



SIR JOHN A. MACDONALD
HIGH SCHOOL

31 Scholars Road, Upper Tantallon, NS, B3Z 0C3

Phone: 826-3222 Fax: 826-3220 / Website: sja.ednet.ns.ca

Dear Parents and Families,

It is with great pleasure that the Administration Team welcomes you to Sir John A. Macdonald High School for the 2015-2016 school year! We are confident that our students receive the very best learning opportunities in a very supportive environment. Our teachers are committed to providing your student with a 21st Century education and are dedicated to ensuring that 21st Century skills are taught using up to date technologies.

Sir John A. Macdonald High School continues to offer our students a rich curricular, as well as co-curricular, experience. We encourage all students to be involved in as many aspects of school life as possible. It is no secret that school life is more memorable when students are involved.

This package is designed to help you stay involved in your student's education. A more comprehensive version can be found on our school's website. Tools like the Parent Portal in Powerschool, our website, as well as teachers' email and phone numbers are designed to give you deeper access to your student's high school experience.

We will also be sending out tweets via Twitter @sjahigh.

All the best for a successful and rewarding year,

The Administration Team of Sir John A. Macdonald High School



School Year 2015 – 2016 Calendar

NOTE: Tuesday August 25, 2015 – Late Registration Day

September - 2015

Monday	Tuesday	Wednesday	Thursday	Friday
	1 <i>Organization Day No Students</i>	2 First Day for High School Students Only <i>NOTE: Schedule will run as a Monday. Student fees will be collected during "A" block classes.</i>	3 NOTE: Students will report to their "A" block classes for the first 15 minutes of the day.	4 Monday
7 Labour Day No Classes	8	9	10 Stand Up Against Bullying Day. Wear Pink	11 Tuesday
14	15	16	17 Curriculum Night 6:30pm-8pm	18 Wednesday
21	22	23	24	25 High School In-Service Day No Classes
28 School Picture Day	29	30		

October - 2015

Monday	Tuesday	Wednesday	Thursday	Friday
			1	2 Thursday
5	6	7	8	9 Monday
12 Thanksgiving	13	14 PACC – 6:30 – 8:30	15 PACC – 6:30 – 8:30	16 Tuesday

19	20 Academic Awards Ceremony 9:30 – 11:30	21	22	23 <i>Provincial Conference Day – No Classes</i>
26 Picture Re-Takes	27	28	29	30 Wednesday

November 2015

Monday	Tuesday	Wednesday	Thursday	Friday
2	3	4	5 Coffee House	6 Thursday
9	10 Remembrance Day Ceremony	11 <i>Remembrance Day</i>	12	13 Monday
16	17	18	19	20 Tuesday Report Cards sent home
23 In-Service Day No Classes	24	25 Parent / Teacher Interviews 6pm – 8pm	26 AM – In-Service Day PM – Parent/Teacher Interviews 1pm – 3pm	27 Wednesday
30				

December - 2015

Monday	Tuesday	Wednesday	Thursday	Friday
	1 Grad Photos	2 Grad Photos	3 Grad Photos	4 Thursday Grad Photos
7	8	9	10	11 Monday
14	15	16	17	18 Tuesday Last Day of Classes Christmas Break

January - 2016

Monday	Tuesday	Wednesday	Thursday	Friday
4 School Re-opens	5	6	7	8 Wednesday
11	12	13	14	15 Thursday

18	19	20	21	22 Monday
25 Exams <i>NS – Exams</i> <i>(Gr.10 English and Math at Work 10)</i>	26 Exams <i>NS – Exams</i> <i>(Gr.10 English and Math at Work 10)</i>	27 Exams	28 Exams	29 Assessment & Evaluation Day No Classes

February – 2016

Monday	Tuesday	Wednesday	Thursday	Friday
1 Semester 2 Begins	2	3	4	5 Monday
8	9	10	11 Report Cards Sent Home	12 Tuesday
15 Joseph Howe Day No Classes	16	17 Hungry Bowls	18 Curriculum Night 6:30pm	19 In-Service Day No Classes
22	23 Storm Date Hungry Bowls	24	25	26 Wednesday
29				

March - 2016

Monday	Tuesday	Wednesday	Thursday	Friday
	1	2	3	4 Thursday
7	8	9	10	11 Monday
14 March Break	15 March Break	16 March Break	17 March Break	18 March Break
21	22	23	24	25 Good Friday No Classes
28 Easter Monday No Classes	29	30	31	

April - 2016

Monday	Tuesday	Wednesday	Thursday	Friday
				1 Tuesday
4	5	6	7	8 Wednesday
11	12	13	14 AM - In-Service Day No Classes Parent/Teacher Interviews 1pm-3pm 6pm – 8pm	15 Thursday
18	19	20	21	22 Monday
25	26	27 Musical	28 Musical	29 Tuesday Musical

May - 2016

Monday	Tuesday	Wednesday	Thursday	Friday
2	3	4	5	6 Wednesday
9 Co- Prez & Vice Prez Elections	10 Co- Prez & Vice Prez Elections	11 Co- Prez & Vice Prez Elections	12 Co- Prez & Vice Prez Elections	13 In-Service Day No Classes
16 Executive Elections	17 Executive Elections	18 Executive Elections Grad Night	19 Executive Elections	20 Thursday Executive Elections
23 <i>Victoria Day</i>	24	25	26 02 Celebration Fine Arts Gala	27 Monday
30	31			

June - 2016

Prom – June 4th at The Marriott Hotel

Monday	Tuesday	Wednesday	Thursday	Friday
		1 Dramatica	2 Dramatica	3 Tuesday Prom June 4 @ The Marriott Hotel
6	7 Sports and Spirits Awards 9:30am – 11:30am	8	9 Grad Assembly and Breakfast 9:15am – 11:30am	10 Wednesday
13	14	15	16	17 Exams <i>NS Exams (Gr. 10 English & Math)</i>
20 Exams <i>NS Exams (Gr. 10 English & Math)</i>	21 Exams	22 Exams	23	24
27 Graduation Rehearsal Assessment and Evaluation Day No Classes	28 Graduation Assessment and Evaluation Day No Classes	29 <i>Last Day of School</i>	30	

Calendar 2015-16	
August 25, 2015	Late Registration Day
September 1, 2015	Organization Day (no classes)
September 2, 2015	First Day of School for High Schools
September 2, 2015	Elem/Junior High Schools PD Day (no classes)
September 3, 2015	First Day of School for Elem/Junior High Schools
September 7, 2015	Labour Day (no classes)
September 10, 2015	Stand Up against Bullying Day
September 25, 2015	High Schools Only PD Day (no classes)
October 12, 2015	Thanksgiving Day (no classes)
October 23, 2015	Provincial Conference Day (no classes)
November 11, 2015	Remembrance Day (no classes)
November 13, 2015	Elem/Junior High (no classes) Assessment & Evaluation Day
November 13, 2015	End of First Term – Elem/Junior High Schools
November 16-19, 2015	Report Cards Home P-12
November 23, 2015	Bus Cluster 2 – Professional Development Day
November 24, 2015	Bus Cluster 3 – Professional Development Day
November 25, 2015	Bus Cluster 1 – Professional Development Day
November 26, 2015	AM – Professional Development Day P-12 PM – Parent Teacher Interviews P-12 (no classes)
December 18, 2015	Last Day of Classes – Christmas Break
January 4, 2016	Schools Reopen
January 25-28, 2016	High School Exams
January 25 & 26, 2016	NS Exams (Grade 10 English and Math at Work 10)
January 29, 2016	Assessment & Evaluation Day High Schools (no classes)
January 29, 2016	End of Semester One – High Schools
February 8-11, 2016	Report Cards Home – High Schools
February 15, 2016	Joseph Howe Day (no classes)
February 18, 2016	Parent Curriculum Night – High Schools
March 14-18, 2016	March Break (no classes)

March 25, 2016	Good Friday (no classes)
March 28, 2016	Easter Monday (no classes)
April 1, 2016	Mid Semester – High Schools
April 1, 2016	Elem/Junior High (no classes) – Assessment & Evaluation Day
April 1, 2016	End of Second Term – Elem/JH Schools
April 4-7, 2016	Report Cards Home – Elem/JH Schools
April 14, 2016	AM – Professional Development Day P-12 PM – Parent Teacher Interviews P-12 (no classes)
May 13, 2016	Professional Development Day P-12 (no classes)
May 23, 2016	Victoria Day (no classes)
June 17 & 20, 2016	NS Exams (Grade 10 English and 10 Math)
June 20-22, 2016	High School Exams
June 27, 2016	Assessment & Evaluation Day High Schools (no classes)
June 28, 2016	Assessment & Evaluation Day P-12 (no classes)
June 29, 2016	Last Day of School – Report Cards Home

SJA Schedule

All courses at SJA are semestered courses with the exception of Math 10 which runs the full year.. The school timetable runs on a 4 day cycle and uses a “Floating Friday” system. Essentially all Fridays on the school calendar are pre-scheduled to follow the 4 day cycle. Fridays will rotate weekly through the schedule. The 2015-2016 schedule will follow this format.

9.10am Warning Bell	MON	TUES	WED	THUR
9.15- 10.30am	A	C	B	D
10.35-11.50am	B	D	A	C
Lunch 11.50-12.35pm				
12.40-1.55pm	C	B	D	A

2.00-3.15pm	D	A	C	B
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SIR JOHN A. MACDONALD HIGH SCHOOL MISSION STATEMENT

Sir John A. Macdonald High School, as a community of learners, is committed to preparing all students to be responsible and productive members of 21st century society.

This will be achieved in a caring and challenging environment in partnership with an active, informed community.

OBJECTIVES

1. Our students will, upon completion of their high school program, leave Sir John A. with the knowledge, skills and confidence to make a successful transition beyond high school.
2. Our learners will demonstrate appreciation of others, our community, the environment and respect for themselves.
3. Our learners will achieve personal growth by becoming active participants in the school and the community.

COMMUNICATING STUDENT LEARNING

Communicating Student Learning

Communicating about student learning takes place in a variety of forms. Some examples of ways SJA may communicate may include the following:

- Curriculum Nights – Provides opportunities each semester to meet teachers and review the course curriculum (see calendar at front of handout for dates)
- Parent Portal in Power School – Gradebook will be updated with a numerical grade every 2 weeks
- Parent/Teacher Conferences (see calendar at front of handout for dates)
- Informal Parent/Student/Teacher meetings when necessary
- Sample of student work assessed by the teacher
- School Web Site
- Our School Sign
- Progress Reports
- Twitter
- School Messenger Emails and Callouts

Semester Reports

Each Semester will consist of a **80% term mark** and a **20% exam mark**. A progress report will be sent home approximately mid-semester. This mark is a “snapshot” at that particular time in the semester. At the end of each semester we celebrate academic success for grade 10 and 11 students by honoring those students who achieve an average of 79.6% to 89.5% for the Honors List and 89.6% to 100% for the Principal’s List, with no failures in any courses.

For the 2015 – 2016 school year all High Schools in the Halifax Regional School Board will be celebrating the academic success of grade 12 students at graduation by honoring those students who achieve an average of 75% to 79.9% for the Honours List and 80% to 89.9% for High Honours List and 90% to 100% for the Principal’s List. Averages are calculated using all the courses the student was enrolled in for their grade 12 year using a straight average.

Addressing Concerns and Questions

Throughout the school year parents and guardians may have questions or concerns regarding their child and their progress. The first line of communication is to the teacher. This could be via email or phone call. The teacher will respond to you in a reasonable time. If you feel that the situation requires further consultation contacting the appropriate Department Head and then Guidance and/or Administration may then be consulted to ensure that programming is appropriate for the student and any problematic situation is resolved.

When consulting with teachers please arrange for a time that allows for ample time to address any concern, and also a time of day that the teacher can reasonable work within. Ongoing communication is advised as we are all working together in the best interest of the student.

ATTENDANCE

It is important to note that this includes **excused and unexcused absences**. Attendance will be recorded on a period-by-period basis by classroom teachers and will be recorded under the following categories:

Present – Student is in class, in the office or student services, on a school –authorized trip, participating in a school team activity, at a job placement for co-op credit or on a student block.

Excused Absence – A call from home with acceptable excuse.

Unexcused Absence – No acceptable excuse provided by the home.

Special Circumstances Absence – There are instances for which a student will be marked absent due to a Special Circumstance. These include:

1. **The student has a documented acute or chronic medical condition requiring hospitalization or specialist appointments. Medical Note must be provided.**
2. **Student is absent due to a verifiable religious observance.**
3. **Student is absent due to a death in the immediate family.**

4. Student is absent as a result of participation in an educational opportunity or special activity as deemed appropriate by school administration (participation in a recognized provincial, national or international competition) This designation always requires administrative approval PRIOR to the event.
5. Student is absent as a direct result of legal obligations, supported by court subpoenas or appropriate documentation.

Note. Special Circumstance Absences are not counted towards exam exemptions.

Leaving School for Appointments

Students leaving school for appointments during the school day must have their parents/guardians email the teacher's class they are leaving **prior** to the start of that school day. Parents/Guardians should also include the Guidance Secretary (jmckinnon@hrsb.ns.ca) in the email or call the attendance line (902) 826-3222 Ext. #1.

Absences

Parents and guardians are asked to call the school Attendance line (902) 826-3222 Ext. #1. If there is no call into the school the student will be marked as an unexcused absence.

Please Note: At the end of each month there will be a list posted outside of the guidance office of unexcused absences. Students have until the following month to have attendance changes corrected.

EXAM EXEMPTIONS

- No more than six (6) EXCUSED in any course (Example: If you have **seven** absences in one course, you **are no longer eligible for any course exemption**)
- No UNEXCUSED absence in any course
- Completed ALL major tests and pieces of evaluation in any course.
- Never been suspended from school during the semester
- Students must have all of their teacher's signatures on the exemption form to qualify for an exemption.

Note: **Suspension** – absence due to in-school or out-of-school suspension by school administration.

Parents/guardians/students are able to monitor attendance on the PowerParent/student portal found on the school website <http://sja.ednet.ns.ca>. Usernames and Passwords are available from the student's Guidance Counselor. The School Attendance line can be reached by dialing 826-3222 ext. 1

PROVINCIAL SCHOOL CODE OF CONDUCT POLICY

The Provincial School Code of Conduct is a Ministerial Policy that all schools in Nova Scotia will be following. Information regarding this policy will be communicated to parents and students in September.

CELL PHONE POLICY

As a 21st Century school Sir John A. Macdonald High School promotes the appropriate and meaningful use of pocket technologies (such as cell phones, iPhone's, iPod's, iPad's and Androids) to support curriculum activities. It is up to the discretion of each individual classroom teacher to determine if and how they would like to incorporate the use of these technologies into their classrooms. It is not acceptable to have these devices out during instructional time for non-academic use (such as texting, phone calls, internet searches, games, etc.). Students may use these devices during non-instructional time. Non-academic use of pocket technologies may result in administrative discipline.

Driving Safety & Parking

School members driving vehicles to school are expected to follow safe driving practices and exhibit respect for others' vehicles. Please be reminded that loitering and smoking are not permitted in vehicles while on school property. The staff parking lot is reserved for staff and visitors with parking passes. Those who are in violation can be ticketed.

Due to the limited number of student parking spaces and students wishing to bring a vehicle on school property parking permits will be issued in September. These must be displayed in the vehicle window at all times. Students are to park only in the student parking lot or in designated parking areas. Students who violate parking regulations will be issued a parking ticket.

SCENT SMART POLICY

No scents are to be worn or used at school by any student, staff or visitor to the school. The following procedures will be used to implement and enforce the policy.

- Students and staff will be educated about the effect that scents have on individuals and what alternatives are available.
- Signs will be placed at all entrances and in highly visible locations stating **THIS IS A SCENT SMART BUILDING.**

PEANUT / NUT SENSITIVE POLICY

There are students at our school who have life threatening allergies to peanuts and other nut products. Allergies to peanuts or nut products are potentially fatal. An allergic person, either through consuming, touching or even smelling the product, can go into anaphylactic shock or die within minutes. Please refrain from bringing peanut butter, peanuts and other products containing nuts to school. Students who eat peanut butter at home before coming to school should make sure they wash their hands and face before leaving home.

STUDENT GOVERNMENT

Student Government at SJA will be composed of three levels: The Co-Presidents, the Executives, and the Branches of Government. The two Co-Presidents will over-see all of Student Government.

Anyone can sign up to be a part of different Branches of Student Government and will be able to contribute as much as they like to. This will allow a greater number of people to contribute, and allows them to match functions with their particular interests. It is a great way to get involved in your school. Watch for announcements in September.

STUDENT FEE SCHEDULE

All students must pay student fees and have a student I.D. card. (An I.D. card is mandatory in order to sign out textbooks and to participate in extra-curricular activities). Extra-curricular activities include sports teams, club, dances, school trips and any other functions sponsored by the Student Council or the school

Student Fees	
Includes.	
- \$5 Student ID Cards and print copies	
- \$5 Locks and Locker Rental	
- \$3 Mailout	
- \$15 School-Wide Special Events and Presentations	
- \$12 Co-Curricular Activities (League Fees, Provincial Championships, Registration for Non-Athletic Clubs, Musical)	
- \$10 Student Recognition (Academic and Athletic Awards)	
Student fees	\$50.00

Please Note. In case of families where there is more than one student in the school, the fee will be reduced to \$45.00 per student with a maximum of \$90.00 per family.

Yearbook pre-orders will take place the third week of September during lunch and after school in the main office. Yearbooks will be separate from student fees for the 2015 – 2016 school year.

GRADUATION FEES

All students who plan to attend the graduation ceremony must pay an amount established by the school. Students, who do not go to the ceremony and do not pay the fee, receive only “government issued” documents; i.e. diploma and report card. Once graduation fees are paid, only that portion of the fee **NOT** used for invitations, folders and school diplomas can be refunded; i.e. not more than one-third of the fee. If a student pays grad fees but wishes a full refund because they

are unable to attend the ceremony, he/she must **advise the school a minimum of one week prior to graduation.** After the date the one-third rule will apply. Students who pay the full amount and do not graduate will get a full refund. Refund cheques will be available **AFTER** the grad list is posted, not before; they may be picked up in the office on the last day of school. **The grad fee for the 2015–2016 school year will be \$60.00.**

CO-CURRICULAR ELIGIBILITY POLICY

At Sir John A. we recognize the importance of participation in **co-curricular activities** (*defined as any activity that is funded by Student Government or any activity that is beyond the academic classroom*) in the education of the “total person”. Students must recognize that their participation in co-curricular activities is a privilege, which brings with it the obligations and responsibilities of being a good citizen and representative of our school. Participation, therefore, is dependent upon a student’s ability to uphold the following obligations and responsibilities:

- ❖ Have paid all student fees (or made payment arrangements) and passed in any previously assigned books, uniforms, etc.
- ❖ Adhere to behavior expectations as outlined in the student handbook and discipline policy
- ❖ Demonstrate respect for fellow students, teachers and school employees.
- ❖ Attend classes in which they are enrolled.
- ❖ Demonstrate that they are working to their full potential in all assigned classes, fulfilling all academic and behavioral expectations and requirements.

SJA Club/ Sport Activities 2015/16

Activity	Sport
Yearbook	Badminton
Breakfast Program (YHC)	Basketball
Christian Fellowship	Cross Country
Glee Club	Curling
Math League	Golf
Improv Team	Hockey
Musical	Football
Musical Tech Support	Field Hockey
Student Counsel	Rugby
W.A.R.R. – human rights	Soccer
Yearbook	Track & Field
GIVE – volunteer efforts	Volleyball
NSSSA – student leadership	Wrestling

Knitting Club	Karate
GSA	Ski Club
Book Club	Table Tennis
Prom Committee	Softball
Big Bunch	