



APRIL 8TH, 2025

Correlieu 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

Happy Spring!

So far only 1% of our parent group has completed the annual Satisfaction Survey. Please take 5 minutes to login to the survey below. We appreciate your feedback!

https://www.awinfosys.com/SurveyFull1/central/main/access_Parent.asp

The Federal Election is on April 28th. School will be in session and parking space will be limited. Students may wish to take the bus or get a ride to school that day. Our school is also participating in Student Vote, where they go through the process of a mock vote. It will be exciting to see how our student vote compares to the actual vote!

Marissa

Upcoming Dates:

Apr. 7 - 10	Provincial Assessments
Apr. 10	Term 3 Ends — Learning Updates (report cards) distribution Apr. 25
Apr. 11	Pro-D Day (no school)
Apr. 14	Term 4 Begins
Apr. 18	Good Friday (no school)
Apr. 21	Easter Monday (no school)
Apr. 23 & 24	Ice Breaker Track Meet
Apr. 25	Term 3 Learning Updates (report cards) distributed to students
Apr. 28	Election Day - CSS Gym is closed to students (designated voting location) PAC Meeting @ 6:30 p.m. CSS Library
Apr. 30 - May 3	Legally Blonde @ 7 p.m. CSS Theatre
May 3	Student/Parent Student Learning satisfaction survey closes
May 5	Red Dress Day - National Day of Awareness for Missing and Murdered Indigenous Women and Girls and Two-Spirit People
May 13 - 15	District Awards. Open house for parents/guardian May 15 from 8 a.m.—11:30 a.m.
May 19	Victoria Day (no school)
May 26	Last PAC Meeting @ 6:30 p.m. CSS Library



the Correlieu Players present

LEGALLY BLONDE

The Musical™



WED APRIL 30 TO SAT MAY 3
CHUCK MOBLEY THEATRE

Door 6:30 pm
Curtain 7:00 p.m.

Music and Lyrics by
Laurence O'Keefe
and Nell Benjamin

Book by Heather Hach
Directed by Shawn Smith

Adults \$15
OAP/Students \$10

Tickets available at Bo Peep Boutique and the Correlieu Box Office

LEGALLY BLONDE JR. is presented through special arrangement with Music Theater International (MTI)

All authorized performance materials also supplied by MTI visit www.MTIShows.com



OLDS COLLEGE
OF AGRICULTURE & TECHNOLOGY

Interested in Horticulture, Equine, Agriculture, Agricultural Technology, Animal Health, or Land Stewardship Programs? Sign up for an information Session on April 16 from 8:30 to 9:00 in the counselling area!

Next PAC Meeting

Monday April 28th @ 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

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April 2025 News and Events

Projects Happening

There is lots going on at Correlieu and in the Culture Room this month. Please listen to the school announcements to make sure you don't miss anything going on. We will be hosting Medicine Pouch making and Beading activities in the Culture Room with limited seats available, make sure to come sign up early. Term End is approaching and assessments will be happening, if there are any questions or concerns reach out to Keri or Rolanda anytime.



250-992-7007 kerisha@sd28.bc.ca or rolandaneufeld@sd28.bc.ca

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 Scholarships & Bursary applications DUE	2	3	4	5
6	7 Assessments	8 Assessments	9 Assessments	10 Term 3 Ends Assessments	11 Pro D Day No School	12
13	14	15	16 Open House	17 Cake Day Medicine Pouches Activity	18 Good Friday No School	19
20	21 Easter Monday No School	22	23	24 Beadling Activity	25	26
27	28	29	30 *Adventures in Healthcare Apr 30-May 2			

NEWS & EVENTS

PROVINCIAL ASSESSMENTS - APR. 7—APR. 10

During this assessment period, all English 12 classes will write Literacy 12 as indicated in the schedule below. We have also scheduled a Literacy 10/Numeracy 10 make-up session for any grade 12 students missing these assessments for graduation. There is a signup sheet in the office for anyone who would like to pre-write or re-write Literacy 12 on April 9. Please note that students are permitted to write assessments up to 3 times in order to better their score.

Please note the following:

- ♦ If your student misses their in-class assessment, the only make-up opportunity is Thurs, Apr. 10 (12:30 – 3:30 pm in Lab 302).
- ♦ Students are permitted 3 hours to write their assessment. If your student is writing an afternoon assessment, they may not be finished writing until 3:30 pm so they may need to find an alternate way home if they ride a bus.

All classes/blocks will run as normal, so if your student is not writing an assessment (s), they are expected to be in class. If your student finishes their assessment early, they are expected to go to their regular class or the library/Career Centre—no hallway wondering.

CORRELIEU GRAD ASSESSMENT SCHEDULE

April 7 – 10, 2025

Literacy 12/LTE 10, NME 10, & LTE 12 MAKE UP/LTE 12 Prewrite

	MON, April 7	TUE, April 8	WED, April 9	THUR, April 10	FRI, April 11
	8:30am – 11:30am (A & B BLOCKS run as normal)	8:30am – 11:30am (C & D BLOCKS run as normal)	8:30am – 11:30am (B & A BLOCKS run as normal)	8:30am – 11:30am (D & C BLOCKS run as normal)	
CAREER CENTRE	ADJ	ADJ	ADJ	ADJ	
LAB 302	Literacy 12 M. Brackett's A Block Class	DELF Assessment (9:00am to 11:00am)	Literacy 12 Pre-write	Literacy 12 M. Brackett's D Block Class	
LAB 401	DELF Assessment (9:00am to 11:00am)	Literacy 12 C. Drew's C Block Class		Literacy 12 E. de Zwart's D Block Class	
LUNCH (11:30 AM – 12:25 PM)					
	12:30pm – 3:30pm (C & D BLOCKS run as normal)	12:30pm – 3:30pm (A & B BLOCKS run as normal)	12:30pm – 3:30pm (D & C BLOCKS run as normal)	12:30pm – 3:30pm (B & A BLOCKS run as normal)	
CAREER CENTRE	ADJ	ADJ	ADJ	ADJ	
LAB 302		Literacy 10 and Numeracy 10 Make-up		Make-up from the week	
LAB 401					

Mr. Kramer held another trivia challenge on March 5th. "Music mania" was well attended with 19 teams and over 100 participants! Thank you to all of the teams that played, and congratulations to "EverMoore" for their win!

The next trivia challenge will be the traditional, original, "The Great Brain Freeze" held May 14th.



On March 14 we had a fieldtrip to West Fraser Sawmill. We had 17 students participate in hands on trades activities with West Fraser Trades people. It was an awesome day! Thank-you to Ms. MacFarlane and Mr. Runge for organizing this trip!



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 3rd.

https://www.awinfosys.com/SurveyFull1/central/main/access_Parent.asp

TERM 3 LEARNING UPDATES

Term 3 learning updates (report cards) will be distributed during a homeroom on April 25. Learning updates will also be posted to the parent portal that day.

DISTRICT AWARDS EVENT

Setup for the event is May 13th and the Event is May 14th. Open house for parents/guardians etc. is on May 15th between 8 a.m. - 11:30 a.m.

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

See our website for a fillable version of this form

[Grad 2025 Information Sheet](#)



Grad 2025 Information – Due MARCH 7th

RETURN TO THE OFFICE

Usual Name for Ceremony	First Name		Last Name	
Full Legal Name for Certificate	First	Middle(s)	Last	
I will be attending the Grad Ceremony on the evening of Friday, June 20, 2025.			YES	NO
I will be attending the Grad Ball on the evening of Saturday, June 21, 2025.				
If NOT ATTENDING – only answer top portion				
My Height is (for gown length)		My Shirt/Hoodie size is (to help determine gown chest size)		
My escort (or group) for the Grad Ball will be: 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.		
My personal email address is <u>This should NOT be a sd28.org email address</u> All student sd28.org email accounts are disabled after graduation.				
My phone number(s) is				
My parents email address is				
My parent's phone(s) number is				
Grad fees must be paid before tickets will be issued in June.				
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. <u>This is not a vote.</u>				
Class Historians – talks about the events & activities of the past school year at a grad school event – not during our official ceremonies on June 20 th or 21 st .	1st Student Nominee		2nd Student Nominee	



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 <input type="checkbox"/> | No <input type="checkbox"/> |
| 2. My child may be included in any media coverage of school/district grad events
not generally accessible to the public. | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| 3. My child's name and/or photograph may be used in the Quesnel Observer. | Yes <input type="checkbox"/> | No <input type="checkbox"/> |

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 21ST.
- 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
	Doors close to Ball	7:45 pm	Arena 2	No admittance after 7:45 pm
	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 20th and on the 21st. 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 9th 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. **Correlieu & 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 7th – 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.**

Correlieu 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 'Correlieu 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 Correlieu website for up-to-date grad information.

Some of the benefits include:

- Graduation Photograph Sitting Fee
- Souvenir Commencement Program
- Souvenir Mortarboard and Souvenir Tassel
- Correlieu Coyotes Lanyard
- Correlieu Coyotes Keychain
- Commencement Certificate and Certificate Holder
- Commencement Photograph
- Graduate Image on Framed Composite with rest of Graduation Class
- Use of Graduation Gown and Correlieu 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, or Shane Mummery at 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.

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

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](#)

[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>

www.quesnelminorbaseball.ca

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

qmbball@gmail.com



Get a head start on your **Early Childhood Care and Learning Certificate** with Dual Credit.

2025-2026 Offerings

Available both in-person AND
unscheduled online.



Fall 2025:

ECCL 150 - Developmental Perspective I

ECCL 156 - Care & Guidance

ECCL 178 - Professional Interactions

Spring 2026:

ECCL 151 - Developmental Perspective II
(must take ECCL 150 first)

ECCL 154 - Historical & Contemporary
Perspectives in ECE

ECCL 172 - Health & Wellness

Courses are subject to change. Check cnc.bc.ca for the
latest offerings.

Need guidance? Speak with your school counselor or a CNC
Future Student Advisor to choose the right courses.

Admission requirements vary. Some courses may count —
check your program details.

Why should I take dual credit?



Save Money: Your tuition
is covered by your school
district!



Earn credits for high
school and post-secondary
at once.



Start college with a lighter
load.



Build confidence in your
future after graduation.



Transfer credits to CNC,
UNBC, and other
post-secondary
institutions.

Contact Information
CNC Future Student Services
E: futurestudent@cnc.bc.ca
P: 250-561-5855

Visit cnc.bc.ca/dual-credit
or talk to your high school
counsellor to apply today.



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

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.

Correlieu Secondary School Code of Conduct

BC Human Rights Code:

Correlieu 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 Correlieu Secondary School believe that school and school-related activities must be held in a safe and secure learning and working environment. The Correlieu 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 Correlieu 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 Correlieu Secondary School code of conduct.
- Adhere to the School District 28 and Correlieu 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

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 26th, 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

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:

- **1st 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.
- **2nd 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.
- **3rd 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.

Personal Digital Devices RULES <i>(includes communication devices)</i>	TEACHER ROLE:
<ul style="list-style-type: none">○ STEP 1: Hand into office for 1 day○ STEP 2: Device to office and parent may need to pick it up. Devices will be returned at the end of the day.○ 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) <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.

Violence, Threat and Risk Assessment Protocol

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 VTTRA?

A VTTRA 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.

VTTRA Team

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

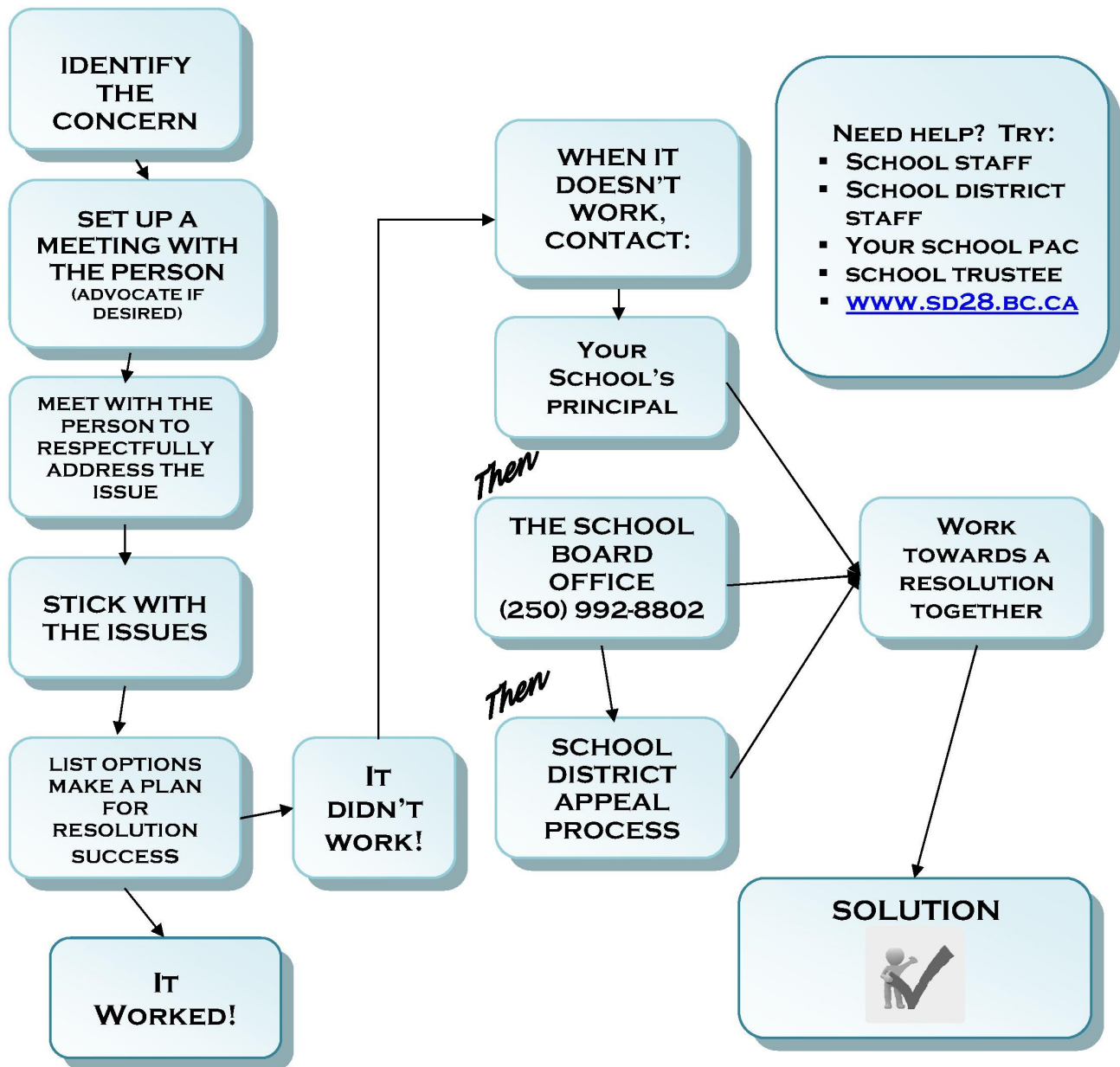
What happens in a student threat assessment?

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**



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



Amended: May 1, 2006, January 2012, January 2017
Reviewed: April 2021

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

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.

