave should be used in moderation.

### **Display of Affection**

Inappropriate displays of affection must be avoided in and around school property.

### **Internet Policy**

At PICS it is expected that all students will use computer technology and the Internet for appropriate educational activities. Any abuse of this privilege through inappropriate use will result in the loss of computer access. The computers will be monitored on a regular basis.

### **Lost and Found**

Found articles will be kept in the school for a reasonable period of time and, if not claimed, will be disposed of.



### **Alcohol, Tobacco, Cannabis and Other Inhalants 513**

Parkland Immanuel Christian School recognizes its responsibility to promote a healthy Christian lifestyle in the form of a drug and smoke free environment for the health and welfare of students, parents/guardians, staff, contractors, and any other person who may be on school property or may participate in school activities or events.

As a result, the school restricts the possession, use, or consumption of alcohol, tobacco products of any kind, cannabis and other inhalants, and the possession or use of electronic cigarettes or cannabis related paraphernalia on school property, or at school events or activities.

### **Student Technology Policy 523 (Under Review)**

The digital age has led to the proliferation of personal handheld electronic devices in society. We acknowledge that personal devices can be useful at times and are often necessary in the work environment. However, in general they are detrimental to learning environments and are having an increasingly negative impact on school culture, academics and social interactions at PICS. Students do not need personal devices to fulfill their role at school and will need to follow the guidelines adopted by PICS. These parameters are currently being discussed by the Board and will be communicated to parents and students prior to the start of the next school year.

A courtesy phone available in the office area can be used by the students, subject to the discretion of office staff.

### **Student Motor Vehicle Policy 509**

- All students from Kindergarten to Grade 10 will only leave School during school hours with specific permission from their parents; this permission must be communicated by parents directly to the Administration office.
- Students are also forbidden from driving other students (with the exception of siblings) from School to School sponsored events.
- All parents who drop off or pick up elementary aged students must escort their children to and from their vehicles to the south sidewalk of the School.
- On school days from 8:20 AM to 8:30 AM and from 3: 20 PM to 3:30 PM there is a No Vehicle Movement Rule in effect for the Bus Lane.
  - This means that parents must avoid the bus lane to ensure students can move safely to the busses, and to ensure a smooth arrival and departure of busses to and from the School.
  - Parents who arrive during this time must use the designated East entrance by the church and leave using the designated West Exit of the parking lot.

### **Open Campus Policy 509.1**

- Students in Grades 11-12 may leave School campus during spares or breaks without specific permission from parents/legal guardians.
- Students may drive with other students as long as they are not travelling from School to a school-sanctioned event.
- Students must sign-in and sign-out at the School office when coming and going.
- In cases where students leave during school hours without permission, the school will notify parents where possible and apply standard disciplinary procedures.
- Leaving during school hours is a privilege. Students who arrive late to class or abuse this privilege may lose it.
- Students are to conduct themselves in accordance with the Student Code of Conduct while off campus.
- “Alcohol, Tobacco, Cannabis and Other Inhalants 513” applies to students who leave school campus during school hours.
- The School is responsible for providing supervision for students while on-site and during school sanctioned trips and extra-curriculars.
- Parents/legal guardians may decide to withhold permission for their child(ren) to leave School campus during school hours.
- Parents/legal guardians remain ultimately responsible for their child(ren)’s behavior while leaving school premises.

### **School Appearance 501.6**

Every student should be proud of the appearance of an attractive school. Here are things that everyone can do to help keep it neat and attractive:

- Keep the inside of desks and shelves tidy.
- Keep hall lockers in neat condition, cleaning them out periodically. Locks are mandatory for all lockers. Locker doors shall be latched shut when not in use.
- Only tacks and staples should be used on tack boards. Tape is not to be used on walls or doors to prevent permanent sticking to and marring of the walls.
- Bulletin boards are reserved for school matters. Announcements of activities must be approved by a teacher before posting.
- School property shall not be damaged in any way. Anyone responsible for such damage may be assessed for the full replacement or repair cost.
- In order to keep the outside of the school looking presentable balls and other objects shall not be thrown on or against the wall.

## **Dress and Grooming 501.5**

It is recognized that standards and modes of dress for students may change from time to time. However, all students are expected to adhere to reasonable standards of dress and grooming considered in good taste by the parents and staff.

The following items do not necessarily comprise an exhaustive list of dress and grooming guidelines. On occasion, there could be situations where something not listed may have to be brought to the attention of students and parents. If any questions arise on any issue, the decision of the school will prevail.

It is the responsibility of the parents to see to it that the students wear clothes appropriate to the occasion and for a Christian school environment. The following guidelines are presented as a reminder to all parents, students, and teachers.

### ***Footwear***

Because of the problem of tracking in mud, snow, and water, and to maintain clean floors in the school:

- Wet and/or dirty footwear of Elementary students shall be removed in the foyer area and placed on the boot racks.
- For safety and hygienic reasons, students in grades K-4 are encouraged to have and use an extra set of footwear (runners for exclusive indoor use). Students in grades 5-12 are encouraged to have and use an extra pair of runners for PE class and gym use.

### ***Clothing***

- Since clothes are an important aspect of attitude and atmosphere, it is desirable that the clothes worn by students contribute to a positive attitude in the school.
- Parents are to see to it that students wear clothing appropriate to the prevailing weather conditions, in case of emergencies, and considering that students may have to be outside for extended periods of time.
- Torn and ripped clothes are discouraged.
- In class (and during warm weather), shirts are to provide ample coverage from shoulder through waist (no sleeveless wear).
- No hats shall be worn in school.
- Shorts must be of reasonable length, with an observable inseam approaching mid-thigh. Skirts may be no shorter than just above the knee.

- Form-fitting clothes are acceptable if worn in conjunction with other garments that adequately cover the shoulders, chest, and behind.
- For Physical Education activities, students are expected to wear gym shorts, T-shirts, and runners (provided the weather is appropriate). Tank tops that comprise part of the PICS jersey/team uniform may be worn during the related PICS sports team events.
- Students may change into their Physical Education clothes at noon provided they change back into their classroom attire before classes commence.

### ***Grooming***

- Personal grooming is to reflect generally understood and accepted standards of neatness, modesty and cleanliness found within the supporting community.

### **Discipline Policy 505**

The purpose of discipline is to enable students to develop a clear understanding as to how they are to live a life of obedience in the Lord. Discipline matters will be dealt with in a caring and loving manner which has repentance, forgiveness and reconciliation as its primary focus. (For implementation of the policy please refer to the 505A below.)

If and when discipline problems occur, the teacher and/or administration will take, but not be limited to, the following measures:

1. Counseling and/or Detentions
2. Disciplinary Record and/or Withdrawal of Privilege(s)
3. Staff and/or Board – Parent Contact
4. Appeal Process
5. Financial Compensation
6. Suspension
7. Expulsion

#### **1. Counseling and/or Detentions**

This is the first step in dealing with indiscretions and/or slight misconduct. Students are expected to be positive role models. Unacceptable attitude has its consequences and it will be recorded if a student has repeatedly demonstrated inappropriate behaviour. This will result in a student losing, for a specified period of time, privileges in taking part in intramurals, school teams, clubs, and school trips. The recorded information is examined by the principal or assistant-principal, who then reviews it with the student. If necessary, a counseling session may be required. Counseling can be informal and immediate between the teacher and the student or it can be more formal when a case of slight misconduct is referred to the principal and the parents. If students are detained by the teacher and/or administration, this shall take precedence over any other school activities.

## **2. Disciplinary Records and/or Withdrawal of Privilege(s).**

Disciplinary Records (forms that are filed) are used for serious misconduct such as continued improper attitudes or actions by the student when routine discipline, teacher counseling and/or teacher contact with the home has not produced the desired results.

### **Disciplinary Probation**

Students are placed on disciplinary probation after the second suspension or if, at the discretion of the principal, probation is needed because of the severity of the prior disciplinary record. If a new infraction worthy of suspension occurs while the student is under probation, subject to review by the Board the student may be expelled.

### **3. Staff and/or Board – Parent Contact**

Parents will be contacted by the teacher when misconduct has occurred, or when it is repeated. Parental involvement is of crucial importance in providing the student with the image of shared discipline in the school and the home. The need for a meeting to resolve and help the student can and/or will be scheduled.

### **4. Appeal Process**

If a student feels that discipline was given unfairly, he or she should not argue his or her case during class time, but discuss the matter privately at a time convenient to the person who disciplined him or her. The original decision may be modified if the teacher agrees with the student. If not, the discipline should be accepted. Students and staff are expected to exhibit courtesy and respect at all times.

### **5. Financial Compensation**

If a student damages school property, he or she will be required to compensate the school for its repair and/or replacement. If a student denies involvement and yet investigations prove guilt, a suspension will be added.

### **6. Suspension**

A suspension demonstrates to other students that serious misbehaviour will not be tolerated; it also gives time to assess behaviour and be counseled by parents. Grave misconduct (as defined in guideline 505A) will result in a student being suspended.

The length of the suspension (between 1 and 3 days) will be determined by the Principal. The suspension duration depends on the severity and /or record(s) of previous misconduct. Students are responsible for all work during a suspension. They will only be allowed to complete tests and/or exams. All suspensions will be served on regular school instruction days (excluding but not limited to holidays, in-service days, school closures). After a student's second suspension, a meeting with the student, parents, two Board members, and school administration will take place. In some circumstances the Principal may recommend to the Board that suspensions for greater than three days will be implemented or that the student be expelled. The length of the suspension or the

decision whether a student is expelled will be determined by the Board within 5 days after notification of the offence.

### **7. Bullying**

Bullying is a deliberate, conscious and willful hostile act intended to harm others. It usually involves the overpowering and controlling of another person(s) to intimidate, dominate, or exclude them. It can be direct or indirect, and it comes in various forms. Bullying can be physical, verbal, social, or spiritual in nature. It can be a single incident, but often it is persistent.

- Clear incidents of bullying will be recorded formally as a slight, serious, or grave offence in accordance with PICS discipline policy. Depending on the severity of the offence detentions, an in-school suspension, or an out of school suspension will be assigned. In addition, the discipline record will be sent home to parents. Parents of victims will also be contacted.
- If a previous discipline record exists, depending on the severity of the offence an in-school suspension, or an out of school suspension will be assigned. A meeting will be called with parents at which time a positive plan of action will be formulated.
- If two previous discipline records exist, the student will be suspended and parents will be asked to meet with representatives of the board. Depending on the outcome of the meeting, the student may be expelled.

### **8. Expulsion**

Expulsions unlike suspensions are intended to be permanent. Typically once expelled a student will not be permitted to attend PICS at any future date. Expulsion is never considered lightly.

Subject to the discretion of the Board a student may be expelled for the following reasons:

- If while a student is under disciplinary probation he/she commits an infraction worthy of a suspension.
- If a student receives 3 suspensions in one school year.
- If a student commits any other offence that at the boards discretion warrants an expulsion.
- Any student who is expelled and who seeks re-admission must be approved for re-admission by the Board.

### **Discipline Procedure Implementation Guidelines 505A**

School Sanctions address student misconduct at three general levels:

1. slight misconduct
2. serious misconduct
3. grave misconduct

Repeated slight misconduct is considered to be serious and repeated serious misconduct is understood as grave misconduct. It should be understood that the levels of misconduct represent a continuum. It is not always readily obvious that a specific event falls in a particular category. The context in which an incident takes place helps to understand it. Furthermore, the student response and recognition of wrong doing helps in determining how best to deal with the situation. The school considers

it appropriate and necessary to review a student's entire school record to determine the seriousness and implications of a particular incident. The school will make every effort to ensure that matters of discipline are handled in a fair and equitable manner. Students and parents are informed that there is opportunity to appeal and/or to review the decisions of the school.

### **1. Slight Misconduct**

For the most part, slight misconduct is restricted to the classroom and other first offence incidents. Sanctions against such misconduct can include detentions and/or loss of privilege in some combination. Repeated misconduct in this category is considered to be serious.

### **2. Serious Misconduct**

Serious misconduct will often be shown through repeated misconduct of a less serious nature. The ongoing undermining of respect and authority is considered a serious offence. Expressed attempts to inflict injury and harm (verbal or physical) to others will be treated in a serious manner.

Sanctions against serious misconduct include detentions (before and after school), school suspensions (resulting in being sent home or isolated from others at school) for a maximum of three days.

Any student while on suspension is prohibited from attending or participating in any school activity. Tests and/or exams are exempt. They are responsible for any and all work missed while on suspension. Repeated misconduct in this category is considered to be grave.

### **3. Grave Misconduct**

Grave misconduct will often be shown through repeated and deliberate misconduct of a serious nature. Violation of the expectations relating to drugs and alcohol is considered to be grave on the first offence. It is our expectation that students will not possess, use, or dispense of alcohol or illegal drugs on school property or during school sponsored activities. Ongoing and prolonged violations which very seriously undermine authority and respect are considered grave. Violations which very seriously and deliberately endanger the health and safety of others such as verbal and/or physical and mental abuse are considered grave.

Sanctions against grave misconduct may include longer suspension, community service, and expulsion from school and are generally reviewed and determined by the school board.

### **Disciplinary Records**

Disciplinary records are to be produced in duplicate by the teacher initiating the record and signed off by the Principal or vice Principal. One copy remains in the file and one is mailed home to the parents. The implementation and the recording (such as the accumulation thereof) is the responsibility of the administration. All records will be kept on file for the use of the staff and administration. If a student receives 3 such disciplinary records in one year they will receive a suspension (see above 'Discipline Policy 6. Suspension' for further details).

*...but those who hope in the Lord will renew their strength.  
They will soar on wings like eagles; they will run and not grow weary,  
they will walk and not be faint. Isaiah 40: 31*

### **Extra-Curricular Sports Activities**

The school offers a range of school sports teams that are a great benefit to students in developing leadership, social, and physical skills. These include volleyball, basketball, cross-country, track and field, and sometimes others such as badminton and soccer.

It is expected that a student who participates on a school team will maintain grades and a level of performance corresponding to his gifts and abilities. A student is permitted to participate in a game or tournament provided that in-class effort is at a satisfactory level.

It is expected that a student will budget his time wisely during the season to ensure that homework and assignments are completed and that content missed is caught up as quickly as possible.

Prior to the start of an activity that will involve students missing class, the athletic director will circulate to staff a list of potential student participants. Student participation could be affected by prior poor classroom attendance, inappropriate behaviour, and poor academic performance. Once a student has been allowed to join an activity, a classroom teacher who has a concern about the student not keeping up with his work may contact the athletic director and/or parents to ensure that corrective action is taken by the student.

The school accepts no responsibility for student activities which are not officially sponsored by the school.

*Commit to the Lord whatever you do, and your plans will succeed.  
Proverbs 16: 3*



## **Summary of Scholarships**

\*Please refer to the Senior High School handbook for more details regarding eligibility, statute of limitations, and application criteria. Note that these awards are generally only extended to students that enroll in a post-secondary program.

### ***Alexander Rutherford Scholarships***

The 'Rutherford Scholarship' recognizes and rewards scholastic achievement in grades 10, 11, and 12 with \$400, \$800, and \$1,300 awarded to those with an average of 80% or over, and \$300, \$500 and \$700 to those with a 75% to 80% average. There is no application deadline for this award. Students can apply as soon as their final high school marks are available and they intend to pursue full-time post-secondary studies. Applications can be made online at the Student Aid Alberta website.

### ***Christian Credit Union Scholarship***

This scholarship of \$1000 is awarded annually to a graduating Grade 12 student. Students pursuing any program at any post-secondary institution are encouraged to apply. Membership in the Christian Credit Union by March 31<sup>st</sup> of the year of application is also required in order to receive this award. Application deadline April 15.

### ***Dutch Delicious Scholarship***

This scholarship of \$750 is awarded annually to a graduating student enrolling in a technical or trade program at a post-secondary institution. Application deadline May 1.

### ***P.I.C.S. Ali DeNijs Medical Scholarship x2***

These 2 scholarships of \$1000 each are awarded annually to a Grade 12 student who has been accepted into a post-secondary program or post-secondary transfer program with a healthcare related discipline. To qualify a student must: be graduating from school, show proof of enrollment when claiming the scholarship funds, and complete a 750 word essay. Topics could include: Why I want to pursue this field of study? What do I hope/plan to do upon completing my education? What opportunities could my education provide to me? The selection of the recipient of this scholarship will be made by a committee consisting of the Principal or Vice Principal of the School, the Career Counsellor, and one member of the School Board who is appointed by the Board. The scholarship funds will be provided upon proof of registration into a post-secondary program. Application deadline May 1.

### ***P.I.C.S. Education Scholarship***

This scholarship of \$500 will be awarded to a Grade 12 student continuing his/her studies in the field of teaching. This student must be accepted into a post-secondary program with the intent of pursuing an Education degree. Application deadline May 1.

### ***P.I.C.S. Special Needs Support Scholarship***

This scholarship of \$500 is awarded annually to a Grade 12 student who has been accepted into a post-secondary transfer program with a disability support focus. Application deadline May 1.

***Premier's Citizenship Award/Founders Memorial Scholarship***

This scholarship of \$800 will be awarded to a graduating grade 12 student who displayed outstanding characteristics in citizenship, leadership, community service and/or engagement in volunteer work. The successful applicant must also have shown initiative and had a positive impact in the community/school. This award is a combination of the Premier's Citizenship Award and the Founders Memorial Scholarship. Applications for this award must include a Record of Accomplishments and 2 reference letters. Application Deadline May 1.

***Governor General's Bronze Medal***

This prestigious award is sponsored by the Governor General of Canada and awarded to the Grade 12 student who has achieved the highest academic average in Grade 11 and 12. Additionally, Parkland Immanuel Christian School has attached a \$600 scholarship to it. The presentation of the Governor General's Medal will be made at the opening assembly of the new school year.

***The Mr. Drost Memorial Scholarship***

This scholarship is awarded to a graduating Grade 12 student who, in the estimation of staff participating in the Drama Program, in the current year of Drama, shows the following: Christian conduct; dedication; cooperation; respect to staff, students and properties; drive to improve. In short, it is awarded to the cast or crew member who most positively influences and contributes to the Dramatic Arts Program. This \$500 scholarship will be given out upon proof of registration into any post-secondary program.

***Academic Athlete Scholarship***

This \$250 scholarship is presented to the graduating Grade 12 student who has displayed excellence in both athletics and academics. To qualify a student must maintain a grade 12 academic average above 80% and demonstrate athletic excellence in at least two sports in their final year before graduation.

***Academic Excellence Scholarships***

To encourage academic excellence, a \$250 scholarship is given to the student who obtains the top mark (minimum 80%) in each of the following subjects of Grade 12: Religious Studies 35, English 30-1, English 30-2, Math 30-1, Math 30-2, Social Studies 30-1, Social Studies 30-2, Biology 30, Chemistry 30, and Physics 30.

***Honors in Music Scholarship***

This \$250 scholarship honors the graduating Grade 12 student who demonstrates outstanding achievement in Instrumental Music 30. This student displays excellence in performance, is a student leader who demonstrates Christian conduct, and whose example inspires others. To qualify, a student must maintain an average of 85% or higher throughout the Music 30 course.

*In the same way, let your light shine before men, that they may see your good deeds and praise your Father in heaven.*

*Matthew 5: 16*

### **Awards (Junior High and Senior High)**

**\*Note:** With the reorganization of divisions into K-4, 5-8, and 9-12, our award structure is under review and changes will be communicated next year.

#### ***Christian Leadership Award***

This award recognizes a student who demonstrates Christian leadership and service to others. This award is specifically awarded to a student who demonstrated a willingness to be involved in the school community and provided leadership and service to their fellow students. One award will be given out in Junior High, and one in Senior High.

#### ***Female Athlete of the Year Award***

This award is given annually to the female student who demonstrated exceptional athletic abilities, and who contributed positively to the school's athletics program in the form of Christian conduct, leadership, and sportsmanship. The award will be given at the discretion of the Athletic Director, after consultation with the coaches and staff. One award will be given out in Junior High, and one in Senior High.

#### ***Male Athlete of the Year Award***

This award is given annually to the male student who demonstrated exceptional athletic abilities, and who contributed positively to the school's athletics program in the form of Christian conduct, leadership, and sportsmanship. The award will be given at the discretion of the Athletic Director, after consultation with the coaches and staff. One award will be given out in Junior High, and one in Senior High.

#### ***Penguin Award for Outstanding Character in Academics***

This award honors the student who may or may not be a top academic performer, but who represents the ideals and values of Christian character in his/her studies. The recipient consistently portrays a positive attitude and demonstrates outstanding dedication to his/her studies (e.g. effort, punctuality, diligence, classroom behavior, etc.) throughout the school year. One award will be given out in Junior High, and one in Senior High.

#### ***Penguin Award for Outstanding Character in Athletics***

This award honors the student-athlete who may or may not be a top athletic performer, but who represents the ideals and values of Christian character while practicing and competing. The recipient will meet the following criteria (including, but not necessarily limited to): displays unwavering commitment to the team, consistently gives full effort, stands as a moral example to his or her teammates, and whose positive body language reflects a ceaseless determination to be successful. This award will be given at the discretion of the Athletic Director, after consultation with the coaches and staff.

Awards given to:

- 1 Junior High Female & 1 Junior High Male
- 1 Senior High Female & 1 Senior High Male

***Band-Member-of-the-Year***

This award is given to the student who has contributed most to the Band's program in the form of leadership, musicianship, and Christian conduct. One award will be given out in Junior High, and one in Senior High.

***Top Academic Honors***

Awards will be given to the top 3 academic students in Grades 7-12. The highest averages will be recognized by calculating overall grade point average in all courses taken (based on school awarded marks).

***Art Award***

This award is given annually to the student who demonstrated exceptional artistic abilities, and who contributed positively to the school's Art program in the form of Christian conduct, leadership, and willingness to be actively involved in opportunities such as Art Club, service projects involving art, and the sharing of these gifts with the community. The award will be given at the discretion of the Art teachers, after consultation with relevant community members involved in the Art Program. One award will be given out in Junior High, and one in Senior High.

*Thy Word is a lamp to my feet, and a light to my path.  
Psalm 119:105*

# PICS TRADITIONS

## A Year at a Glance!

Many sorts of things go on at PICS, besides the regular lessons. The following information is intended to help you become aware of some of the regular and not-so-regular events that you will want to know about.

The first day of every school week begins with an opening assembly. This will usually take the form of separate high school and elementary assemblies, with an assembly for the whole school approximately one time per month. You are welcome to attend! General announcements for the week are made at this time. You can catch the summaries of the assembly devotions in the weekly newsletter.

Every Wednesday a weekly PICS newsletter is sent out by email. This will keep you up-to-date with all those extra things that keep the school even more interesting. The Ladies Aid meetings and fund-raising activities are posted here, and other volunteer help is regularly asked for, so this newsletter will also give you lots of encouragement to get involved. If you do not yet get the newsletters sent to you, call the office and request to be added to the email list, or you can subscribe at the bottom of the “PICS Members” page on the website: [www.parklandimmanuel.ca](http://www.parklandimmanuel.ca). This website is continually updated and has much information about our school.

Besides the weekly newsletters, the monthly *PICS Life* will find its way to you with messages from the staff, board, and sometimes even the students. Look for bus schedules and first-day-of-school information in the August *PICS Life*. *PICS Life* is also available on the school website.

Once a week each elementary class has the opportunity to go to the library to borrow books. Each student may take out three books at a time.

Once every month two parent/staff volunteers come to the school on the Christian Credit Union's behalf to help students with their banking. Those who contribute a set amount monthly earn a bonus at the end of the school year, and the CCU matches these bonuses as a donation to the school! These banking dates are published in September – mark them on your calendar.

Special school events that occur periodically during the school year, such as special dress-up days, and school spirit days, are organized by both the high school and the grade 8 leadership teams. The elementary student body is divided into four house teams. Students earn points for their team throughout the year by participating in special day events and various challenges.

Grade 9 – 12 students will receive individualized career counselling during the course of the year. These sessions will ensure that each student

in these grades will have a 'one-on-one' session to talk with a designated staff member about post-secondary plans.

Here follows a month by month listing of things we do at PICS during the year.

### **SEPTEMBER**

The school year opens with the Opening Assembly, on the Tuesday morning after Labour Day. The Governor General's Bronze Medal will be handed out at that time. An Open House for parents and students is usually organized prior to the first day of classes.

The extra-curricular high school sports program will get going, occasionally starting with a fundraiser to offset some of the fees connected with this program. Elementary students will be selling chocolate almonds, and parents will be reminded of the gift-certificate program, both fundraisers run by the Ladies Aid to support various needs at school.

A program that has become thoroughly loved is the monthly "Hot Lunch". Your child will hand you a form quite soon, one per child, which will cover each month of the school year.

By the second week of school you will also notice that the cross-country, soccer, and volleyball seasons have begun. Parents of students that wish to participate will receive additional information from the Athletic Director and team coaches.

Towards the end of the month, or in the beginning of October, students from grades 4 - 9 will have the opportunity to participate in a cross-country run at Hawrelak Park in Edmonton.

An out-of-school sports activity that has come to mean a lot to society members and to the financial support of our school is the "Building Legacies" golf classic which is held each year in September.

By the end of September you may hear of different fundraisers: bottle drives for Jarvis Lake (see JUNE below), band trip fundraisers, various food sales for charities (chosen by elementary classes each month) or for graduation next spring, etc. Some do not start until October, but you will be informed about these things in the weekly newsletters.

Student Learning Assessments are being explored by Alberta Education and may be administered to Gr. 1-3 in late September or early October.

### **OCTOBER**

By mid-October students have had their individual school pictures taken.

There will be a Thanksgiving assembly before Thanksgiving weekend. October will end with a Reformation Day assembly.

The Canadian Reformed Teachers Convention usually takes place in October prior to Thanksgiving. That will mean an extra-long weekend holiday for the students.

### **NOVEMBER**

SH term ends in the beginning of the month and midterms for semestered courses will be administered. Parents will also be given the opportunity to meet with teachers to review progress in semestered courses only.

November is Reading Month, and activities will vary from year to year. One week of the month is extra special. Guest readers are invited to come to read to the students, and extra reading is encouraged by a competition!

If there is a bazaar/winter festival planned for this December, you will notice a lot of information about it in the newsletters coming home. This event is a lot of work, but it is a ton of fun and loved by all who participate!

Field trips are planned by individual teachers to enhance the subject material the students are studying.

November 11 is Remembrance Day; a special assembly will be held at 11:00 am, usually on the day before, for the students and society members.

In the last week of the month a general membership meeting is held. At this time election of new board members takes place.

At the end of the month the volleyball season gears up for play-off games for the juniors and a zone tournament for the seniors. Perhaps the team will go on to the provincial level! By the end of the month the volleyball season has ended and basketball season has begun.

First term usually ends towards the end of November for K-8 students, followed a week later by Report Cards and Parent-Teacher interviews.

### **DECEMBER**

In the first couple weeks of December parent/teacher interviews will be held, on a Wednesday evening, and a Thursday all day and evening. Watch the newsletter for a reminder! Appointments with teachers take place in their classrooms.

A new parent evening will be organized for the parents of next year's Kindergarten class sometime this month.

Every second year, the elementary students may be busily preparing for a major Christmas program. These evening programs generally alternate yearly between Christmas and Easter/Spring, and a year break.

The last school day of the year will end with a Christmas assembly. Everyone is invited to come!

Christmas Holidays are a two week affair starting on a Monday and ending on the next week's Friday, to include both Christmas Day and New Year's Day.

### **JANUARY**

School generally starts again on the Monday after New Year's Day.

In the second half of January the school year will be half over, and our Senior High students will be preparing for mid-term exams. It is a busy time for them.

You should be getting information about the annual AB Education government survey soon, and you will be encouraged to participate in this!

### **FEBRUARY**

Rabbit Hill is where the 7-9 students go for a day of skiing, sometimes during this month.

This month is actually a very energy-filled one at PICS. School spirit week is a time of student challenges, and of getting ready for a special time: Mufu Day! This week, which always contains Valentine's Day, is a very special one for PICS. It is a time of fun and fundraising for an orphanage in Kenya, the Mufu Home. All the fundraisers for CRWRF are for this home which houses 20-40 children. You will hear about a lunch box social, which is done by the Senior High students, a heart tree (or some version of it!), a coin race, and everything ends on the Thursday: Mufu Day. That day will have an assembly with current information about the Mufu home. The elementary students all participate in a variety of activities which usually include the mini-OlympICS (outdoor fun), a hotdog lunch, and a carnival and rummage sale in the gym. Finally, there will be a fun competition between the high school students and the staff, and we will close the week together in the gym. By this time every grade is eager to know how much money was raised! The week ends with Professional Development for staff (no classes), and with the following Monday being Family Day everyone can enjoy an extended break.

Our Senior High students are encouraged to go to open houses at the U of A, NAIT and Grant McEwen College when they occur. Often teachers will take a bus-load of students to see what student life in the big leagues is all about.

### **MARCH**

Though the beginning of this month is fairly quiet, March is basketball month! Grades 7-9 may also have the opportunity to join our badminton team. The end of the month is also the end of basketball season. For the Senior High teams this might mean representing the Edmonton zone at the provincial level.

Around this time you may also have the opportunity to attend a drama production from our very own "Adrenaline Theatre" group.



Our “Spring Break” is occasionally the last week of March, but sometimes takes place in April.

Second Period Ends for K-8. Time will be set aside for Parent Teacher Interviews for K-12.

#### **APRIL**

The first Wednesday in April is traditionally the date for the Annual School Drive. The Promotion Committee arranges this and canvassers contact everyone in the school society in order to raise extra funds for the operation and maintenance of the school.

Term 3 ends for SH in early April. Time will be set aside for midterms.

If there was no Christmas program in the past December, the students may be very busy preparing for the Winter/Spring Concert; dates depend on venue availability.

Sometime in April, the graduating class will have their official pictures taken. This is done by appointment; more details will be published in the weekly Newsletter.

#### **MAY**

Near the beginning of May a Parent Information evening will be held to review highlights of the previous year, gather parental input on curricular and extra-curricular programs, and provide information on next year’s programming.

During this month Grades 7-12 will have their track and field days and Senior High soccer will be in full swing.

Junior/Senior Band will also likely put on their annual concert this month.

One Saturday this month could be a very busy one! Anything is possible: pancake breakfast, plant sale, a work bee to freshen up our school grounds! Every year is a little different, depending on who takes the initiative to organize these events.

Watch the *PICS Life* for the date of our spring membership meeting, usually held near the end of May. This is the time that, among other things, the budget for next year will be presented to the school society membership for approval.

Our Kindergarten students will have their graduation ceremony at the end of May/beginning of June, marking the end of a year filled with learning and fun.

#### **JUNE**

On the first Friday in June our Grade 5&6 students have their track and field day, together with the students from Covenant Christian in Neerlandia. The location alternates between Covenant Christian and

PICS. Grade 7&8 students will provide leadership for the K-4 students when the track and field day takes place at 'home'.

Sometime in June an evening will be set up for the music students to help them choose/rent band instruments for the upcoming school year, for your child taking music in Junior/Senior High.

The first Saturday in June may be taken up by another out-of-school fundraiser, "Run For Your Life". This has become a very successful event, raising money for various projects around the school!

In June the different grades will go on year-end school trips; expect to see lots of parent permission forms! The zoo, hiking, swimming, picnics, biking... it all makes for fun and good fellowship.

The grade seven class goes on the annual Jarvis Lake camping trip. This is the culmination of the "Environmental Outdoor Education" class. A PICS highlight!

The year is capped off by exams; expect a schedule! Grade 7-12 students will be writing several end-of-year exams. The grade 12 students will write Diploma Exams and the grade 6, and 9 students will write Provincial Achievement Tests.

Grade 12 graduation is held at the end of June. A special ceremony will be held in the early evening, with a dinner by invitation afterwards. It is an opportunity for the school society to reflect on another year of Covenant education, and to say farewell to the graduating class.

#### **JULY/AUGUST**

The Maintenance Committee may set a time for our major school repair and/or cleaning. The summer months are spent making things ready for September to welcome back staff and students.

So you see that we have a full year here at PICS. But all our planning  
is done "DV", that is, LORD willing.  
Please hold Parkland Immanuel Christian School  
up in your prayers,  
that our plans may be blessed.



**PARKLAND IMMANUEL  
CHRISTIAN SCHOOL**