



Vanier Catholic Secondary

STUDENT HANDBOOK 2010 – 2011

16 Duke Street
Whitehorse, Yukon Y1A 4M2
Telephone 867.667.5901 Fax 867.393.6370
www.vcss.ca

Mr. Edward Frison
Principal

Mr. Ryan Sikkes
Vice-Principal

Ms. Katrina Brogdon
Mr. Dave Thomson
Counsellors

This agenda belongs to:

NAME _____

ADDRESS _____

CITY/TOWN _____

POSTAL CODE _____ **PHONE** _____

STUDENT NO. _____ **GRADE** _____



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Staff List

ADMINISTRATION TEAM

Edward Frison, *Principal*

Ryan Sikkes, *Vice-Principal*

Katrina Brogdon & Dave Thomson, *Counsellors*

Mark Connell, *Religious Education Coordinator*

Barbara Bergsma, *Student Services Coordinator*

TEACHING STAFF

Vanier

Amanda Barnsley

Melanie Bonar

Katrina Brogdon

James Caudle

Janet Clarke

Jenny Darling

Jud Deuling

Philip Dorian

Brian Findlay

Mike Gallant

Dominic Gibson

Kyla Greve

Jonathan Hale

Sylvie Hamel

Kim Hart

Jerry Heal

Caroline Holway

Dorota Kozuchowska

Marcia LaLonde

Janet Londero

Sheila Merkle

Nicole Morgan

Sylvie Ouimet

Penny Perreault

Susan Peterson

Tamara Schaefer

Carrie Spence

Dwayne Stoker

Russ Tait

Amber Ursich

Bill Willoughby

Riverfront School

Richard Johnson

Education Outreach/YOF

Naomi Kimoto

SUPPORT STAFF

Office

Anilee Ault, *Finance*

Kim Bicudo, *Data Administrator / Supervisor*

Cheryl Peters, *Reception*

Classrooms

Ada Rienks, *Remedial Tutor*

Nancy Beaulne (Riverfront), Gary Lachance, Mary Lumbers,

Jason McArthur (Rm. 1), Terri Park, Hannah Zakarow,

Lynda Zakarow (Rm. 1), *Educational Assistants*

Library

Sherry Bonham, *Library Assistant*

Custodial

Dan Carriedo, *Senior Custodial Worker*

Peter VanKlaveren, *Daytime Custodian*

Mission Statement

To educate children in a Catholic learning environment

Through the sharing of knowledge and Christian values
and by celebrating our Catholic faith,
students are assisted in developing a personal faith and
an understanding and appreciation of self and others.

Each child has the opportunity to strive
for academic excellence and
to reach his or her potential as a life-long learner.

The uniqueness of each child is celebrated.

A Statement Of Values And Beliefs

We believe that parents and guardians, students,
teachers,
administrators, and the Catholic community
are the key contributors to Catholic education. All work
together for the emotional, intellectual, moral,
physical, social and spiritual development of the whole
child. Values taught by example empower and support
children for a lifetime of learning and participation in
their own community and the global community.

These values include:

a strong personal relationship with God,
love, respect and forgiveness of oneself and others,
a sense of self-worth,
critical and creative thinking skills,
interpersonal skills and
witnessing to our faith in the world.

School Logo



Vanier Catholic Secondary

Cross Shape

- > emphasizes all is God-centred – centrality of the Spirit
- > represents Christian/Catholic faith
- > cross in negative shape, shows Christ is central to the organization but also moves and exists beyond

Circular Shape

represents:

- > the school/community environment in which the student can grow
- > the globe, interconnectedness of the small school/community with the rest of the world
- > holistic approach to the individual's development: emotionally, intellectually, morally, physically, socially and spiritually
- > empowering and supporting the individual for a lifetime of learning and participation in their own and global communities

Flames/Leaves

- > celebratory, organic shapes, flowing and moving in a vibrant and mosaic pattern contained within a circular shape
- > mosaic pattern emphasizes the interweaving of moral/spiritual values through all of learning – also relates to traditional creative design in a religious environment
- > represents the individual and the body as a whole – diverse and unified
- > leaves represent growth and learning (development of individual's full potential), flames represent the light of the spirit as reflected in the individuals ("we are the light of the world")
- > movement goes inward and outward – action within the school and learning environment and looking outward to apply it

Crusader Code

The Crusader Code was developed by students during the 2006-2007 school year as a list of attributes that all students and staff at Vanier Catholic Secondary should work towards fostering in themselves and others.

Courageous

Respectful

United

Strong

Ambitious

Dynamic

Empathetic

Responsible

Admission Policy Of The Roman Catholic Schools Of Whitehorse

All rights and privileges arising out of the Yukon Act, any agreement or understanding between the commissioner of the Yukon Territory and the Catholic Episcopal Corporation shall be respected and continued under this Act and any regulations passed thereunder.

The Yukon Education Act, 1990, Part 6, Section 57

While the Roman Catholic school community has an obligation to educate its members, it also extends an invitation to non-Catholics who are in support of the Catholic tradition. Due regard must always be given to the denominational character and integrity of the Roman Catholic schools. Because the Roman Catholic school consists of a thoroughly Catholic pedagogical program, it is reasonable that only students who are prepared to respect this philosophical and pedagogical setting should be admitted. From time to time, to maintain the Catholic identity of the school, the Roman Catholic school community may refuse admission to certain students.

The Roman Catholic schools of Whitehorse welcome students who wish to, whose parents or guardians wish them to and independent students who wish to:

- participate in the academic, social, physical, aesthetic and religious education programme offered in the Roman Catholic schools;
- be educated in the context of the Catholic community which is a sign of the reign of God as revealed in Jesus Christ; and

receive all the benefits and assume all the responsibilities of membership associated with membership in the Roman Catholic school community.

The following guidelines apply to all students in the Roman Catholic schools:

1. The student and parents/guardians agree that the student shall participate positively and respectfully, in prayers, paraliturgical and liturgical activities, religious instruction and courses in which Catholic ethical and moral standards are taught.
2. The family is willing to pay the fee for the religious education programme.

The on-going objectives of Vanier Catholic Secondary School are:

1. To provide a fully integrated Religious Education and Family Life programme.
2. To follow the territorial curricula for academic programmes from Grades Eight through Twelve.
3. To strive to build a school community based on mutual respect and caring, enabling our students to become responsible members of this school and society.

School Calendar 2010 - 2011

Tuesday, August 31, 2010	First Day of School (full day)
Friday, September 3, 2010	Catholic Schools of Whitehorse Staff Retreat
Monday, September 6, 2010	Labour Day – School Holiday
Friday, October 8, 2010	School Closed Day
Monday, October 11, 2010	Thanksgiving Day
Tuesday, October 12, 2010	Non-Instructional Day
Thursday, November 11, 2010	Remembrance Day
Friday, November 12, 2010	School Closed Day
Monday, December 20, 2010	Christmas Break begins
Tuesday, January 4, 2011	Return to Classes
Friday, February 25, 2011	Heritage Day
Monday, March 14, 2011	First Day of Spring Break
Friday, March 25, 2011	Spring Break Ends
Friday, April 22, 2011	Good Friday
Monday, April 25, 2011	Easter Monday
Monday, May 23, 2011	Victoria Day
Friday, June 24, 2011	Last day of school

Student Fees

The School Fee is used to cover the cost of student premier agendas, special assemblies, guest performance fees, special school activities, projects and project materials.

Student Fees	
Individual	*Family
\$25.00	\$50.00

- * The family rate for student fees applies when there are more than two children from the same family attending Vanier Catholic Secondary School.

Please make cheques payable to “Vanier Catholic Secondary”

Religious Education Fees

Every family registering in our school community contributes to the cost of Religious Education materials, resources and activities.

Religious Education Fees	
Individual	**Family
\$25.00	\$45.00

- ** The family rate for religious education fees applies when there are two or more children from the same family attending any of the Catholic schools of Whitehorse.

All students attending Catholic schools must pay these fees.

Please make cheques payable to “Office of Religious Education”

Religious Education Policy

Upon admission to the Catholic Schools of Whitehorse, students and their families agree to respectfully participate in all aspects of the religious education programme.

The religious education programme at Vanier Catholic Secondary includes, but is not limited to:

- morning prayer at the beginning of each first block class;
- prayer in other classes throughout the day;
- religion courses grades 8 through 11, including a community service and family life education component;
- optional religion courses at grade 12 level;
- annual retreats at each grade level;
- school-wide celebrations and liturgical activities throughout the school year
- integration of and discourse related to Catholic Church teachings into all subject areas.

We recognize that each student is on a journey of faith. Student participation can range from active participation (which could include the sharing of personal thoughts and feelings) to simply being present and paying respectful attention to others. We attempt to foster an atmosphere in all our activities that encourages students to grow in faith.

If you have any questions or concerns about this policy, please contact the Office of Religious Education or the school's administration.

Vanier Athletics

PHILOSOPHY

Students are encouraged to participate in extra-curricular athletics. We believe that these activities are a part of students' total educational needs. Students need to keep a proper balance between academics and athletics. Students who neglect their studies may be denied participation in athletic activities until the proper balance is maintained. Students will not be deprived of the privilege of participating in athletics because they lack the ability to achieve well in their academics. Students will be judged on their efforts, not on their results.

POLICY

The grade eight programme develops the "spirit of sport". The secondary goal is to receive a good grounding in basic fundamentals. Although winning is desirable, it is not the most important part of our programme. Skill level will never affect a student's participation but attitude, behaviour and academic standing will.

The grade nine and ten athletic programmes improve on the grade eight goals, introduce more complicated skills and identify and develop the more gifted athletes. Students at this level are beginning to display their athletic talents. B teams will be provided when interest and coaches are available.

The senior athletes realize that involvement in the program is a serious undertaking. Emphasis is placed on developing athletes who will contribute to the senior team. Performance is an important consideration for the coach. Players realize that their playing time will depend on talent and effort. In addition, program goals include developing the skill of athletes who demonstrate the desire and ability to continue their athletic pursuits at the post secondary level.

ATHLETIC FEES

Students who participate in sports at Vanier Catholic Secondary School will be required to pay a fee. This fee covers the cost of officials, medals, uniforms and for some sports the, athletic banquet. Please note a \$50 refundable deposit is required for all students using school uniforms. The uniform fee is returned upon return of the uniform.

The cost per sport will be as follows:

Soccer:	\$10.00
Mountain Biking:	\$15.00 per season
Volleyball:	\$50.00 per season (includes athletic Banquet)
Basketball:	\$50.00 per season (includes athletic Banquet)
Badminton:	\$15.00 per season
X-Country Run:	\$10.00 per season

An end of the year Athletics banquet is held yearly. The cost per student will be \$10.00 per athlete and \$20.00 per guest. Athletes participating in Volleyball and/or Basketball will have the cost covered in their athletic fees.

Please note that athletic fees do not include travel costs.

ATHLETIC CALENDAR

September to November	Mountain Biking Volleyball Soccer
December to mid March	Basketball
April	Badminton
May to June	Cross Country Running

School Expectations and Behaviour: Building Our School Community

Our school community provides our students with an education within an environment formed by Gospel values and the teaching of the Church.

Our Gospel values and beliefs create the framework for our school expectations, enabling us to interact with each other in a positive and supportive climate.

1. You will demonstrate respect for yourself, for others and our school building at all times.

This means:

- Treat other students and teachers as you want to be treated.
- Be friendly and courteous to school personnel, including visitors you meet.
- Use appropriate language in classrooms and corridors.
- Treat other people's property and the school building with care.

2. You will take an active role in classes, being prepared and completing all assignments on time, as requested, to the best of your abilities.

This means:

- use class time effectively and maintain a positive learning environment by listening to instructions without interruptions and working diligently.
- raise your hand, if requested, and address teachers and peers in a respectful manner, using appropriate language.

3. You are responsible for the care of your school supplies, all school-issued textbooks and library books. You or your parents must pay for lost or damaged books.

4. Students will attend school in modest dress similar to what is expected for casual employment. Outfits will not be suggestive, provocative or unsuitable. Examples of inappropriate dress include:
 - Hats or toques
 - Clothing that reveals undergarments;
 - Tank tops, spaghetti straps, tube tops or clothing that exposes midriffs;
 - Skirts or shorts of immodest length; and
 - Clothing items with references to liquor, drugs, sexuality or other inappropriate messaging.Presentable dress is at the discretion of the staff and administration. If you wear clothing deemed to be inappropriate, you will be asked to change outfits or cover up.
5. Students will not chew gum, eat or drink pop in the classrooms or other designated areas of instruction. Students may drink water in class.
6. Portable music players and head- or earphones and other toys are not allowed in class. They should not be used during break times, although they may be used during lunch.
7. Cell phones and pagers should be kept in lockers during the school day. They should not be seen nor heard inside the building during the school day, including lunch and break times.
8. We are a non-smoking school community. Students are not allowed to smoke on school property. At the same time, we do not intend for students to head off-property to the market areas to smoke. Every effort is made to discourage smoking.
9. Skateboarding is an activity that requires helmets and good common sense. Skateboard Bylaw and Regulations within the City of Whitehorse govern where you can

skateboard. Skateboarding is not allowed, through bylaw regulations, at Riverdale Plaza, Riverdale Baptist Church and Rendezvous Plaza. Helmets must be worn when skateboarding on school property.

We strive for excellence. Our school expectations are designed to produce a positive learning environment. Every student has the right to be part of a healthy and happy school community. But, rights come with responsibilities.

Duties of a student, as specified in the Yukon Education Act (1991):

- Respect the right of others
- Attend school regularly as required by this act
- Arrive punctually for each session of school
- Observe the rules of the school
- Pursue in a diligent manner the course of study and carry out learning activities as may be required by a teacher
- Return any school books or apparatus on loan when required to do so by a teacher or principal, and
- Refrain from damaging or mutilating any school property.

Behaviour Expectations and Discipline Policy:

Behaviour infractions are considered in six different categories:

- Use of illegal substances – alcohol and drugs,
- verbal disrespect towards teachers or other persons in authority,
- verbal disrespect towards peers and students of other school communities,
- physical aggression, either in “play” or in anger, including bullying and harassment and
- damage to or destruction of school property
- behaviours related to the safety of self and others

All student infractions are recorded at the classroom level, at the Office or both. Discipline files are kept on all students who are seen by the Administration, whether or not parents are involved. If problems have developed because of emotional problems of a confidential nature, the counsellor keeps records as well. In most instances, we follow these procedures to resolve problems:

- resolution between teacher and student, since these behaviours indicate poor judgement and the need to learn a better alternative;
- resolution between teacher/student/parent or student/parent/counsellor, when behaviours interfere with the learning environment and the proper functioning of the school;
- If the situation is serious and the behaviour issue not resolved, the administration becomes involved.
- If incidents are repeated or of a serious nature, we use in-school suspension [with parental support] or dismissal from school for no more than 2 days. If the incident is very serious [physical abuse, alcohol or drugs], we use suspension from school. The RCMP are involved in the resolution of all illegal student activities. This is pursuant to the Education Act Section 41(1); *A principal may suspend a student for a period not exceeding 10 school days for any breach by the student of the duties specified in the Education Act.*
- Within our school community, incidents of damage or destruction are rare. When they do occur, the students pay for the damages, repair the damage themselves, if applicable, or provide school community service. This is always done with parental support.
- Verbal disrespect to a teacher includes not working within the class environment. These issues are resolved through discussion with teacher, student and administration, who may involve parents at the first stage. The consequences range from detentions after school to work, being deprived of specific class activities to dismissal, to return with parents before admittance to class.
- Considerable time and energy are invested to resolve interpersonal difficulties. Conflict resolution and anger management lessons in the classroom help, as do Family Life

units that focus on interpersonal relationships and the development of good, strong personal and communication skills.

- There are consequences for physical aggression. The severity of the consequence depends on the nature of the incident, the people involved and the background of the incident. We respond to our students in a fair and consistent manner to enable them to learn from their mistakes and to change their behaviours.
- Within our school community, zero tolerance implies that there is no acceptance of physical or verbal abuse towards peers and adults. If there is abuse, there are consequences. It should not necessarily warrant immediate suspension from school of the parties involved. We believe that there must be clear understanding of the nature of the incident and the people involved, as well as a good understanding of the background issues.

Student Absence or Late Procedure

NOTE for 2010-2011 – The attendance policies and procedures are currently undergoing review as we implement YSIS.

ATTENDANCE

Regular attendance is essential for optimum performance. You cannot learn if you are not present.

You are required to attend school on a daily basis and to arrive at all classes on time. Parents must contact the school to explain absences or lates within 24 hours. Advance notice, when possible is appreciated. We have voice mail so messages can be left at any time.

Attendance for all grades is taken in every class of each school day. Students go directly to their first classes in the morning where they begin with morning prayer.

- If you are late, you must sign in at the office and then proceed directly to class. For the first thirty minutes, the teacher adjusts the attendance from absent to tardy. If a student is unexcused late for more than thirty minutes, then the student is marked absent.
- Teachers are expected to contact parents if absences or lates are a problem. Repeated absences or lates from school can prevent successful completion of course work.
- Students who are repeatedly absent or late without a valid reason are subject to disciplinary action.

If parental contact and discussion of the situation can not resolve the problem, the student must make up the missed time and may face possible dismissal from school until the parents come in for a meeting. Parents will be given a full accounting of dates and times of the unexcused lates and absences.

- Truancy is absence from class or school without valid reason and usually without parental knowledge. It is a serious situation. Solving this problem requires the support and cooperation of the school and the parents. Truancy and tardiness are two of the reasons why it is so important for you to notify us if a student is going to be absent.

Student Absence or Late Procedure

Please call the school office (667-5901) to inform them of any absence or lateness.

- A. **HOMEWORK DURING AN EXTENDED ABSENCE**
If a student is absent for a minimum of three days, homework can be arranged so the student does not fall behind. Please contact the school office for Homework Requests. Teachers require one day of notification.
Note: Students are responsible for catching up on the work they have missed during an absence. Upon returning to school, they should check with each teacher regarding the work to be completed.
- B. **HOMEWORK DURING A BRIEF ABSENCE**
Each student should have a Homework Buddy within the Homeroom or subject class.
- C. **HOLIDAY DURING SCHOOL TIME**
Holidays and other days not in session are included in the calendar to assist families in planning holidays. We are not in a position to grant or deny permission to any student to leave school for family holidays. Parents make that decision. While students can plan and work ahead sufficiently, the student will miss the benefit of classroom instruction. The school cannot credit students for work not done or missed. There can be no guarantees regarding the student's final standing.
- D. **LATE ARRIVAL AT ANY TIME OF THE SCHOOL DAY**
When students arrive late at school, **they must immediately go to the office to sign in.** Teachers will adjust attendance in class. The Sign-In Book is our method of tracking students. This is crucial for the success of our School Emergency Plan.

E. EARLY LEAVE

The administration requires parental knowledge before a student can sign out early for appointments or any other reason. Students **MUST NOT** leave the school for any reason during regular school hours without signing out. The Sign-out Book is located at Kim's desk.

F. ILLNESS OR INJURY

Student who become ill or are injured at school must report to the school office and the parent/guardian will be contacted.

Special Areas and Facilities

A. TELEPHONE

The school has two pay phones available for students. Students should have the proper change for using the pay telephone. There is a student phone in the main office for use only during break times.

B. SPORTS FACILITIES

The gymnasiums and change room facilities are used for regularly scheduled classes and seasonal team sports, under the direction of the teacher in charge. Students should not bring money or valuables to school. During PE classes, valuables must be locked in personal lockers, not left in the change rooms.

Students are responsible for the care and safety of all their personal belongings. The school cannot accept responsibility for lost or stolen articles.

All students are required to participate fully in Physical Education, unless a doctor's certificate stating the length of time the student must refrain from physical education is presented to the P.E. teacher or the office. Suitable gym strip is required and running shoes should be worn at all times.

C. HALL LOCKERS

Policies in place:

- Policy 1005 School Locker Use
- Policy 1005A School Locker License Agreement
- Policy 4002 Student Locker Searches
- Education Act Section 38, 39

Lockers will be assigned to students according to the policy established by the school council and the administration. Lockers remain the property of the school. Lockers are subject to search as outlined in the School Locker License Agreement.

Locks for hall lockers are provided by the school. Students must not reveal their combinations to any other students. School administration has the right to open and examine student lockers.

Students are requested to clean out their lockers on a regular basis. Inappropriate materials should not be taped to locker doors.

- Always make sure your locker is securely locked when not in use.
- Student lockers are school property and a student should not expect privacy regarding items placed in lockers.
- Locker decoration that is offensive must be removed.

D. SCHOOL LIBRARY

Collection

The Vanier School Library has a comprehensive library collection which supports the academic and recreational information needs of Vanier students and teachers. The teacher-librarian assists students in understanding how resources are arranged and the best ways to use them. Teachers collaborate with the teacher-librarian to ensure that the curriculum is supported by access to, and use of, a varied collection of resources.

The library print collection, both fiction and non-fiction, is frequently updated to reflect new subject areas and new authors. The library subscribes to approximately 45 periodicals covering a range of curricular and recreational interests.

Hours

As well as the main section of the library, which is open daily from 8:15 am to 4:00 pm, a seminar room is available for use by small groups.

Computers

All computers in the library and the adjacent eMac Lab are linked to the Internet.

The Vanier Catholic Secondary School Library is searchable on the Resource Services Internet Web Site at <http://resourceservices.gov.yk.ca/>. This site provides access to all school libraries in the Yukon and may be accessed from any computer connected to the Internet.

Access to other library collections

The teacher-librarian at Vanier can arrange interlibrary loans for Vanier students to borrow items from other Yukon libraries and the National Library of Canada.

Parents and guardians are very welcome to visit the school library and to borrow books of interest.

E. CAFETERIA

The cafeteria is open at morning break and lunch hour. As well, students may bring lunches from home. Microwaves are provided to heat soups and sandwiches. Hot water is available for hot soups and drinks. Students eat lunch in the cafeteria and then take part in a variety of activities during second lunch.

We use real dishes and cutlery in the cafeteria. Students are not allowed to take cutlery and dishes out of the cafeteria, as there is no eating in the corridors. Special permission can be granted by a teacher if a teacher-supervised event takes place during first lunch.

All students must clean up after themselves before dismissal from the cafeteria.

Second lunch activities include:

- Intramurals in the gymnasium
- Computer lab and library
- Art and Band Rooms
- Skills Room
- Teacher-directed activities or events
- Outdoor activities

The younger students should be engaged in these activities. They are strongly urged to stay on the school grounds at lunch hour

F. SPECIALITY LABS

We are well equipped with home economics, industrial arts, music, art, science and computer labs. These facilities are all used for instruction; classroom expectations are in place in all labs.

G. STUDENT PARKING

Students who drive to school are expected to drive carefully and comply with the following guidelines:

- All student vehicles parked on the school grounds MUST be legally parked in the designated student parking lot.
- All students bringing vehicles to school must complete a student vehicle registration form located in the office prior to using the student parking lot.
- Given the location of the student lot, with many young students walking in the area, it is extremely important for all students to exit slowly, no more than 10 kph. If students persist in unsafe speeds on the school grounds, the privilege of parking will be suspended.

H. SCHOOL BUS LOADING ZONES

Students line up in an orderly fashion in the designated loading zone. Good behaviour on the bus and in line is mandatory. The school and Takhini Transport will work together to ensure the safety of all students.

What are the rules of the school bus?

1. Follow the instructions of the bus driver at all times.
2. Remain seated at all times.
3. No fighting, bullying or teasing.
4. No eating or drinking.
5. Heads, hands, arms must remain inside the bus at all times.
6. No swearing.
7. No smoking.
8. No yelling, screaming or unnecessary noise.

Incident Reports and Consequences for Misbehaviour

- Verbal warning to student
- Student and driver meet to discuss the problem.
- Driver assigns the student to a specific seat.
- Still a problem? Incident report sent to school administration.
- Possible suspension of bus privileges.

Student Speaker Policy

Two student speakers are chosen by the principal in consultation with students and teachers to speak at the graduation ceremony. Students and teachers indicate their preference by way of a secret ballot - the results of which the principal uses to arrive at a final decision.

The criteria for selection as a student speaker includes (in no particular order):

- An indication from other students and teachers to suggest that a candidate would be the best representative of the graduating class (i.e. the ballot);
- The ability to speak as a representative of the class as a whole;
- A demonstrated commitment to the school community;
- The ability to be a public ambassador to the community of the grad class and school; and
- Academic achievement

Process for selecting student speakers:

1. Calls for nominations are put out to the grade 12 class. Students may nominate themselves or others.
2. The grad advisor consults those students who were nominated by others to ask if they accept the nomination.
3. Ballots are produced that include all those who self-nominated and the students who accepted the nomination.
4. The voting day is announced to students with at least one week's notice. Voting takes place over a full day.
5. Ballots are produced.
6. On voting day, each student and teacher in the school is asked to select one male and one female student who they feel best meets the criteria set out above.
7. The results are tabulated by the grad advisor and presented to the principal.
8. If either of the first choices are deemed by the principal to not fully meet the criteria listed above, the second choice is considered.
9. The results are announced to the students.

If, between the time of selection and the graduation day, a student who is selected as the student speaker behaves in such a way as to indicate they no longer meet the criteria listed above, the principal has the responsibility to revoke the selection.

Counselling Department

School counselling services at VCSS are designed to support students, their families and educators. These services are broad based and include personal counselling, conflict resolution, personal development education, career exploration and goal setting, post-secondary assistance, scholarship coordination, distance education coordination, work experience coordination, and scheduling and timetable development. In addition, the counselors consult with and refer to other community service providers such as Mental Health, Children and Family Services, Yukon Family Services and Drug and Alcohol Services.

Counsellors also serve as members of the administrative team and school based teams in order to assist in the development and success of each student at Vanier.

Students may self-refer or may be referred by staff. Counsellors are available to students and their families by appointment or drop in basis, depending on the situation and the urgency of the matter.

Scheduling Policy

All students in grades eight through eleven are expected to have full timetables.

Grade twelve students are able to have one study block during the year. The only exception to this policy is if a student is registered in six government examinable courses – then he or she may have one study block each semester.

Student timetables are considered to be finalized ten school days after the start of each semester. After this time, a student may not add, drop or switch classes.

Timetable changes can be made in consultation with the vice-principal or counsellors. Any changes should be made with graduation requirements and post-secondary entrance requirements in mind.

**Do you need to include a
bibliography with your assignment?**

The **Modern Languages Association (MLA)** documentation style is used at Vanier School. ***Son of Citation Machine*** <http://citationmachine.net/> is an online citation maker designed to help students properly credit the information that they use. Choose the appropriate format (book, magazine, web document), fill in the required information and follow the instructions for pasting it into a document. Use the samples below for guidance and ask Ms. Clarke, the teacher-librarian for assistance.

General guidelines for a bibliography

- must be on a new page at the end of your document
- arrange entries **alphabetically** by the author's last name or by the title if there is no author
- titles are italicized and all important words are be capitalized
- 2nd line and all lines after are indented 5 spaces. To do this, go to Format > Paragraph > Special > Hanging
- Abbreviations: Many sources do not have a date, publisher or pagination. Write n. pag. for those sources without page numbers, n.d. for no date, and n.p. if the name of the publisher is omitted.
- All entries in a reference list, must now include the medium in which they have been published (Print, Web, DVD, Television, etc.)

Book with one author

Alford, Monty. *Yukon Water Doctor*. Whitehorse: Burns & Morton, 1986. Print.

Book with two or three authors

Francis, R. Douglas, Richard Jones, and Donald B. Smith. *Destinies: Canadian History since Confederation*. Toronto: Harcourt, 2000. Print.

Book with four authors

Baldwin, Richard et al. *Economic Geography and Public Policy*. Princeton: Princeton UP, 2003. Print.

Book with an editor

Uhlenbroek, Charlotte. *Animal Life*. London: DK Publishing (Dorling Kindersley), 2008. Print.

Book with no author or editor

Collins Canadian Essential Dictionary Thesaurus. Toronto: Harper Collins, 2004. Print.

Article in a reference book

Maclaren, I. S. "The Aesthetic Map of the North, 1845-1859." *Interpreting Canada's North*. Eds. Kenneth S. Coates and William R. Morrison. Toronto: Copp Clark Pitman, 1989. Print.

Entry in an encyclopedia

Chertow, Marian R. "Acid Rain. ." *World Book*.
Vol. 1. Chicago: World Book Inc. 2009.
Print.

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"Students Rescued from Sinking Ship." *CBC News*.
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Questions? See the teacher-librarian for assistance.

Common Prayers

Peace Prayer

Lord, make me an instrument of your peace.
Where there is hatred, let me sow love;
where there is injury, pardon;
where there is doubt, faith;
where there is despair, hope;
where there is darkness, light;
where there is sadness, joy.

O Divine Master, grant that I may not seek so much
to be consoled, as to console;
to be understood, as to understand;
to be loved, as to love.
For it is in giving that we receive;
and it is in dying that we are born to eternal life.

The Beatitudes

Blessed are the poor in spirit,
for theirs is the kingdom of heaven.
Blessed are those who mourn,
for they shall be comforted.
Blessed are the meek,
for they shall inherit the earth.
Blessed are those who hunger and thirst for righteousness,
for they shall be satisfied.
Blessed are the merciful,
for they shall obtain mercy.
Blessed are the pure of heart,
for they shall see God.
Blessed are the peacemakers,
for they shall be called sons and daughters of God.
Blessed are those who are persecuted for righteousness' sake,
for theirs is the kingdom of heaven.

The Lord's Prayer

Our Father, Who art in heaven,
hallowed be thy name;
Thy kingdom come;
Thy will be done on earth as it is in heaven.
Give us this day our daily bread;
and forgive us our trespasses
as we forgive those who trespass against us;
and lead us not into temptation,
but deliver us from evil. Amen.

Notre Père

Qui es aux cieux,
Que ton nom soit sanctifié,
Que ton règne vienne,
Que ta volonté soit faite sur la terre comme au ciel,
Donne-nous aujourd'hui notre pain de ce jour.
Pardonne-nous nos offenses comme nous pardonnons aussi
à ceux qui nous ont offensés.
Et ne nous soumetts pas à la tentation mais délivre-nous du mal.
Amen.

Hail Mary

Hail Mary, full of grace
The Lord is with you!
Blessed are you among women,
and blessed is the fruit of your womb, Jesus.
Holy Mary, Mother of God,
pray for us sinners,
now and at the hour of our death. Amen.

Serenity Prayer

O God, grant me the serenity
to accept the things I cannot change,
the courage to change the things I can,
and the wisdom to know the difference.

The Apostles' Creed

I believe in God, the Father almighty,
creator of heaven and earth.
I believe in Jesus Christ, his only Son, our Lord.
He was conceived by the power of the Holy Spirit
and born of the Virgin Mary.
He suffered under Pontius Pilate,
was crucified, died, and was buried.
He descended to the dead.
On the third day he rose again.
He ascended into heaven,
and is seated at the right hand of the Father.
He will come again to judge the living and the dead.
I believe in the Holy Spirit,
the holy catholic Church,
the communion of saints,
the forgiveness of sins,
the resurrection of the body,
and the life everlasting. Amen.

A Paraphrase of Ecclesiastes 3:1-8

There is a time for everything in creation
a time for light and a time for darkness,
a time for sound and a time for silence,
a time for action and a time for reflections,
a time for work and a time for play,
a time for waking and a time for sleep,
a time for holding on and a time to let go,
a time for death and a time for new beginnings.

There is a time for negotiation and a time for confrontation
a time for advance and a time for retreat,
a time for laughter and a time for tears,
a time for intimacy and a time for solitude,
a time for others and a time for oneself.

But all these times are God's time
And now is the time to be aware. Amen.

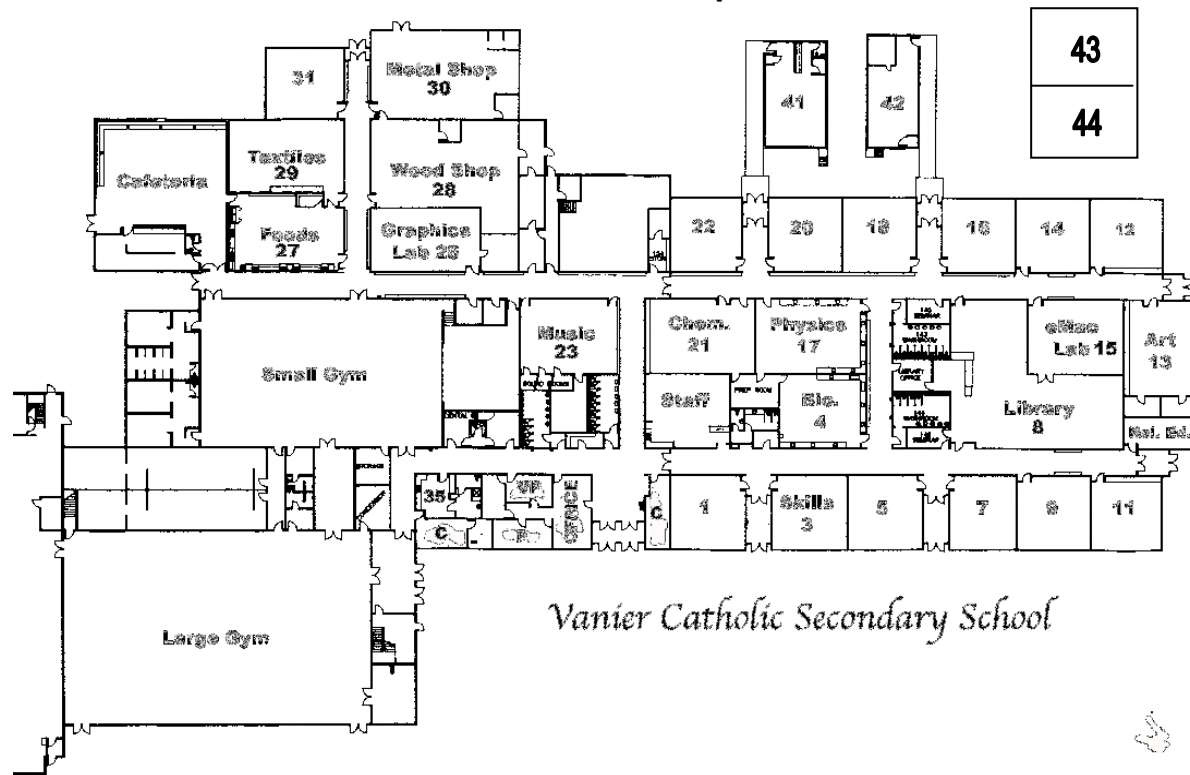
Lead Us to a New Awareness

May the good Lord lead us from this place
and take us to where he is living;
May he lead us to a new awareness of the poor
and show us his home among them;
May he lead us to a new desire for justice
and give us a glimpse of the kingdom he is building;
May he fill our hearts with generosity
and anoint us to be bearers of good news;
May his blessing be upon us as it is the poor,
and may he show us what he wants us to do. Amen.

Traditional Invocation

O Great Spirit
Whose voice I hear in the winds,
and whose breath gives life to all the world, hear me!
I am small and weak; I need your strength and wisdom.
Let me walk in beauty and make my eyes ever behold the red and
purple sunset. Make my hands respect the things you have made
and my ears sharp to hear your voice.

School Map



Timetable and Schedule – Semester 1

	Monday	Tuesday	Wednesday	Thursday	Friday
8:35 – 9:43 68 min	1	1	2	1	2
9:43 – 9:56 (13 min) • Break					
9:56 – 10:58 62 min	3	2	3	4	3
10:58 – 11:03 (5 min) • Break					
11:03 – 12:06 63 min	7	4	6	5	4
12:06 – 1:02 (56 min) • Lunch					
1:02 – 2:04 62 min	5	5	8	7	6
2:04 – 2:10 (6 min) • Break					
2:10 – 3:12 62 min	6	8	7	X	8

Timetable and Schedule – Semester 2

	Monday	Tuesday	Wednesday	Thursday	Friday
8:35 – 9:43 68 min	1	1	2	1	2
9:43 – 9:56 (13 min) • Break					
9:56 – 10:58 62 min	3	2	3	4	3
10:58 – 11:03 (5 min) • Break					
11:03 – 12:06 63 min	7	4	6	5	4
12:06 – 1:02 (56 min) • Lunch					
1:02 – 2:04 62 min	5	5	8	7	6
2:04 – 2:10 (6 min) • Break					
2:10 – 3:12 62 min	6	8	7	X	8

Examination Planner

Subject	Semester I (January)		Semester II (June)	
	Date	Place	Date	Place
English				
Social Studies				
Mathematics				
Science				
French				

SEPTEMBER 2010

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	Catholic Schools of Whitehorse Staff Retreat (no school) 3	4
5	Labour Day 6	7	Family BBQ and Celebration 8	9	10	11
12	13	14	15	16	17	Yom Kippur 18
19	20	21	22	Autumnal Equinox 23	Gr. 9-12 V-Ball Early Bird 24	Gr. 9-12 V-Ball Early Bird 25
26	27	28	Catholic Schools of Whitehorse AGM Vanier 29	30		

OCTOBER 2010

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3	4	School Photos	CSOW Food Bank Food Drive	Thanksgiving Celebration Block 3 11:00 am	School Closed Day	9
10	Thanksgiving Day	Non-Instructional Day YSIS report Card Training	13	14	15	16
17	Academic Interims Issued	19	20	Parent – Student – Teacher Interviews		23
24			Band Concert	Dawson City Invitational		
Halloween	25	26	27	28	29	30
31						

NOVEMBER 2010

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					VolleyFest – Grade 8 Volleyball Tournament	
	1	2	3	4	5	6
Daylight Saving Time Ends 7	Term 2 Begins 8	9	Remembrance Day Celebration Block 7 11:00 am 10	Remembrance Day 11	School Closed Day 12	13
14	15	16	17	SuperVolley – Semi final Thursday		20
21	22	23	24	Yukon Volleyball Championships Games begin Thursday after		
25	26	27				
First Sunday of Advent 28	First Advent Celebration Block 4 @ 11:00 am 29	30				

DECEMBER 2010

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				Hanukkah		
			1	2	3	4
Band Concert - YAC 5	Violence Against Women Commemoration Block 4 @ 11:00 am 6	7	8	9	YSAA Early Bird Basketball	
12	13	14	15	16	Christmas Celebration 17	18
19	20	Winter Solstice 21	22	23	24	Christmas 25
Kwanzaa Boxing Day (Can.) 26	27	28	29	30	New Year's Eve 31	

JANUARY 2011

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						New Year's Day 1
2	First Day of Classes After Christmas Break 3	4	5	Epiphany 6	YSAA Early Bird Basketball	
9	10	11	12	13	14	15
16	Martin Luther King Jr. Day 17	18	19	20	End of Term 2, Semester 1 21	22
23	Exam Week / BC Provincial Exams				Turn Around Day – No classes unless classes Scheduled	
30	Semester 31	25	26	27	28	29

FEBRUARY 2011

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	Chinese New Year 3	4	5
6	7	8	9	10	11	12
13	Valentine's Day 14	15	16	17	18	19
20	SuperVolley – Semi final Monday 21	22	23	24	Heritage Day 25	26
27	28					

MARCH 2011

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3	4	5
6	7	8	Ash Wednesday Celebration Block 7 @ 11:00 am Band Concert	10	11	12
Daylight Saving Time Begins				St. Patrick's Day		
13	14	15	16	17	18	19
Vernal Equinox						
20	21	22	23	24	25	26
	Academic Interims Issued		Parent/Student/Teacher Interviews in the evening			
27	28	29	30	31		

APRIL 2011

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3	4	5	6	7	8	9
10	11	12	Solidarity Meal 13	14	End of Term 15	16
17	18	First day of Term 4 Passover 19	20	Stations of the Cross Block 3 @ 11:00 am 21	Good Friday 22	23
Easter 24	Easter Monday 25	26	27	28	Yukon Badminton 29 30	

MAY 2011

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					Carmacks Ridge Run	
1	2	3	4	5	6	7
Mother's Day						
8	9	10	11	12	13	14
		New Life Celebration Block 6 @ 11:00 am	FH 500		Vanier Ridge Run	
15	16	17	18	19	20	21
	Victoria Day			VCSS Grad Weekend		
22	23	24	25	26	27	28
29	30	31				

JUNE 2011

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			Track and Field Day Vanier Arts Night 1	2	3	4
5	6	7	8	Awards 1 – 7:00 pm 9	10	11
12	13	14	15	16	Last Day of Classes for Semester 2 Farewell Celebration and Awards II – 11:00 am 17	18
Father's Day 19		Summer Solstice			Last Day of School	
Exam Week including BC Provincial Exams						
	20	21	22	23	24	25
	BC Provincial Exams					
26	27	28	29	30		