



MAY 21ST, 2026

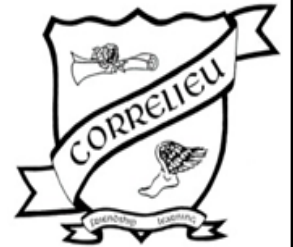
Correlieu Secondary School

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

TELEPHONE: 992-7007

Principal: Mrs. Marissa Knauf

Vice Principal: Mr. Shane Mummery



Vice Principal's Message

Hi Everyone,

We are half way through May and have roughly 6 weeks left of school before summer vacation. We encourage everyone to finish the year strong by attending all classes, keeping up with assignments, and studying for final assessments. We recognize that with the good weather it is hard to be inside all day, but classes will be in session until the end of June. Please see the school calendar for dates when classes are in session and project completion days in June.

As mentioned in previous communications, not all commencement/graduation events are sponsored by the school or school district. It is important to note that any students participating in a "grad prank" will be suspended and may not be able to participate in graduation/commencement ceremonies. In the past, graduation pranks have gone too far and a decision to ban all "grad pranks" was implemented this year. Other events such as "grad camp out", "grad kidnapping", "after grad parties", and "grad pranks" are not sponsored by the school and do not have any school supervision. Many non-sponsored events do not have any adult supervision whatsoever. We want everyone to be safe and responsible and to celebrate the success of graduation. Parents, please talk to your children about being safe and making good choices.

School sponsored events are as follows: Grad BBQ June 5, Cap and Gown Ceremony June 19, and the Promenade June 20.

Provincial Assessments are a graduation requirement and will be held June 8 to 12. In class assessments will be held June 15 to 18 and June 19 will be a project completion day. Students are required to be in classes until June 24. The last week of school is for students needing to complete missing work and improve grades.

Upcoming Dates:

May 25	Last PAC meeting of the year @ 6:30 pm CSS Library
June 1	NI Day (no school)
June 3 - 5	<i>The Real Story of Alice in Wonderland</i>
June 5	Grad BBQ & Fun Fair Afternoon
June 11	Athletic Awards @ 6:30 pm CSS Theatre
June 8—12	Provincial Assessments / Non-Interruption Week
June 15—18	Classes in session. In-Class Assessments/Project Completion Days
June 18	Last day of regular classes. Grad Rehearsal @ 3 pm West Fraser Centre
June 19	Project Completion Day
June 19	Grad Cap & Gown.
June 20	Grad Ball/Promenade
June 21	National Indigenous Peoples Day
June 22 - 24	Grade Improvement Days
June 24	Academic Awards @ 7 pm CSS Gym/Last Day of School for students
June 25	Administrative Day (no school). Report cards available after 10 am



Next PAC Meeting

Last Meeting of the school year
Monday May 25th @ 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.

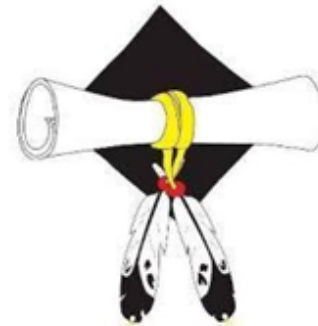
Culture Room

608

June 2026 News and Events

Time to Celebrate

The final push is on, as we come to the end of yet another school year we encourage families and students to please reach if there are any ways we may help. This month brings many celebrations of our students' accomplishments and we invite you to join us at these upcoming events. We hope this summer brings great adventures, loads of laughter and some restful times to all. To those students that will not be rejoining us at Correlieu in September we realize that this was just a stepping stone in your journey, congratulations and we wish you success in all your future endeavors, please stop in to visit and continue to share your lives with us often.



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 NI Day No School	2	3	4	5 Grad BBO Fun afternoon	6 Blue Jean Jacket Day
7	8 Provincial Assessments	9 Provincial Assessments	10 Provincial Assessments	11 Culture Room Year End Celebration Athletic Awards Provincial Assessments	12 Provincial Assessments	13
14	15 A/B In-Class Assessments & Project Completion Day	16 C/D In-Class Assessments & Project Completion Day	17 B/A In-Class Assessments & Project Completion Day	18 Grad Rehearsal D/C In-Class Assessments & Project Completion Day	19 Grad Cap & Gown Project Completion Day	20 Grad Promenade
21 National Indigenous Peoples Day	22 Grade Improvement Day	23 Grade Improvement Day	24 Grade Improvement Day Last day for students Academic Awards	25 Administrative Day No School	26 Summer Vacation Begin....See You September 9th 2026!	27
28	29	30				
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Reach out anytime 250-992-7007.

Keri Osha keriosha@sd28.bc.ca

Rolanda Neufeld rolandaneufeld@sd28.bc.ca



POSTER BY: ADDY ERNST

CORRELIEU DRAMA CLUB PRESENTS
THE REAL STORY OF ALICE IN WONDERLAND

DIRECTED BY: CAROLYN ALTON
JUNE 3-4, DOORS OPEN AT 6:30, SHOW STARTS AT 7:00
AT THE CHUCK MOELEY THEATRE

TICKETS AVAILABLE AT CSS AND BODEED
STUDENTS AND OAD \$5, REGULAR TICKETS \$10

Tickets at CSS on sale at Lunch in the Foyer

NEWS & EVENTS

PROVINCIAL ASSESSMENTS - JUNE 8 — JUNE 12

During this assessment period, all English 10 classes will write Literacy 10 and all Science 10 classes will write Numeracy 10 as indicated in the schedule below. We have also scheduled a Lit 10/Num 10/Lit 12 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 June 8. 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 Friday, June 12 (8:30 – 12:30 pm in Lab 401).
- ◆ 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 June 8 - 12, 2026 Lit 10, Num 10, and Lit 12 Make-up/re-write Assessments

	MON, June 8	TUE, June 9	WED, June 10	THUR, June 11	FRI, June 12
	8:30am – 11:30am <i>(A & B BLOCKS run as normal)</i>	8:30am – 11:30am <i>(C & D BLOCKS run as normal)</i>	8:30am – 11:30am <i>(B & A BLOCKS run as normal)</i>	8:30am – 11:30am <i>(D & C BLOCKS run as normal)</i>	8:30am – 11:30am <i>(C & D BLOCKS run as normal)</i>
CAREER CENTRE	ADJ	ADJ	ADJ	ADJ	ADJ
LAB 302	Literacy 10 Jackson's Block A Class	Numeracy 10 Sherstan's Block C Class	Numeracy 10 Dinicol's Block B Class	Literacy 10 Jackson's Block D Class	
LAB 401	Numeracy 10 Sherstan's Block A Class	Literacy 10 Teetzan's Block C Class	Literacy 10 Jackson's Block B Class	Literacy 10 Teetzan's Block D Class	Literacy 10/ Numeracy 10/ Literacy 12 Make-up
LUNCH (11:44 AM – 12:25 PM)					
	12:30pm – 3:30pm <i>(C & D BLOCKS run as normal)</i>	12:30pm – 3:30pm <i>(A & B BLOCKS run as normal)</i>	12:30pm – 3:30pm <i>(D & C BLOCKS run as normal)</i>	12:30pm – 3:30pm <i>(B & A BLOCKS run as normal)</i>	12:30pm – 3:30pm <i>(A & B BLOCKS run as normal)</i>
CAREER CENTRE	ADJ	ADJ	ADJ	ADJ	ADJ
LAB 302	Numeracy 10 Whitehouse's Block C Class	Literacy 10/Numeracy 10 Make-up	Numeracy 10 Sherstan's Block D Class	Literacy 10 Teetzan's Block B Class	
LAB 401	Literacy 12 Prewrite/re- write				

For Grade 12s (and any students leaving our district):
Please see the following pages for instructions on how to transfer files from your H drive and G Suite account to another email or to your own USB memory device. If you don't transfer your files, you will lose all your data as your account gets suspended at the end of June.



Backing up from Google Account

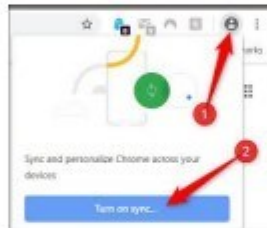


If users leaving our district wish to retain the data in their accounts (H: drive and G Suite), the following explains how to backup your files to a flash drive or another email. After leaving, the G Suite account will be deleted and no longer accessible. This applies to students who are graduating or leaving the school district as well as staff who are moving or retiring. Here are the steps to back up your work:



Option A: Transfer to another account

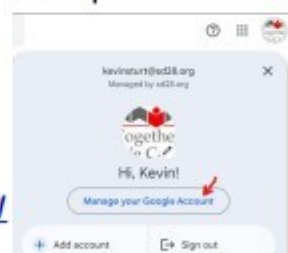
Step 1. Login to your G Suite account (...@sd28.org) in Google Chrome browser



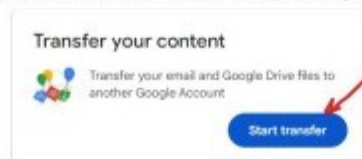
Step 2. Click on your initial or G Suite photo and select "Manage your account"

...or go to:

<https://myaccount.google.com/>



Step 3. To send your Google Drive content to a personal GMail account, click on **Start transfer** and specify your email destination:



Option B. Downloading



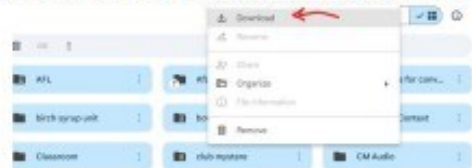
Step 1. Go to Google Drive (9-dot waffle & Drive) and select *My Drive* <https://drive.google.com/drive/my-drive>. Insert a USB memory stick into the computer, laptop or chromebook.



Step 2. For downloading *some* content, it may be best to create a new folder and move (or drag & drop) files into the new folder. To create a new folder, click on **+New** and select "New folder." Right mouse click on the new folder and select download.

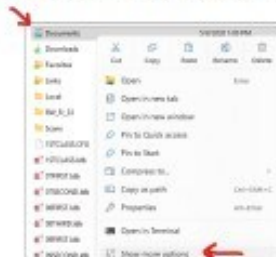
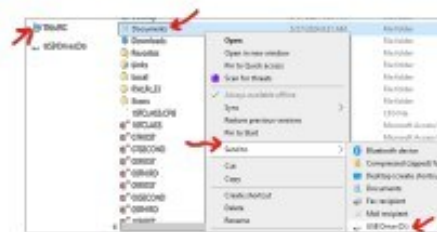


Step 3. For downloading *all* content, hold down **Ctrl** and **A** keys. This will select all content. Right mouse click and choose Download.



Step 4. Open your downloads folder and right mouse click and "Send" to the USB memory drive. Or you can drag & drop the content into the USB memory drive.

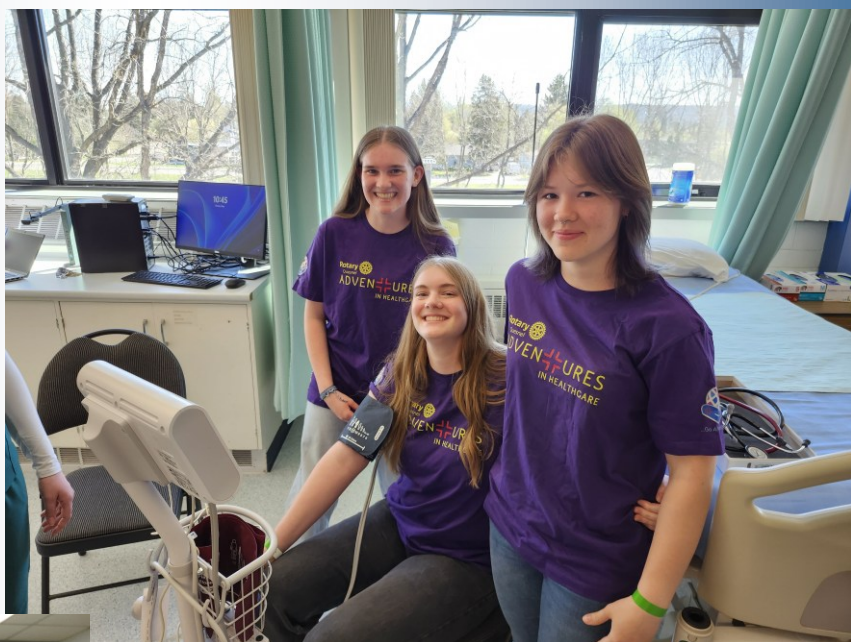
H: drive downloading. With an SD28 computer/ laptop, open File Explorer (**Ctrl Alt X**). Click on **This PC** and open the H: folder. Right mouse click on a folder and select "Show more options." Then select "Send to" the USB storage.



Step 5. Safely remove your USB flashdrive when the transfer is complete.



18 Correlieu students got to partake in the **Adventures in Health Care program** in Prince George on Monday, May 4th (Star Wars Day), hosted by CNC and the Rotary. Students learned about various careers in the Health Care field such as Licensed Practical Nurse (LPN), Registered Practical Nurse (RPN), Dental Hygienist, Care Aide, and Social Work. This learning was accomplished through various hands-on activities such as stitching wounds, performing CPR, using bed hoists, and an exhilarating wheelchair race. When asked what their favourite thing about the day, the overwhelming majority mentioned the delicious catered chicken wraps for lunch. We would like to extend a thank you to Tim Hall, Jane Gauthier, and Ron Davis for helping organize and include our students in the event.



Correlieu Track and Field Senior Combined team takes 1st at Zone Meeting in Prince George

20 athletes from Correlieu competed at the recent North Central Zone Meet in Prince George. The results were phenomenal. For the third consecutive year, our Senior Combined Team placed first overall with 350 points (second place had 131 pts). There were many excellent results, personal bests and feats of sheer determination. Just a few of the highlights include:

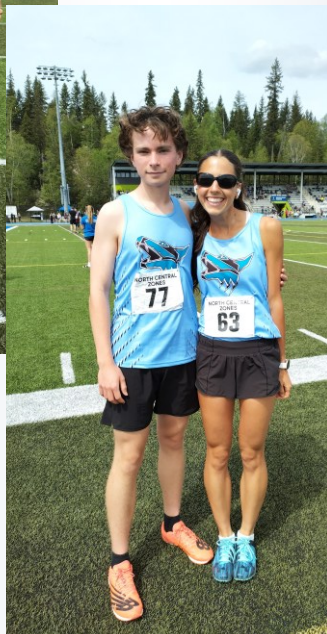
- Claire Barbosa with 4 gold medals (800 m, 1500m, 3000 m and 4x400 relay)
- Landon Cherry with 3 gold medals (Discus, Shot Put, Hammer)
- Kali Forgrave with 3 gold medals (Discus, Shot Put, Hammer) one of which included smashing a meet record in Hammer by over 10 m
- Colbie Silver Adams with 2 gold medals (Long Jump and Triple Jump)
- Our Senior Women sweeping places #1 through 5 in Discus
- Relay wins by the Senior Men in both the 4 x100m and the 4 x 400 m and the Senior Women in the 4 x 400 m

We can't say enough the positive impact sports have on our students. Whether they come first or last, have a good day or bad, they learn to work through stress, to persevere and have the opportunity for personal growth.

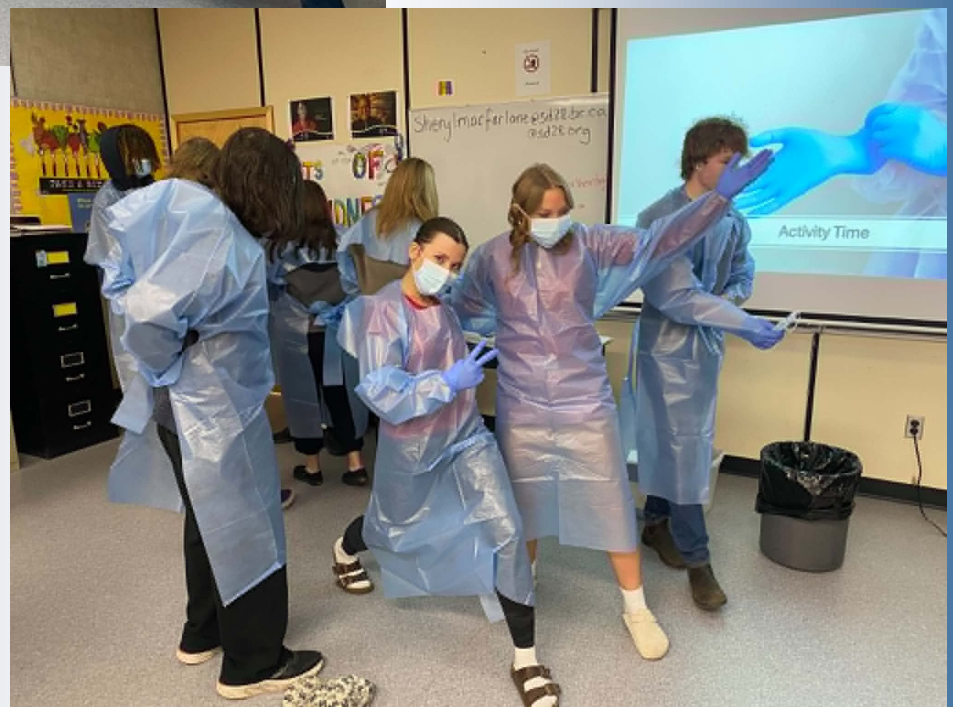
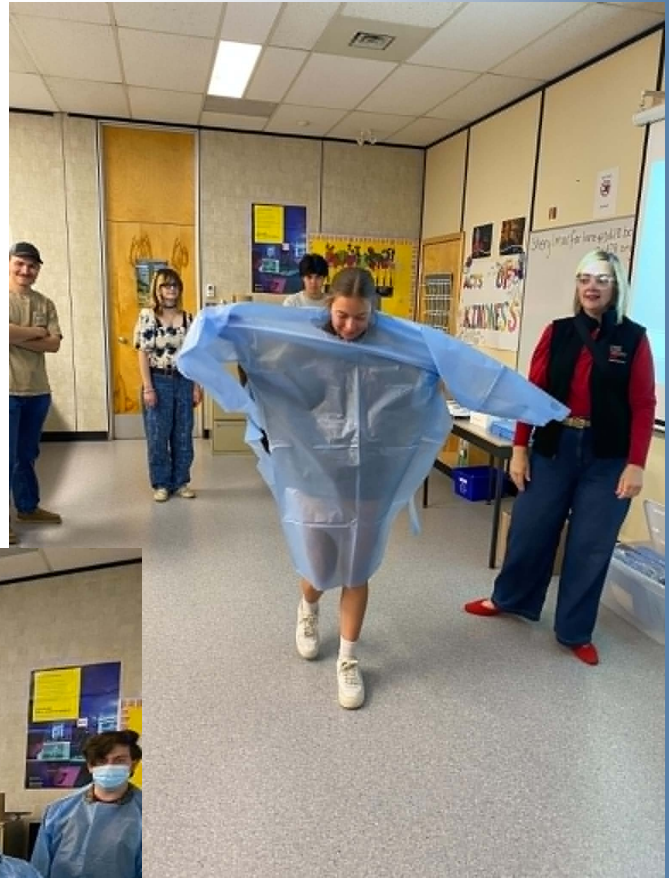
One of the coaches from another district stopped us to share that he always knows that when he sees a Correlieu jersey, he can ask them to help and they will - he commented on how respectful and polite our team is and what excellent sportsmanship they always demonstrate.

We are so proud of ALL of our team and look forward to the Provincial Championships in Langley at the start of June.

The Coaches (Mrs. Barker, Ms. Whitehouse, Mr. Kramer and Mr. Dyer)



Ms. MacFarlane arranged for representatives from CNC to talk to some of our CLC 12 students about the Health Care Assistant Program at CNC & Northern Health. Students learned about different healthcare careers and had fun learning how to properly don and doff the required PPE.



NEWS & EVENTS

The CSS Jazz Band is excited to be ending the year with a couple of high profile outdoor performances!



- **Quesnel Farmers Market**
Saturday May 23rd 10:00 am-12:00 pm
- **Quesnel's 5th Annual Children's Festival—Lebourdais Park**
Saturday, May 30th 10 am—11 am
- **Quesnel Downtown Association's Music Mix @ Six—Spirit Square**
Thursday, June 18th 6 pm—8 pm



& the
Early Learning Table
along with other Partners

Proudly Present the
5th Annual



SAVE THE DATE

May 30, 2026

@ LeBourdais Park

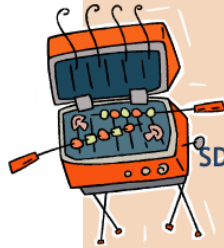
Correliou Grad BBQ

Congrats to the Grad Class of
2026

Nothing can stop you now. Your next
adventure awaits, and we're excited
to see where it leads you.

Keri and Rolanda

June 5th 2026 at 11:30



Hosted by
SD28 Aboriginal Education
Catered by
Craig's Table Catering

Blue Jean Jacket Day

June 6 marks the annual Blue
Jean Jacket Day, a day to
honour Missing, Murdered,
and Exploited Indigenous
Men and Boys (MMEIMB).



PARENTS' CORNER

MYED PARENT PORTAL—ATTENDANCE TRACKING & GRADES

Did you know that you can use the MyEd Parent Portal to check your student's attendance and view their grades/assessments? See instructions below.

Students and Parents – MyEd Portal Password Reset Help

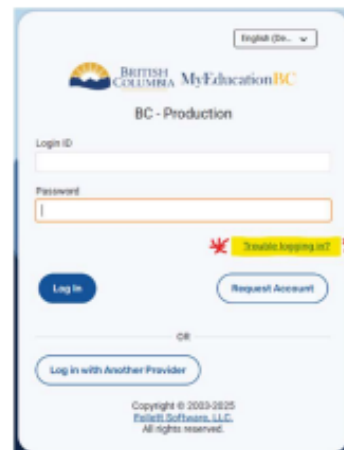
Did you know the MyEd portal has a redesigned password reset feature? If you already have a MyEd account but cannot login due to a Login ID or password issue, you can confirm your Login ID or reset your own password!

Step 1

Go to the MyEd portal Login Screen

<https://myeducation.gov.bc.ca/aspen-login/>

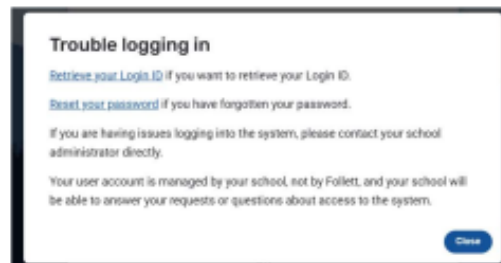
and click on the "Trouble Logging in?" button.



Step 2

Click on "Retrieve your Login ID" or "Reset your Password"

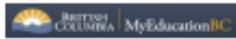
Once that is done it will ask you to confirm your email address. Students, this would be your @sd28.org email, parents it would be whatever you have on file with the school. Once you input the necessary email address the system will email you your ID or instructions on resetting your password.



Step 3

From there all you need to do is check your email and follow the instructions provided. If you are still having trouble, or you do not yet have an account, contact your school for help getting started.

PARENTS' CORNER



MyEd Parent Portal

This portal can help families:

1. Check student attendance
2. View grades and assessments

Go to:

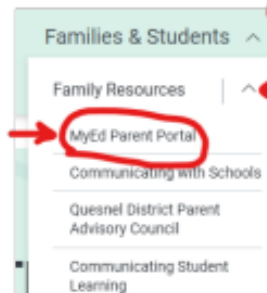


How to get to the MyEd parent portal:

1. Go to the MyEd website

<https://myeducation.gov.bc.ca/asp/en/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



MyEducationBC

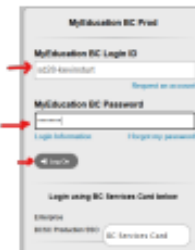
MyEd BC Parent Portal

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

[Learn More](#)

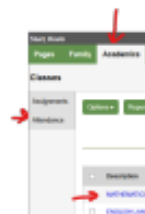
To login (from a computer):

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.



PARENTS' CORNER

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.



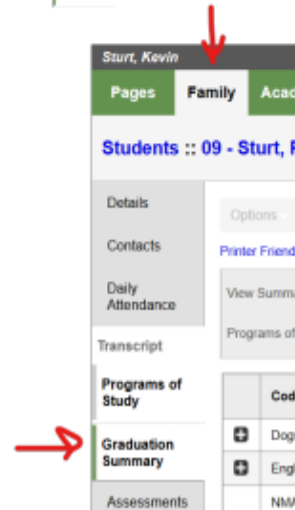
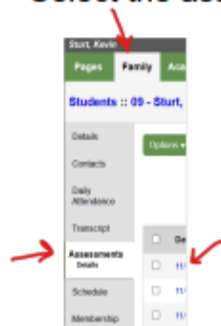
Classes :: MEN-09-FI-63 - ENGLISH LANGUAGE ARTS 9 (FI)

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.



See our website for a fillable version of this form
[Fillable CSS & McN Grad 2026 Grad Information Form](#)



QDL Grad 2026 Information – Due MARCH 13th

Return this into the office or email css@sd28.bc.ca

Usual Name for Ceremony	First Name		Last Name	
Full Legal Name for Certificate	First	Middle(s)	Last	
I will be attending the Grad Cap & Gown Ceremony on the evening of Friday, June 19, 2026.			YES	NO
			<input type="checkbox"/>	<input type="checkbox"/>
I will partake in the Promenade on Saturday June 20, 2026 at Lebourdais Park. As grads & escorts line up to cross the stage names of who you cross with will be announced then.			YES	NO
			<input type="checkbox"/>	<input type="checkbox"/>
I will be attending the Grad Ball on the evening of Saturday, June 20, 2026. Graduates are only allowed only 1 escort each into the ball.			YES	NO
			<input type="checkbox"/>	<input type="checkbox"/>
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 for the Ball will be: If your escort is not a student of Correlieu or McNaughton they must be pre-approved by their school's principal. Graduates are only allowed only 1 escort each into the ball.		Name of escort (if not a current student, please include contact info in box below)		
		Escort phone number if not a current student		
My personal email address is This should NOT be a sd28.org email address All student sd28.org email accounts are disabled after graduation.				
My cell phone number(s) is:				
My parents email address is:				
My parent's/guardian's cell phone number(s) are:				
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.				



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.

GRADE 12 Post Secondary Information

SCHOLARSHIPS

Did you know that Correlieu has 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. Mr. Barbosa is willing to help if you need assistance—you can find him in the counselling area

[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.



NEWS & EVENTS

STAY UP-TO-DATE

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

Correliou Secondary School

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

Instagram — [@correliou_secondary](#)



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.

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. If you have questions, please see your Guidance Teacher based on your last name: A-K : Ms. Pelchat L-Z: Mr. Barbosa

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



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.

If you need to contact your child during class times, please call the office. We will pass along your message or have your child contact you.

Office: 250-992-7007



CORRELIEU SECONDARY SCHOOL

850 ANDERSON DRIVE QUESNEL BC V2J 1G4
PHONE 250.992.7007 FAX 250.992.8476 WEBSITE www.css28.com

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Principal

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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.

<p>Personal Digital Devices RULES <i>(includes communication devices)</i></p>	<p>TEACHER ROLE:</p>
<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 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 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



RESPECTFUL COMMUNICATION

At Correlieu Secondary School we value effective and respectful communication with our families and community members. Staff are eager to address your questions or concerns. It is important that home and school can communicate effectively to resolve an issue as well as support teaching and student learning.

In the event of an emergency or urgent matter, please phone the school (250-992-7007) or district office directly.

RESPECTFUL COMMUNICATION

- All communication needs to be respectful and courteous
- Be mindful of tone and volume when addressing concerns
- Address the concern(s) at hand
- Listen and understand the concern from the school perspective as well as the students
- Work together to solve problems
- If communication is aggressive, offensive (e.g. racist or sexist comments), threatening, intimidatory, disrespectful or contains profanity, it is considered unacceptable

COMMUNICATING CONCERNS

- Inquiring about academic progress, learning expectations or behavioural concerns is best addressed in person or on the phone. Schedule an appointment to meet/speak with your teacher
- Confidential matters are best conveyed by phone or personal contact. It is best practice to have prearranged phone calls or meetings to discuss these matters

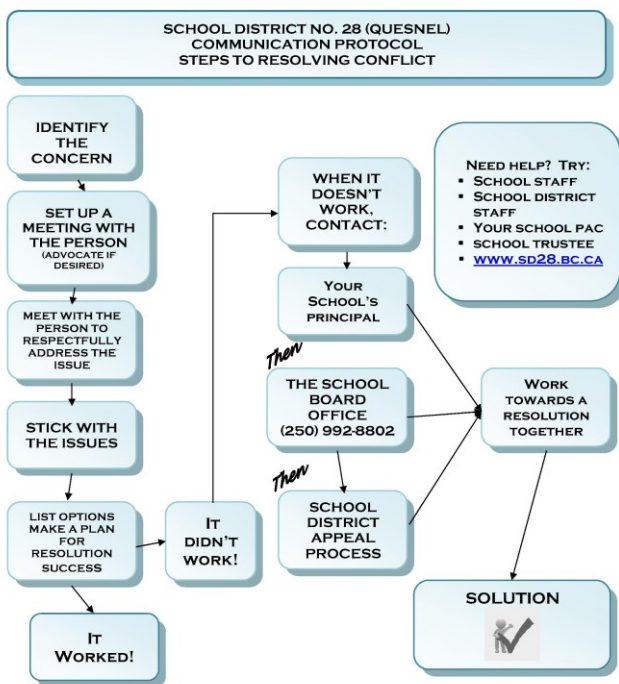
SCHOOL/DISTRICT COMMUNICATION PROTOCOL

- Address the concern with the person and give them a chance to respond before bringing the concern to the Principal, Vice Principal or District office. Follow our school district protocol below:

EMAIL COMMUNICATION

- It may take administration, teachers or support staff 1-3 business days (apart from scheduled breaks in the school year) to respond to email concerns. **If there is urgency to your communication, please call the school**
- Note - Staff who work with students are typically unable to read their email during school hours
- Please send only non-vital messages by email

[Link to - Procedures 118 - Appendix 1 and 2 - Communication Protocol - Steps to Resolving Conflict](#)



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.





School Calendar 2025-2026

School District #28 Quesnel

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

AUGUST 2025						
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JUNE 2026						
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AUGUST 2026						
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Sep 1: Labour Day
 Sep 2: School Planned Non-Instructional Day (no school for students)
 Sep 3: Back to school (1/2 day for students)
 Sep 30: National Day of Truth and Reconciliation
 Oct 13: Thanksgiving
 Oct 24: Provincial Pro-D (no school for students)
 Nov 5: Early Dismissal (to facilitate Parent Teacher Interviews)
 Nov 11: Remembrance Day
 Nov 28: District Planned Non-Instructional Day - Indigenous Focus (no school for students)
 Dec 22-Jan 2: Winter Break

Jan 5: Students back from Winter Break
 Jan 30: District Planned Non-Instructional Day (no school for students)
 Feb 16: BC Family Day
 Mar 16-27: Spring Break
 Apr 2: Good Friday
 Apr 6: Easter Monday
 Apr 24: Regional Pro-D (no school for students)
 May 18: Victoria Day
 Jun 1: School Planned Non-Instructional Day (no school for students)
 Jun 24: Last Day for students
 Jun 25: Administrative Day (no school for students)
 Jun 26: Summer Break begins

Professional, District, Ministry, Non Instructional Days - No School
 Statutory Holidays - No School

School Holidays - No School
 Early Dismissal