Principal's Message:
We are happy to announce that school will be open on Monday, September 22nd. We thank you for your patience with the delayed start to the school year. Our staff will work hard to ensure that your child’s educational experience will be a positive one. With the delayed school start, some of our school timelines will need to be adjusted. We will do our best to keep you informed of these changes. School photos for example will be held once our photo company can reschedule a photo date. Parents are also reminded that if they would like newsletters/information emailed home that may contain advertising from fee the school or a school related business (school photos for example), you must fill out a School Notices Consent and return it to the main office.

Gerald Shong, Principal

SCHOOL FEES AND PARENT eFORMS
Activity fees are charged in all Secondary Schools in BC to enable schools to offer educational programs and services for our students. **We are pleased to continue to offer the convenience of paying school fees online.**

To pay school fees and complete Parent eForms, go to our website at: [http://www.sd43.bc.ca/secondary/gleneagle/Pages/default.aspx](http://www.sd43.bc.ca/secondary/gleneagle/Pages/default.aspx) and click on the School Fees and Parent eForms buttons. Parents wishing to pay in person at the school can do so in the main office from 9am-2pm.

We will still be collecting fees at the start of school for anyone who chooses to not pay online. We would appreciate personal cheques made out to Gleneagle Secondary School. We also accept Visa and Interac in the office. The fees we charge at Gleneagle are in full compliance with recent legislations and are similar to all other secondary schools in School District 43.

- **The $45.00 Activity Fee** provides for lock and locker rental, awards, student activities, special events and the student Agenda Book.
- **The $55.00 Yearbook Fee** ensures that the student will receive a Gleneagle Yearbook in June. Although the yearbook purchase is optional in September, most students will want to pay for it in September, to ensure that they get a copy. The limited number that will be available in the spring will cost more than $55.00.
- **Grade 12 students** will be charged a $70.00 “Cap and Gown” fee to cover the cost of rental of a gown for commencement ceremonies and other related grad expenses. Grade 12 students can choose to purchase a Grad DVD for $10.00.
- **The $60.00 Athletics Fee** is a onetime flat fee that all student athletes pay if they choose to participate in any school sponsored sport team. **If the student does not participate in school athletics they do not need to pay the fee. Payment of Athletic fees will be available once the school year has begun.** (The fee goes towards recovering some of the costs for the following: field/facility rentals, athletic and sports fees, Fraser Valley and provincial competitions, equipment purchase, referees and officials, awards, tournament registration fees, partial costs for transportation, etc.) Individual sport/team fees will be assessed for each team to cover the cost of participation. This fee will cover team clothing, tournaments, referee costs, etc. and will be clearly outlined.
- **Workbooks** (optional purchase) are offered in several courses (some Language courses and Math 10) to complement the textbook. Students may purchase these workbooks to complete assignments, write notes and keep for future reference. Any students unable to purchase these workbooks may have them assigned like a textbook to be returned undamaged and unmarked at the end of the course.

**Quick Fees Guide for September:**

<table>
<thead>
<tr>
<th>GRADE</th>
<th>REQUIRED</th>
<th>OPTIONAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grades 9-11</td>
<td><strong>$45.00 - Activity Fee</strong></td>
<td><strong>$55.00 - Yearbook</strong></td>
</tr>
<tr>
<td>Grade 12</td>
<td><strong>$115.00 – Activity Fee ($45.00) plus Cap &amp; Gown ($70.00)</strong></td>
<td><strong>$55.00 — Yearbook</strong> $10.00 - Grad DVD</td>
</tr>
</tbody>
</table>

**NOTE:** If any family has difficulty with some or all fees payable, contact your child’s vice principal, **Mr. Lloyd A – K and Mr. Parkins L – Z**
The school year officially begins on Monday, September 22\textsuperscript{nd}. Please notice the start times for students based on their grade. Students report to their Wings class (Homeroom) on the first day of school WINGS class lists will and room numbers will be posted at the main entrance of the school or click: http://www.sd43.bc.ca/secondary/gleneagle/Announcements/Attachments/207/2014-2015%20Wings%20List.pdf to see the list now. WINGS assignments may have changed this year for many students in order to accommodate shifting enrollment patterns.

9:30am – **Grade 12 students** report to their Wings for the following:
- Student timetables distributed
- Student fee payment (if fees have not yet been paid)
- Hand in any forms not completed online
- Receive lockers and agenda books
- Counselors will be available from 10am until noon to see grade 12 students with incomplete or inaccurate timetables. Appointment times will be assigned by administration.

11:00am – **Grade 10 and 11 students** report to their Wings for the following:
- Student timetables distributed
- Student fee payment (if fees have not yet been paid)
- Hand in any forms not completed online
- Receive lockers and agenda books

1:00pm – **Grade 9 students** report to the gymnasium for a welcome assembly. Following the assembly, students will proceed to their Wings for the following:
- Student timetables distributed
- Student fee payment (if fees have not yet been paid)
- Hand in any forms not completed online
- Receive lockers and agenda books

**NO TIMETABLE AT WINGS ON OPENING DAY?**
If you do not receive your timetable in WINGS on Opening Day, you need to report to the main office to see Mr. Lloyd or Mr. Parkins. New students will be issued an appointment card to see their counselor to receive their courses.

**Tuesday, September 22\textsuperscript{nd} – Friday, September 26\textsuperscript{th} (school ends at 3:09pm)**
Students attend regular classes with a Wings class being held at 10:05am after their period 1 class. Counselors will be available to address student timetable issues on an appointment basis. Timetable changes will be made for academic reasons only. All course changes need to be completed by Friday, October 3\textsuperscript{rd}.

**Dates to Remember**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday, Sept 22\textsuperscript{nd}</td>
<td>Opening Day</td>
</tr>
<tr>
<td>Friday, Sept 26\textsuperscript{th}</td>
<td>Grade 9 Pancake Breakfast in the cafeteria at 8 am</td>
</tr>
<tr>
<td>Monday, Oct 6\textsuperscript{th}</td>
<td>Staff meeting; early dismissal at 2:46pm</td>
</tr>
<tr>
<td>Thursday, Oct 9\textsuperscript{th}</td>
<td>Senior Sail</td>
</tr>
<tr>
<td>Monday, Oct 13\textsuperscript{th}</td>
<td>Thanksgiving Day; school closed</td>
</tr>
</tbody>
</table>
SCHOOL BELL SCHEDULE

<table>
<thead>
<tr>
<th>BLOCK</th>
<th>“Regular” Monday to Friday</th>
<th>“Early Dismissal” Mondays</th>
</tr>
</thead>
<tbody>
<tr>
<td>X</td>
<td>7:39 – 8:49</td>
<td>7:39 – 8:49</td>
</tr>
<tr>
<td>1</td>
<td>8:54 – 10:11</td>
<td>8:54 – 10:06</td>
</tr>
<tr>
<td>2</td>
<td>10:16 – 11:35</td>
<td>10:11 – 11:25</td>
</tr>
<tr>
<td></td>
<td>LUNCH</td>
<td></td>
</tr>
<tr>
<td></td>
<td>11:35 – 12:25</td>
<td>11:25 – 12:10</td>
</tr>
<tr>
<td>3</td>
<td>12:30 – 1:47</td>
<td>12:15 – 1:29</td>
</tr>
<tr>
<td>4</td>
<td>1:52 – 3:09</td>
<td>1:30 – 2:46</td>
</tr>
</tbody>
</table>

FROM THE COUNSELLING DEPARTMENT - TIMETABLE CHANGES

The Counsellors are looking forward to working with you this year. Welcome back!

Your timetable has been carefully prepared based on the course selections you made in the spring. We know that you thought through your course choices very carefully and as a result, you are expected to honour your commitment to the courses you requested. With our school’s limited capacity for adjustment, there will be no course changes made unless there is a legitimate reason. Counselors will be available on an “appointment only” basis for students the Wednesday and Thursday of the first week of classes in September to discuss legitimate timetable concerns. Appointment sign-up sheets will be available in the Counseling Department one day in advance of the scheduled day. Counselors will be able help grade 12 students with incomplete timetables from 10am to noon on the Tuesday of the first week of school. Students are expected to follow their timetable as printed, until their concern has been resolved by meeting with their Counselor.

A legitimate reason includes:
- A course conflict – two courses scheduled in the same block
- Completion of a summer school course
- Prerequisite course scheduled concurrently or in Semester 2

Timetables will not be changed for the following reasons:
- Change elective course
- Change teachers

COUNSELLING AND ADMINISTRATIVE SERVICES

Counseling and Administrative assignments have been designated according to the surname of the student:

<table>
<thead>
<tr>
<th>Counselors</th>
<th>Administration</th>
</tr>
</thead>
<tbody>
<tr>
<td>A - H</td>
<td>Mr. G. Shong, Principal</td>
</tr>
<tr>
<td>I - O</td>
<td>Mr. A Lloyd, Vice Principal</td>
</tr>
<tr>
<td>P - Z</td>
<td>Mr. M. Parkins, Vice Principal</td>
</tr>
</tbody>
</table>

GRADE 9 SPECIAL FOCUS

In support of their successful transition from Middle School to Secondary School, we:
- will be stressing homework completion, attendance, punctuality, consistent use of the students’ Agenda Books, tutorials and other strategies to assist the students in adjusting to the longer class sessions and high expectations of the Secondary School.
- have already planned a series of presentations and activities with our CON-X group of senior students to explain the Secondary School programs, activities and services, as well as some tips for success. CON-X students have been carefully chosen to mentor our new Grade 9’s and help them to feel like they belong at Gleneagle. CON-X students will be phoning the Grade 9’s in late August and some fun activities are being planned for the first day.
- all share a common lunch time. Prior to the interim report all Grade 9 students are to remain on campus during their lunch hour. This will provide the opportunity to get involved in lunch activities, intramurals, enjoy our cafeteria and meet new friends. Once maturity and responsibility have been demonstrated by a satisfactory interim report, this rule may be relaxed.
- Grade 9 students will need the following supplies for the school year: Binders, paper, pens and pencils, a scientific calculator (nothing expensive), PE attire and a lock for PE.
We hope to make this first year at Gleneagle a fun and successful one!

**CELL PHONE USE**
Please help us preserve the positive learning environment of the classroom. Increasingly the interruption of the cell phone, I-Phone or blackberry has been finding its way into the classroom. Whether it be the ring tone, the vibration or the text message- all of these have the potential of disrupting the learning environment for each student. We are asking for your support because we are finding that some parents are phoning or texting their children during class time, which is something that we would really like to discourage. If there is an emergency, please call the office and we can send a runner to the class.

**PARENTS STAYING CONNECTED:**
In our ongoing efforts to foster strong home-school communication, our staff will commit themselves to a communication refocus this year. Here are a number of initiatives that we think will foster strong bonds:

- **Parents Sharing with Parents**: By the end of October we will have a PAC Sharepoint set up for parents to visit on our school website.
- **School Sharing with Parents**: Late last year we pulled together a directory that included email addresses parents had submitted via the registration process. Although we will assure you that it will be used discriminately, we think it will be a great way to increase the sharing of important information.
- **Parents and Staff Sharing with One Another**: Each teacher can be accessed easily via email or by phone. The protocol for staff is first letter of first name followed by entire last name with @sd43.bc.ca as to follow all lower case (ex. Gerald Shong would be gshong@sd43.bc.ca). After selecting the “public portal” option, select “departments” on the school website, at www.gleneagle.org, for first and last names.

**GRADE 9 VACCINATIONS** (Eligible to all students born in 2000 or anyone who missed their grade 9 immunizations previously)
The immunization date is Wednesday, March 16th, 2015. Consent forms will be distributed late February. Parents not wanting their child to receive the vaccine(s) must still sign and return the form indicating their refusal. For more information visit www.immunizeBC.ca, www.hpvinfo.ca or contact the Gleneagle School nurse, Newport Health Unit @ 604.949.7200.

**STUDENT BEHAVIOURAL EXPECTATIONS**
Please read our school code of conduct on our website by clicking: http://www.sd43.bc.ca/secondary/gleneagle/About/COC/Documents/Gleneagle%202014-15%20School%20Code%20of%20Conduct.pdf

**ABSENCES AND LATES**
Regular attendance and punctuality are two of the keys to achieving success at school. We at Gleneagle will be working hard to encourage these critical habits in our students and to communicate with you when there are problems. What we ask from you is that you share the same commitment. If your daughter or son is not able to attend school, or will be late or needs an early dismissal, please call the school (604-464-5793) at your earliest convenience. If you were unable to make phone contact, please send a note with your youngster on his or her return to school to excuse their absence the next day. Students who are unavoidably absent or late must still see their teachers to get missed work or assignments. We are continuing with our automated parent call out for students missing classes.

**DRESS EXPECTATIONS**
Our expectation for school dress is that it be suitable for the school/business situation. Students should be comfortable, but not too casual. The expectations for school should not be confused with the beach or the mall. For female students, as a general guideline hemlines should not be shorter than the tips of the fingers while the arms are fully extended. Both male and female students’ tops should be appropriate for school or business attire and not revealing. Hats, headbands and kerchiefs are not to be worn in the building.

**LOCKS AND LOCKERS**
- Students will be assigned lockers and a lock during the first week of school (bring in printed confirmation of online fee payment). It is the student’s responsibility to take care of their lockers and to ensure that their lock combinations are kept secret. We discourage sharing of lock combinations in an effort to maintain the student’s security.
- Students should be aware that lockers and locks are school property and are only on loan to the students. Both the locker and lock must be kept in good condition. Students will be charged for losses or damage that occurs during the year.
- In addition, students should be aware that, when and if necessary, school officials may enter student lockers without warning.
• Students **must NOT leave money or valuables in their lockers or P.E. change room lockers.** Responsibility for any valuables rests with the students.

**STUDENT VALUABLES**

All schools in Coquitlam believe the security of student valuables is a shared responsibility between the school and the student. However, students are **strongly discouraged** from bringing valuables including large amounts of money, expensive shoes and clothing articles, and electronic devices such as MP3/IPOD players and cell phones to school. Valuable items are brought to school at the owner’s risk, as the school is not able to cover losses if valuables are lost, stolen or broken. Despite our best efforts to maintain security and reinforcing this message to the students on a regular basis, security cannot be guaranteed. **If valuables are brought to school, we recommend they be kept in the student’s locker.** For PE and athletic events, lockers are available in the change rooms.

**SMOKE AND VAPOUR-FREE SCHOOL**

All schools in District 43 have been designated as smoke-free properties. This means that there is to be no smoking on Gleneagle school grounds at any time, and we will strictly enforce this policy. **This includes the use of e-cigarettes.** Our objective is to discourage young people from smoking, and to create a clean, healthy environment at our school. Provincial legislation has enabled us to declare areas adjacent to Gleneagle also as smoke-free. This includes the area on Guildford at the top of the steps.

**PARKING, DROP-OFF, PICK-UP, BIKES**

• Students driving to school are to park in the two designated student-parking areas on the south side of the building. Students are not to park in the staff or visitor parking areas. **Students are to register their vehicle with the school office.** This may be done on the first day of school or throughout the year.

• Parents driving to school should drop students off near the main entrance at the south side of the school or find a safe drop off spot away from busy traffic near the school. Please do not drop students off on Guildford or Lansdowne. Drivers and pedestrians should be aware of the busy traffic areas around the school.

• Students riding bikes to school will find bike racks near the front of the school. **Bikes should always be locked safely to the racks.**

**STUDENT AGENDA BOOKS**

As part of their school activity fee, all students will receive a Student Agenda Book. In addition to being a great pocket calendar and school planner, it is full of useful information. All students and parents should read the important information in this handbook. Some of the material includes: school map, School Code of Conduct (including Appropriate Internet Use), planning calendar/important dates, resources for youth, **selected district policies (please review with your son or daughter), emergencies, class schedule/bells, parking, course requirements, reporting and grading, honour roll and awards, passport to education, counselling and student services, information about WINGS, computer access, locks and lockers, cafeteria and yearbooks.**

**ACADEMIC DISHONESTY AND PLAGIARISM**

Plagiarism is defined as “to steal and pass off (the ideas or words) as one’s own and/or to use (another’s production) without crediting the source and/or to present as new and original an idea or product derived from an existing source” (Merriam-Webster Online dictionary). At Gleneagle, we strive for high academic standards and have no tolerance for any form of plagiarism or cheating. If students plagiarize another’s work, or assist someone else to gain marks or academic credit dishonestly, they may be given a mark of “0” and administration and parents will be contacted.

**STUDENT INSURANCE**

All parents have the option of purchasing Accident Insurance through IA Pacific. Insurance plans cover a variety of issues such as injury, eye wear damage and orthodontic/dental work. Please go to [www.kidsplus.ca](http://www.kidsplus.ca) for further information or drop by the school office to pick up a form. It is recommended that all students participating in schools sports have some form of accident insurance.

**NOTE FROM THE LIBRARIAN**

Welcome back! Hope you had a great summer. Now that you’re fully recharged, time to think about “hitting the books”. **Books will be ready to be signed out** by the end of the first week so if you’re anxious to read a novel, check out a magazine, or if you’re one of those keeners who wants to be one step ahead of everyone else (including
the teacher), come on in. We have a great selection of paperbacks, tons of the latest magazines (overnight loan) or choose from the thousands of books we have related to what you’re studying in the classroom.
You can always have a "personal" tour of Elibrary – our database of newspaper and magazine articles.
See you in the library and remember “Reading is to the mind what exercise is to the body.”

FINE & PERFORMING ARTS AT GLENEAGLE

Gleneagle Secondary boasts exceptionally strong fine and performing arts programs. Watch this newsletter for announcements of opportunities to experience the work of our proud students first hand throughout the year.

Ms. Ashley Freeborn leads the award winning Gleneagle drama program. Ms. Freeborn’s extensive background in both drama and dance continues the tradition of excellence our drama students enjoy. Public performance dates will be announced in the newsletter.

In the Music department, Mr. Eddie Trovato leads the way in Gleneagle’s award winning music program. The program is performance based and includes both vocal and instrumental sections. Mr. Bryan Jackson and Mr. Doug Mancell will also continue to excite students in the beginning guitar program. Public concerts at the school are announced in the newsletter and are always well attended. It’s never too late to join the band or choir. See Mr. Trovato if you are interested. Choir meets three times per week after school.

Gleneagle’s visual arts department is home to one of the most extensive visual arts programs in the province. Courses taught by Ms Melanie Stokes, Ms Aryn Gunn, Mr. Mike McElgunn, Mr. Colin Chung and Mr. Jodey Udell include a wide range of traditional and digital media for both the curious and the serious student.