

BRUCE MIDDLE SCHOOL

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A TRADITION OF EXCELLENCE

PARENT HANDBOOK 2009-2010

BRUCE MIDDLE SCHOOL HANDBOOK

MISSION

Our mission is to provide a positive and safe learning environment, which encourages continuous growth.

SCHOOL GOALS

- To maximize student achievement in academic, artistic and practical skill areas consistent with student abilities and interests.
- To provide a caring and safe environment that nurtures social and emotional growth leading to responsible behaviour and a positive self-concept.
- To develop habits which promote life long physical fitness, good nutrition and continuing physical activity?
- To have students develop positive attitudes towards the school and its activities by consistently emphasizing the C.P.R. philosophy.
- To foster in students to have the ability to make responsible decisions related to work, family and society.

RESPONSIBILITIES AND EXPECTATIONS

Parents/Guardians will be responsible for:

- Honouring their obligations as outlined in the Public Schools Act, the Child and Family Services Act
- Communicating regularly with school personnel regarding the education of their child
- Following established protocols for expressing concerns
- Treating staff and students with dignity and respect at all times
- Ensuring regular and punctual attendance of their child
- Encouraging and supporting completion of all school assignments

Students will be responsible for:

- Attending school regularly and arriving on time
- Being prepared for all classes by bringing required materials and completing homework assignments
- Completing missed work
- Displaying academic integrity (eg. not plagiarizing)
- Engaging in educational opportunities through active classroom participation
- Being a good citizen
- Expressing themselves using socially acceptable language and behaviour for the school setting
- Respecting the diversity of all people in the school community
- Demonstrating self-discipline, and showing

courtesy for all people in the school community

- Showing respect for property, rights and safety of themselves and others
- Resolving conflicts and difficulties through consultation and problem solving
- Complying with the Codes of Conduct of the St. James-Assiniboia School Division and its individual schools

Staff will be responsible for:

- Adhering to the policies of the St. James-Assiniboia School Division and to the tenets of the Manitoba Teachers' Society Code of Professional Practice regarding responsible professional behaviour
- Treating parents/guardians, students and staff with dignity and respect at all times
- Establishing and maintaining a safe and caring learning environment conducive to student progress
- Providing an environment that enhances self-esteem
- Communicating information about student progress, attendance and behaviour to students, parents, guardians and administration, as appropriate
- Promoting a positive school culture

SCHOOL SCHEDULE

7:45 - 8:40Early Entry Program
8:40Student Entry
8:40Classrooms Open
8:48Warning Bell
8:50BLAST GROUP
8:50Opening Exercises (Attendance taken at 8:50)
9:00 - 9:40 Period 1
9:40 - 10:20 Period 2
10:20 - 11:00 Period 3
11:00 - 11:10BREAK
11:10 - 11:50 Period 4
11:50 - 12:30 Period 5
12:30 - 1:25LUNCH
1:25Student Entry
1:28Warning Bell
1:30BLAST GROUP (Attendance taken at 1:30)
1:33 - 2:15 Period 6
2:15 - 2:57 Period 7
2:57 - 3:38 Period 8
3:38Home Time!



STAFF MEETINGS

Staff meetings are held on the first and third Tuesday of every month and students are dismissed at **3:08 p.m.** (30 minutes early). Please insure that arrangements have made for your child so that the building may be cleared quickly. Long line-ups at the phone delay the start of the meetings.

PICK-UP & DROP-OFF ZONES

Please note that the sidewalk in front of the school is not a driveway and vehicle traffic should refrain from using the area for stopping except under exceptional circumstances. The area on Booth in front of the school is a no stopping zone. Please do not stop in this area for long periods of time as it presents a safety hazard to both pedestrian and vehicle traffic.

ADMINISTRATION / INSERVICE DAYS

Education Manitoba and the St. James-Assiniboia School Division allow ten days each year for program planning, professional development and parent/teacher conferences. Students do not attend classes on these days and therefore it is a good time to plan for medical, dental and other appointments. Please see the school calendar at the end of this handbook for the dates designated as administration and in-service days this year.

ACADEMICS

PROGRAM OF STUDIES

Required Subjects: Language Arts
Mathematics
Science
Social Studies
Physical Education
Practical Arts
French

Optional Courses:

Grade 6, 7 & 8 students may select a major option in Band, Art or Drama.

Enrichment Courses:

Additional courses offered outside normal school hours include Jazz Band (Gr. 7 & 8), Percussion Ensemble, Concert Choir, Vocal Jazz and Drama.

At Bruce all students will have time in the Technology Lab as part of their Practical Arts component. Computer Technology (ICT) is also an integral part of each subject area.



HOMEWORK

Parents are in a position to reinforce what has been taught while teaching their children good work and study habits. Homework is an important part of each day's work.

Students and parents can check the required homework on the teacher's webpage that is accessible from the staff listing on the Bruce Middle School website: <http://bruce.sjsd.net/>

ASSESSMENT

Teachers assess your child's learning to determine what your child knows, to decide the next steps in learning and to communicate your child's learning progress to you and to your child.

Providing descriptive and constructive feedback to children and involving them in self-assessment, record keeping, and communication about their learning is called assessment "for" learning. Assessment "for" learning helps students understand whether they need to improve their learning and how they might improve it. Students tend to be motivated to learn more when they know what they have done well.

Sometimes students are provided with evaluative feedback, which tells the learner how she or he has performed compared to what was to be learned. This is also called assessment "of" learning and may be reported using letters, numbers, or other symbols on a report card or within a grading period.

Both assessment "for" and "of" learning provide useful information. The classroom teacher uses both forms of assessment to help make decisions about teaching and to help students learn more.

Progress Reports will be made to parents on an "as needed" basis determined by the teacher. Parents may request updates at any time.

There will be two term report cards and a final report card. Progress reports will be distributed on an as needed basis as determined by the teacher. Dates for the formal reports are as follows:

Term Reports

Term 1	December 11, 2009
Term 2	March 12, 2010
Term 3	June 29, 2010

Parent / Teacher / Student conferences are scheduled for November and March but additional conferences may be scheduled as required.

AWARDS

At the end of June, awards are presented to deserving students at the Celebration of Learning Ceremony. At this formal award ceremony, book awards are given to students selected for their high academic achievement and good citizenship and honor certificates are presented to those who attain a final average of 80% or higher. Formal Athletic awards are presented at a separate assembly at our Sports Breakfast in June. Tickets are to be purchased in advance. We also often celebrate learning with informal awards assemblies. These "Celebration of Success" assemblies are held several times during the year in which students are recognized for outstanding achievement in academics, athletics/arts, citizenship and special achievement.

CELEBRATION OF SUCCESS

As a means of promoting global citizens and nurturing productive members of society, we take time to recognize our students' accomplishments. All students have the opportunity to be acknowledged for their efforts and achievements. To be considered for the celebration of success assembly, a student must be nominated by a parent, teacher, classmate, group or organization, or even be self nominated. To be considered by the committee, a student must have achieved success in at least two of the following areas:

Academics:

Academic growth and a positive change in their approach to academics.

Athletics / Arts:

Sportsmanship, leadership, effort, athletic ability or a combination of these characteristics.

Musical, dramatic, or artistic ability demonstrated in school or the community.

Citizenship:

Contributions to the school, the community and its citizens.

Special Achievements:

An outstanding achievement in any field that is both positive and beneficial.

LUNCH

All students who attend Bruce Middle School are permitted to stay for lunch. Students who intend to stay at lunch must fill out a lunch application form and follow the lunchroom rules.



LUNCHROOM RULES

1. Students will eat in their assigned classroom.
2. Students are to clean up after themselves prior to dismissal.
3. Students are to remain seated in their rooms from 12:30-12:55, use reasonable table manners and speak only at conversational levels.
4. During inclement weather, students will be provided with a choice of various activities. Wandering the halls after they have made a choice will not be tolerated.
5. Students are to be respectful to all classmates, staff and lunch supervisors.
Failure to abide by lunchroom rules will lead to disciplinary actions which may include:

- I. Written warning to be forwarded to the Vice-Principal or Principal Conference with the Vice-Principal or Principal.
- II. Written warning to be forwarded to the Vice-Principal or Principal Conference with the Vice-Principal or Principal / phone call home to parent/guardian Student will not eat in their lunchroom and will remain inside for the duration of the lunch hour.
- III. Written warning to be forwarded to the Vice-Principal or Principal Conference with the Vice-Principal or Principal / phone call home to parent/guardian Student will be suspended from the lunchroom for 1 week – at home or in the office.
- IV. Written warning to be forwarded to the Vice-Principal or Principal Conference with the Vice-Principal or Principal / phone call home to parent/guardian Student will be suspended from the lunchroom for the remainder of the year.

SCHOOL & DIVISION POLICIES

The following are important items that you should know about Bruce Middle School.

TEXTBOOKS

Students will be financially responsible for lost or damaged textbooks. Please make every effort to take good care of your books.

CODE OF CONDUCT

All students and staff at Bruce Middle School have the right to a safe and caring school environment that fosters and maintains respectful and responsible behaviour. Pupils and staff must behave in a respectful manner and comply with the code of conduct.

Everyone in our school is expected to:

- Be respectful of ourselves, others and the environment.
- Interact with others in a positive, courteous and cooperative manner.
- Take responsibility and ownership for one's own learning and actions.
- Respect and care for the physical property of the school as well as that of students, teachers and other community members.
- Practice self-discipline and self-control at all times.
- Display a positive attitude by being attentive, punctual, well organized, appropriately dressed and willing to take advice.
- Produce quality work, develop good work habits and strive to do the best possible at all times in all school programs and activities.
- Strive for continuous improvement in all aspects of our school.
- Deal with conflicts in a non-violent, peaceful manner and seek mediation assistance to resolve issues or conflicts.
- Develop an understanding and tolerance of all individuals within our school.
- Set goals and plan ways to achieve them.
- Participate in school planned programs and activities in order to enhance physical, social, emotional and academic development.
- Contribute to the classroom and school community.
- Develop pride in self and in our school through individual or group and/or team effort.

The following are not tolerated in our school and will result in immediate disciplinary action:

- Bullying, harassment and abuse (physical, verbal, psychological, sexual)
- Discrimination based on race, creed, color, nationality, sex
- Possession, consumption, supplying/selling of alcohol or illicit or non-illicit drugs and/or paraphernalia
- Arrival at school under the influence of alcohol/drugs
- Gang involvement; the wearing of gang colours
- Possession of a weapon
- All students and staff are expected to adhere to the school policies respecting appropriate use of electronic mail and the Internet. Accessing, uploading, downloading or distributing objectionable material, as determined by the school, will result in suspension of use of school computers.

Divisional Policies

HARASSMENT POLICY

(Policy Code: JFCI)

Complaint Procedure

Any person who believes that he/she or his/her child is being harassed or bullied (within the definition provided by board policy), should act promptly in order to resolve the situation by using the following procedures:

- a) Complaints are to be made directly to the Principal or designate.
- b) Once the complaint is received, a prompt and confidential investigation will be made by the Principal or designate.
- c) The Principal or designate will endeavour to resolve the matter and in doing so may:
 - Take appropriate disciplinary action where such is found to be warranted.
 - Inform the complainant and the person against whom the complaint has been lodged of the outcome of the investigation.
 - Take disciplinary action against the complainant if through the investigation, the Principal or designate finds that there were no grounds for the complaint and that it was done willfully or maliciously.

Consequences of Policy Violation

Where it is found that a violation of the policy has occurred, the following procedures are in place:

- a) **Disciplinary Action**
Appropriate disciplinary action by the Principal or designate to redress the situation which includes notification that continuation or repetition of conduct found to be in violation of this policy will be cause for further action; and/or
- b) **Disciplinary Directive**
A directive from the Principal or designate or Chief Superintendent or designate which specifies certain behaviour with which the party(ies) must comply. Failure to comply will result in further action up to and including expulsion.

STUDENT DRUG AND ALCOHOL ABUSE

(Policy Code: JFCI)

The purposes of this policy are;

1. to ensure that alcohol and drugs are not brought into the school, and
2. to ensure the safety of our students and staff.

This Policy is organized into three major sections:

1. Prevention programming
2. Intervention for students with identified alcohol or drug problems
3. Disciplinary actions regarding Drug and Alcohol related infractions

Disciplinary Procedures

The use or possession of alcohol and drugs in the school environment will not be tolerated and is a breach of school rules. The procedures provided herein will be applied consistently by all members of the school staff under the direction of the principal. Consistent with the Canadian Charter of Rights and Freedoms, the schools:

1. treat all students equally and fairly
2. treat all incidents in a professional manner
3. react in a manner consistent with the purpose of ensuring the well-being of all students.

In any of the following situations, school personnel should ensure that the student and parent(s) or legal guardian(s) are made aware of the nature and potential consequences of the actions. (Students 18 years of age and older are legally responsible.) At all times, any action taken must first safeguard the life and health of the student(s).

Consumption/Suspicion of Alcohol and Other Illicit and Non-Illicit Drugs

The First Infraction

The principal will do the following:

- i) Confiscate any alcohol or other drugs present.
- ii) Contact the parent(s) or legal guardian(s) to advise of the situation and disciplinary procedures.
- iii) Advise the student of the consequences should there be a subsequent infraction.
- iv) Conduct a search of the student's locker and personal effects, if necessary.
- v) Contact the police for assistance or advice, if necessary.
- vi) Arrange for the safe departure of the student from the school property. Assistance may be required from parent(s), emergency contacts or police.
- vii) Arrange for appropriate follow-up with the student and/or parent and legal guardians. This may include referral to school-based and/or community-based counseling services.
- viii) Suspend the student for up to five days and record the student's infraction of the alcohol and drug policy and may require the parent/guardians to return with the student to school.

Subsequent Infractions

The principal will do the following:

- i) Refer to First Infractions list above (i –vii)

- ii) Suspend the student for more than five days, after consultation with the Superintendent or designate.
- iii) Require the student to attend a session and/or subsequent sessions at Addictions Foundation Manitoba or other appropriate agency.

Possession of Alcohol, and Other Illicit Drugs and Non-Illicit Drugs and Drug Paraphernalia

The First Infraction

The principal will do the following:

- i) Confiscate any alcohol, illicit or non-illicit drugs or paraphernalia present.
- ii) Advise the student of the consequences should there be a subsequent infraction.
- iii) Conduct a search of the student's locker and personal effects if necessary.
- iv) Contact the police for assistance or advice, if necessary.
- v) Contact the parent(s) or legal guardian(s) to advise of the situation and any disciplinary procedures.
- vi) Arrange a meeting with the parent(s) or legal guardian(s) to share further information and to discuss available school-based and/or community-based counseling services.
- vii) Suspend the student for up to five days, record the student's infraction of the alcohol and drug policy and may require the parent/guardian(s) to return with the student to school.
- viii) Recommend that the student consult with Addictions Foundation Manitoba or other appropriate agency.

Subsequent Infractions

The principal will do the following:

- i) Refer to First Infractions list above (i –vi).
- ii) Suspend the student for more than five days, after consultation with the Superintendent or designate.
- iii) Require the student to attend a session and/or subsequent sessions at Addictions Foundation Manitoba or other appropriate agency.

Supplying/Selling of Alcohol, Other Illicit and Non-Illicit Drugs and Drug Paraphernalia

The principal will do the following:

- i) Confiscate any alcohol or other drugs or drug paraphernalia present.
- ii) Contact the police.
- ii) Notify the parent(s)/guardian(s).
- iv) Suspend the student for five days, record the student's infraction of the alcohol and drug policy, and, depending on the circumstances; either,
 - a) Request that the Superintendent or designate extend the suspension up to six

weeks with earlier return to school possible upon evidence of successful involvement with counseling services at Addictions Foundation Manitoba or other appropriate agency; or

- b) Request that the Board expel the student.

The school will assist parents, students or legal guardians to arrange for either school-based or community-based assessment or counseling services.

If a school administrator reports a student to the police, as a result of alcohol or drug issues, the administrator shall inform the parents that the police have been notified.

WEAPONS AND VIOLENCE IN SCHOOLS (Policy Code: JFCJ)

The Board of Trustees of the St. James-Assiniboia School Division is responsible for ensuring a safe environment for its students, employees, and other people within its jurisdiction.

1. The Board will not tolerate harmful, threatening or actual acts of violence, or other unlawful acts on its property or in its buildings, or vehicles, and will ensure that action be taken against offenders of this policy as appropriate:
 - a) under the Public Schools Act, including suspension and/or expulsion, and/or
 - b) under the Criminal Code and other penal statutes.
2. The Board will not tolerate the possession of weapons by persons, or the presence of weapons on its property, or in its buildings or lockers or vehicles, and will ensure that action be taken against offenders of this policy as appropriate:
 - a) under the Public Schools Act, including suspension and/or expulsion, and/or
 - b) under the Criminal Code and other penal statutes.

Note: As required by Provincial Statute [P.S.A. Section 96 (f)] a teacher shall “. . . seize or cause to be seized and take possession of any offensive or dangerous weapon that is brought to school by a pupil and hand over any such weapon to the principal who shall notify the parent or guardian warning him that the pupil may be suspended or expelled from the school; . . .”

3. The school principal is expected to exercise his/her judgment in taking the appropriate action in any given circumstance involving violence or weapons.
4. Expulsion from school, by Board motion, will be considered in cases where students commit harmful, threatening, or actual acts of violence, or other unlawful acts, including bringing weapons to school.

(Expulsion is here defined as an exclusion from school by Board motion for a period of longer than six weeks. Exclusion from school for a

period under six weeks is defined as a suspension, and does not require Board motion.)

5. If a school administrator reports a student to the police as a result of violence or weapons, the administrator shall inform parents that the police have been notified.
6. If threats are made towards staff, students, parents or community members, the school administrator will request in writing that the police have a ‘weapons check’ done in the home of the student or individual making the threat. The St. James-Assiniboia School Division Threat Assessment Protocol will be used to assess all threats.

BEHAVIOUR TO AND FROM SCHOOL (Policy Code JFC-R)

Under Regulation 250/80 of The Education Administration Act, school authorities have disciplinary power over students in their conduct towards one another on their way to and from school, including while traveling on a school bus. St. James Assiniboia School Division Policy also makes reference to disciplinary powers of school staff over students on their way to and from school.

- no trespassing on private property
- show courtesy and respect
- share sidewalks with other pedestrians
- no swearing or obscene language
- appropriate conduct toward one another

It is therefore essential that students always exhibit their best behaviour.

**The length of any suspension will vary depending on the severity of the offense.

NEWSLETTERS

Monthly newsletters are posted on our web page in the first week of every month. In these, you will find a calendar of important school events for that month, in addition to useful articles. If you require a paper copy, please advise the office.

AGENDA BOOKS

The school provides each student with a planner/homework book which also contains information about our school and tips for academic success. We encourage all students to use these books daily for recording assignments and deadlines. In this way, students are reminded of homework assignments and up-coming tests. Assignments are

also posted daily on teacher's webpage which are accessible from the staff listing on the Bruce website:

<http://bruce.sjisd.net/>

PHONE CALLS

A telephone is provided for student use before and after school and during the lunch hour.

Students will not be permitted to use the student phone during class time without permission.

RESPECTFUL BEHAVIOUR

C **P** **R**
Cooperation **Productivity** **Respect**

Bruce has **CPR** as the theme for school behaviour, which means C for **Cooperation**, P for **Productivity** and R for **Respect**. At Bruce, your behaviour counts at all times and in all situations towards all others including other students, other adults, community members and yourself.

Specifically:

- Speak to others in a polite manner and courteous tone.
- Use acceptable language to express your feelings and ideas.
- Listen carefully to others; let them finish without interrupting them.
- Treat the property of peers, schools and the community in a caring manner.
- Use manners to acknowledge others...please, thank you, pardon or excuse me.
- Take proper care of your equipment, books, notes and locker.
- Be cooperative and helpful; lend a hand whenever needed...can I help?
- Treat all students, regardless of individual differences, with courtesy and respect.
- Hurtful or playful physical contact is to be avoided. Intentionally shoving or bumping into others and all aggressive behaviour is to be avoided.
- The learning and practice of proper behaviour are an important part of your maturity. These skills are needed at Bruce and in your life in society.

PARENT COUNCIL

The Parent Council plays a very important role in our school. If you would like to be involved, please call the school at 888-1990 to find out when the next meeting will be held.

An election is held at the first Annual General Meeting on September 17th at 7:00 p.m. Please come out and

support your school's Parent Council. Parent council news will be posted on the PAC section of our website.

STUDENT ATTENDANCE & LATES

Students are required by law to attend school every day it is in session unless excused for medical or dental reasons. Students are asked to make arrangements with their teachers in advance of being absent and to be responsible for completing work missed. A note or phone call is required from the parent/guardian arranging for absences or early dismissals. When a student leaves the building, they must check-in at the office and present their note showing the date, time and reason for their absence.

A phone call between 8:00 – 9:00 a.m. or 12:30 – 1:30 p.m. would be appreciated. Messages may be left on the school voice mail, **888-1990**, prior to 8:00 a.m. or after 4:00 p.m. If we have not been informed, the school secretary will phone the parent at home or at work to inquire about the student. Unless there has been contact with the home, students absent from school will be required to bring a parental note detailing the reason for the absence. Awards are presented for perfect attendance.

Tardy

All students who are late must report to the office to obtain a late slip. While the responsibility for punctual and regular attendance lies with the parent, we feel that in certain circumstances, excessive tardiness is unacceptable and may result in after school detentions.

BEEPERS, CELL PHONES AND PERSONAL LISTENING DEVICES

According to a board policy of the St. James Assiniboia School Division, students will not possess a paging device (beeper) while on school property or while attending a school-sponsored activity on or off school property, unless the student has received prior permission from the school administration.

A "paging device" is a telecommunications device that emits an audible signal, vibrates, displays a message, or otherwise summons or delivers a communication to the possessor.



Students may not use **cellular telephones** in classrooms, assemblies, or in any location which may interfere with good order and discipline. **Cell phones must be turned off while within the school building and during regular school hours.**

Personal listening devices, such as CDs/iPods/MP3 players with headsets must be kept in the locker during the instructional day. Students using these items during the day will have them confiscated for a period of time.

DRESS CODE

It is the policy of this Division to encourage all pupils to be neat and clean in their attire.

In keeping with a business-like atmosphere, all students are expected to be well groomed and to wear clothing appropriate to the school setting.



Students are expected to dress for serious classroom work, not as they would for a recreational program.

Inappropriate apparel during instructional hours, including any school-sponsored activity, includes:

- Outdoor jackets/clothing
- Caps, hats, bandanas, or other head coverings (except on "hat day")
- Torn clothing or cut-off shorts
- Outfits that are revealing or distracting in nature:
 - half shirts or tops which leave the midriff uncovered, spaghetti straps, muscle shirts, etc. are not appropriate dress
 - shorts & skirts should be of a reasonable length
 - shoulders must be covered
 - T-shirts with offensive or suggestive words or pictures relating to:
 - alcohol
 - language (swearing)
 - sexual commentary
 - anything else deemed inappropriate by the staff
 - Students who are in violation of this dress code will be required to change into something suitable immediately, or they will be required to go home to change

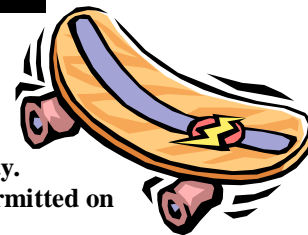
SMOKING

Smoke Free Schools: St. James Assiniboia School Division Policy: As of August 2002 all St. James-Assiniboia School Division buildings and school grounds are smoke free. Smoking by any person, therefore, is not permitted in school buildings or school facilities or on school grounds at any time. All students, employees and visitors are expected to comply with this policy. The consequence for students caught smoking is suspension from school.



SKATEBOARDS / ROLLERBLADES

Parents/Guardians are advised that skateboarding is **NOT** a school sponsored extra curricular activity. **Skateboarding will not be permitted on school property.**



City of Winnipeg Traffic By-Law 1573/77 and Streets By-Law 1481/77 have been amended to allow skateboarding on sidewalks, subject to the following restrictions:

1. No skateboarding on regional street sidewalks.
2. No skateboarding adjacent to or fronting on a place of business.
3. Skateboarding on sidewalks can be used as a mode of transportation only. Trick skating and use of equipment to perform tricks shall not be permitted.
4. Skateboarders shall practice courteous, defensive operation of their skateboard, and must have their skateboard under control at all times giving due consideration to pedestrians. Skateboarders must dismount when approaching pedestrians

SNOWBALLS

Throwing snowballs is not permitted on the school grounds or to and from school. Many serious accidents can be avoided by refraining from this practice. Students will be warned and consequences could lead to a suspension.



BICYCLES

Bicycles may be parked in the bike cage located on the north side of the building at the back of the school building. Please use a secure locking system. The school is *not responsible* for any damage or theft and bicycles are left in the racks at your own risk.

SCHOOL PROPERTY:

Students will be financially responsible for lost or damaged school property. This includes: library books, text books, school uniforms, locks, etc. Please make every effort to take good care of your books and other school materials.

STUDENT LOCKERS:

Hall lockers and locks are provided for students. **The lockers and locks are the property of the school.** The student must use the lock provided by the school. **Students must not share their locker combination number with any other student.** Lockers are provided to students on a rental basis and must be kept free of graffiti or any damage. Students are also reminded that school officials can, when necessary, open and check lockers especially for security and health reasons. **Students will be financially responsible for lost locks.**

STUDENT SUPPLY LIST: 2009-2010

FINANCIAL PACKAGE:

The total package to be paid by cheque to "**Bruce Middle School**" during Triad Conferences on September 9th and 10th is \$45.00 for the first child and \$25.00 for each additional child.

The package includes

- a) \$10.00 student fee
- b) \$5.00 agenda book
- c) \$10.00 yearbook
- d) \$20.00 per family in lieu of fund raising

SUPPLIES:

The following supply list is provided as a guide to parents for purchasing supplies during the summer months. **Please keep one-half of the large quantity supplies at home until January.**

- 1-6" duo-tangs"
- 2- lined coiled notebooks with three holes to fit in binders (grade 7 & 8 only)
- 1- two-inch hard covered three-ring binders with dividers (zippered binders not recommended)
- 5-one-inch binders
- 3- twin pocket folders
- 2 -pkgs. lined loose-leaf (500 sheets each)
- 1- pkg. metric graph paper
- 1-Canadian Oxford English dictionary,
- 1- Larousse Pocket French/English dictionary
- 1-Roget's Thesaurus
- 1-calculator - 4 function, %, memory, square root, +/- key for positive and negative #'s
- 5- DVD-R, correction fluid or tape, glue sticks, 30 cm. ruler, 1 box of reinforcements
- 5-pencil case, 2 pkg. HB pencils, 2 pkg. blue or black pens, 6 red pens
- 1-minimum of 2 highlighters in 2 different colours, 1-scissors, eraser, scotch tape, 1 set coloured pencils, 1 package of felt markers, 1 Geometry set (please keep at home until needed)
- 1- large box tissue to be replaced as required

NOTE: Gel pens and other coloured pens are not recommended. All items should be labeled.

STUDENT SERVICES

Resource:

Ms. T. Carlson and the educational assistants provide resource services at Bruce. We encourage students who are experiencing academic difficulties and parents/guardians who have concerns about their child's progress to contact Ms. Carlson during the school year at 888-1990. Ms. Carlson, along with the Advisory Teams at all grade levels, will be focusing on learning skills and study habits for all students during the first month of school.

Guidance/Counselling:

Mrs. Ansloos provides guidance and counseling services at Bruce. She will meet with each class throughout the school year to discuss a variety of topics, such as anti-harassment, racism and the Family Life Program. Mrs. Ansloos is available to meet with students and/or parents should they have any concerns. Students can ask to see her at any time and parents can call Mrs. Ansloos at 888-1990.

Special Education:

Bruce offers individual programs for students with exceptional educational needs. We subscribe to a philosophy of inclusive education and seek to integrate students into regular classes with appropriate supports whenever it is to the benefit of the child to do so. Each child's program includes an Individual Education Plan, which is developed with the school team in consultation with the parent/guardian.

Educational Support Services:

Support clinicians are available to our school and participate in team meetings for students who are open to these services. The services of a school social worker, psychologist, speech and language pathologist, hearing pathologist and physiotherapist are available to our students upon referral through the school.

HOME ECONOMICS, BAND AND ART:

Students will be advised by their Home Economics and Band Teacher of project supplies which they will need. **Students who have already purchased their art supply kits in June will receive them during the first week of classes. These packages are no longer available.** Art students who did not purchase an art kit please refer to the following list of supplies.

ART

Grade 6, 7, and 8 Art students who did NOT purchase an Art Kit in June from the school can do 1 of 2 things...

1. Purchase the same supplies from Artist's Emporium store on St. James Street.



OR

2. Purchase similar supplies from the store of your choice. Here is a list of the supplies:

1 - Black Zip Nylon Case 16" X 11.5" with handle
(NOTE: This case will hold all of the supplies below)

1 - Strathmore Premium Recycled Sketchbook 9"X 12", 100-Sheet, Side Coil

1 - 6 pc. Spectrum Professional Graphite Drawing Pencil Tin Set

1 - Professional Grade White Vinyl Eraser Large

1 - 7" Sure Grip Scissors

1 - 12" Clear Plastic Flexible Ruler

1 - Crayola 8pc. Classic Colour Marker Set Conical Tip

2 - Permanent Black Markers (1 each Fine & Extra Fine)

2 - Papermate Black Ball Point Pens Medium Point

1 - 4oz. White School Glue

2 - .74 oz. Large Glue Sticks

1 - Set Coloured Pencils 24 Pack

1 - Princeton Brush Set 9016 with Brush Holder

1 - Synthetic - 1each: Shader, Angular & #3 round

PHYSICAL EDUCATION:

Proper P.E. attire must be worn in class. Bruce P.E. uniforms may be purchased in September during triad conferences. Fittings take place September 9th and 10th during triad conferences. Cost is \$30.00 for both the shirt and shorts. Students may wear their own t-shirts and shorts or sweat pants until the uniforms arrive. Proper athletic footwear is required (no sandals or skateboarding shoes). Physical Education clothing should be identified with the student's name and room number. Students are expected to change into this clothing for each gym class.

SUSTAINABLE DEVELOPMENT AND GLOBAL CITIZENSHIP

In keeping with our Mission to "Provide diverse and comprehensive programming in a safe and caring environment to prepare all students to be responsible citizens in a democratic society," the St. James-Assiniboia School Division School has identified the theme of Sustainable Development and Global Citizenship as divisional initiatives. Sustainable Development is a concept that considers three extensive topics; society, environment and economy. The concept

of sustainable development recognizes the interconnectedness of these three topics. One topic cannot sustainably exist without the other. Global Citizenship is the ability of an individual to think globally and act locally in their daily lives. It involves transferring our knowledge of global issues into our everyday actions by acknowledging our responsibilities to the planet and to each other. *Global Citizenship* is a way of thinking and behaving. It is an outlook on life, a belief that we can make a difference.

TEACHING STAFF 2009-2010

Mr. Lipinski	Principal
Ms. Steffler	Vice-Principal
Ms. Acorn	Gr. 6/7 French, Gr. 7 L.A./ S.S./Drama
Mrs. Ansloos	Guidance
Mrs. Carey	Special Education
Ms. Carlson	Resource
Mr. Christie	Gr. 6 Science
Ms. Counanes	Gr. 6 L.A. & SS.
Mr. Fisher-Smith	Dept. Head, Gr. 7-8 Science
Ms. Goetz	Phys. Ed
Mr. Hamilton	Band & Gr. 8 Science
Mr. Harland	Gr. 6-8 Tech & Drama
Mrs. Hickey	Gr. 7 L.A. & S.S.
Mrs. McGowan	Gr. 6-8 French
Mrs. Nowosad	Gr. 6-8 Visual Art & Drama
Mrs. Parker	Dept. Head /Gr. 8 L.A., S.S
Mrs. Reyda	Dept. Head, Gr. 7-8 Math
Mrs. Smitke	Gr. 6 Science and Math
Mr. Steuart	Phys. Ed.
Ms. Stewart	Home Ec., Gr. 8 L.A & Drama
Mr. Tester	Industrial Arts
Mr. Thiessen	Gr. 6 L.A/S.S., Gr. 7 Science
Mrs. Van Humbeck	Choral
Mr. Weber	Gr. 7 L.A. & Math
Mr. Willows	Gr. 8 L.A. & S.S.

SUPPORT STAFF 2009-2010

Secretaries	Mrs. Hodgins
	Mrs. Lelieveld
Library Tech.	Ms. Oliver
Computer Tech	Mr. Woodbury
Ed. Assistants	Ms. Aussant
	Mrs. Boyd
	Mr. Brown
	Mr. Enns
	Mr. Epp
	Mrs. Essa
	Mrs. Fletcher
	Mrs. Gerrits
	Mrs. Gledhill
	Ms. Hyde
	Mr. Izzard
	Ms. Little
	Ms. Magyar-Chapiel
	Mrs. McGregor
	Ms. Roberts
	Mrs. Severyn
	Ms. Wark
Custodian	Mr. Volkar
Night Cleaner	Mr. Bester
Night Cleaner	Mr. Rudic

