

**La Verendrye  
School**

**Student/Parent  
Handbook**

**2018-2019**



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# **LVS Student-Parent Handbook 2018-2019**

## **MISSION STATEMENT**

**La Verendrye School strives to provide a safe, healthy and caring environment for all. A place where all students can learn at a high level, enjoy learning and be challenged to develop positive attitudes, skills and knowledge for success.**

## **INTRODUCTION**

**This handbook is an outline of the policies of La Verendrye School. If you have any questions or would like a more information, please contact the school.**

Welcome to La Verendrye School!! We are so happy to have you as part of our school community this year. La Verendrye School is a proud, diverse and amazing school community that is well known around Portage la Prairie for being a school that is academically successfully, progressive, respectful and caring. La Verendrye School is a K-8 school with a population of about 380 students with a professional staff and a support staff totaling more than 50 caring adults. LVS offers a full slate of academic courses including language arts, mathematics, social studies, science, French, music/band/guitar/choir, health, home economics, industrial arts, computer and physical education. Availability of some of these courses depends on the grade of your child. LVS has a national award winning physical education program that offers many programs and opportunities for our students. LVS offers an intramural sports program for grades 2 to 8 during noon hours and in grades 5- 8, we participate in school division cross-country running and track and field. In grades 7 & 8 we participate in organized school division leagues in volleyball, soccer, curling, basketball, and badminton. Many other opportunities for extracurricular enrichment are available throughout the year. Our school nickname is the Voyageurs. In grades 5-8 we also offer many clubs and groups such as yearbook, Peer Connectors, Coding, Positive Patrols, dance committee, safety patrols, chess club etc. We have two modern computer labs, a well-stocked and current library and a beautiful outdoor courtyard/classroom where we also grow our own vegetables. At the north end of our field we have a beautiful newly planted orchard full of apple trees! We have a large, and fully stocked modern gymnasium complete with a stage and attached multi-purpose room. We are a school that celebrates diversity and culture!

Welcome to our school!

**LA VERENDRYE STAFF**

Principal	Mrs. Michelle Laidlaw
Vice Principal	Mr. Mark Sokolowski
Secretary	Mrs. Charlene Leslie
Clerical Staff	Ms. Melissa Murray
Guidance Team	Ms. Sheryl Ross/Mrs. Maria Metzloff
Resource Team	Mrs. Pam Frank, Mrs. Jenny Borgfjord, Mrs. Erin Mauws, Mrs. Cindy Chabot
Reading Recovery	Ms. Stephanie Leitchman
Kindergarten	Mrs. Terry Arnal
Grade 1A	Mrs. Krista Austin
Grade 1M	Ms. Janey Mikolayanko
Grade 2B	Ms. Alyssa Argue
Grade 2L	Ms. Stephanie Leitchman/Ms. Jessica Wilson
Grade 3S	Ms. Shari Sauso/Ms. Stacey Chrabaszc
Grade 3T	Ms. Jade Tarr
Grade 4H	Mrs. Brigitte Heppner
Grade 4M	Ms. Cheryl Murkin
Grade 5A	Mr. Stewart Akerley
Grade 5D	Ms. Alison Duchnycz
Grade 6E	Ms. Jennifer Ethans
Grade 6W	Ms. Trisha Wilson
Grade 7G	Mr. Brett Geisel
Grade 7W	Mr. Joe Wermie
Grade 8H	Mrs. Rhonda Hannah/Mr. Mitchell Nelissen
Grade 8B	Mr. Scott Boychuk
PALSS	Mr. Jordan Taylor
Grade 1-5 Music	Ms. Jessica Wilson
Grade 6 Guitar	Mr. Teph Clink

Grade 7, 8 band Mr. Teph Clink  
1-8 Phys Ed Mr. Mitchell Nelissen  
Mrs. Stephanie Brown  
7-8 IA, 7 Art Mr. Ben McGowan  
7-8 H.Ec/ grade 8 Mrs. Rhonda Hannah  
Speech Pathologist Ms. Lauren Becker  
Psychologist Ms. Maxine Mutcher  
Outreach Facilitator Mrs. Cori Asham/Mrs. Jane McArthur  
Occupational Therapist Ms. Dayna Yurkiw  
Educational Assistants – Mrs. Ila Boychuk, Mr. Roy Delorme, Ms. Geraldine Hiebert, Mrs. Donna Maly, Mrs. Linda Meier, Mrs. Joanita Pliszka, Ms. Brandis Porter, Mrs. Brenda Burke, Ms. Sarah Thiessen, Ms. Melissa Murray, Ms. Selena Klassen, Mrs. Rita Zacharias  
Librarian: Mrs. Ila Boychuk  
Information Technology Technician: Sandra Drabot  
Custodians Mr. Greg Ryyppo, Mr. Keith Carrothers, Mr. Larry Moar, Ms. Jennifer Furet

### **ATTENDANCE POLICY**

It is crucial that your child (ren) attends school for them to learn, grow and enjoy many successes.

It is the responsibility of the parent, guardian, or responsible adult to ensure that each child attends school regularly and punctually in accordance with the provisions of The Public Schools Act and the Policies and Regulations of the Division. Chronic absenteeism affects performance and could result in a student repeating the year. All student absenteeism must be covered by an explanation from the parent, guardian, or responsible adult by phone (857-3478), fax (239-5927), or writing a note to the school. Failure by the parent or adult person responsible to contact the school promptly to explain absenteeism will result in the absence recorded as truancy. Please inform the school of any changes in address or phone number immediately.

An excused absence is still considered towards accumulated days absent. Absences in excess of 20 days will be referred to the school division attendance officer.

Truancy is any school absence without the permission of the parent, guardian or responsible adult. Truancy is a serious breach of the Public Schools Act and results in the following action:

Violation of Attendance Policy may include

- parent/guardian contacted & truancy file opened
- parent/guardian meeting
- referral to guidance counselor
- suspension from extra-curricular activities
- students placed on monitoring
- referral to Outreach Facilitator

## **CREATING A SAFE AND CARING SCHOOL AND COMMUNITY**

At La Verendrye School

- We speak respectfully
- We act respectfully
- We respect property
- We do our best

LVS proudly implements our school-wide Respect Program. This program is built on four pillars – Academic, Respect, Teamwork and Leadership. Our goal will be to build a culture of respect in our school and community through the use of proven strategies, activities, routines and celebrations. We believe that the 7 Sacred Teachings and celebrating our diverse cultures are very important for our school community. Twice a month all of our students and staff participate in respect classroom based group activities that nurture the values of the 7 Sacred Teachings and values of respect, kindness, empathy, honesty etc.

Four principles guide all of our actions and interactions. They provide a foundation for relationship building. The guiding principles are:

- Everyone is unique and has a contribution to make.
- Everyone has strengths which must be nurtured and supported.
- Everyone has the right to be respected and the responsibility to respect others.
- Service to others performed with caring and love makes a difference.

As a staff we are focused on increasing protective factors so that children can grow and develop into caring and contributing citizens in their communities. These protective factors are:

- School success
- Increased academic achievement
- A sense of self
- Safe, secure, and nurturing environment
- A healthful lifestyle
- Positive Family and school relationships
- Respectful and caring relationships
- Connection to caring adults

### **LEARNING**

- Learning happens the most when students are actively involved, enjoy and “own” what they are learning.
- Learning does not start and end at school – it is a lifelong journey.
- Learning needs to be safe (physical, social and emotional).
- Learning is a community effort involving school, family and community.
- All children learn in different ways – there is not one “right” to learn something – there are many.

### **TEACHING**

- Teaching should be at the students’ level.
- Teaching should be a shared process.
- Teaching starts and nurtures learning.
- Teaching needs to be safe (physical, social and emotional).
- Teaching involves skill, flexibility and passion.

### **STUDENT EXPECTATIONS:**

Students are expected to be:

- Be courteous and fair at all times.
- Be responsible for their learning, behavior and personal belongings.

- Complete their school work every day to the best of their ability.
- Take pride in their achievements and their school.
- Take an active part in their school.
- Be kind, and respectful.

### **PARENT EXPECTATIONS:**

Parents are expected to be partners with the school and the division in achieving a high quality education for their children in a safe and secure environment by:

- Being aware of the school and division's policies concerning standards of behavior, attendance and procedures for dealing with inappropriate behavior.
- Communicating with the school staff the scholastic achievement and personal development of their children/wards at scheduled student-led conferences and on other occasions.
- Being supportive of good learning through a home environment that encourages good study habits, completion of homework and enthusiasm for learning.
- Encouraging students to be respectful of other students, staff and school property.

### **STAFF EXPECTATIONS:**

Staff is expected to carry out their responsibilities by:

- Setting and modeling good examples of behavior, demonstrating respect for authority and due process and being respectful of parents, colleagues and students.
- Always learning and expanding their knowledge, skills and techniques necessary to be effective with a wide range of student achievement and behavior needs.
- Establishing and maintaining a pleasant, safe, orderly and respectful learning environment throughout the school.
- Communicating information about student progress and achievement to students and parents.
- Communicating and sharing information with staff and administration.



## **SCHOOL DAY SCHEDULE**

8:45	First Bell - Students enter school
8:45 - 9:00	Students in class - SSR/basic fact practice
9:00	O' Canada and announcements
9:05-9:35	First period
9:35-10:10	Second period
10:10-10:25	K-6 outside recess & 7-8 break
10:25-11:00	Third period
11:00–11:35	Fourth period
11:35-12:10	Fifth period
12:10–12:30	Lunch
12:30-1:05	Lunch Recess
1:05-1:40	Sixth period
1:40-2:15	Seventh period
2:15-2:30	K-6 outside recess and 7&8 break (remain with period 6 teacher)
2:30–3:00	Eighth period
3:00-3:30	Ninth Period
3:30	Dismissal

## **ARRIVAL AND DISMISSAL**

Students are expected to enter and leave the school from their assigned doors in a quiet and respectful manner.

Lates – Classroom attendance is entered by the classroom teacher at the start of the school day, AM and PM. If the student is not there the student will be marked truant (unless it is an excused absence). All late students must sign in at the office or they will remain marked truant. Homes maybe called if the student did not sign in and the office is not aware they are in school. Students are considered late for school is they arrive after 9:05 and 1:05. Students must sign-in at the sign-in book that is at the office counter.

Parents and visitors must check in at the office as soon as you come into the school.

## **RECESSES**

We have three recess breaks throughout the day: 10:10-10:25, 12:30-1:00 and 2:15-2:30. All K-6 students are expected to go outside for all three recesses so families are reminded to ensure warm winter clothing is provided over the winter months. It is school division policy that if the temperature or wind chill is -27 degrees Celsius or colder that the students remain indoors for recess breaks.

Grade 7&8 students have indoor recess breaks throughout the year however at their teachers' discretion, they may go outside periodically under the supervision of their teacher.

## **PARENT INVOLVEMENT AND PARENT COUNCIL**

As a school we encourage parents and families to be involved in the education of their children.

There are many areas in our school where one can volunteer, such as: assisting with supervision, reading with and to our students, field trips, helping in the classroom or office etc. If you are available to help please call the school and get on our volunteer list. Looking for another way to get involved? Come out to your child's events at school such as sporting events, concerts, assemblies etc. It means so much to your child to have you come out and cheer them on!!

*Parents wishing to volunteer at the school or in a classroom at the school are required to have a Child Abuse Registry submitted. To volunteer, please see Mrs. Laidlaw for a Child Abuse Registry form.*

We also have a *volunteer Parent Council committee* that meets once a month with school personnel (usually the last Monday of every month at 7:00pm in the library). We want you to be part of our school! It is a great way to meet new people, contribute to making LVS an even better place and to have fun!

Please contact Karley Friesen at [karlyfriesen@mymts.net](mailto:karlyfriesen@mymts.net) for further information about our parent council.

Last year's (2017-18) Parent Advisory Council members: Sharon Craik, Stephanie Brown, Stacy Turner, Sherri Knott, Jen Roy, Karley Friesen, Ruth Aucoin

## **BREAKFAST AND SNACK PROGRAM**

We are happy to serve hot and cold breakfasts every day through our LVS Breakfast Program that runs daily from 8:15 to 8:45 in the LVS Family Resource Centre (the former art room). If you are able to help volunteer serving/preparing breakfast, please contact Cori Asham/June McArthur at 857-3478. We also provide healthy snacks daily for all our students through our LVS Snack program. We welcome volunteers to come and help with our breakfast program. Please contact Cori Asham/Jane McArthur to volunteer. *Parents wishing to volunteer at the school or in a classroom at the school are required to have a Child Abuse Registry submitted.* To volunteer, please see Mrs. Laidlaw for a Child Abuse Registry form.

## **CANTEEN**

La Verendrye's canteen facility is run independently from the school by Visions of Independence and is open at morning break for grades 7 and 8 and at lunch for everyone. The menu varies from day to day. Lunch orders must be made through your child's home room teacher no later than 9:30 am daily. Canteen menus can be found in our monthly newsletter and on our website. Our staff will not heat food for students however microwaves are available for students to use to warm up meals.

## **NOON LUNCHESES (Board Policy File JGHB)**

Students residing within reasonable walking distance of their school are expected to return home for the noon break. Students are allowed to remain at school during the noon break if:

- the weather is unfavourable;
- the student is involved in school activities;
- additional tutoring is being provided;
- other extenuating circumstances warrant.

**School staff shall have the authority to remove students who abuse lunch hour rules/privileges.**

**Your child will have a lunch room permission form sent home with them.**

## **STUDENT FEES**

\$20 per student, \$120 band fee, \$20 Applied arts fees (home ec. And IA), art fee TBA.

## **STUDENT BELONGINGS**

**Please mark all personal items with your name.** Things that are lost and found are usually brought to the office and with your name on it we can return it to you. Lost and found items will be turned over to the Salvation Army, MCC or will become school property to lend to other students. We will not hold items in the lost and found for more than one week. Please feel free to come in and check whenever anything is missing. Our lost and found is located across from the music room.

**Parents must pick up the reports and yearbooks for students with outstanding accounts at the end of the year. These include any school fees, library fines or money owed to school for damage caused by the student.**

## **SCHOOL PICTURES**

School pictures are taken annually. All students have class and individual pictures taken. However, you are under no obligation to purchase them. Lifetouch will be taking pictures on October 12/18 and retakes will be October 30/18. *These dates are subject to change.* There are also spring time pictures that are offered. Again families are under no obligation to purchase them.

## **SCHOOL GUIDANCE COUNSELORS**

La Verendrye's counselling team is Ms. Sheryl Ross and Mrs. Maria Metzloff. All students are encouraged to use the services offered by the counselors. Please feel free to contact the counsellors for assistance. You will find them very approachable and helpful. From time to time students may be referred to the counsellors by teachers, parents or the administration. However, students should feel free to approach our counsellors for assistance at any time.

## **NEWSLETTERS**

Newsletters are sent home during the first week of every month. News flashes and special editions are sent home at any time. Look for your LVS newsletter each month. We hope to reduce paper consumption by emailing newsletters to those families that have expressed interest. Please fill out the email area in your child's information package. Information can be also found on our website [www.plpsd.mb.ca/lvs](http://www.plpsd.mb.ca/lvs), our Facebook page and our Twitter feed.

## **RIGHTS AND PRIVILEGES**

Throughout the year there are many occasions when the school provides and/or supports extra meaningful experiences and functions for the students. These include dances, sock-hops, sports events, movies, gym activities, field trips, etc. The staff looks upon these occasions as something that the students have earned because of their cooperation, behavior and hard work. Because it is a privilege to participate in these functions, undeserving students may be excluded or the event may be canceled, depending on the circumstances. In the middle years, suspended students will not attend the next dance or event scheduled.

**Rights come with responsibilities. A student has the right to attend school functions responsibly. This means he/she must abide by the rules.**

### **Definition of Terms:**

**Offense:** any inappropriate behavior that does not follow the guidelines of the classroom or school community.

**Consequence:** a fair and logical action that addresses the inappropriate behavior.

**Caring behavior:** an assigned project that provides an opportunity to demonstrate acceptable, caring behavior.

**MINOR OFFENSES** –It is the responsibility of the adult in charge (teacher, administrator, teaching assistant, volunteer, etc.) to intervene and assign consequences that may be warranted from the list of consequences for minor infractions. If it is not the homeroom teacher who initially intervenes, the behavior form and subsequent consequence will be communicated to the homeroom teacher through a respect violation. The individual involved will then select a caring behavior that will accompany the consequence. Parents will be notified.

Some examples of minor offenses are:

- Name-calling, put-down's, teasing, etc.
- Ignoring the bell
- Going in the "Out of Bounds" zones without permission during school time
- Using playground areas/equipment on the wrong day
- Neglecting to show appropriate hallway, assembly behavior

- Forgetting to use good manners
- Disrespectful behavior – not following classroom/school rules/disrespect to students and staff
- Hands – on behavior
- Bringing personal items to school without permission
- Littering on school property.

### **CONSEQUENCES**

1. Verbal reminder/conversation
2. Time-out
3. Place student in a “no-play” zone outside to observe appropriate behaviors (shadowing)
4. Community service specific to the infraction
5. Recess, noon hour or after-school detention
6. Confiscation of property for a day
7. Child phones home
8. Parent(s) notified by teacher and/or administration

### **CARING BEHAVIOURS**

1. Restitution: apology, replacing, fixing, teaching opportunity (student prepares a lesson for a younger grade), Community service, etc.
2. Written reflection about the incident/ apologies etc.
3. Project work
4. Others

**MAJOR OFFENSES** - Major offenses are behaviors that are disruptive, disrespectful and potentially harmful. These behaviors will result in students being placed on the progressive discipline cycle with logical steps. Examples are:

- |  |                          |
|--|--------------------------|
| • Fighting                                   | • Vandalism              |
| • Compromising the safety of others and self | • Theft/extortion        |
| • Sexual harassment                          | • Disrespectful behavior |
| • Bullying                                   | • Swearing               |
|  | • Threats                |

## **CONSEQUENCES**

1. Service project/caring behavior practice
2. Parents informed each time via phone call or letter
3. Detentions after school (working on letter, picture, or assignment related to the incident)
4. Losing privileges
5. Meeting with student, parent, teacher, principal
6. In-school suspension
7. Out-of-school suspension
8. Child phones home
9. Documentation on cum file and computer file
10. Police involvement if required
11. Family group counselling

**When the administration is involved, the following steps may be used:**

**Step #1 Student Action Plan - Students referred to the office will develop a corrective plan to resolve their problem. This plan will have an outline of the unacceptable behavior, the plan to correct it and the consequence, if the plan is not followed. Parent/guardian contacted.**

**Step #2 In-School or Out-of-School Suspension - If students continue to demonstrate an unwillingness to comply with step #1, they may be suspended from 1 to 5 days.**

**Step #3 Behavior Intervention Plan - A behavior management plan will be developed by students and their parents/guardians and may include input from the school, student services, the Superintendent's Dept. or outside agencies.**

**Step #4 Permanent Removal - This is the last resort when all reasonable efforts are exhausted and the students continue to remain a high risk to the learning and/or safety of others. The Superintendent's Dept. and/or the Board may decide to issue a school-leaving certificate or to expel the students.**

## **DAMAGE TO SCHOOL PROPERTY**

Students will not be permitted to write or practice writing names, symbols or any other graffiti on their books, papers, clothes, bodies, walls or any other place associated with the school. Students doing so will be placed on the progressive discipline plan. **They have to compensate the school or perform some form of restitution to make amends.**

## **BULLYING IS:**

- When a person is the target, over time, of repeated negative actions
- When one person has more power, so the person being victimized feels that he/she can't defend him/herself
- When a person, who is a target, may feel embarrassed, hurt, scared, and/or angry

Bullying will not be tolerated. Unacceptable behaviors include all aspects of bullying:

- **Physical aggression:** pushing, grabbing, hitting, pinching, spitting, tripping, etc.
- **Social alienation:** gossiping, embarrassing others, ethnic slurs, excluding from a group, etc.
- **Verbal aggression:** mocking put downs, swearing at others, etc.
- **Intimidation:** threatening others to do something, threatening with a weapon, playing a dirty trick, etc.
- **Sexual harassment:** remarks, gestures or actions of a sexual nature

Our goal is to make the school environment safe for children both physically and psychologically. To stop the behaviour, there will be no-bullying rules enforced by staff members. The students will help others by speaking out and getting adult help (called activating the caring majority). The students will use extra effort to include everyone.

To make this happen there will be a teaching component that will involve everyone in the school. One class will be set aside each week to teach the students about bully proofing, empathy training, anger management, friendship skills and assertiveness/refusal skills. Individual and small group sessions will be held to provide support for victims of bullying. Positive/appropriate behavior will be recognized and celebrated. Each incident will be treated on its own merit.



## **HANDS OFF POLICY**

LVS is a “hands off” school. This means the students are expected to play and interact without aggressive physical contact. This includes: hitting, grabbing, pushing, kicking etc. Students can still play tag, put an arm around a friend etc. These are positive and friendly ways of interacting. Chronic offenders may lose recess for an extended period in order to assure the safety of all students.

## **POLICY ON SMOKING AND VAPING**

Smoking/vaping is not allowed on school property or on the way to or from school.

## **POLICY ON DRUGS AND ALCOHOL**

All forms of alcoholic beverages, controlled substances and unauthorized drugs are prohibited in school buildings and on school property.

Students are not permitted to sell or represent they are selling, dispense or represent they are dispensing, possess, use, abuse or be under the influence of alcohol or controlled substance on school property or at school sponsored events off campus.

Parents of a student involved in alcohol and drug abuse shall be contacted immediately by the School Principal. The school authorities may contact the police.

Any student in violation of this policy may be suspended or expelled from school and/or referred to outside agency for counseling assistance.

## **CLOTHING AND PERSONAL ITEMS**

Students are asked to wear clothing that is neat, clean, appropriate and respectful to themselves and to others. Clothing that advertises alcohol/illegal substances, puts people down, is offensive or has inappropriate images or language are not allowed at La Verendrye School or at functions sponsored by the school. Hats, bandanas or other head gear are not to be worn in the school.

Matters related to this policy will be dealt with by the administrators at school.

## **RULES ON PERSONAL DEVICES**

With the digital age, many of our students come to school with electronic devices such as iPods, MP3 players, cell phones, iPads and other electronic devices. All of these devices are not allowed in the classroom or hallways unless given special permission by the class room teacher for educational purposes only. Students are asked to leave these items in their lockers if they are brought to school. Privileges with these items are only allowed for gr. 6 – 8 students *in the multi-purpose room* at during the morning recess break and during lunch under adult supervision.

**The school is not liable for any lost, stolen or damaged student electronic equipment brought to school.**

Consequences for using electronic devices without teacher permission are as follows:

**1<sup>st</sup> occurrence:** device will be confiscated and held in the office. The student may pick it up at the end of the day.

**2<sup>nd</sup> occurrence:** device will be confiscated and held in the office. The parent/guardian must come to the school to pick up the device.

**3<sup>rd</sup> and subsequent occurrences:** device will be confiscated and held in the office. The parent/guardian must come to the school to pick up the device. Other interventions may occur such as a meeting with administration, parent/guardian and student to review the school expectations on electronic devices. For further repeated occurrences, an in-school suspension may be given for defiance.

## **RULES ON BIKES, SKATEBOARDS, ROLLERBLADES, SCOOTERS, RIP STICKS**

**The school is not liable for any lost, stolen or damaged student equipment brought to school.**

Students must walk bikes when on the sidewalks, beside or in front of the school. Bike racks are to be used and students should lock their bikes. Students not following the rules of biking will leave their bikes at home or may have their **bike impounded** until a parent/ guardian picks the bike up.

**Skateboards/rollerblades/rip sticks etc.** must be carried on school property and then placed in lockers. Students will be allowed to use skateboards on school property after 4:00 under the supervision of their parents. PM. **K-2 students** are not allowed to bring boards, blades or scooters to school due to lack of storage.

### **SCHOOL PATROLS**

We hope to have our school patrol team in operation by the middle of September. Students from grade 6-8 will be encouraged to join to patrol team. This year we would like to have parents join our safety patrol team. To volunteer, please see Mrs. Laidlaw for a Child Abuse Registry form.

### **ACCIDENTS, INJURY AND ILLNESS**

Parents are notified at home or work if a child is injured or takes ill at school. No medication will be given to children at school unless parents have made some special arrangements.

**Emergency contact must be available at all times and we ask that you make sure your emergency number is updated when it changes.**

### **HEAD LICE**

If a case of head lice is detected in your child's classroom, you will receive a letter from the school asking you to check your child. If you detect head lice, you should follow the procedure indicated in the letter. If your child has head lice, the school will call and ask you to pick up your child from school immediately. It is important that before returning to school, you have your child treated so that they are lice and nit free.

### **LOCKERS**

Lockers are provided for all Grades 1-8 students. Lockers are used to store hats, jackets, textbooks and other belongings. Lockers are the property of the school and may be checked from time to time. **All lockers must have a combination lock** on them (younger grades not necessarily). Students may not change lockers without permission from the administration.

## **STUDENT ACCIDENT INSURANCE**

**All students are insured by the school division under the Universal Student Accident Insurance Program. A description of the coverage will be sent home with each student.**

Parents may also purchase a separate plan that ensures more comprehensive coverage. Reliable Life is the student accident plan endorsed by the Portage School Division. The school sends home the application form. You decide if and what insurance you want, fill out the proper information, make out a cheque to the Reliable Life Insurance Company and send the information and cheque directly to the company in the attached business envelope.

## **LIBRARY**

The school library is an integral part of the curriculum supporting all subject areas. LVS students and staff have access to all libraries in the division as well as the Portage Educational Resource Centre. Thus, the library is a tremendous resource for learning. In addition, there is a small, but growing, French language section. Our library is also Internet-connected. With the continued assistance of our parents and teaching staff, we will bring the students and these resources together to improve and encourage reading and learning.

The following procedures have been put in place to assist in making the materials accessible to all and to protect the property of the library:

- Students are to return their books before the two week lending period is up to avoid loss of books.
- If students lose or ruin books, they will be required to pay fair value of the book. A letter will be sent home by the librarian advising of a loss and the cost.
- If, after paying for the book, it is found, the money will be refunded.
- Students borrow and return books through the established procedures to avoid errors and losses.

## **THE LVS RESOURCE FAMILY CENTRE**

LVS is so proud to have a Family Centre where our community members can access information regarding community services, learn skills, get parenting assistance and participate in a variety of programs and activities. Our Outreach facilitator, Cori Asham/Jane

McArthur, are the directors of our Family Resource Centre and will be available daily to talk with, get information and supports from and to just say “hello”. Our Family Resource Centre is located in the former art room.

## **SCHOOL PLAN**

La Verendrye has developed a school plan that is revised every 3 years. This plan is part of the overall division plan and the provincial government plan.

## **VISION**

The vision of La Verendrye School reflects our mission statement. The **top five priorities of our school plan are:**

- 1. Literacy Skills: with a focus on improving student reading skills in all curriculum areas.**
- 2. Numeracy Skills: with a focus on improving students’ mental math skills problem - solving and reasoning skills.**
- 3. All students will have greater awareness of gender equality/diversity and sustainable living.**
- 4. All students will learn more about our Indigenous culture**

## **SOME DATES TO REMEMBER**

### 2018-19

September 5 – 1<sup>st</sup> day of classes

September 10 – Canteen opens

September 21 & 24 – Strong Beginnings Program – no regular classes

October 8 – Thanksgiving

October 12 – School pictures

October 18 – Divisional PD day

October 19 – MTS PD Day – no classes

October 30 – Picture re-takes

November 5 – PD – no classes

November 15 – Student Involved Conferences 5:00 PM-7:30 PM

November 16 – Student Involved Conferences 10:00 AM-1:00 PM  
(no classes)

December – Report cards home  
– date TBA

December 21 – last day of classes

December 24-January 4 – Christmas break

January 7 – Classes resume

February 6 – Kindergarten Registration

February 18 – Louis Riel Day – no classes

February 22 – K-12 RTI PD day

March – Report cards home – date TBA

March 4 – Administration Day – no classes

March 14 – Student Involved Conferences 5:00PM-7:30PM

March 15 – Student Involved Conferences 10:00AM-1:00PM

March 25-29 – Spring Break – no classes

April 12 – PD Day – no classes

April 19 – Good Friday – no classes

May 20 – Victoria Day – no classes

June 28 – Last day of classes, Awards day (middle years)