



**FEBRUARY 28<sup>TH</sup>, 2025**

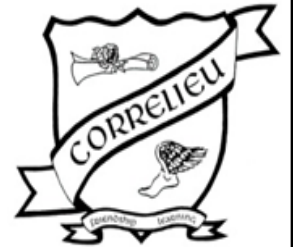
**Correliou Secondary School**

850 Anderson Dr., QUESNEL, B.C. V2J 1G4

TELEPHONE: 992-7007

Principal: Mrs. Marissa Knauf

Vice Principal: Mr. Shane Mummery



## Principal's Message

I would like to congratulate our Girls Ski Team, who placed 2nd overall at the Ski and Snowboard Provincials this week! Petra Peter also won a silver medal for her outstanding runs in the Giant Slalom!!! Thank you to coaches John Marion, Mike Sakakibara and the Lightning Creek Ski Club, who consistently turn out athletes who perform at the Provincial level. Thank you to all of the volunteers who made this event happen, especially Troll Resort, and Michelle Klapatiuk from the Lightning Creek Ski Club.

Please take 10 minutes to complete the Parent Portion of the "Student Learning Survey". The information from this survey gives us vital information to improve how we communicate with parents. We take this information seriously—having many responses makes the information more credible. If you haven't completed one before, please consider taking time to do it this year. Student Learning Survey—Parent Logon Link:

[https://www.awinfosys.com/SurveyFull1/central/main/access\\_Parent.asp](https://www.awinfosys.com/SurveyFull1/central/main/access_Parent.asp) We are District 28 Quesnel, School: Correliou.

Thank you for taking time to complete this survey.

## Upcoming Dates:

- |                   |   |
|-------------------|---|
| Mar. 6            | Indigenous Family Gathering & Dinner @ 4 p.m. CSS Cafeteria<br>Grade 9 Parent Information Meeting @ 6:30 p.m. CSS Theatre |
| Mar. 7            | Grad Info Sheets due to the office  |
| Mar. 11           | District Awards Applications Due 3 p.m.   |
| Mar. 14           | Last day before Spring Break  |
| Mar. 17 - Mar. 28 | Spring Break  |
| Apr. 1            | Scholarship & Bursary Packages Due 3 p.m.   |
| Apr. 7 - 10       | Provincial Assessments  |
| Apr. 10           | Term 3 Ends — Report Card distribution TBA  |
| Apr. 11           | Pro-D Day (no school)   |
| Apr. 14           | Term 4 Begins   |
| Apr. 18           | Good Friday (no school)   |
| Apr. 21           | Easter Monday (no school)   |



# Next PAC Meeting

**Monday April 28<sup>th</sup> @ 6:30— In the CSS library**

We look forward to welcoming new parents to our PAC. Meetings are generally 30 minutes or less. Parents do not need to be on the executive to attend.

## Culture Room

608

March 2025 News and Events

### Spring is Coming

The snow is melting, the sun is shining and **SPRING BREAK** is almost here. Please join us for our annual Spring Indigenous Family Gathering March 6<sup>th</sup> where we will share a meal, learn about a great summer opportunity for students, have a chance to enjoy each other's company and ask questions you may have. We are here to support our students and their families in any way we can.

Reach out anytime 250-992-7007.

Keri Osha [keriosha@sd28.bc.ca](mailto:keriosha@sd28.bc.ca)

Rolanda Neufeld [rolandaneufeld@sd28.bc.ca](mailto:rolandaneufeld@sd28.bc.ca)



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4	5	6 Family Gathering 4:00 OJS Parent Evening 6:30	7 Grad Info Sheets DUE	8
9	10	11	12	13 Cake Day	14	15
16	17	18	19	20	21	22
<b>SPRING BREAK</b>						
23	24	25	26	27	28	29
30	31					

**Due TODAY !!!**

## **Grad Write-ups & Baby Photos/Parent Write-ups**

**2025**  
*Class of*

- **Grade write-ups/quotes & post grad plans for the yearbook are due Friday, February 28<sup>th</sup>.** The word limit is 120 words. Appropriate write-ups only. Be kind, be caring and no timestamps allowed.  
Please send to [cssyearbook2025@gmail.com](mailto:cssyearbook2025@gmail.com)
- The annual Correlieu yearbook fundraiser is \$20 for a Grad baby picture and 70-word parent write-up. **Submit your photo/write-up to [cssyearbook2025@gmail.com](mailto:cssyearbook2025@gmail.com) by Friday, February 28<sup>th</sup>.** Please pay Stacey in the office - Cash or cheque payable to Correlieu Secondary School.

## **Grade 9 Parent Information Meeting**

**Thursday March 6<sup>TH</sup>**

Please join us to learn about the transition to highschool!

We will discuss:

Course descriptions

Course selections

Grad Program

**6:30 PM CORRELIEU THEATRE**



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**CORRELIEU SECONDARY**  
SPRING  
INDIGENOUS FAMILY GATHERING  
CHUCK MOBLEY THEATRE

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**MARCH 6, 2025**

- 4:00 – 4:30** PETER BIRD (SUMMER PROGRAM)  
OUTLAND YOUTH EMPLOYMENT PROGRAM (OYEP)
- 4:30- 5:00** CULTURE ROOM OPEN HOUSE (RM 608)  
GRAD INFO AVAILABLE, SCHOOL TOUR, Q&A
- 5:00-6:00** INDIGENOUS FAMILY DINNER
- 6:30** GRADE 9 TRANSITION INFORMATION SESSION

PLEASE JOIN US FOR A WONDERFUL EVENING OF DINNER AND  
INFORMATION.

Please RSVP by **Friday February 28, 2025** to:

Keri Osha [keriosha@sd28.bc.ca](mailto:keriosha@sd28.bc.ca)  
Rolanda Neufeld [rolandaneufeld@sd28.bc.ca](mailto:rolandaneufeld@sd28.bc.ca)  
Correlieu Secondary School 250-992-7007

The Correlieu Players present

LEGALLY  
BLONDE  
*The Musical* Jr.

Spring 2025!!!

School District No. 28 Quesnel has developed a School Safety Notification System in collaboration with Quesnel RCMP to keep students, staff and volunteers safe. While it is impossible to anticipate all eventualities, the notifications below are used as a guide to conduct these procedures effectively. **Communication is important and will come as able from the school or District Office as appropriate.**



## ROOM CLEAR

Used to move people away from a hazard or concern contained in one room/area.

- Students directed to leave the room/area and report to designated area
- Principal/designate to call for assistance as needed (e.g. principal/vice-principal, custodian, 911, first aid attendant)



## RETURN & REMAIN

Used as a short-term measure to provide privacy and dignity in the event of a medical event or an animal (bear etc.) on the school grounds.

- Staff and students enter the school and remain indoors (in the event of medical event or animal on the school grounds)
- Students Return to class and close classroom doors and Remain until directed by the teacher or principal.
- Principal will call District Administration Office (250 992 8802)



## EVACUATE

Used to move people out of the school when a hazard exists inside. May include floods, potential fire, or a bomb threat.

- Students and staff directed to exit school using the safest route
- Principal will call District Office (250 992 8802)
- Students and staff to assemble outside at a designated assembly site. Assembly site may be off school grounds at an alternate location.



## HOLD AND SECURE

Used when there is a security concern, such as a police incident, in the neighborhood of the school.

- Principal/designate to announce "hold and secure," repeating several times
- Principal/designate to call District Administration Office (250 992 8802) to inform of Hold and Secure
- Lock exterior doors and close exterior windows, blinds
- Students and staff may be asked to minimize activity in hallway
- Put sign on front door advising visitors that school is in a Hold and Secure
- Normal duties may continue within the school
- Hold and secure will be lifted by an announcement from the principal/designate under direction of RCMP and school District



## LOCKDOWN

Used to prevent intruders from entering occupied areas of the school, or in times when it is necessary to isolate students and staff from a danger outside or within the building.

- Principal/designate will announce "This is the Principal of \_\_\_\_\_, lockdown now," repeating several times
- Principal/designate will call 911 and the District Administration Office (250 992 8802) - only when/if it is safe to do so
- Students and staff gather in the nearest secure room
- Close and secure doors
- Turn off lights, close windows and blinds, get down behind heavy furniture or out of sight, stay quiet
- All students must turn off cellphones
- Do not respond to anyone at the door, and ignore dismissal bells
- Remain in lockdown until the room is cleared by authorities

### SCHOOL DRILLS

All schools in the Quesnel School District practice important safety techniques to keep students and staff safe during emergencies



#### FIRE DRILLS

3 in spring, 3 in fall



#### EARTHQUAKE DRILLS

3 per year recommended



#### LOCKDOWN DRILLS

2 per year



### EMERGENCY INFORMATION

In an emergency, call 911 and the District Administration Office at 250 992 8802

# NEWS & EVENTS

## SEMESTER 1 LEARNING UPDATES (REPORT CARDS) & GRADUATION STATUS UPDATES

Semester 1 Learning Updates (report cards) and Graduation Status Updates were distributed to students on Feb. 18. Learning Updates were also posted to the parent portal. If your student is in grade 12 and received a failing grade in a course, please have them connect with their counsellor to ensure they are still on track to graduate. Here is some more information about how to read your student's Graduation Status Update:

Most students graduating are on a Dogwood Diploma. Their Graduation Status looks like the one on the right. Any courses in **YELLOW** are in progress and must be completed and passed before graduation. Any course in **RED** also mandatory and must be completed before graduation. If the course is **RED** the student still needs to register and take the course and complete it prior graduation

February 6, 2024

Page 1 of 2



### Graduation Status Update

[Redacted Name]

PEN: [Redacted]

Grade: 12



Graduation Program: <b>British Columbia Certificate of Graduation (Dogwood Diploma)</b>	
In order to meet graduation requirements and be awarded a British Columbia Certificate of Graduation (Dogwood Diploma), students must earn a minimum of 80 credits and write all provincial assessments of numeracy and literacy. The 80 credits must include 52 credits for required courses and a minimum of 28 elective credits. The 28 elective credits may be from Ministry-Authorized or <a href="#">Board/Authority Authorized (BAA) courses</a> , post-secondary courses or <a href="#">external credentials</a> , but not Locally Developed courses. Students must also complete a minimum of 16 credits at the Grade 12 level, including a required Language Arts 12 course and Career Life Connections. At least 4 credits must have an Indigenous focus. ( <a href="#">Indigenous-Focused Graduation Requirements - Province of British Columbia</a> ).	
Completed Requirements <span style="float: right;">56 of 80 credits completed</span>	
<ul style="list-style-type: none"><li>• Language Arts 10 (4 credits)</li><li>• Language Arts 11 (4 credits)</li><li>• Language Arts 12 (4 credits)</li><li>• Social Studies 10 (4 credits)</li><li>• Social Studies 11 or 12 (4 credits)</li><li>• Mathematics 10 (4 credits)</li></ul>	<ul style="list-style-type: none"><li>• Mathematics 11 or 12 (4 credits)</li><li>• Science 10 (4 credits)</li><li>• Science 11 or 12 (4 credits)</li><li>• Physical &amp; Health Ed 10 (4 credits)</li><li>• Applied Design, Skills &amp; Tech (4 credits)</li><li>• Indigenous Grad Requirement (Met)</li></ul>
Requirements currently enrolled or currently in progress	
<ul style="list-style-type: none"><li>• Career Life Connections (4 credits)</li></ul>	
Requirements yet to complete	
<ul style="list-style-type: none"><li>• Career Life Ed (4 credits)</li></ul>	<ul style="list-style-type: none"><li>• Elective (28 credits)</li></ul>
Provincial Assessments	
<input checked="" type="checkbox"/> Numeracy 10 Assessment	<input checked="" type="checkbox"/> Literacy 10 Assessment
<input checked="" type="checkbox"/> Literacy 12 Assessment	

This document is based on data provided by your school and is not a confirmation of graduation. Your Ministry of Education and Child Care verified graduation status is available to view on your Student Transcripts Service account. Any questions or discrepancies should be directed to your school.

# MyEd Parent Portal

Go to:



**This portal can help families:**

1. Check student attendance
2. View grades and assessments

**How to get to the MyEd parent portal:**

1. Go to the MyEd website

<https://myeducation.gov.bc.ca/aspen/logon.do>

2. The MyEd site is found on the SD28 website from the Families & Students menu, Family Resources page and select MyEd BC Parent Portal



## MyEd BC Parent Portal

MyEd is a secure student information system set up by the province of BC



**To login (from a computer):**

1. Type your username (sd28-firstlastname) and the password that has been given to you. Selecting "forgot password" will email you a temporary password. Reach out to the school secretary if you need support.
2. Click log on. You may be prompted to change your password. It needs to have at least 8 characters with an upper case letter, symbol and number.



**To check attendance:**

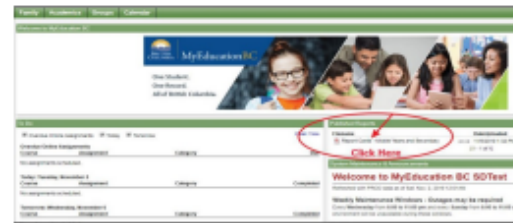
1. For daily attendance and absences, go to top tab "Family" and left side tab "Attendance" . Absences and lates are listed by date (A means absent, L for late and A-E for absent with a reason). Examples of an excused absence are: a parent called in or field trip affecting other classes.
2. For absences from specific classes, go to top tab "Academics." Select a class (in blue) and go to the left tab "Attendance" for more details.



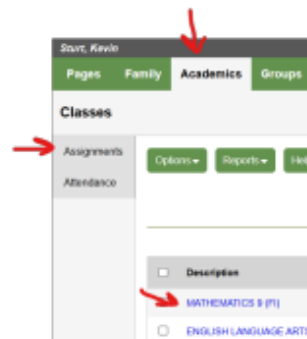


## To check marks:

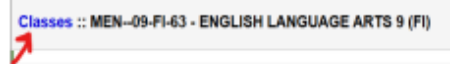
\* Published report cards should be available from top tab "Pages" in the Published Reports section.



\* Grades that have been posted to the open portal can be viewed by going to top tab "Academics." Select the class to view posted grades and other details.

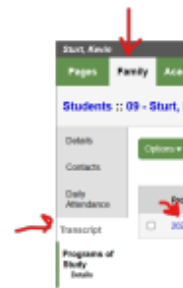


\* To view a different class, click on the "Classes" breadcrumbs and select a different subject.



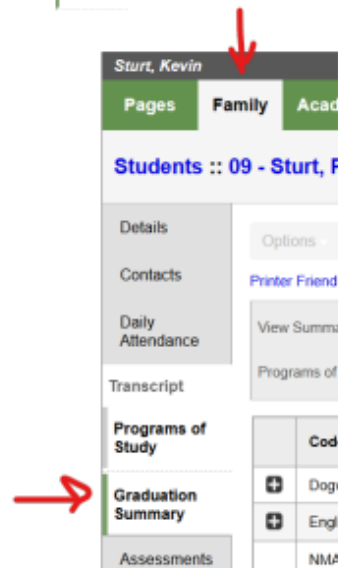
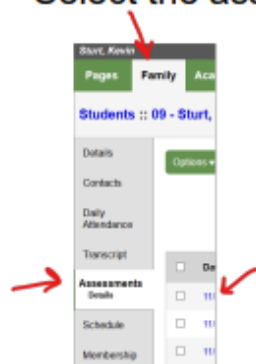
## To get transcripts and graduation summary:

\* Go to top tab "Family" and select "Transcript" from the left menu tab. Select the year in blue to find more details.



\* From "Family", the left tab menu "Graduation Summary" will provide more details about the student's progress toward graduation.

\* Assessments (FSAs and grad assessment result) can be found from "Family" and left menu "Assessments." Select the assessment that you want to view.



# NEWS & EVENTS

## YEARBOOK ORDERS

Do you want a yearbook? Have you paid for one already? Soon we will be looking at our lists and placing the order. We only order a limited amount of extras due to the cost of producing them. We encourage you to place your order soon to avoid disappointment. Please be aware that last year we sold out and we cannot order more. Please see Stacey in the office if you would like to pay for a yearbook. \$50 cash or cheque payable to Correlieu Secondary School. **Please check with Ms. Gilbert if you're unsure as to whether you bought a yearbook.**

## STUDENT LEARNING SURVEY

This year students at the secondary level in grades 10, 11 and 12 are being asked to participate in the BC Ministry of Education Learning Survey, an annual online satisfaction survey about their school experience. **Parents and guardians are asked**



**to provide input as well.** Please complete the survey by going to the Parent Direct Access from the website below and selecting their child's district, school name (Correlieu) and language of preference. The survey is open until May 3<sup>rd</sup>.

[https://www.awinfosys.com/SurveyFull1/central/main/access\\_Parent.asp](https://www.awinfosys.com/SurveyFull1/central/main/access_Parent.asp)

## LOCAL SCHOLARSHIP, BURSARY & AWARDS

**District Award** package information is available in the Career Centre and on our website. This is the 'Tradeshaw' in the gym in May - winners receive \$1250 from the Ministry of Education for post secondary. **Applications are due to Ms. Kinloch no later than March 11<sup>th</sup> at 3 pm.**

<https://css.sd28.bc.ca/graduation/scholarships/css>

Local **scholarship and bursary packages** are also available for Grade 12s in the Career Centre and on our website. **Students have until 3 pm on April 1<sup>st</sup> to complete their application.** This year we have approximately \$100,000 to award to students. It is important that all grade 12 students explore the option of post-secondary education and training, and the option of being awarded cash.

Ms. Kinloch is available to help students complete their packages  
kaylakinloch@sd28.bc.ca.

# NEWS & EVENTS

## CREDITS FOR GRADUATION

Worried about not having enough credits to graduate in June? Students must have completed 80 credits as well as all Ministry assessments in order to participate in all graduation events.

### BC GRADUATION REQUIREMENTS



All students must complete **80 credits** over Grades 10-11-12 and the **3 Provincial Assessments** at the bottom of this page to meet the Ministry of Education's graduation requirements and achieve a Dogwood certificate.

#### 80-CREDIT CHECKLIST:

- English Language Arts 10 (\*\*English First Peoples 10)
- Social Studies 10
- Science 10
- Math 10
- Physical and Health Education 10
- Arts or Applied Design, Skills & Technologies 10, 11 or 12
- Career Life Education
- English Language Arts 11
- Math 11
- Social Studies 11 or 12 (\*\*BC First Peoples 12)
- Science 11 or 12
- English Studies 12 (\*\*English First Peoples 12)
- Grade 12 course
- Grade 12 course
- Grade 12 course
- Other Grade 10, 11 or 12 course
- Other Grade 10, 11 or 12 course
- Other Grade 10, 11 or 12 course
- Other Grade 10, 11 or 12 course
- Career Life Connections & Capstone + 30 Hours of volunteer or paid Work Experience

#### PROVINCIAL ASSESSMENTS:

- Literacy 10
- Numeracy 10
- Literacy 12



**Grad 2025 Information – Due MARCH 7<sup>th</sup>**

**RETURN TO THE OFFICE**

<b>Usual Name for Ceremony</b>	<b>First Name</b>		<b>Last Name</b>	
<b>Full Legal Name for Certificate</b>	<b>First</b>	<b>Middle(s)</b>		<b>Last</b>
<b>I will be attending the Grad Ceremony on the evening of Friday, June 20, 2025.</b>			<b>YES</b>	<b>NO</b>
<b>I will be attending the Grad Ball on the evening of Saturday, June 21, 2025.</b>				
<b>If NOT ATTENDING – only answer top portion</b>				
<b>My Height is</b> (for gown length)		<b>My Shirt/Hoodie size is</b> (to help determine gown chest size)		
<b>My escort (or group) for the Grad Ball will be:</b> If your escort is not a student of Correlieu or McNaughton they must be pre-approved by the principal.		Name(s) of escort/group if a current Correlieu or McNaughton student		
		Name(s) & contact information if escort/group request are not a current student at Correlieu.		
<b>My personal email address is</b> <u>This should NOT be a sd28.org email address</u> All student sd28.org email accounts are disabled after graduation.				
<b>My phone number(s) is</b>				
<b>My parents email address is</b>				
<b>My parent's phone(s) number is</b>				
<b>Grad fees must be paid before tickets will be issued in June.</b>				
Please also make note here if any of the attendees you wish to have tickets for have any physical accessibility accommodations we should know of.				
Consider who would be good for this position. <b><u>This is not a vote.</u></b>				
<b>Class Historians</b> – talks about the events & activities of the past school year at a grad school event – not during our official ceremonies on June 20 <sup>th</sup> or 21 <sup>st</sup> .	<b>1<sup>st</sup> Student Nominee</b>		<b>2<sup>nd</sup> Student Nominee</b>	



**Quesnel School District**

**Consent for Release of Student Information**

**Preamble**

The Quesnel School District is bound by the Freedom of Information and Protection of Privacy Act and is responsible for providing access, security, management, maintenance, preservation and disposal of records in its possession.

School Board Policy No. 140 (Procedures) requires that the District secure informed consent, whenever practical, from an individual or parent/guardian prior to releasing personal information about the individual except as authorized or required by law.

**School:** Correlieu Secondary\McNaughton Centre

**Student:** \_\_\_\_\_ **Date of Birth** \_\_\_\_\_

**Parent/Guardian Name:** \_\_\_\_\_

I, \_\_\_\_\_ give my consent to the Quesnel School District  
for the following as it relates to my child named above:

- 1. My child's name and/or photograph may be used on social media. Yes  No
- 2. My child may be included in any media coverage of school/district grad events not generally accessible to the public. Yes  No
- 3. My child's name and/or photograph may be used in the Quesnel Observer. Yes  No

**Parent/Guardian Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

*The parent/guardian may rescind or amend this consent, in writing, at any time except where action has been taken in reliance of the consent. Consent forms may be destroyed after the student has permanently left the school.*

*If you have questions about this form or your child's privacy, please contact the principal of your child's school.*



## GRAD AT A GLANCE 2025

(as of February 2025)

**NO ALCOHOL OR DRUGS ARE PERMITTED EVEN FOR GRADS OR ESCORTS WHO HAVE TURNED 19. PARENTS WILL BE CONTACTED AND INSTRUCTED TO PICK UP THEIR CHILD.**

- Friday, June 20- 6:00pm - Cap and Gown Ceremonies (Grads arrive by 5:00; Doors open at 5:00pm)
- Saturday, June 21 – 6:00 Promenade and Ball (Grads arrive at STAGE 5:00 pm; Ball at 7:30 pm)
- GRAD BALL ENDS AT 11:30PM JUNE 21<sup>ST</sup>.
- PARENTS NEED TO ENSURE THE SAFETY OF THEIR CHILDREN AFTER 11:30 PM

**GRAD FEES (\$150.00) ARE DUE.** Tickets will be distributed only to those graduate families who have paid grad fees. Please contact Mrs. Knauf if the cost of the fees creates a hardship.

Date	Event	Time	Place	Activity
Thursday, June 19	Grad Rehearsal – WEST FRASER CENTRE	3:00 pm	West Fraser Centre	Grads – run through of ceremony procession etc.
Friday, June 20	Doors Open - Ceremony	5:00 pm	West Fraser Centre	Attended by ticketholders
	Grads lineup	5:00 pm	Arena 2	Grads fit gowns and line up
	Grad Ceremonies	6:00 - 8:00 pm	West Fraser Centre	Attended by ticketholders
Saturday, June 21	Photo opportunity	Friday Photos in cap & gown will be after the ceremony Sat - 4:00 - 5:30 pm	Lebourdais Park	Photos in cap & gown Friday will be after the ceremony  Photos in formal dress Saturday
Saturday, June 21	Grad Promenade Line-up	5:30 pm	Stage – Lebourdais Stage if outside, if moved indoors, West Fraser Centre	Grads line-up with escorts
	Grad Promenade	6:00 - 7:00 pm	Lebourdais Park stage OR West Fraser Center if the weather is bad	Attended by community if in the park/or West Fraser Centre by ticket holders
	Grad/Parent dance	7:00 pm		
	Doors open for Ball - this is for grads & escorts only	7:00 pm	Arena 2	Grads and Escorts



# GRAD AT A GLANCE 2025

(as of February 2025)

	Photo opportunity – informal pictures taken by families	7:00 - 7:30 pm	Lebourdais Park	Grads, Escorts and Family
	Grad Ball	7:00 - 11:30 pm	Arena 2	Grads and Escorts
	<b>Doors close to Ball</b>	<b>7:45 pm</b>	<b>Arena 2</b>	<b>No admittance after 7:45 pm</b>
	Clean up – parent committee(s)	8:00 -9:30 pm	West Fraser Centre	Stack chairs/disassemble stage
	Clean up - parent committee(s)	11:30 pm	Arena 2	Chairs, tables, curtains etc.
Sunday, June 22	Clean up parent committee(s)	10:00 am	Arena 2 & WFC	Final clean up

### We need Parent Committees to provide support and planning:

- Decorating
- Security (Saturday night)
- Clean-Up (both nights)
- Set-Up/Take Down
- Food
- Games and Prizes
- Linens

### Other Tidbits of Information:

- On Saturday June 21, we suggest grads, escorts, and family plan to have photos in Lebourdais Park. If everyone meets at Lebourdais Park there will be lots of opportunity to capture your grad with many of their friends.
- Seating at the arena for Cap and Gown and the promenade, (if the weather is bad), will be by ticket only. Seating is festival style seating; not reserved family seating. Doors will open at 5:00 pm on June 20<sup>th</sup> and on the 21<sup>st</sup>. If an attendee & their family of either ceremony has any physical accessibility accommodations we need to be aware of, please let us know in advance for us to try to plan accordingly.
- **Each graduate will receive 6 tickets for each night.** We will begin distributing tickets to students the week of June 9<sup>th</sup> in the office (at natural break times - not during class time)



## GRAD AT A GLANCE 2025

(as of February 2025)

There has been a private parent Facebook™ page created. **Correliou & McNaughton Grad 2025** - This page can be an option for families to exchange/share tickets that either don't need the 6 allotted or if hoping have more than the 6 allotted tickets

- There are Grad Info Sheets given to students to give us the details needed to prepare for the event – height, size, contact & escort information, historian nominations etc.
  - Always let the office know if there changes to your information after March 7<sup>th</sup> – e.g. change in escort information
- If fees are a hardship please contact Mrs. Knauf.
- **Only those students who have 80 or more credits OR are Adult Dogwood OR Evergreen graduates and who have met the requirements for graduation can participate in the Cap & Gown ceremony.**
- Grade 12 students who have not met the above requirements are permitted to go to the grad ball/promenade.
- **If taking online courses via QDL & wanting to partake in ceremonies, please plan to meet with Mrs. Knauf. There are details/paperwork/fees etc. needed to be checked & completed.**



# Correliou Secondary School

## Graduation 2025 Fees

Dear Grad and Grad Parent(s)/Guardian(s),

January 2025

The responsibility of the school is to provide a transcript of marks (Dogwood certificate) upon the completion of Grade 12. As well, the school organizes events such as the graduation ceremonies to celebrate the completion of Grade 12. Graduation is an important event in a student's life (as well as for the family). Graduation is the point where students move on to new challenges, experiences, and friendships. The desire of graduates, family, and the community over the years, has been to develop certain ceremonies and traditions. These activities bear a cost.

Grad fees cover the expenses of all of the services, ceremonies, grad paraphernalia, and activities enjoyed by the Grads each year. **The fees for graduation are \$150.00.** Please make cheques payable to 'Correliou Secondary School' and remit to Stacey Gilbert in the school office. This is a single price for each Graduate and, unfortunately, they cannot pick and choose those items for which they would like to pay. To make it affordable for all students, it is necessary to charge all students.

Check the Correliou website for up-to-date grad information.

Some of the benefits include:

- Graduation Photograph Sitting Fee
- Souvenir Commencement Program
- Souvenir Mortarboard and Souvenir Tassel
- Correliou Coyotes Lanyard
- Correliou Coyotes Keychain
- Commencement Certificate and Certificate Holder
- Commencement Photograph
- Graduate Image on Framed Composite with rest of Graduation Class
- Use of Graduation Gown and Correliou Graduation Sash for ceremony
- DJ and Music Services at Commencement Ceremonies and other events
- Rental of Arena (and other facilities) for Commencement and other events
- Entertainment Draw Prizes
- Decoration of Facilities
- Food and Beverages
- Custodial Expenses
- Security Expenses
- First Aid Expenses

### Additional Notes:

Even if you are not purchasing a Photo package from the photographer, we want all grads to have their photo taken so that they can be part of the hallway composite and the yearbook.

If for some reason a student is unable to pay the fees, please contact Marissa Knauf at [marissaknauf@sd28.bc.ca](mailto:marissaknauf@sd28.bc.ca), or Shane Mummery at [shanemummery@sd28.bc.ca](mailto:shanemummery@sd28.bc.ca) or 250.992-7007, as we have funds available for such circumstances.

Should you have any questions regarding these fees, please do not hesitate to contact Marissa Knauf at 250.992-7007.

# Correliou Athletic Apparel

## Order Form

# Correliou Athletic Apparel

Every purchase helps raise money for the Correliou Athletic Department  
Please hand completed forms back to Miss Tresierra. Payments can be made via cash or cheque to *Correliou Secondary School*.



\$70  
ICE BLUE



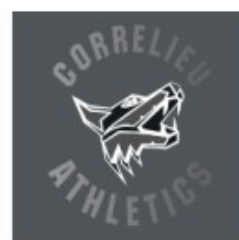
\$40  
GREY



\$40  
LIGHT BLUE



\$40  
SAND



\$40  
BLACK



\$40  
GREY



\$40  
WHITE



\$45  
GREY



\$45  
BLACK



\$45  
GREY

### Style Options:

**Top Row** (Left to Right): Women's Hoodie/ Unisex Hoodies

**Bottom Row** (L to R): Unisex Warm Up Shirts/ Unisex Half Zip/ Joggers

**Colours:** Listed Below Items

# Correliou Athletic Apparel

## Order Form

**Student Name (First and Last)** \_\_\_\_\_

Phone Number \_\_\_\_\_ Grade \_\_\_\_\_

***Make sure to state if your size is Y (Youth) or A (Adult)***

Style: \_\_\_\_\_ Size: \_\_\_\_\_ Colour: \_\_\_\_\_

Style: \_\_\_\_\_ Size: \_\_\_\_\_ Colour: \_\_\_\_\_

Style: \_\_\_\_\_ Size: \_\_\_\_\_ Colour: \_\_\_\_\_

**Total:** \_\_\_\_\_ Cash: \_\_\_\_ or Cheque: \_\_\_\_ (check one)

\_\_\_\_\_

## Size Charts

### Adult General Sizing Guide

Size	S	M	L	XL	2XL	3XL	4XL
Chest	34"-36"	38"-40"	42"-44"	46"-48"	50"-52"	54"-55"	56"-57"
Waist	29"-32"	32"-35"	35"-38"	38"-41"	41"-44"	44"-47"	47"-50"
Sleeves Length - CB	32"-33 1/2"	34"-35"	35"-36"	36"-37"	37"-38"	38"-39"	38 1/2"-39"

### YOUTH General Sizing Guide

Size	S	M	L	XL
Numeric Size	6-8	10-12	14-16	18-20
Chest	26"-28"	28"-30"	30"-32"	32"-35"
Waist	23"-24 1/2"	24 1/2"-25 1/2"	25 1/2"-27"	27"-29"
Sleeve Length-CB	25"-26"	26"-27 1/2"	27 1/2"-29"	29 1/2"-31"

# GRADE 12 Post Secondary Information

## **SCHOLARSHIPS**

Ms. Rokoss has created a Google classroom page to help our grade 12s stay up-to-date on scholarship opportunities. You can navigate to this page via our website <https://css.sd28.bc.ca/graduation/scholarships/css> or via the invite link <https://classroom.google.com/c/NzMxNzYzNDM4NTQx?cjc=a3l6a7l>. The class code is: a3l6a7l

### **Here are some new scholarship opportunities:**

[2025 BC School Trustees Association Student Citizenship Scholarship](#) - Application deadline is March 2, 2025. There are three awards of \$750. Awards will be paid directly to the student's recognized post-secondary school or skills and careers training institution.

[2025 BCGEU Scholarship](#) - Do you have an immediate family member who is a member of BCGEU (BC General Employee's Union)? If so you may qualify for a scholarship opportunity of \$2500 for full time students or \$1500 for part time students. Application deadline is Feb. 17, 2025.

[BC Excellence Scholarship](#) - Correlieu gets to nominate one graduating student for the BC Excellence Scholarship. If you are thinking of attending post-secondary next year and you are a Canadian citizen or landed immigrant residing in BC with a "B" average in Gr 11 and 12 you may be eligible. See your counsellor if you are interested. There are many steps so come asap! Application deadline is February 17, 2025.

**Please check the following sites for upcoming scholarships that you may be interested in.** There are so many opportunities. Most are online applications. Take a peek at the eligibility requirements for each one and note the deadline date. Ms. Rokoss is willing to help if you need assistance. There will be a Friday X Block assigned to assist with Scholarship essays and letters.

[B.C. Scholarships - BC Scholarships](#)

[StudentScholarships.org](http://StudentScholarships.org)

[How to Apply for Scholarship | College Scholarships | BC Scholarship Society](#)

If you are interested in studying abroad and applying for Scholarships, Click here:

[Scholarships and Awards | BC Study Abroad](#)

Making an account on Education Planner BC will help you search thousands of programs, discover career paths, explore financial resources and apply to post-secondary in BC.

[EducationPlannerBC](#)



**REGISTRATION HAS BEGUN!**

**Register until April 12th!**

**Birth years from 2007-2021**

**Online Registration Form and EMT!**

**Season Starts in May.**

**Click here to register, or check out our website:**

**<https://forms.gle/Fd24RKSTeSynK5AT6>**

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**[www.quesnelminorbaseball.ca](http://www.quesnelminorbaseball.ca)**

**<https://www.facebook.com/quesnelminorbaseballassociation>**

**[qmbball@gmail.com](mailto:qmbball@gmail.com)**

## SCHOLARSHIPS FOR GRADE 11 STUDENTS



**150+ SCHOLARSHIPS  
UP TO \$25,000 EACH\***

# APPLY NOW

APPLICATION DEADLINE - MARCH 31

The Horatio Alger Association of Canada is offering **150+** scholarships of up to **\$25,000** each to Grade 11 students planning to start university in Fall 2026.

### Eligibility Criteria:

- Household income under \$65,000.
- Canadian citizenship.
- Demonstrated integrity and resilience in the face of adversity.
- A commitment to making a positive impact.

## Northern Pathways to Health Care Bursary

**Apply by April 1**

**Up to \$7,500 per year  
(renewable for up to three additional years)**

Includes a program of activities to help support your application to the Northern Medical Program or other health professions programs.

Open to a full-time student accepted into a UNBC undergraduate program.



# unbc.ca/nmpt

**UNBC** UNIVERSITY OF  
NORTHERN BRITISH COLUMBIA

Northern Medical Programs Trust  
A PARTNERSHIP OF NORTHERN BRITISH COLUMBIA COMMUNITIES AND UNBC

For specific award details [unbc.ca/nmpt](https://unbc.ca/nmpt) Contact: 250-960-6800 | [NP2H@unbc.ca](mailto:NP2H@unbc.ca)

## NEWS & EVENTS



### ENTRANCE AWARDS FOR INCOMING STUDENTS

More than \$600,000 of awards are available for incoming students. Get rewarded for your hard work.

Application deadline **April 15.**

\*There is an additional October 1 deadline for some awards for programs that start between January 1 to April 30.



Learn more at [bcit.ca/financial-aid](https://bcit.ca/financial-aid)

### **LIKE THESE FACEBOOK PAGES TO STAY UP-TO-DATE**

There are a few Facebook pages that students/parents/guardians can follow that are updated regularly:

#### **Correlieu Secondary School**

<https://www.facebook.com/people/Correlieu-Secondary-School/100057637201475/>

#### **School District # 28**

<https://www.facebook.com/schooldistrict28>

#### **School District # 28 Transportation**

<https://www.facebook.com/SD28Transportation>

If your child is a bus student, please check the School District #28 Transportation Facebook page regularly as this is where you can find information regarding bus cancellations and bus delays.

# **Correliu Secondary School Code of Conduct**

## **BC Human Rights Code:**

Correliu Secondary School promotes the values expressed in the BC Human Rights Code respecting the rights of all individuals in accordance with the law – prohibiting discrimination based on race, colour, ancestry, place of origin, religion, marital status, family status, physical or mental disability, sex or sexual orientation – in respect of discriminatory publication and discrimination in accommodation, service and facility in the school environment.

## **Statement of Purpose:**

The staff, parents, and students at Correliu Secondary School believe that school and school-related activities must be held in a safe and secure learning and working environment. The Correliu Secondary School Code of Conduct formalizes the expectation for student behaviour while at school, while travelling to and from school, and while attending any school function or activity at off-campus locations.

## **Conduct Expectations:**

### **A) Acceptable Conduct:**

In general, students at Correliu Secondary School are expected to display behaviours regarding respect for learning, self, others, and the environment as posted in our School-wide Behaviour Expectations Matrix.

The Principal/Vice Principal has the authority to respond to student misconduct occurring outside the school day or school-related or sponsored activities (e.g. cyberbullying or harassment in the evenings and weekends) where the Principal/Vice Principal determines the activity may negatively impact the school environment (SD 28 code of conduct policy 305 1.2.)

While the following list is not exhaustive, when in school, on school property, during a school sponsored function, while under the school's jurisdiction, students are expected to:

- Adhere to all School District 28 Policies.
- Adhere to School District 28 and Correliu Secondary School code of conduct.
- Adhere to the School District 28 and Correliu Secondary School Personal Electronic Device Policy
- Adhere to School District 28 Acceptable Computer/Internet Use Policy.
- Be cooperative, courteous, and respectful in dealings with school staff, other students and school guests
- Attend school each day, arrive on time, and be prepared for all classes
- Attend all classes and complete the assigned work
- Carry out all reasonable directions given by school and district staff
- Take care of the books, equipment, and learning materials provided for use
- Treat the school building, grounds, and equipment with care
- Respect the rights of others
- Demonstrate the highest standards of conduct, personal responsibility, and good judgment when involved in school sponsored events
- Have no contact with alcohol, drugs, weapons, or replica weapons while at school, on the school grounds, or in attendance at any school sponsored event in the community
- Act as responsible members of the school neighbourhood by being courteous to people in the area, refraining from disturbing their daily activities, and respecting their property
- Adhere to this Code of Conduct while travelling to and from school and while off the school premises during the lunch hour and at other times during the school day
- Recognize that school is a place of business and that appropriate attire must be worn



## **B) Unacceptable Conduct:**

Unacceptable conduct is defined as any behaviour that puts students at risk, either physically, emotionally, or academically. A student attending Correlieu Secondary will not:

- Interfere with learning – yours or other students
- Interfere with an orderly environment (eg: persistent late arrival), create unsafe conditions (eg: rough housing, skateboarding on school property, driving all motorized vehicles inappropriately)
- Bully, harass, intimidate, or be racially, ethnically, or sexually prejudiced
- Be physically violent
- Seek retribution against a person who has reported incidents (school staff will take all reasonable steps to prevent such retaliation)
- Be in possession of, be under the influence of, smell of, be in the presence of, or distribute illegal or restricted substances
- Steal or knowingly receive stolen property
- Smoke or vape on school property or create “smoke pits” (areas where students gather to smoke) within our neighbourhood
- Be in possession of or use weapons or replica weapons (eg: knives, slingshots, pellet or other guns)
- Damage property (eg: graffiti, destruction of school district 28, community and student/staff property)
- Plagiarize (copy) electronic or print media such as other students’ work, AI, etc.
- Use personal electronic devices during instructional time.
- Act in a non-compliant manner when staff ask students to carry out reasonable directions.
- Record, post online images or information about students and staff without permission from the individual.

## **Rising Expectations**

As students progress through their high school years, they are expected to demonstrate increasing levels of maturity and responsibility, and to act as positive role models for younger students.

## **Consequences**

When determining appropriate disciplinary action, both the severity and frequency of the unacceptable conduct, as well as the age and maturity of the student will be considered.

Responses to unacceptable conduct are fair and consistent, while reflective of the particular circumstances of each individual case. Disciplinary action, wherever possible, is preventative and restorative, rather than merely punitive.

## **Notification**

School officials have a responsibility to advise other parties of serious breaches of the Correlieu Code of Conduct. For example:

Parents of student offender(s) – in every instance

Parents of student victim(s) – in every instance

School District Officials – as required by School District Policy

Police and/or other agencies – when deemed to be important to reassure members of the school community that school officials are aware of a serious situation or incident and are taking appropriate action to address it

All parents/guardians – when deemed to be important to reassure members of the school community



# CORRELIEU SECONDARY SCHOOL

850 ANDERSON DRIVE QUESNEL BC V2J 1G4  
PHONE 250.992.7007 FAX 250.992.8476 WEBSITE [www.css28.com](http://www.css28.com)

MARISSA KNAUF, B.Ed., M.Ed.  
Principal

SHANE MUMMERY, B.Ed., M.Ed.  
Vice-Principal

August 28, 2024

## **RE: Personal Electronic Devices – School District 28 Correlieu Secondary School**

Dear Parents/Guardians,

The start of the school year is fast approaching, and we look forward to seeing all our students back in classes. It will be important for students and families to be aware of a new policy in regard to personal electronic devices and their use during instructional time. On January 26<sup>th</sup>, 2024, the Province announced three actions for the safety and well-being of students in relation to digital technology. The announcement included restrictions on the use of cell phones in schools, which must be in place for the 2024/25 school year.

**Per Ministry and District policy, Correlieu Secondary School (CSS) will implement the following policy:**

**In September 2024, students are expected to store their personal electronic devices in teacher assigned spaces in each classroom. Students will need to have their devices silent (airplane mode or off) during instructional time. Instructional time is...**

Monday to Thursday	Fridays
8:30am to 10:01am	9:20am to 10:30am
10:09am to 11:44am	10:35am to 11:44am
12:30pm to 1:37pm	12:30pm to 1:37pm
1:42pm to 2:48pm	1:42pm to 2:48pm

**Only at the teacher's discretion/direction, an exemption may be made when the directed use of such devices supports a specific curricular objective and is part of instructional planning.**

We understand that many parents/guardians use text messages to communicate with their children during the day. Students are able to check their phones outside of class times; during lunch break, and after school. For emergency situations, we ask that you contact the school office, **250-992-7007**, and we will pass along your message, or have your child contact you. These changes are intended to support a focused learning environment for your young people and to help reduce the addictive and negative impacts these devices are having on our young teens.



# CORRELIEU SECONDARY SCHOOL

850 ANDERSON DRIVE QUESNEL BC V2J 1G4  
PHONE 250.992.7007 FAX 250.992.8476 WEBSITE [www.css28.com](http://www.css28.com)

**MARISSA KNAUF, B.Ed., M.Ed.**  
Principal

**SHANE MUMMERY, B.Ed., M.Ed.**  
Vice-Principal

## The following procedures will be used for violations of these expectations:

- **1<sup>st</sup> Time a student is non-compliant with electronic device policy** – The student will hand in their device and it will be stored securely in the office until the end of the day. The student is responsible for collecting their device from the office at the end of the day. We expect students to comply with this request without becoming argumentative or defiant. Students not complying with the request will move into the discipline process. Issues taking place in the last block of the day will require the device to be in the office the next day. Parents will be contacted.
- **2<sup>nd</sup> Time a student is non-compliant with electronic device policy** – The student will hand in the device and a parent/guardian will be asked to pick up the device. Parents will be contacted.
- **3<sup>rd</sup> Time a student is non-compliant with electronic device policy** – The family, student and Principal team will work together to create a device plan. The student handing in their device daily, to be stored securely in the vault for a defined period of time.

**\*\*“Personal Electronic Internet-Connected Devices”** include, but are not limited to, cell phones, smart watches, tablets, computers, portable game systems).

**Continuing to disregard these Provincial, District and School expectations may result in consequences per the Code of Conduct and may include suspension and/or other disciplinary consequences.**

**We ask that you support our staff and discuss this change with your child before the upcoming school year.**

If you have questions or concerns about these new expectations, please contact either of the Principal team at the school.

In partnership,

Marissa Knauf  
CSS Principal

Shane Mummery  
CSS Vice-Principal

## RE: Personal Electronic Devices – School District 28 - Correlieu Secondary School

### ROLES AND RULES – Student use of personal electronic devices during instructional time.

<b>Personal Digital Devices RULES</b> <i>(includes communication devices)</i>	<b>TEACHER ROLE:</b>
<ul style="list-style-type: none"> <li>○ STEP 1: Hand into office for 1 day</li> <li>○ STEP 2: Device to office and parent may need to pick it up. Devices will be returned at the end of the day.</li> <li>○ STEP 3: Device Plan - device into the vault each morning and picked up at the end of the day (created with student, family, Principals; defined duration)</li> </ul> <p>REFUSAL = move to step 3, then to In-School Suspension</p>	<p>STEP 1: Device collected – sent to office to be picked up at end of the day by student. Teacher/Principal will contact parent or guardian. <i>Seal envelope with device in (time, teacher, reason if needed)</i></p> <p>STEP 2: Device collected – sent to office to be picked up by family – P/VP contact home <i>Seal envelope with phone in (time, teacher, reason if needed)</i></p> <p>STEP 3: Device handed in each morning, picked up at end of the day – P/VP tracks plans</p>

**\*\* Smart watches can remain with the student until proven to be used as a communication device, at which time it will be considered as above.\*\***

## Notice to our Students and Parents/Guardians/Caregivers

### Quesnel School District Threat Assessment Protocol

The Quesnel School District and our community partners are committed to having safe, caring and inclusive schools. In the event that a student makes a threat of violence or harm to other students, staff or the school community, the school will initiate the Quesnel School District threat assessment protocol.

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*Violence, Threat and Risk Assessment Protocol*

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**In the event of a serious threat to the wellbeing of students or staff, A Violence, Threat and Risk Assessment Protocol will be initiated.**

A threat is an expression of intent to do harm or act out violently against someone or something. They may be verbal, written, drawn, posted on the internet or made by gesture. Threats must be taken seriously, investigated and responded to.

**What is the purpose of a threat assessment?**

- to ensure the safety of all students, staff, parents and others
- to ensure a full understanding of the context of the threat
- to understand factors contributing to the threat makers' behaviour
- to be proactive in developing an intervention plan that addresses the emotional and physical safety of the threat maker
- to promote the emotional and physical safety of all

**What behaviours initiate a VTRA?**

A VTRA will be initiated when behaviours include, but are not limited to, serious violence with intent to harm or kill, verbal/written threats to harm/kill others, Internet website/social media threats to harm/kill others, possession of weapons (including replicas), bomb threats, and fire setting.

**Duty to report**

Staff, parents, students and community members have a duty to report all threat-related behaviours to keep our school community safe.

**VTRA Team**

Our school has a multi-disciplinary threat assessment team. The team includes principal, vice-principal, district staff, school counsellors and police.

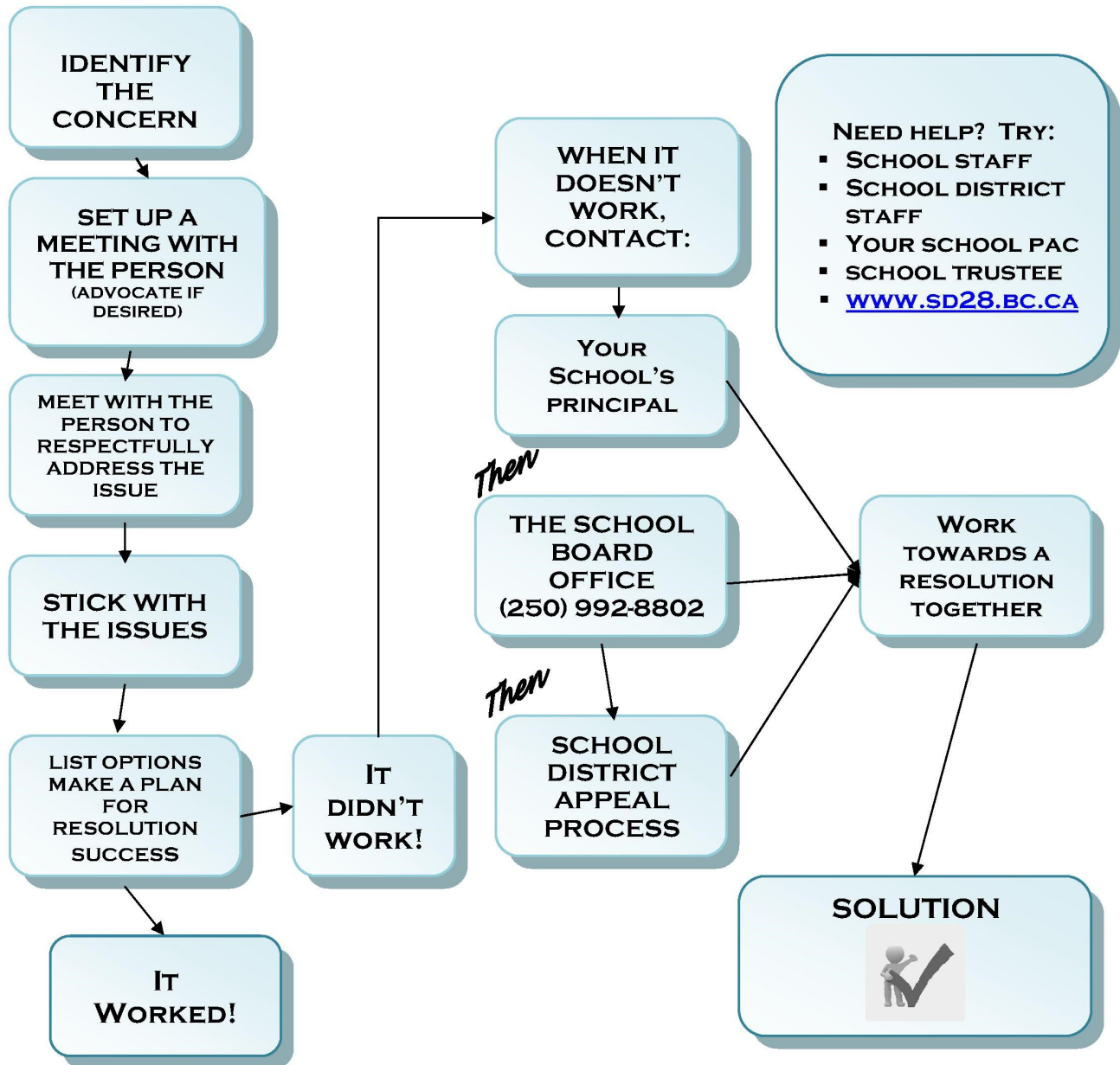
**What happens in a student threat assessment?**

After a report, the principal will activate the protocol for initial response. The team is activated and interviews may be held with the student(s), the threat maker, parents and staff to determine the level of risk and develop an appropriate response to the incident. Intervention plans will be developed and shared with parents, staff and students as required.

**Can someone refuse to participate in a threat assessment process?**

It is important for all parties to participate. If someone is reluctant to participate for some reason, the threat assessment process will continue in order to keep our school safe.

**SCHOOL DISTRICT NO. 28 (QUESNEL)  
COMMUNICATION PROTOCOL  
STEPS TO RESOLVING CONFLICT**



**NEED HELP? TRY:**

- SCHOOL STAFF
- SCHOOL DISTRICT STAFF
- YOUR SCHOOL PAC
- SCHOOL TRUSTEE
- [WWW.SD28.BC.CA](http://www.sd28.bc.ca)

**VANDALISM ALERT!** If you suspect/observe vandalism occurring on school grounds or in a school, please call the school.  
After hours – phone the local RCMP detachment @ 250 992-9211 [Quesnel] or 250 994-3314 [Wells].

401 North Star Rd  
Quesnel, BC V2J 5K2  
Phone: 250 992-8802  
Fax: 250 992-7652  
Website: [www.sd28.bc.ca](http://www.sd28.bc.ca)



## SCHOOL DISTRICT No. 28 (QUESNEL)

### COMMUNICATION PROTOCOL

#### Steps to Resolving Conflict:

The following guidelines have been developed to support respectful communication when concerns arise. It is expected that every attempt will be made to resolve concerns at the school level; or level closest to the concern.

If at any time, you need advice you can seek assistance/support in this process from:

- School Staff
- School District Office Staff (992-8802)
- School Parent Advisory Council Chairperson
- Trustees (992-8802)
- Web site - [www.sd28.bc.ca](http://www.sd28.bc.ca)

#### Finding a Resolution:

##### Identify the Concern

Try to resolve the concern:

- Begin at the school level between the concerned parties.

To help you do this:

- Focus on the student's needs.
- Define the real issue: What is needed and wanted?
- Make an appointment to see the person with whom you have a concern. Set a mutually satisfactory date and time.

- Prepare for the meeting – make notes, plan.
- Bring a support person if you desire, (inform the person with whom you meet).
- Respectfully, address your concern.
- Together, explore possible options and select the best solution.

#### Make a plan for resolution and success:

- Set up an action plan with times, dates and follow-up.

#### Seek Assistance

- ⇒ If the issue is not resolved, or an action plan is not successful, seek assistance from the Principal after informing the other party of your intent to do so.
- ⇒ If the issue concerns the Principal and you have not had success through the initial portion of this process, contact a Director of Instruction or the Superintendent of Schools at 992-8802 for assistance or support in resolving the issue.

If the issue remains unresolved after accessing assistance or support from a Director of Instruction or the Superintendent of Schools, contact the School Board using the Appeal Process (Bylaw No. 1). Call the School District Secretary-Treasurer at 992-8802 for information on the appeal process.

#### General Information

All concerns should be addressed. If you feel that you cannot approach the individual involved, please contact your school principal for assistance.

If you require more information please contact the School District Administration Office at 992-8802. The Quesnel School District believes that this Communications Protocol, developed by the School Board in partnership with the QDPAC, QDTA, QPVPA, CUPE Local 4990, and District Administration, will aid in a respectful and mutually satisfying resolution to problems and concerns.

The Communications Protocol Committee, under the direction of the Board of School Trustees, is committed to improving communications in the District. This is an on-going process and from time to time the established protocol procedures are reviewed. Your comments are welcomed.

