

# **LP Miller Comprehensive Student Handbook**



**2023-2024**

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# Welcome to L.P. Miller Comprehensive

Welcome to the 2021-2022 school year at L.P. Miller Comprehensive School, the Home of the Bears. At L.P. Miller there has been a long, outstanding commitment to excellence in many diverse areas. It is essential that as you enter this year, you set goals that extend your abilities. As it is stated in our mission statement, we are committed to excellence in education. Together we share the responsibility for teaching and learning equally and strive to respect each other's strengths and differences.

At L.P. Miller Comprehensive we believe it is essential that each and every one of us behave as B.E.A.R.S. Students are to Behave with Excellence, Accountability, Respect and Strength. You will see posters throughout the school reminding you what that means.

As students you have the responsibility to make the most of all the opportunities that are available to you. Attend all classes, be on time, and keep up with your assignments. We are a learning community and whether it be staff or fellow students, all of us are here to assist you in the job of learning. As members of our school we challenge you to demonstrate positive leadership, have pride in your school and your work, to care for each other, and to take personal ownership for the school environment.

Our focus at L. P. Miller Comprehensive School is on ensuring that all students successfully complete their courses and are prepared to move to their next level of education or their next stage in life. To achieve this, we will continually strive to seek ways to improve our teaching and learning, to the benefit of all of us.

Ms. N. Stadnek, Principal  
Mrs. Shelley Lockwood, Vice-Principal  
Mr. K. Stene, Vice-Principal

# Administrative Personnel at L.P.

|   |   |  |   |
|---|---|--|---|
|    | <p>Mrs. Shelley Lockwood –<br/>Vice Principal</p> <p>Mrs. Lockwood teaches senior math</p> <p>She also coaches track</p>  |    | <p>Miss Cotterill – Admin Assistant.</p> <p>Miss Cotterill is one of the first people you will see when you come into the office.</p> <p>Office hours are 8:00 – 4:30</p> |
|   | <p>Mr. Stene – Vice Principal</p> <p>Mr. Stene teaches English 10 and 20</p> <p>Coaches various sports throughout the year.</p>   |   | <p>Mrs. Boulet – Admin Assistant</p> <p>Mrs. Boulet is one of the first people you will see when you come into the office.</p> <p>Office hours are 8:00 – 4:30</p>        |
|  | <p>Ms. Stadnek – Principal</p> <p>Ms. Stadnek teaches ELA 30A and B, runs a creative-writing group and co-directs Drama.</p>  |  | <p>Ms. Lynn – Outreach Worker</p> <p>Ms. Lynn supports and encourages students and parents in creating a positive learning environment.</p>                               |
|  | <p>Ms. Garinger – Academic Counselor</p> <p>Ms. Garinger helps Division IV students plan their classes, obtain scholarships and apply for post-secondary education.</p> |  |   |

## L.P. Miller

### To the young men and women attending L.P. Miller Comprehensive School

As you pass through the entrance of L.P. Miller Comprehensive School for the first time think of a keen, lively, mischievous, humorous young man who some years ago on a bright September morning was entering upon a similar experience. This lad became the man whose name your school bears.

In all young people there is a built-in goodness – a desire to give the best to the task at hand, to be generous and fair, and to have patience with themselves and with others. Very often those inner qualities are smothered or lost in the pressures of everyday living. But somehow Len Miller was able to hold on to these qualities and to put them to use in his everyday life.

It would be his hope that you bring to this building your courage, your generosity, your spirit of good will, and your patience toward others with whom you live and work each day.

(Written by Gertrude Miller, Len Miller's wife on the opening of the L.P. Miller Comprehensive School, 1969)



- L.P. Miller Comprehensive is named after Leonard P. Miller who was the Secretary Treasurer of the Nipawin School Division No. 61.
- The “Comprehensive” in L.P. Miller means that we offer a broad range of classes; electronics, drafting, pottery, visual arts, music, drama, construction, machining, mechanics...your education is Comprehensive at L.P. Miller.
- Our colours are red and gold and black.
- We are the home of the Bears

- We have approximately 430 students here from grades 7 – 12.



## L.P. Miller Foundations

### Mission Statement

Committed to Excellence in Education

### Vision

- ❖ Providing a student-centered approach that meets the needs of all students
- ❖ Providing students with positive learning experiences in a safe, supportive environment.
- ❖ Empowering students to become lifelong learners
- ❖ Fostering respect for our diverse educational community
- ❖ Appreciating individual differences while educating all students to reach their potential
- ❖ Working together and enhancing communication with all members of the school community

## L.P. Miller Online

Website: <http://lpmiller.nesd.ca/>

Facebook: find us at **LP Miller Comprehensive School**

Twitter: follow us at **LPMillerBears**

## Student Expectations – Behaving Like a B.E.A.R.

Students at L.P. Miller behave like B.E.A.R.S. – that means we Behave with Excellence, Accountability, Respect and Strength.

## B.E.A.R.S MATRIX

| <b>Behave With</b>   | <b>Excellence</b>   | <b>Accountability</b>   | <b>Respect</b>   | <b>Strength</b>   |
|----------------------|---|---|--|---|
| <b>To yourself</b>   | <ul style="list-style-type: none"> <li>- Be honest</li> <li>- Follow-through</li> <li>- Do what is expected and right</li> <li>- Strive to accomplish personal goals</li> </ul> | <ul style="list-style-type: none"> <li>- Attend all classes and be on time</li> <li>- Follow class expectations &amp; routines</li> <li>- Keep track of belongings</li> </ul>   | <ul style="list-style-type: none"> <li>- Wear appropriate clothing</li> <li>- Maintain personal hygiene</li> <li>- Present yourself with dignity</li> </ul>                | <ul style="list-style-type: none"> <li>- Accept that we all have strengths and weakness. Work to emphasize your strengths and improve upon your weaknesses.</li> </ul>  |
| <b>To others</b>     | <ul style="list-style-type: none"> <li>- Develop caring friendships</li> <li>- Be trustworthy</li> <li>- Act in a way which benefits others</li> </ul>                          | <ul style="list-style-type: none"> <li>- Admit, fix, and learn from your mistakes</li> <li>- Treat others as you would like to be treated</li> </ul>  | <ul style="list-style-type: none"> <li>- Words are powerful...use them positively</li> <li>- Acknowledge and respond kindly to individual differences</li> </ul>           | <ul style="list-style-type: none"> <li>- Stand up for those who cannot stand up for themselves</li> <li>- Seek and/or encourage peaceful solutions to conflict</li> </ul>   |
| <b>To Learning</b>   | <ul style="list-style-type: none"> <li>- Give your best effort</li> <li>- Complete all of your work</li> <li>- Ask for extra help</li> <li>- Do your own work</li> </ul>        | <ul style="list-style-type: none"> <li>- Be prepared to learn</li> <li>- Bring all of your materials</li> <li>- Meet deadlines</li> <li>- Make-up all missing assignments</li> <li>- Study for tests and quizzes</li> <li>- Wait for permission to use technological devices</li> </ul> | <ul style="list-style-type: none"> <li>- Arrive to class on time</li> <li>- Appreciate others' right to learn</li> <li>- Appreciate your learning opportunities</li> </ul> | <ul style="list-style-type: none"> <li>- Whenever possible choose assignments which emphasize your strengths and build upon your weaknesses</li> <li>- Be open to receiving supports to help you learn</li> </ul> |
| <b>To our School</b> | <ul style="list-style-type: none"> <li>- Remember wherever you go you represent LP Miller</li> </ul>  | <ul style="list-style-type: none"> <li>- Accept consequences for actions, both positive and negative</li> </ul>   | <ul style="list-style-type: none"> <li>- Take care of your locker</li> <li>- Only eat in the MPR</li> </ul>  | <ul style="list-style-type: none"> <li>- Be a positive role model for other students</li> </ul>   |

# School Wide Behaviour Matrix

|                                    | School  | Classrooms  | Hallways  | Computer Labs  |
|------------------------------------|---|---|---|--|
| Respect Self, Others, and Property | <ul style="list-style-type: none"> <li>*Be polite</li> <li>*Use respectful and appropriate language</li> <li>*Respect staff and peers</li> <li>*Be friendly, empathetic and accept individual differences</li> <li>*Respect property and equipment belonging to school or others</li> <li>*Clean up after yourself</li> <li>*Follow dress code</li> </ul> | <ul style="list-style-type: none"> <li>*Wait for permission to use technological devices (cell phones, ipods, etc)</li> <li>*Be aware that each teacher will have their own rules regarding:               <ul style="list-style-type: none"> <li>- drinks</li> <li>- junk food</li> <li>- hats</li> <li>- technological devices</li> </ul> </li> <li>*Check the printer you are printing to before you print</li> </ul>  | <ul style="list-style-type: none"> <li>*No eating or drinking in hallway</li> <li>*Please walk</li> <li>*Use garbage and recycle bins</li> <li>*Take care of your locker</li> <li>*Hands off others and their property (including PDA)</li> <li>*Refrain from wearing dirty shoes into the school</li> <li>*Don't deface walls</li> <li>*No roughhousing</li> <li>*Back and upper hallways are not used for spares</li> </ul> | <ul style="list-style-type: none"> <li>*No food or drink</li> <li>*Use computer care rules</li> <li>*Use appropriate volume in headphones and voice</li> <li>*No unauthorized games or social networking sites</li> <li>*Check the printer you are printing to before you print</li> </ul>           |
| Be Responsible and Choose to Learn | <ul style="list-style-type: none"> <li>*Be on time and prepared</li> <li>*Follow directions</li> <li>*Be positive</li> </ul>  | <ul style="list-style-type: none"> <li>*Organize work</li> <li>*Complete all assignments given and hand them in on time</li> <li>*Ask for help when needed</li> <li>*Respond appropriately</li> <li>*Listen attentively</li> <li>*Be on task</li> <li>*Participate in learning</li> <li>*Ask questions, volunteer answers</li> <li>*Give your best effort everyday</li> <li>*Listen quietly during announcements</li> <li>*Follow classroom rules</li> <li>*Check Students Achieve regularly to monitor progress</li> </ul> | <ul style="list-style-type: none"> <li>*Read info on bulletin boards/calendar/on t.v.</li> <li>*No wandering during class time</li> </ul>   | <ul style="list-style-type: none"> <li>*Report equipment problems immediately</li> <li>*Return books and other materials on time</li> <li>*Keep room neat and orderly</li> <li>*Do not abuse student privileges</li> <li>*Log off and push in chair when done</li> <li>*Don't waste paper</li> </ul> |
|                                    | Out of School Activities  | Bus   | Washrooms   | Outside on School Property   |
| Respect Self, Others and Property  | <ul style="list-style-type: none"> <li>*Follow school rules and guidelines</li> <li>*Respect, listen and respond to chaperones or hosts</li> <li>*Respect vehicles</li> <li>*School dress code still in effect</li> </ul>   | <ul style="list-style-type: none"> <li>*Clean up after yourself</li> <li>*Greet and thank your driver</li> <li>*Enter and exit in an orderly fashion</li> <li>*Monitor your volume</li> <li>*Follow the driver's requests</li> <li>*School rules still apply</li> </ul>   | <ul style="list-style-type: none"> <li>*Wash hands using soap</li> <li>*Appropriate tone, volume, and language</li> <li>*Respect privacy</li> <li>*Leave the lights on</li> <li>*Use washrooms at break whenever possible</li> <li>*Do not use your cell phone</li> <li>*Refrain from standing on seat or tank</li> <li>*Do not loiter</li> </ul>   | <ul style="list-style-type: none"> <li>*Do not litter</li> <li>*Use equipment appropriately</li> <li>*Same expectations apply inside as outside</li> <li>*No smoking or tobacco products</li> <li>*Drive with care and attention</li> <li>*Stay off private property</li> </ul>                      |



|                                    | Out of School Activities   | Bus   | Washrooms   | Outside on School Property  |
|------------------------------------|--|---|---|---|
| Be Responsible and Choose to Learn | <ul style="list-style-type: none"> <li>*Be positive</li> <li>*Be a good school representative</li> </ul>   | <ul style="list-style-type: none"> <li>*Comply with safety rules</li> <li>*Remain seated while bus is in motion</li> <li>*Legs out of the aisle</li> <li>*Report graffiti and damage</li> <li>*Be ready when your bus arrives</li> <li>*Gather your belongings</li> </ul> | <ul style="list-style-type: none"> <li>*Be tidy (using toilets, sinks and urinals appropriately)</li> <li>*Put garbage in cans</li> <li>*Tell a staff member if there is a problem</li> <li>*wrap sanitary products</li> <li>*No graffiti</li> </ul>  | <ul style="list-style-type: none"> <li>*Let a supervisor know if a problem occurs</li> </ul>  |
|                                    | Gym  | Cafeteria/Multi-Purpose Room  | Assemblies  | Library   |
| Respect Self, Others, and Property | <ul style="list-style-type: none"> <li>*No food, drink and/or gum</li> <li>*Clean up after yourself</li> <li>*Help take down equipment and return it to its appropriate storage space</li> <li>*Respect the role of caretakers</li> <li>*Return equipment in the same condition you receive them</li> <li>*Use appropriate volume</li> <li>*Do not touch curtains</li> <li>*Stay off stage</li> <li>*Wear scuff/skid free shoes</li> </ul> | <ul style="list-style-type: none"> <li>*Sit on chairs, not table tops</li> <li>*Listen to the cafeteria supervisor</li> <li>*Clean up table/floor after eating</li> </ul>   | <ul style="list-style-type: none"> <li>*No food, drink and/or gum</li> <li>*Remove hats for formal assemblies</li> <li>*Do not use personal technological devices</li> <li>*Use appropriate applause/responses</li> <li>*Celebrate others success as well as your own</li> <li>*Listen attentively</li> <li>*Participate according to expectations</li> </ul> | <ul style="list-style-type: none"> <li>*No food or drink</li> <li>*Limited or quiet talking</li> <li>*Follow check-in, check-out procedures</li> <li>*Return materials on time</li> <li>*Respect equipment and books</li> <li>*Check with librarian/teacher before colour printing</li> <li>*No unauthorized games or social networking sites</li> <li>*Check the printer you are printing to before you print</li> </ul> |
| Be Responsible and Choose to Learn | <ul style="list-style-type: none"> <li>*Report equipment problems to gym teacher</li> <li>*Follow safety rules</li> <li>*Clean shoes only</li> <li>*Listen/follow directions</li> <li>*Change out for gym; dress appropriately</li> <li>*Maintain personal hygiene</li> <li>*Participate and try your best</li> <li>*Show sportsmanship</li> </ul>   | <ul style="list-style-type: none"> <li>*Clean microwave after use</li> <li>*Discard garbage when finished eating</li> <li>*Recycle</li> <li>*Put tray away</li> </ul>   | <ul style="list-style-type: none"> <li>*Enter/exit in an orderly fashion</li> <li>*Sit properly (do not lay down, recline or put feet up on chairs)</li> <li>*Sit where assigned</li> </ul>   | <ul style="list-style-type: none"> <li>*Tidy your work area</li> <li>*Use for study, research, homework, assigned work</li> </ul>   |

# Education Act and Regulations: Duties of Pupils

## **Section 150**

(1) In the exercise of his or her right of access to schools and to the benefits of education services pursuant to this Part, a pupil shall comply with subsections (2) and (3)

(2) Every pupil shall co-operate fully with all persons employed by the board of education or the conseil scolaire and any other persons who have been lawfully assigned responsibilities and functions with respect to the instructional program of the school or any special or ancillary services that may be provided or approved by the board of education, the conseil scolaire or the department.

(3) Every pupil shall:

- a. attend school regularly and punctually;
- b. purchase any supplies and materials not furnished by the board of education or the conseil scolaire that the principal considers necessary for any particular course of instruction;
- c. observe standards approved by the board of education or the conseil scolaire with respect to:
  - (i) Cleanliness and tidiness of person;
  - (ii) general deportment;
  - (iii) obedience;
  - (iv) courtesy; and
  - (v) the rights of other persons;
- d. be diligent in his or her studies
- e. conform to the rules of the school approved by the board of education or the conseil scolaire; and
- f. submit to any discipline that would be exercised by a kind, firm and judicious parent.

## **Section 151**

(1) Every pupil is accountable to the teacher for the pupil's conduct on the school premises during school hours and during those hours that the teacher is in charge of the pupil in class or while engaged in authorized school activities conducted during out-of-school hours.

(2) Every pupil is accountable to the principal for the pupil's general department at any time that the pupil is under the supervision of the school and members of the teaching staff, including the time spent in travelling between the school and the pupil's place of residence.

(3) Subject to the stated policies of the board of education or the conseil scolaire every pupil is accountable to and shall report to the principal in accordance with the procedures approved by the board of education or the conseil scolaire.

(4) The employees of the board of education or the conseil scolaire mentioned in subsection (3) are accountable to and shall report to the principal in accordance with the procedures approved by the board of education or the conseil scolaire.

## Student Success Policy

1. Regular attendance in class is one of the most important contributing factors to student learning. Classes, which stress the process of learning as well as the subject content and the continuous evaluation of students, require regular attendance.

2. All students are expected to attend regularly and punctually.

3. Responsibility for regular attendance rests with students and parents.

4. When a student is absent from school for any reason, the parent/guardian must provide the school with a written note or phone call as to the reason for the absence. Parents are expected to phone the school between 8 a.m. and 4:00 p.m. at 862-4671 to report excused absences prior to, or on the day of the absence. **Please report absences within 48 hours. Parents will be notified via email, phone, and/or text if a student misses 4 or more unexplained absences. At this time, a Response to Intervention plan will be initiated (Rtl) – to support improved attendance.**

5. a) Excused absences are defined as illnesses, medical or dental appointments, death in the family, religious holidays, emergencies, school activities verified by staff, and absences sanctioned by the vice-principals/principal of the school.

b) If the student is missing school for medical reasons, the school may request a doctor's verification.

c) Extended travel by a student requires that the parent/guardian inform the vice-principal or principal of the period of absence from school that is anticipated as a result of the travel. A student may be required to complete assigned work during the travel time; however, it is the responsibility of the student and of the parent to maintain reasonable continuity in the progress in the courses upon the student's return.

d) Excused absences will also include instances where school buses are unable to operate or when extremely cold weather prevents students from attending school.

e) Students and parents should try to make every effort to arrange medical and dental appointments outside of school hours.

6. All other absences are inexcusable. All absences not verified by the parent or sanctioned by the administration will be considered inexcusable.

7. Students who accumulate **four to seven inexcused absences** in any class will have their attendance reviewed by the administration.

Upon review:

a.) Division 3 students (grade 7, 8, 9) **will engage in the Response to Intervention (Rtl) process** where parents/guardians will meet to discuss the concerns to date. A solution focused process will be created to help the student return to “on track” status. A step by step success plan will be developed and followed using resources as required.

**b.) Division 4 students (grade 10, 11, 12) will engage in the Response to Intervention (Rtl) process for that class. The team (parents/administrators/teachers/outreach) will work together.** The final goal will be for the student to catch up on course work and understand the importance of earning complete credits.

8. Special consideration will be given to students suffering from prolonged illnesses.

9. If a student plans to leave school during school hours, they are expected to:

a) fill in a permission slip and have it signed by the principal or vice-principal;

b) have their parent or guardian call in to excuse their absence

10. ***Green permission slips do not excuse a student's absence from classes. Parents still must notify the school, unless it is a school-sponsored activity.***

11. Parents may obtain an attendance profile at any time upon request.

## Specific Expectations

### **Attendance and Punctuality**

1. Regular attendance is expected of all students. It is you and your parents' responsibility to provide the school with a satisfactory reason for any absence. Parents are asked to phone the school (or write a note) to report absenteeism. Staying at home to study or work is not acceptable. However, absenteeism that the parent feels is excusable may be negotiated with the school administration. Please refer to the school attendance policies for further clarification. You are expected to be on time for all classes, as students who are deemed habitually late for classes will be expected to serve make-up time.

## **Classroom Punctuality**

- a.) Each student is responsible to be in class when the bell rings. Teachers must model punctuality by being in class at the beginning of the period and by commencing with the lesson.
- b.) When the bell rings, the teacher should close the classroom door, take attendance, and begin to teach.
- c.) Students who are late should go directly into the class. The teacher should mark the student late on the online attendance.
- d.) The classroom teacher should deal with students who are continually late. That could include tutorials, noons, etc.
- e.) Following this course of action, a teacher may want to refer a student to school administration for excessive lates.
- f.) If, on rare occasions, a teacher should retain a student after class, that teacher should sign a late slip as excused, with the appropriate time, so that a student may enter directly into the next classroom.

## **Early Leave**

If you wish to leave school during scheduled classes, you must fill out a “permission (green) slip” at the office and have it signed by the Principal or Vice-Principal.

## **Parent Expectations**

We are here to support you and your student. Parents, please phone if you have a question. Home and school communication is vitally important. Follow us on Facebook, check our website for upcoming events, and connect to remind 101 on your cell phone.

Parents are welcome to contact the school at any time for assistance 306-862-4671 or contact teachers directly through email – [lpmiller@nesd.ca](mailto:lpmiller@nesd.ca) or [lastname.firstname@nesd.ca](mailto:lastname.firstname@nesd.ca)

We are here to help. This may go beyond education and include any other supports you require. Your parents’ support is also important.

## **Respect for Others**

All people at L.P. Miller are expected to treat staff and fellow students with courtesy, respect and dignity at all times. Treat others as you wish to be treated.

Conduct such as fighting, pushing, shoving, tripping and kicking are examples of inappropriate student behaviours.

## **Honesty**

You are expected to treat others with honesty. Lying, stealing, and cheating are forms of dishonesty which show a lack of respect for yourself and others.

## **Profanity**

You are expected to use appropriate language. Avoid the use of name-calling and crude, rude and obscene language as they are an assault on the dignity of others.

## **Social Conduct**

While showing affection for others may be appropriate in some settings, certain behaviours are considered inappropriate in the school. Fondling, embracing and kissing will be discouraged on school property.

## **Smoking, Vaping, Alcohol and Drugs**

Possession or consumption of alcohol during or after school hours is not permitted on school property. The use or trafficking of illicit drugs on school property and at school activities is forbidden. Smoking/Vaping is not permitted on school property. Paraphernalia associated with any of these practices will be confiscated by the staff and will not be returned to students or parents.

\* All smokeless tobacco products are prohibited from L.P. Miller School and may be confiscated by the staff

## **Respect for Both Public and Private Property**

It is believed that you should develop a code of personal values and civic responsibilities, showing respect for both public and private property. Acts of vandalism will be referred to parents/guardians and, if necessary, to the R.C.M.P. It is school policy to seek restitution for damage to school property.

# L.P. Smart Device, Tablet and Laptop Usage

**Goal: To allow all students to access technology in every classroom to enhance and support learning.**

**We want to further develop our student's understanding of digital citizenship and to teach/encourage students to learn how to be responsible and respectful digital citizens.**

L.P. Miller believes that students need to access all tools available to support their learning. As a result, we are allowing students to use any smart device, tablet, or laptop (devices) in their classes for educational purposes.

Students are allowed to have devices out during breaks and noon hour with the expectation that the device does not hinder student's ability to arrive in class on time.

**Here are some examples of how a device might be used in class:**

- use the dictionary app to search for a new vocabulary word (or maybe there's an app that we can use to help pre-load vocabulary, etc)

- using your device to search for information relevant to the class.
- using your device to take notes during class (which can be shared later on their webpage)
- using the camera feature to capture an image/diagram drawn on the board or SMART board
- using your device to watch/find a YouTube video
- using the calendar feature of your device to stay organized.
- using a reminder feature to leave yourself notes of what you need to review, etc.
- using the text message option to follow a teacher on Twitter

### **Guidelines:**

- 1) Students are only to use their device **when the teacher gives them permission** to utilize it for educational purposes. Device use is a privilege not a right.
- 2) Students must only use their device for the purpose given to them by their teacher or educational associate.
- 3) Students are responsible for the security of their devices at all times. The school will not be responsible for lost or stolen devices. The school will investigate any such matters and attempt to find out what happened, but responsibility begins and ends with the student.
- 4) Students without a device will have access to laptops provided by the school when possible.

### **Guidelines for appropriate use include:**

- 1) Using your device in class with permission, you need to be willing to show your screen to your teacher at any time, and you are responsible for it at all times.
- 2) If you would like to use your device for something that was not outlined by the teacher then you need to ask permission first.
- 3) No Texting or instant messaging in class unless asked to do so by your teacher
- 4) Social Networking sites such as Facebook, Twitter, and MySpace will only be used for educational reasons and as directed by your teacher
- 5) Accessing school appropriate websites
- 6) Recording videos, images, or voice recordings with permission
- 7) Not participating in Cyber bullying
- 8) Ensuring you don't "Hack" or misuse someone else's device

## **Inappropriate Use Policy:**

- 9) Level 0 – If the device is being used inappropriately and a simple conversation from a staff member changes the behaviour, no further action is required. Teacher discretion will be utilized based on a positive or negative conversation with the student as to whether it will be considered a level 0 or 1. Based on the situation the teacher may decide to keep the device for the class. **\*\*Note: it is up to the teacher if they want start at Level 0 or Level 1.**
- 10) Level 1 – Inappropriate use of a device and the device is confiscated and brought to the office. The device is held in the office until the end of the day and the student must sign for its release.
- 11) Level 2 – If inappropriate use occurs a second time within a year, the device is taken to the office. The device is held in the office until the end of the day and a parent/guardian must sign for its release.
- 12) Level 3 – If inappropriate use occurs a third time within a year, the device is taken to the office. The teacher records the incident on the chart and informs Admin that this is the third offense. Administrators then treat this as a Level 3 discipline issue. Administrators will contact parents and set up an appropriate consequence such as a suspension.
- 13) Level 4 or more - If inappropriate use occurs a fourth time or more within a year, the device is taken to the office. The teacher records the incident on the chart and informs Admin of the offense. Administrators then treat this as a Level 3 discipline issue. Administrators will contact parents and set up an appropriate consequence such as a suspension.

***Note: students can go immediately to any level on the inappropriate use policy depending on the nature of the offense. If offense is serious enough, it could lead to suspension and/or contact with the RCMP and/or SaskTel.***

**Administrators reserve the right to confiscate a phone or ask a student to show what is on their phone.**

### **MP3/iPOD use:**

**The use of handheld electronic sound devices (non-communication) will be left to the discretion of the teacher in his/her specific class. Class policy must be followed or the device will be removed according to the handheld communication device policy.**



# Personal Apparel and Dress Code

You are expected to dress in a clean, neat, appropriate manner. Clothing with offensive words, slogans, or pictures is considered inappropriate. Teachers have the discretion as to whether students are allowed to wear hats or jackets in their classroom.

Your footwear must not mark or damage the floors in any way.

You may be asked to wear special apparel for physical education, arts education, and/or practical and applied arts classes. These requests are usually based upon comfort, hygiene, and safety reasons.

You must supply the appropriate clothing such as shorts, T-shirts, running shoes and towels, for physical education. It is advised that gym clothes be taken home and washed frequently.

## **L. P. Miller Dress Code**

At LP Miller we encourage students' self-expression through clothing, but we must also create a clean, safe and comfortable setting for both students and staff. Students who disregard this policy will be asked to change or asked to cover up. If they have nothing else appropriate to wear at school and they refuse to wear the extra clothes we have on hand then students will be sent home to change.

### **Specific Expectations:**

- Clothing (including hats) must be free of inappropriate logos, slogans, phrases and pictures. The advertisement of alcohol or drugs and also sexual, racial and/or violent references are all inappropriate.
- All underwear must be hidden from view (this refers to both male and female students)
- No cleavage
- Bra straps may show as long as there is not any other violation of the dress code
- Shirts and pants should meet
- Midriff (stomach and sides) and back are to be covered
- Shorts and skirts should reach the mid-thigh. To the end of the fingertips when hands are relaxed at side is a quick way to measure, but it also depends on arm length. Essentially the garment should reach mid-thigh in front and back and while walking.
- Clothing cannot be see-through.

The expectations were developed with input from all groups and will hopefully be considered reasonable and fair.

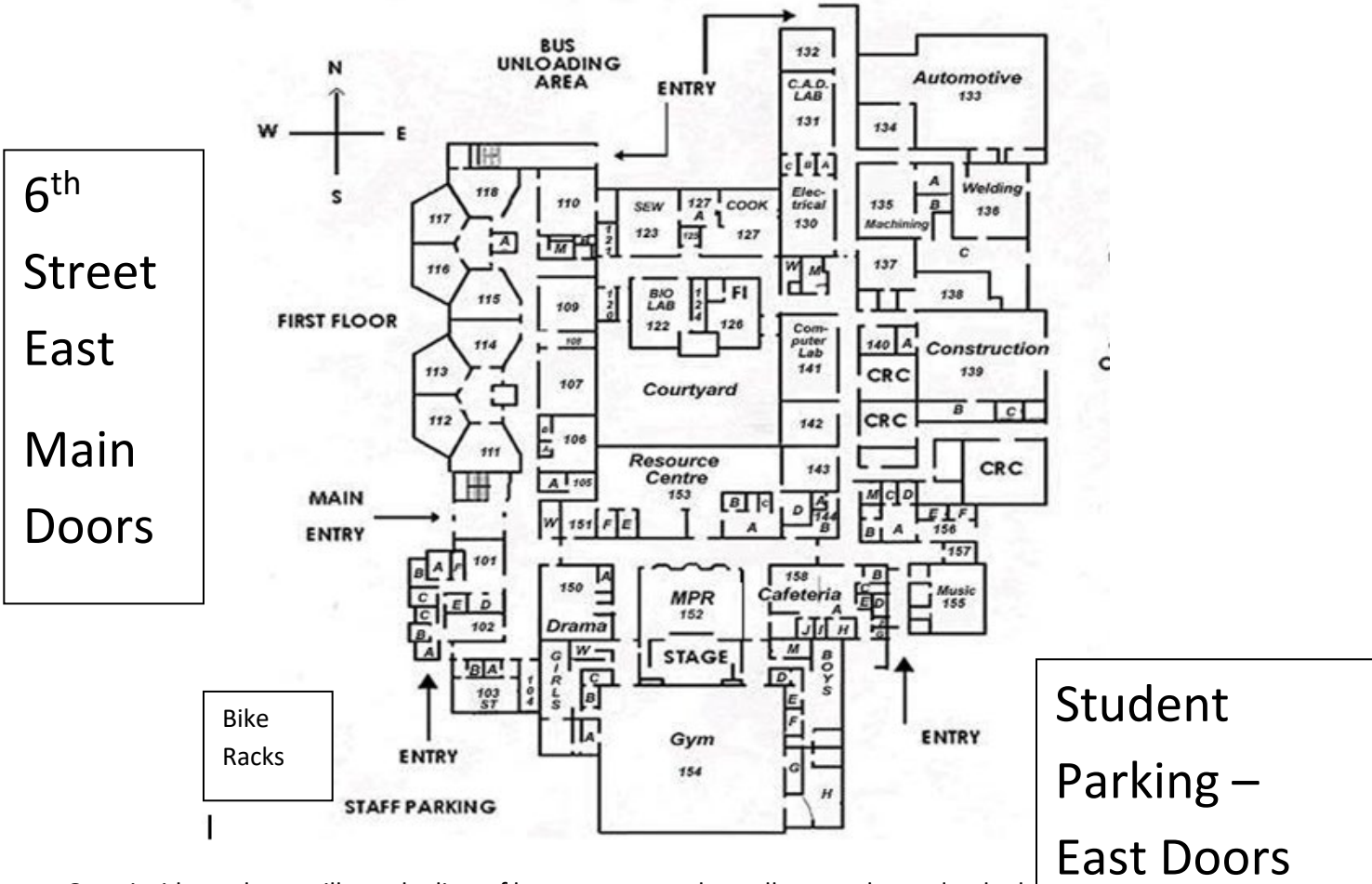
# Everything You Need to Know for the First Day

Tuesday September 5<sup>th</sup>, 2023! Class starts at 8:55.

See L.P. Miller Expectations for information

## Bus Loop – North Doors

L.P. MILLER COMPREHENSIVE SCHOOL MAP



Once inside students will see the lists of homerooms on the wall; you only need to look for your name to see what homeroom you are in. Homeroom runs for the first hour today and it is during home room that you receive your locker, your lock and a ton of important information!

Hint: Form = Homeroom Number.

# Homerooms

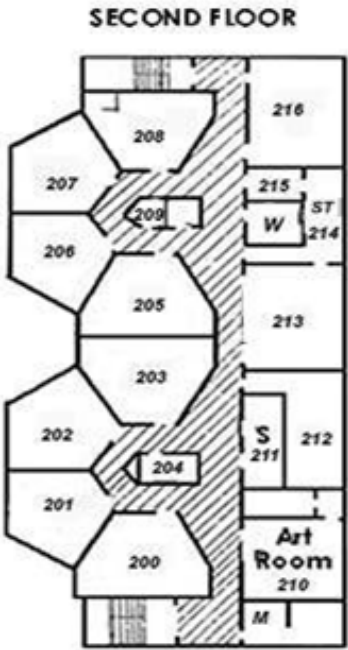
## Homerooms

| Teacher          | Form | Room Number |
|------------------|------|-------------|
| Ms. Warnock      | 701  | 202         |
| Mrs. Grandfield  | 702  | 203         |
| Mrs. Griffin     | 703  | 213         |
| Ms. Garinger     | 704  | 200         |
| Mrs. McClelland  | 801  | 208         |
| Mrs. Brothwell   | 802  | 216         |
| Mr. Stene        | 803  | 212         |
| Mr. Bear         | 901  | 111         |
| Mr. Rann         | 902  | 113         |
| Mr. Demmans      | 903  | 205         |
| Mr. Richardson   | 101  | 134         |
| Mrs. Opp         | 102  | 207         |
| Mr. Wang         | 103  | 109         |
| Mr. Nesbitt      | 104  | 142         |
| Mr. Bischoff     | 201  | 114         |
| Mrs. Bowman      | 202  | 123         |
| Mr. Corrigan     | 203  | 132         |
| Mr. Trites       | 204  | 117         |
| Mrs. Comfort     | 301  | 122         |
| Mrs. Demmans     | 302  | 155         |
| Mr. Shay Neufeld | 303  | 116         |
| Ms. Lukoni       | 304  | 137         |
| Ms. Armstrong    | FI   | 126         |



6<sup>th</sup> Street  
East

Stairs



Homeroom starts at 8:55 and at that time you will get:

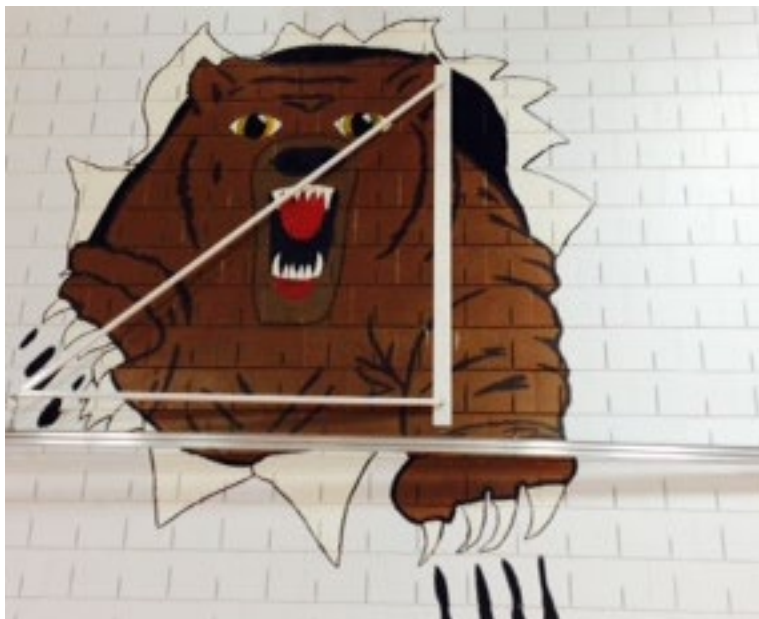
- Your lock
- Your locker
- Your schedule



## Bell Schedule

|               |  |
|---------------|--|
| 8:50          | Warning Bell – Students move to Period 1 Class |
| 8:55 – 9:57   | Period 1                                       |
| 9:57 - 10:02  | First Morning Break                            |
| 10:02 – 11:04 | Period 2                                       |
| 11:04 - 11:09 | Second Morning Break                           |
| 11:09 - 12:11 | Period 3                                       |
| 12:11 – 1:00  | Noon Hour                                      |
| 1:00 – 1:05   | Warning Bell – Students move to Period 4 Class |
| 1:05 – 2:07   | Period 4                                       |
| 2:07 – 2:12   | Afternoon Break                                |
| 2:12 – 3:14   | Period 5                                       |

At 9:57 the teacher will dismiss you and you will make your way to your second period class.



## Classes at L.P. Miller

| <b>Grade 7 – 9</b>         | <b>Grade 10</b>                         | <b>Grade 11 (20 Level Classes)</b>   | <b>Grade 12 (30 Level Classes)</b>   |
|----------------------------|---|--------------------------------------|--------------------------------------|
| English                    | English A10, A11                        | English 20, 21                       | English A30, A31                     |
| Mathematics                | English B10, B11                        | History 20, 21                       | English B30, B31                     |
| Social Studies             | Workplace and Apprenticeship Math 10    | Workplace and Apprenticeship Math 20 | Workplace and Apprenticeship Math 30 |
| Science                    | Foundations of Math and Pre-Calculus 10 | Pre-Calculus 20                      | History 30                           |
| Health                     | Math 11                                 | Foundations of Math 20               | Social Studies 31                    |
| Arts. Education            | History 10/ Social Studies 11           | Physical Science 20                  | Native Studies 30                    |
| Physical Education         | Natives Studies 10                      | Health Science 20                    | Law 30                               |
| Practical and Applied Arts | Science 10/11                           | Environmental Science 20             | Psychology 30                        |
|                            | Wellness 10                             | Life Transitions 20                  | Pre-Calculus 30                      |
|                            | Visual Art 10                           | Visual Art 20                        | Foundations of Math 30               |
|                            | Drama 10                                | Drama 20                             | Calculus 30                          |
|                            | Pottery 10                              | Construction 20                      | Biology 30                           |
|                            | Accounting 10                           | Drafting 20                          | Chemistry 30                         |
|                            | Food Studies 10                         | Electronics 20                       | Visual Art 30                        |
|                            | Construction 10                         | Machining 20                         | Drama 30                             |

| <b>Grade 10</b>         | <b>Grade 11 (20 Level Classes)</b> | <b>Grade 12 (30 Level Classes)</b> |
|-------------------------|------------------------------------|------------------------------------|
| Drafting 10             | Welding 20                         | Physical Education 30              |
| Electronics 10          | Music 20                           | Accounting 30                      |
| Machining 10            | Work Experience 20                 | Music 30                           |
| Mechanics 10            | Accounting 20                      | Leadership 30                      |
| Music 10                | Psychology 20                      | Food Studies 30                    |
| Work Experience 10      | Physical Education 20              | Life Transitions 30                |
| Social Studies 18       | Language Arts A28, B28             | Construction 30                    |
| Science 18              | Math 28                            | Drafting 30                        |
| Mathematics 18          |                                    | Electronics 30                     |
| Language Arts A18 & B18 |                                    | Machining 30                       |
|                         |                                    | Mechanics 30                       |
|                         |                                    | Entrepreneurship 30                |
|                         |                                    | Work Experience 30                 |
|                         |                                    | Language Arts A38 & B38            |
|                         |                                    | Social Studies 38                  |

Students in Grades 7 and 8 have a homeroom teacher for the majority of their classes. Students in Grade 9 and 10 have more selections but they must take a full course load and students in Grade 11 and 12 have the most selection and can also opt for a spare if they meet the requirements to graduate.

## **L. P. Graduation Requirements**

To graduate from L.P. Miller Comprehensive School, a student must have written the final examinations in the twenty-four credits in the regular areas of study as designated by Saskatchewan Ministry of Education for a complete Grade 12 standing.

Students who have failed a subject after writing the final June examinations forfeit participation in the commencement exercise, but may attend the banquet and graduation photograph. Also, school and graduation fees must be paid. The Rotary Exchange student may graduate if an application is made to do so.

## **Lunch Time**

L.P. Miller has many options for lunch. Students can bring their own lunch from home or purchase food at the cafeteria. Students are welcome to eat in our Multi-purpose room or at the red picnic tables.



## **End of the Day**

Most of our extra-curricular activities take place after school so be sure to take a look at the list of all of the activities we offer and don't forget to do your homework.



# Student Activities

## Students' Representative Council

The S.R.C. is made up of elected representatives, room representatives, and staff advisors. Regular meetings are held. The extracurricular activities of the school are governed by agencies of this organization. Students should be encouraged to make their wishes known through their room reps, therefore, it is most important that homeroom teachers do all they can to ensure that their homeroom elects a responsible room rep at the beginning of the year.

## Student Government

| Position      | Division III                         | Division IV                        |
|---------------|--------------------------------------|------------------------------------|
| Co-Presidents | Callie Cummings and Mya Lang         | Lauren Froehlich and Allison Smith |
| Treasurer     | Shallen McClelland                   | Emilia Stewart                     |
| Secretary     | Kerstine Degway and Emily Osei-Boadi | Sydney Rann                        |

## Athletics

| Sport   | Sport                             | Sport                            |
|---|-----------------------------------|----------------------------------|
| Archery   | Junior Badminton                  | Junior Girls Volleyball – A Team |
| Senior Badminton  | Junior Boys Basketball            | Senior Girls Volleyball – A Team |
| Junior Girls Basketball   | Junior Basketball – B Team        | Junior Boys Volleyball           |
| Senior Boys Basketball  | Senior Girls Basketball           | Senior Boys Volleyball           |
| Cross Country Running   | Junior Curling                    | Junior Girls Volleyball – B Team |
| Senior Curling  | Grade 7/8 Tackle Football         | Wrestling                        |
| Senior Tackle Football (Grade 9 – 12)                                   | Junior and Senior Golf            |                                  |
| Special O Sports – Bowling, Curling, Track and Field, Golfing, Swimming | Junior and Senior Track and Field |                                  |

# School Clubs and Student Organizations

| Club/Organization  | Club/Organization |
|--------------------|-------------------|
| Art Club           | Creative Writing  |
| Drama              | Fight Foundation  |
| ISCF               | Fusion Inclusion  |
| Division III SRC   | Division IV SRC   |
| Yearbook           | YBEX              |
| Weightlifting Club | GSA               |
| Photography        |                   |

## 2023-2024 - NESD Calendar FINAL

v.032223

| AUG. 2023 |    |    |    |    |    |    | Sept 2023 |    |    |    |    |    |    | Oct. 2023 |    |    |    |    |    |    |
|-----------|----|----|----|----|----|----|-----------|----|----|----|----|----|----|-----------|----|----|----|----|----|----|
| S         | M  | T  | W  | T  | F  | S  | S         | M  | T  | W  | T  | F  | S  | S         | M  | T  | W  | T  | F  | S  |
|           |    | 1  | 2  | 3  | 4  | 5  |           |    |    |    |    | 1  | 2  | 1         | 2  | 3  | 4  | 5  | 6  | 7  |
| 6         | 7  | 8  | 9  | 10 | 11 | 12 | 3         | 4  | 5  | 6  | 7  | 8  | 9  | 8         | 9  | 10 | 11 | 12 | 13 | 14 |
| 13        | 14 | 15 | 16 | 17 | 18 | 19 | 10        | 11 | 12 | 13 | 14 | 15 | 16 | 15        | 16 | 17 | 18 | 19 | 20 | 21 |
| 20        | 21 | 22 | 23 | 24 | 25 | 26 | 17        | 18 | 19 | 20 | 21 | 22 | 23 | 22        | 23 | 24 | 25 | 26 | 27 | 28 |
| 27        | 28 | 29 | 30 | 31 |    |    | 24        | 25 | 26 | 27 | 28 | 29 | 30 | 29        | 30 | 31 |    |    |    |    |
|           |    | T= | 2  | S= | 0  |    |           |    | T= | 20 | S= | 19 |    |           | T= | 21 | S= | 20 |    |    |

| Nov. 2023 |    |    |    |    |    |    | Dec. 2023 |    |    |    |    |    |    | Jan. 2024 |    |    |    |    |    |    |
|-----------|----|----|----|----|----|----|-----------|----|----|----|----|----|----|-----------|----|----|----|----|----|----|
| S         | M  | T  | W  | T  | F  | S  | S         | M  | T  | W  | T  | F  | S  | S         | M  | T  | W  | T  | F  | S  |
|           |    |    | 1  | 2  | 3  | 4  |           |    |    |    |    | 1  | 2  |           | 1  | 2  | 3  | 4  | 5  | 6  |
| 5         | 6  | 7  | 8  | 9  | 10 | 11 | 3         | 4  | 5  | 6  | 7  | 8  | 9  | 7         | 8  | 9  | 10 | 11 | 12 | 13 |
| 12        | 13 | 14 | 15 | 16 | 17 | 18 | 10        | 11 | 12 | 13 | 14 | 15 | 16 | 14        | 15 | 16 | 17 | 18 | 19 | 20 |
| 19        | 20 | 21 | 22 | 23 | 24 | 25 | 17        | 18 | 19 | 20 | 21 | 22 | 23 | 21        | 22 | 23 | 24 | 25 | 26 | 27 |
| 26        | 27 | 28 | 29 | 30 |    |    | 24        | 25 | 26 | 27 | 28 | 29 | 30 | 28        | 29 | 30 | 31 |    |    |    |
|           |    | T= | 21 | S= | 20 |    | 31        |    | T= | 16 | S= | 16 |    |           | T= | 18 | S= | 17 |    |    |

| Feb. 2024 |    |    |    |    |    |    | Mar. 2024 |    |    |    |    |    |    | Apr. 2024 |    |    |    |    |    |    |
|-----------|----|----|----|----|----|----|-----------|----|----|----|----|----|----|-----------|----|----|----|----|----|----|
| S         | M  | T  | W  | T  | F  | S  | S         | M  | T  | W  | T  | F  | S  | S         | M  | T  | W  | T  | F  | S  |
|           |    |    |    | 1  | 2  | 3  |           |    |    |    |    | 1  | 2  |           | 1  | 2  | 3  | 4  | 5  | 6  |
| 4         | 5  | 6  | 7  | 8  | 9  | 10 | 3         | 4  | 5  | 6  | 7  | 8  | 9  | 7         | 8  | 9  | 10 | 11 | 12 | 13 |
| 11        | 12 | 13 | 14 | 15 | 16 | 17 | 10        | 11 | 12 | 13 | 14 | 15 | 16 | 14        | 15 | 16 | 17 | 18 | 19 | 20 |
| 18        | 19 | 20 | 21 | 22 | 23 | 24 | 17        | 18 | 19 | 20 | 21 | 22 | 23 | 21        | 22 | 23 | 24 | 25 | 26 | 27 |
| 25        | 26 | 27 | 28 | 29 |    |    | 24        | 25 | 26 | 27 | 28 | 29 | 30 | 28        | 29 | 30 |    |    |    |    |
|           |    | T= | 16 | S= | 16 |    | 31        |    | T= | 19 | S= | 19 |    |           | T= | 19 | S= | 19 |    |    |

| May 2024 |    |    |    |    |    |    | Jun. 2024 |    |    |    |    |    |    | Jul. 2024 |    |    |    |    |    |    |   |
|----------|----|----|----|----|----|----|-----------|----|----|----|----|----|----|-----------|----|----|----|----|----|----|---|
| S        | M  | T  | W  | T  | F  | S  | S         | M  | T  | W  | T  | F  | S  | S         | M  | T  | W  | T  | F  | S  |   |
|          |    |    |    | 1  | 2  | 3  | 4         |    |    |    |    |    |    | 1         |    | 1  | 2  | 3  | 4  | 5  | 6 |
| 5        | 6  | 7  | 8  | 9  | 10 | 11 | 2         | 3  | 4  | 5  | 6  | 7  | 8  | 7         | 8  | 9  | 10 | 11 | 12 | 13 |   |
| 12       | 13 | 14 | 15 | 16 | 17 | 18 | 9         | 10 | 11 | 12 | 13 | 14 | 15 | 14        | 15 | 16 | 17 | 18 | 19 | 20 |   |
| 19       | 20 | 21 | 22 | 23 | 24 | 25 | 16        | 17 | 18 | 19 | 20 | 21 | 22 | 21        | 22 | 23 | 24 | 25 | 26 | 27 |   |
| 26       | 27 | 28 | 29 | 30 | 31 |    | 23        | 24 | 25 | 26 | 27 | 28 | 29 | 28        | 29 | 30 | 31 |    |    |    |   |
|          |    | T= | 22 | S= | 21 |    | 30        |    | T= | 20 | S= | 18 |    |           |    |    |    |    |    |    |   |

T 194  
S 185

### LEGEND

|  |  |  |                               |
|--|--|--|-------------------------------|
|  | First day of School                    |  | Last Day of School            |
|  | School Improvement Planning - STUDENTS |  | Student Led Conference WINDOW |
|  | Teacher Convention                     |  | School Break                  |
|  | School Admin - NO STUDENTS             |  | Statutory Holidays            |
|  | Last Day of Terms                      |  |                               |
|  | Teacher Days                           |  | Student Days                  |

### STATUTORY HOLIDAYS

|        |              |        |               |
|--------|--------------|--------|---------------|
| 7-Aug  | Civic Day    | 1-Jan  | New Year's    |
| 4-Sep  | Labor Day    | 19-Feb | Family Day    |
| 9-Oct  | Thanksgiving | 29-Mar | Good Friday   |
| 11-Nov | Remembrance  | 1-Apr  | Easter Monday |
| 25-Dec | Christmas    | 20-May | Victoria Day  |
| 26-Dec | Boxing Day   | 1-Jul  | Canada Day    |

# Supply Lists

## Division III Supplies

Student Fee (S.R.C.)  
Yearbook (Optional)

0 – no fees charged this year  
50.00

All cheques must be made payable to **North East School Division or (NESD)**.

### GRADE 7 SUPPLIES

- 5 three-ring binders – 1 ¼ inch or bigger
- 400 sheets loose leaf paper
- 1 glue stick
- 1 ruler with mm and cm
- Pencil crayons or multi-colour markers
- Eraser for ink or pencil
- Geometry set
- 30 Pencils (H or 2H) – enough for entire year
- 16 ballpoint pens - 4 red/12 blue - enough for entire year
- 1 soft-sided pencil case
- Calculator
- 2 boxes kleenex
- Headphones
- White out (tape or pens)

### Physical Education

- 1 pair running shoes
- 1 pair socks
- 1 pair gym shorts or sweat pants
- 1 towel
- 1 T-shirt
- Deodorant

**NOTE: ALL PHYSICAL EDUCATION EQUIPMENT IS TO BE BROUGHT TO THE FIRST PHYS ED CLASS.**

All students are expected to change for Phys Ed daily.

All physical education equipment MUST HAVE STUDENT'S FULL NAME - CLEARLY MARKED

### GRADE 8 SUPPLIES

- 5 binders – 1 ¼ inch or bigger
- 700 sheets loose leaf paper
- 1 glue stick
- 1 ruler with mm and cm
- Pencil crayons or multi-colour markers
- 2 erasers for ink or pencil
- 30 Pencils (H or 2H) – enough for entire year
- 15 ballpoint pens - blue/black - enough for entire year
- 1 soft-sided pencil case
- Calculator with square root sign
- 2 Highlighters

- 2 boxes Kleenex
- 2 white pens/tapes
- Headphones
- Safety glasses for Practical Arts

#### Physical Education

- 1 pair running shoes
- 1 pair socks
- 1 pair gym shorts or sweat pants
- 1 towel
- 1 T-shirt
- Deodorant

**NOTE: ALL PHYSICAL EDUCATION EQUIPMENT IS TO BE BROUGHT TO THE FIRST PHYS ED CLASS.**

All students are expected to change for Phys Ed daily.

All physical education equipment MUST HAVE STUDENT'S FULL NAME - CLEARLY MARKED

Practical Arts - a list of supplies will be provided by the teacher as the students work through each of the modules.

Practical Arts & Cooking - a large Sears catalogue, either Fall and Winter or Spring and Summer

#### **GRADE 9 SUPPLIES**

- 5 three ring binders – 1 ¼ inch or 2.5 cm **OR** 3 (3") binders
- 400 sheets loose leaf paper
- Geometry set & 30 cm Ruler
- Pencil crayons, pens, erasers for ink and pencil, red pen, soft-sided pencil case
- 1 glue stick
- 1 box kleenex
- Calculator – basic scientific calculator is acceptable
- Head phones
- Graph paper

#### Physical Education

- 1 pair running shoes
- 1 pair socks
- 1 pair gym shorts or sweat pants
- 1 towel
- 1 T-shirt
- Deodorant

**NOTE: ALL PHYSICAL EDUCATION EQUIPMENT IS TO BE BROUGHT TO THE FIRST PHYS ED CLASS.**

All students are expected to change for Phys Ed daily.

All physical education equipment MUST HAVE STUDENT'S FULL NAME - CLEARLY MARKED

# Division IV Supplies

## NEW REGISTRATIONS AND PREVIOUSLY REGISTERED STUDENTS

|                     |                               |
|---------------------|-------------------------------|
| Student Fees (SRC)  | 0 – no fees charged this year |
| Yearbook (optional) | 50.00                         |

All cheques must be made payable to **North East School Division or (NESD)**.

### Grade 10/11/12

#### **Math - Workplace**

- scientific calculator
- graph paper
- geometry set
- ruler with both cm and inches
- pencil crayons
- 8 – 10 pencils
- 2 – 3 erasers

#### **Math - Foundations/Pre-Calculus**

- scientific calculator
- graph paper
- geometry set or ruler

#### **Construction**

- metric measuring tape. Min. 3600mm (metric & fractional)
- safety glasses

#### **Machining/Welding**

- safety glasses
- 12' Measuring Tape (Welding 30)
- Shop coat or coveralls

#### **Mechanics**

- shop coat or coveralls
- safety glasses

#### **Pottery**

- Class attire – coveralls or smock

#### **Science 10**

- Protractor (geometry set)

#### **Visual Art**

- package of color pencil crayons
- 30 cm. ruler
- white eraser

- 2 -3 art pencils (H, 2H, HB, 6B, 4H)
- small paint brush (fine point)
- notebook and sketchbook

**Wellness/Physical Education**

- one pair running shoes
- two pairs of socks
- one T-shirt or sweatshirt
- one pair shorts or sweat pants
- towel
- Deodorant

**Chemistry**

- Scientific calculator

**Physics**

- Geometry set including compass and dividers
- Scientific calculator