



Michael A. Riffel
Catholic High School
"Home of the Royals"

MICHAEL A. RIFFEL CATHOLIC HIGH SCHOOL

2015-2016 Student Handbook

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Mr. D. Ripplinger	Principal
Mr. G. Gilbert	Vice-Principal

Regina Catholic Schools Mission Statement

The Regina Catholic School Division is dedicated to working with the community and the local church to provide a quality Catholic education that fosters academic excellence and the development of informed, responsible citizens.

Quality Instruction ... Student Centred ... Christian Values...

Regina Catholic Schools strive to provide equal opportunity for all students. Through the provision of programs, personnel, facilities, finances and administrative services, the school system has the overall purpose of helping individual learners achieve their potential in oral, spiritual, intellectual, emotional, cultural, social and physical development.

Catholic education is best understood in terms of the learner as an irreplaceable and unique human person called into existence by a loving God and launched on a journey back to the Creator. Catholic education is a shared responsibility. Parents are the primary educators of their children. Working in close collaboration with parents are trustees, teachers, support personnel and priests, all in the service of the students for whom the school exists.

We believe that every baptized person has a right to a Christian education in an atmosphere in which the Gospel values of Jesus Christ are lived and taught. All employees share the responsibility of building such a condition in each school within the Division.



The Crest:

All of the partners and governing bodies in the educational process are represented within the Crown:

The cross, atop the crown, and the chalice below, represent the church;

The stylized adult and child, within the base of the chalice, are part of the logo of the Regina Roman Catholic Separate School Division;

The double R's, (Riffel Royals), represent the name of all of our extra-curricular teams.

The maple leaf, with the Saskatchewan Coat of Arms inset, represents the federal and provincial governing bodies.

School Motto:

"Uphold the Cross — Capture the Crown".

Mission Statement

Michael A. Riffel Catholic High School is a Catholic, student-centred school which focuses on developing respectful, responsible and knowledgeable citizens firmly grounded in the values of our Christian Faith.

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CATHOLIC SCHOOL COMMUNITY COUNCIL

The Michael A. Riffel CSCC provides a strong liaison between Michael A. Riffel High School and the home and between the school and its community in order to strengthen the educational process. This is accomplished in part by doing the following to enhance the intellectual, spiritual, emotional, and social and physical education of the students:

- Identifying common goals with the school staff, and facilitating the achievements of those goals,
- Developing a stronger sense of community by providing social functions involving families and staff within the school,
- Aiding in the professional development and educational awareness of the school, the Michael A. Riffel CSCC, parents and teachers,
- Developing and amending the "Mission" as required to better reflect the mission of the Michael A. Riffel CSCC.

This year's elected/appointed members of the Riffel CSCC are:

Chairperson.....	Connie Kozak
Vice Chairperson.....	Sharon Bohay
Secretary.....	Dave Ripplinger
Treasurer.....	Daphne Fiorante
Directors.....	Dianne Cooper, Nanette Durand-Ray, Anna Markewich, Pam Meger
School Rep.....	Geoff Gilbert

The Michael A. Riffel CSCC meets several times a year and all members of the Riffel community are welcome to attend. Notices of these meetings are announced through the Riffel phone message system, and on the Riffel digital sign.

If you have any questions concerning the M. A. Riffel CSCC please feel free to contact the Riffel office at your convenience.

STUDENT CONDUCT EXPECTATIONS

Students who choose to register with and attend Regina Catholic Schools are required to observe the rules, expectations, and regulations of their respective schools and of the School Division. It is expected that all students of the school community behave in a manner that reflects the Gospel values appropriate to a Catholic community.

ATTENDANCE

Every pupil shall attend school regularly and punctually. The Regina Catholic Schools Division attendance requirements will be adhered to at Riffel. Separate information will be presented on these requirements.

1. *Absences

- Parents/guardians are required to contact the school to excuse a student's absence (preferably the same day as the absence). This contact can be by phone, email or by a note (signed and dated by the parent/guardian).
- Student absences from scheduled assessments must have a parent/guardian excuse registered at the Main Office before the assessment grade will be entered into HomeLogic.

2. *Lates

Students who arrive late for class will report directly to the classroom teacher. If no school contact is provided that day, the late will be recorded as unexcused.

3. Common Attendance Practice

- To ensure the integrity of the curriculum being taught, all students must attend a minimum of 85% of any class for which they are registered. Any student who is absent for more than 15% (15 periods – excused or unexcused, suspensions included) of any particular class will be dismissed from the class.
- in order to ensure the integrity of the curriculum being taught, all students must be punctual a minimum of 85% for each of their classes. Any student who is tardy for more than 15% (15 periods–excused or unexcused) of any particular class will be dismissed from the class.
- Absences and tardiness will be carried forward if students transfer to another school in our school division within a semester.
- Extenuating circumstances — Students who are absent/late 15 or more days in a class and meet the criteria may apply for exemption. For absences that are planned, this must occur in advance of the event. In unforeseen circumstances, appeals must be applied for within three days of the 15th absence.
- Please be aware that vacations **DO NOT QUALIFY** for exemptions. It is our expectation that travel will be planned around the many school holidays, including the February week break, and will fall within the 14 allowable days. Please inform our office of vacations well in advance as students will be required to complete a “Student Travel Support Form” which includes students informing their teachers and making arrangements for work missed. **Please note: extended travel during a critical point of the school year (i.e. CFD Assessments) may result in a student being withdrawn from a class and the loss of a potential credit or the finishing of the course by other means (summer school or online programming).**

4. Goals of Attendance Practices

The purposes of the RCS attendance practices are:

- to create a climate of high expectations for success,
- to provide every opportunity to learn and student time on task, and
- to develop quality relations between students, teachers, parents and guardians.

5. *EARLY LEAVES

Students who wish to be excused from the school during the day must obtain an Early Leave Dismissal Slip from the office prior to the class in question and present it to the appropriate teacher. An Early Leave Dismissal Slip cannot be provided unless the parent/guardian has contacted the Main Office prior to the Early Leave Dismissal. A student who is ill must report to the office so parent/guardian can be contacted before the student goes home.

6. DROPPING CLASSES

A student desiring to drop a class must complete a drop class form which contains all necessary parent/guardian, teacher and administration signatures. This form can be obtained from Student Services or the Main Office.

BEHAVIOUR

Students will treat (with actions/words) staff and peers with respect, courtesy, and honesty. Students are accountable to staff for their conduct on school premises during school hours and during any school function or activity sponsored or approved by the school and/or school board. Such respectful conduct includes the following:

7. *DRESS CODE

Members of the school community are expected to dress appropriately and modestly, in keeping with Catholic values, and to maintain appropriate personal hygiene. Students shall conform to reasonable standards of taste in dress and grooming. The administration shall have authority to require any student not conforming to this policy to return home to change to suitable clothes before being readmitted to class.

The following guidelines should help students determine the appropriateness of their dress:

- Clothing should be clean, well-kept within reasonable standards of respectability.
- Outdoor clothing must not be worn in class and should be placed in lockers upon arrival at school.
- Caps, hats, hoods and bandanas defined as any tie up or scarf, are to be taken off upon entry into the school and remain off until students leave the school.
- Clothing bearing images or messages concerning drug usage, pornography, profanity, and alcoholic beverages are not acceptable.
- Shorts, skirts and dresses must be modest. They must be at least mid-thigh or longer.

- Midriff and bra-type tops, tank tops, halter tops, spaghetti-strap tops, muscle shirts and generally immodest clothing as determined by the administration are not permitted. Sleeveless tops need to have straps that are several inches wide.
- At no time should underwear or undergarments be exposed.
- Health regulations require that students must wear shoes in the building at all times.
- Pajamas, bed time clothing and slippers are not permitted.

8. ***ELECTRONIC DEVICE USAGE**

Each of our RCS schools support Bring Your Own Technology (BYOT). This initiative allows students to utilize their own portable electronic wireless devices/equipment in a variety of ways (**and always with appropriate teacher permission**) through access to a division wireless network (RCSD student). Such wireless access will require students to agree to a Personal Electronic Technology Student Agreement before logging on to the RCS wireless network and, of course, to always utilize any technology according to sound digital citizenship guidelines. In order to access the RCS wifi network, each student will utilize the same RCS username and password that he/she has established for regular computer access and homeologic access.

With any personal electronic devices, students must follow classroom procedures (that will vary from teacher to teacher) and have teacher permission before using the device. In the case of a first offence for not adhering to classroom policy, the device will be sent to the office and the student can pick it up from school administration at the end of the day. On subsequent offences, the device will be sent to the office and a parent/guardian may need to pick the device up at his/her convenience.

9. ***TEXTBOOKS AND LIBRARY BOOKS**

All Michael A. Riffel Catholic High School books (library books and textbooks) utilized by students will be signed out through our library, utilizing a student's school identification card (issued at the beginning of the year with a unique barcode for each student). In this way, all school books will be tracked through our resource centre data base and the condition of books will be noted upon sign-out and upon return to the library.

Students will be responsible for the care and use of all school books, and they will be responsible for all charges associated with lost or damaged items. All issued library books, textbooks or classroom materials must be returned prior to or at the time of course finalization assessments each semester. It is the responsibility of the student to report any textbook concerns to the library staff at the time the textbook is issued. If students are concerned about structural damage, loose pages, or other issues, they should bring these to the attention of the library staff immediately. If possible, a book in better condition will be issued. If not possible, the library staff will make a note of the student's concern in the school database and this will be reviewed upon return of the textbook.

Note: Students will be charged for the full replacement cost of a textbook/library book that is lost or water damaged in any capacity (as this leads to book mold).

10. **LITURGICAL EXPECTATIONS**

All students must attend liturgical events regardless of religious affiliation or lack thereof. Students are expected to adhere to the same behavioural expectations as they would in the classroom. All students are expected to participate to the best of their ability in all liturgical events, class retreat and grade mass.

11. **SCHOOL PROPERTY**

Students shall treat school property and the possessions of all individuals with respect, care, and consideration. Damage to school property or the private property of members of the school community, either through neglect or willful damage, will not be tolerated.

12. ***SMOKING/TOBACCO BAN ON SCHOOL PREMISES**

Michael A. Riffel Catholic High School upholds Saskatchewan and City of Regina by-laws and RCS division policies relating to smoking and the use of tobacco products on school property. As such, we do not permit smoking tobacco, smokeless tobacco, e-cigarettes or other smoking alternatives on our property. The goal of all RCS schools is to promote healthy lifestyle choices and to provide a smoke-free environment for our students, staff and visitors. On the first offence of this policy, a student will receive a warning. Subsequent offenses may be subject to a suspension or school based restitution. Finally, the practice at Riffel Catholic High School is to restrict any student under 16 years of age (grade 9 and 10) from smoking in the vicinity of the school.

13. *ALCOHOL AND DRUGS

Students are expected to attend school and school-related functions free from the influence of alcohol or drugs. Possession and/or sale of such substances is prohibited. A student's parent or guardian will be notified immediately if the student is suspected or perceived to be under the influence of drugs or alcohol.

Students involved in any form of alcohol or drug use will be dealt with according to Regina Catholic Schools' Board Policy. The parents/guardians and student will meet with the school administration prior to the student returning to classes. In addition to any other penalties, the privileges to attend school-sanctioned functions may be suspended for one year from that date. Furthermore, any student who has been caught using drugs/alcohol or being under the influence of drugs/alcohol will have to attend a three day drug education program offered by the school division. If this program is offered it will be in lieu of a suspension. If for some reason, the program is unable to be offered, the offending student will receive a suspension of either three, five, or ten days depending on the number of drug/alcohol offences that they have acquired and/or the seriousness of an offence.

14. ANTI-BULLYING

The administration and staff of Michael A. Riffel Catholic High School believe that students have the right to live and to learn in environments with a non-bullying ethos. Any form of bullying is unacceptable and will be tackled as a matter of urgency to improve outcomes for young people. The City of Regina has passed a bylaw addressing bullying and public fighting (Bylaw No. 2006-38).

All offenders of this law will be dealt with in accordance with the City of Regina bylaw and Regina Catholic School's policy.

15. HARASSMENT

Harassment on the basis of any personal attribute such as race, culture, gender, disability, physical size or weight, or sexual orientation will not be tolerated. Harassing behaviours or actions that abuse or humiliate individuals, interfere with their performance or create an intimidating or hostile environment are prohibited.

Unwanted verbal comments and/or electronic text/written abuse, unwelcome gestures, actions that invade privacy or personal property, spreading unfounded rumours or deliberately spreading misinformation will not be tolerated. Students have a responsibility to ensure that the school environment is free from harassment. If harassed, a student should contact an adult in the school with whom the student feels comfortable. Proper protocol, as outlined in the school division Student Harassment Prevention Policy, will be followed to address the situation.

16. VIOLENCE

Disagreements are to be settled in a fair, non-violent manner and without the use of threats. Students may be required to participate in alternative conflict resolution processes. Behaviour that results in a serious physical assault of a member of the school community will, in accordance with Regina R.C. Separate School Board Policy, result in any or all of the following consequences:

- a) suspension from attendance at school-approved functions for a period of up to one year.
- b) suspension from school attendance for a period of up to one year.
- c) transfer to another school; or,
- d) expulsion for a period greater than one year.

17. WEAPONS

Students can expect a safe environment free from any weapon or dangerous object. The carrying, use of, or threat of use of a weapon is prohibited and, in accordance with School Division policy, will result in serious consequences. A weapon is anything used, or intended for use, as an instrument for inflicting bodily harm, or anything used, or intended for use, for the purpose of threatening or intimidating any person.

18. *LOCKERS

Students will be provided with a school locker for individual personal use, and locker use is mandatory. Students must use school-approved locks and should not give out their combinations to other students. School lockers are the property of the school and may be subject to inspection by the administration.

19. PLAGIARISM

Academic integrity is a commitment to the fundamental values of honesty, trust, fairness, respect and responsibility. When this is compromised, plagiarism occurs. This may involve failure to cite another author's work, paraphrasing without sufficient acknowledgement, and direct word-for-word copying. Simply put, students

present work done by someone else as if it is their own. Consequences for this act will be determined by the specific circumstances; however, a student can expect to receive a verbal or written warning, a partial or full deduction of marks which may include a zero grade for that piece of work, and the expectation that the assignment be redone.

20. POSTERS AND BULLETIN BOARDS

Anyone wishing to display posters, leaflets or other similar materials on bulletin boards or in hallways must have the prior permission of the administration. Posters, signs or leaflets posted without permission will be removed.

21. CREATION OF A NEW CLUB/TEAM

Riffel Catholic High School offers a number of extracurricular opportunities for the student body to join as participants. If students desire to start a club or team that the school does not currently support, then the students must speak to school administration and receive administrative approval. Depending on the activity, the school and school division may or may not be able to provide sanctioning.

***COMPUTER AND INTERNET/WIFI ACCEPTABLE USE POLICY**

Regina Catholic Schools supports and promotes the use of technology including computers and the internet in our schools for instructional and learning purposes. As a result, there are expectations for appropriate digital citizenship by our staff and students when using the computers. Computers are to be used for academic purposes, to conduct research, and for curriculum assignments. Software programs used by the school division to support student learning have been reviewed and evaluated by school division staff for appropriateness. Student access to computers, mobile devices, and the internet is permitted but it is the students' responsibility to ensure that they abide by all legal, ethical, and school expectations pertaining to the use of technology in the school. As well, Regina Catholic Schools assumes no responsibility for loss or damage to personal mobile devices. Security on the school division computer network is a high priority. Users should expect that files may be reviewed and internet activity will be monitored. Should you have any questions please contact your school administrator.

It is expected that Michael A. Riffel Catholic High School's technology will be used in a reasonable, efficient, ethical, moral, and legal manner in accordance with the mission statements, values, understandings and beliefs of Regina Catholic Schools and Michael A. Riffel Catholic High School.

Each student is ultimately responsible for his/her actions in accessing services. The use of school technology is a privilege, not a right, and inappropriate use may result in a suspension of those privileges for a period of time. All use of RCS Technology resources must be in support of education and research and be consistent with the mission statements of Regina Catholic Schools and Catholic High School. The following list is a general guideline for student use of the RCS technology resources:

- Students will use school accounts only under supervision and for an authorized purpose.
- Students will not use the RCS network to access or process inappropriate materials, text files, or files dangerous to the integrity of the network. Computer games are NOT ALLOWED.
- Students are not allowed to download programs or files of any nature, including but not restricted to music, inappropriate pictures and/or video clips, chat/messaging/social media programs, and various other items without the permission of a teacher. Students will report all incidents of accessing inappropriate material to the teacher supervisor.
- Students will respect the laws of copyright as they pertain to the Internet and computer usage. Copyrighted material may not be copied or downloaded.
- Students must use only their own account number and password. **Passwords are to be kept confidential.** Logging on under another student's ID and password is not permitted.
- Students are not allowed to access or attempt to access locked or restricted sites.
- Students will not access sites that would violate our Christian values, morals and principles.

When utilizing personal electronic devices at school, students can access the RCS Student Wireless Network. Each time they do so, they will need to **"accept"** the **RCS Personal Technology Agreement** which reads as follows:

RCS Personal Technology Agreement

Regina Catholic School Division has established a student wireless network to enable students to bring their own personal electronic technologies to school. Regina Catholic School Division provides the following condition with the use of personal electronic technologies:

- *Students must adhere to all Board Policies and the Student Code of Conduct when accessing mobile services.*
- *Students are fully responsible for the set-up and maintenance of their device. Technical support will not be provided.*
- *The school/division does not provide personal property insurance for any personal technology devices which includes but is not limited to physical damage, loss or theft of the device.*
- *Student devices are to be used in class only with the teacher's permission. Devices should be in silent mode when on school property.*
- *Students may only use audio, video and/or cameras at school with permission from a classroom teacher or administrator and the individuals being recorded.*
- *Students must demonstrate positive digital citizenship which includes respecting yourself and others, protecting yourself and others, as well as respecting intellectual property.*

Technology resources are to be used for educational purposes that serve the school and division mission statements. Adherence to the above policy ensures continued access to the division technological resources. I understand and will abide by the above policy and guidelines. I further understand that any violation may result in the loss of privileges and/or other disciplinary action.

STAFF AND STUDENT SAFETY & WELL-BEING

The first and foremost concern for all members of the Michael A. Riffel Catholic High School community is their safety and well-being. In order to ensure that such an environment is in place, it is essential that all members of the school community participate in fire drills, lockdown rehearsals, and emergency evacuation procedures. Please also keep in mind the following:

1. **Accidents**

All accidents that occur at Riffel or at a school and/or Board-approved activities shall be reported and recorded on the appropriate School Division Accident Report Form.

2. **Surveillance Cameras**

Surveillance cameras have been installed for added protection and safety of staff and students.

3. ***Parking**

Student parking on the east side of the school will be made available to students with a parking permit. **Priority will be given to grade 12 students** who are enrolled in the greatest number of classes for the 2015-2016 school year (**with a minimum of eight classes as a necessity**) and **who have paid all school fees (including the purchase of a Riffel Student Activity Card)**. Students who drop classes to reduce a timetable will be subject to having their parking pass revoked. The parking fee will be \$25.00. A "lottery" process will be utilized if there is more demand than spaces. Vehicles parked improperly or without parking permits will be ticketed and/or towed. Parking is a privilege and students who do not follow appropriate school conduct may have their parking privilege revoked. Riffel school administration has the right to limit parking in all school parking lots.

4. **Visitors**

School buildings and property are not open to the public except for specific events. Parents, guardians, Archdiocesan staff, and other guests are welcome to visit our school. However, for the safety of all, visitors are required to sign in at our main office.

5. **Gymnasium**

Students participating in physical education activities must wear appropriate gym attire including gym shorts or sweats, non-marking shoes reserved for the gym, and a t-shirt. Towel service is not provided.

6. ***Hallways & Commons Area**

Hallways are to be free of students while classes are in session. If out of class, students are to have their agendas with them. Students who have unassigned time are considered to be on study hour and may spend this time working in the Resource Centre, in the Commons Area at the tables, or they may leave the campus. Storage of binders, back-packs, and any other personal items is not allowed in any school area (a locker is provided to all students for such items).

CANTEEN

The canteen is open in the morning (8:15 a.m. to 8:40 a.m.), at break (10:58 a.m. to 11:09 a.m.), and at lunch from (12:13 p.m. to 1:00 p.m.). Hot items, sandwiches, desserts, milk, juice, water, etc. are sold. Microwave ovens are available. If you choose to eat your lunch at the school, the Commons Area is the designated location. Please use the facility in such a manner as to show respect for those who will use it after you by ensuring that any garbage or recycling has been placed in appropriate receptacles.

FAITH LIFE OF THE SCHOOL

CHAPLAINCY

The Chaplain serves as a resource person for the faith life of the school and is available to give personal guidance and direction in matters concerning faith and morality. This includes working personally with students as well as co-ordinating morning prayers, after lunch prayers, Eucharistic celebrations, liturgies and student retreats. The Chaplain's office is in room 209.5.

LITURGICAL EVENTS

Liturgical events play an integral part in the mission of Catholic schools, which is to assist students in "the integration of faith and life on a personal and social level". The purpose of liturgical events is as follows:

- To allow students and staff to “step back” and reflect on the spiritual dimension of their lives.
- To help students integrate what they have learned in their Christian Ethics courses into daily life.
- To provide students and staff with a unique opportunity for spiritual growth and nourishment.

RETREATS

Retreats are part of Christian Ethics classes. Students at each grade level are expected to participate in these retreats. Students in grade nine have half-day retreats and grades ten to twelve students have a full day experience. Retreats are mandatory.

CHRISTIAN SERVICE

All students taking Christian Ethics classes are expected to complete ten hours of Christian service in each of their Christian Ethics classes taken at Michael A. Riffel Catholic High School. Please refer to the school Web Site for more information.

STUDENT SERVICES

GUIDANCE AND COUNSELLING SERVICES

The Guidance Office is open to all students. Students can make an appointment with our counsellors and, when possible, request teacher permission to be out of class. Counsellor services include:

- Individual counselling for personal matters
- Information about scholarships and post-secondary requirements, tours of universities, SIAST, and various places of employment.
- Assistance with career research and career preparation
- Academic counselling and records of credits and grades
- Career sessions (in and out of school)

RESOURCE CENTRE

The Library is open daily from 8:00 – 3:45 p.m. Library materials have a loan period of two weeks and may be renewed. Reference materials may be signed out overnight. The borrower must present his/her photo identification student card in order to sign out materials.

Computers are available in the library for both research and word processing. Photocopying is also available in the library at a cost of 25 cents a page.

SCHOOL RESOURCE OFFICER

Riffel's School Resource Officer is available to assist staff and students with police matters. The SRO has an office located in Room 120.3 in the commons area. Our SRO can be reached at (306)791-7352.

DRUG AND ALCOHOL EDUCATION PROGRAM

Each high school in Regina Catholic Schools offers a Drug and Alcohol Education Program one day per week. The purpose of the sessions is to give students the opportunity to understand how alcohol/drugs can begin to interfere in their lives, how dangerous these substances are, and how drug and alcohol use can affect their normal psychological development. Rand Teed facilitates the sessions at Michael A. Riffel Catholic High School.

As a community we recognize that once a student becomes involved in drugs/alcohol, there are also other negative behaviours that tend to occur. The intent of this program is to proactively help students avoid this by increasing their knowledge and understanding of drug issues and to help them access any needed resources should a problem be identified.

The drug education sessions are offered in group settings by grade. Some individual meetings with the facilitator do take place. The facilitator may ask a student if he/she can call his/her parents. Parental involvement is important for some students. The facilitator and the school administration and/or school counsellors develop a schedule to allow students to attend sessions and/or meetings while minimizing the number of classes students may miss. Facilitators visit classrooms as well.

*TIMETABLE GUIDELINES

Within an academic schedule, a student has the potential to register for up to ten credit hours of classes in any given school year during the regular day schedule. In addition, band, choral, and vocal jazz credits can be added during early bird and lunch schedule options. Please keep in mind the following in regards to student timetables:

- Grade 10 students cannot have spares/study hours (they will have a full, 10 credit timetable unless special arrangements have been made by school administration).
- Grade 11 students may have a maximum of one spare/study hour a semester (two per year).
- It is the responsibility of students and parents/guardians to check **all** prerequisites for classes that a student desires to take in any given semester/school year.
- Students entering Michael A. Riffel from public schools must take Christian Ethics at the current grade level and are not required to take earlier Christian Ethics classes.
- Students and parents should discuss course selection carefully.
- If not enough students register in a course, it cannot be offered.
- Students may not take ELA or Christian Ethics at grade levels above their own. Only Grade 12's may take Native Studies 30 or Social Studies 30.

GRADUATION ELIGIBILITY

In order to participate in graduation exercises, a student attending a Regina Catholic High School must be deemed graduation eligible. Graduation eligibility is defined as a student who has the potential to earn a minimum of 24 credit units, including Christian Ethics 30 and the compulsory requirements outlined by the Ministry of Education, by June 30 of the current school year.

A determination of a student's eligibility will be made after May 30th and will be dependent upon a student having a passing grade in all required courses. Summer school will no longer be considered when determining graduation eligibility.

GRADUATION REQUIREMENTS

Grade 10 Minimum 8 credits	Grade 11 Minimum 16 credits	Grade 12 Minimum 24 credits (5 of which must be at the 30 level)
<p>Compulsory courses are:</p> <p>English Language Arts A 10 and, English Language Arts B 10;</p> <p>History 10 or Native Studies 10;</p> <p>Science 10;</p> <p>Mathematics 10;</p> <p>Christian Ethics 10;</p> <p>3 electives at level 10 or higher.</p>	<p>Compulsory courses are:</p> <p>English Language Arts 20;</p> <p>Mathematics 20;</p> <p>Christian Ethics 20;</p> <p>6 additional elective credits at level 20 or 30.</p>	<p>Compulsory courses are:</p> <p>English Language Arts A 30 and, English Language Arts B 30;</p> <p>Social Studies 30; Canadian Studies or Native Studies 30: Canadian Studies;</p> <p>Christian Ethics 30</p> <p>A Science 20 or 30;</p> <p>A Social Science 20 or 30;</p> <p>2 credits in Arts Education or Practical & Applied arts at level 10, 20, or 30;</p> <p>2 Christian Ethics classes meet the requirements for 2 P.A.A.;</p> <p>Wellness 10, Physical Education 20 or Physical Education 30.</p>

GRADUATION REQUIREMENTS CHECKLIST

Regina Catholic Schools

Personal Graduation Checklist – 24 Credits

Check off all classes you have completed. You need 24 credits.

1. ☐ ELA A10
2. ☐ ELA B10
3. ☐ ELA 20
4. ☐ ELA A30
5. ☐ ELA B30
6. ☐ NatSt/Hist 10
7. ☐ CEth 10
8. ☐ CEth 20
9. ☐ CEth 30
10. ☐ Math 10(F, PC.W/A)
11. ☐ Math 20(F, PC, W/A)
12. ☐ Science 10
13. ☐ NatSt/SocSt 30
14. ☐ One of Wellness 10 or PED 20 or PED 30 Which one? _____
15. ☐ 1 Science 20/30
Which one? _____
(health science, physical science, environmental science, computer science, biology, chemistry, physics)

16. ☐ 1 more SocSc 20 or 30
Which one? _____
(psychology/history/law/nat.studies)

List **6 other Level 20 or 30 classes** (you must have 6 that have not already been used).

17. _____
18. _____
19. _____
20. _____
21. _____
22. _____

List **2 other classes (10, 20, 30)** you've taken (that are not already used).

23. _____
24. _____

Of your 24 credits, 5 must be 30-level

You've graduated!

HOMELOGIC

All students and parents/guardians have access to a web-based program called HomeLogic: (<https://tlxe.rcsd.ca/homelogic/>). This program can be accessed from any computer and it allows an individual to track on a daily basis (24/7) attendance, upcoming assignments/exams, current grades, and other pertinent information. Students access the program by using their standard username and password. Parents/ guardians must complete an initial registration process (included with August newsletter). This registration will require a son's/daughter's student number (which can be found at the top of a student timetable in brackets beside the student's name).

ACADEMIC AWARDS

Academic Awards Night - The annual Academic Awards Night is held each fall to recognize the achievements of students from the preceding year. Awards are presented in subject areas at each grade level to students who have achieved the highest academic standing in various subjects. Certificates are awarded to students who have completed their year with an average of 80.0% or more. Grade 12's are also included in this as well.

Honour Roll Criteria:

You must have an overall academic average of 80.0% to qualify for the Honour Roll.

Grade Nine: ELA A09, ELA B09, Christian Ethics 09, Social Studies 09, Science 09, Mathematics 09 and two other highest marks.

Grade Ten: ELAA10, ELAB10, Christian Ethics 10, Native Studies 10 or History 10, Science 10, Math 10, and two other highest taken in the Grade 10 year.

Grade Eleven: ELA20, Christian Ethics 20, highest math in current year, and five other highest taken in the Grade 11 year.

Grade Twelve: ELAA30, ELAB30, Christian Ethics 30, Social Studies 30 or Native Studies 30, and three other highest taken in the Grade 12 year.

EXTRACURRICULAR ACTIVITIES

We encourage our students to be involved at Riffel and we commend the efforts of our athletes, performers, artists, musicians, and club participants. Belonging to any team, club, or extracurricular activity is a great honour and privilege. Extracurricular participation will often mean that time at school will be missed because of travel for events/tournaments.

EXTRACURRICULAR PARTICIPATION/TRAVEL

Before a team/club participant will be allowed to miss class time and travel with an extracurricular group, it is essential that he/she has demonstrated the following in all of his/her classes:

- **Regular attendance and punctuality**
- **A positive attitude and work ethic**
- **The ability to complete every assignment to the best of a student's ability and submit all work by due dates**
- **The willingness to study and prepare for all exams**

If the above four criteria are not being demonstrated by an extracurricular participant, teachers and coaches/advisors will consult to discuss next steps. Participants should know that they **may not** be allowed to be involved in any travel associated with the extra-curricular activity. As always, academics must be our first concern.

EXTRACURRICULAR AWARDS

Extra-Curricular Awards Assembly – throughout the school year, students participate in a variety of extra-curricular activities. Most Valuable Participant (M.V.P.) awards and other special awards will be presented for each extra-curricular activity at a final assembly organized near the end of the school year. Some awards presented will be based on an accumulation of extracurricular points as designated below:

EXTRACURRICULAR POINTS SYSTEM

The following point system will be used to determine the recipients of awards. In each case the points requested are the maximum that may be allotted by the advisor or coach.

<u>ACTIVITY</u>	<u>MAXIMUM # OF POINTS</u>
SRC DIRECTORS	12
BASKETBALL (Jr. & Sr.)	10
FOOTBALL	10
CANTEEN	8
DRAMA	8
VOLLEYBALL (Jr. & Sr.)	8
IMPROV	8
LIGHTING & SOUND	5
SPECIAL PROJECTS	5
CROSS-COUNTRY	5
HOCKEY	5
SOCCER	5
LITURGICAL	4
SCOREKEEPING	4
TRACK	4
BADMINTON	4
CURLING	4
HONOURS CHOIR	4
THAT'S POSSIBLE THEATRE	4
ONE ACT PLAYS	4
PEER TUTORING	3
ASSEMBLY BAND	2
BEST BUDDIES	2
GOLF	2
SADD	2

2015-2016 OFFICAL SRC ROSTER



STAFF

SRC Director: Ryan Schmitz
SRC Assistant Director: Linda Perron

STUDENTS

President: Catherine Stevenson
Vice President: Danielle Staples
Sprit Team: Natalie Selinger
Allyssa Lusung
Riley Cockwill
Jace Cann
Athletics Team: Jaida Federko
Rachel Hamilton
Assembly Team: Kamryn Weisgerber
Tammy Hameluck
Media Production Team: Avery Cameron
Jack Gorski
SRC Photographer: Jaylyn Sereda
Tech Ops Team: Brendan Knobel
Logan Bogdan
Bryce Maffenbeier
Chase Pickering
Jr. SRC Reps: Hailey Unrau
Haylee Carlson
Jordan Wenger
Vaughn Taylor
Tyler Lalonde
Rufus: N/A