

TIMBERLINE SECONDARY SCHOOL

June 2012

Parents and Students

Welcome to Timberline! We trust that your summer will be relaxing and enjoyable, and that you're looking forward, as we are, to a positive and successful 2012-2013 school year. As you know, ours is a school which is safe, respectful, and tolerant with a focus on success. We pursue excellence in learning, social and personal responsibility, and preparation for the future. Our commitment is to provide the very best education for all of our students.

Our Student Success Goals have an environmental focus. Our aim is to build a healthier environment, a stronger community and a better world. We look forward to hearing your suggestions on how we can implement this focus into our school.

To our students and parents, your school year, and your entire Timberline experience, will be positive and productive if you make a commitment to be prepared, to do the work, to stay engaged and to make every day count. We are providing every opportunity for positive involvement in career opportunities, academics, clubs, technology, performing arts, and athletics. We encourage you to find your interests and pursue them with vigor. We also place a high priority on positive relationships and conduct among our students; we have high expectations and know you can meet them!

This year in order to become a greener school we will be moving towards paperless communication. The first step in this process is to ensure we have e-mail addresses for all our families. Once we have the addresses you will be sent interims, report card notices and newsletters through e-mail. For those families who do not have access to the internet we will still provide hard copies of the reporting information, upon request.

Grad Transition Plan 2012-2013

Students are expected to complete a Graduation Transition Plan over the course of their secondary schooling. Completion of the Grad Transition Plan is mandatory for all students. Details about graduation requirements will be outlined early in the school year. Students will be given the opportunity to complete a large portion of their Graduation Transitions plan within their Planning 10 class. For more information, call Clay Carlson at 923-9524.

Schedules for 2012-2013

Schedules will be available online on June 29th to all students for the 2012-2013 school year. These schedules can be viewed online through Parent Connect. It is an expectation that all grade 9, 10 and 11 students will take a minimum of 8 courses and grade 12's will take a minimum of 7 courses.

Parent Connect: copy & paste to browser:

<https://cimsconnect.sd72.bc.ca/schoolconnect/parentsignon.aspx>

The Math 9 courses require calculators and students in grade 10 & 11 are encouraged to purchase a graphing calculator. The math teachers suggest the Texas Instruments TI84, TI85 or TI86. We have some calculators that will be available for class use for those students who do not have one. These calculators will be for in-school use only.

Newsletters

School newsletters will be sent via email on the second Wednesday of each month. Newsletters will also be posted on our web site at <http://www.sd72.bc.ca/school/timberline/Pages/default.aspx> Please ensure that parental email addresses are given to the Timberline office to ensure that you receive regular communication from the school. If you do not have email, paper copies of the newsletter will be made available in the main office. Community newsletters will be published regularly throughout the year in the ***Campbell River Mirror***. You can also be added to our school electronic newsletter by emailing us at timberline@sd72.bc.ca.

Attendance

The staff of Timberline will be working with students and parents to attempt to find ways to improve the overall attendance record of the school. Data shows that students who attend classes regularly have high success rates. Students who do not attend classes regularly are far more likely to achieve below their potential and, in many cases, fail to pass the course. **EVERY DAY COUNTS AT TIMBERLINE!**

Lates

To help with our attendance goal we have initiated a system to create a sense of urgency for students to get to school on time. If students arrive late for their A block class, they must report to room A242 to get a late slip. If they are late more than 3 times, they are required to make up 20 minutes of time at lunch, where tutors will also be made available.

School Code of Conduct

Staff, parents and students at Timberline have made a commitment to provide all members of its community with a safe learning environment. We, at Timberline, have developed a Code of Conduct that we share with all students, staff and parents each year. Our Code of Conduct is available on our school website and will be taught to all new students to Timberline. The Code of Conduct is attached.

Lockers

Lockers will be provided for students when the student has returned a signed locker agreement form and has paid for any outstanding debts or missing books. **Lockers will be available August 29 & 30, 10 am to 2 pm** and during the first week of school. Students must use a lock issued by the school at a cost of \$5.00. Please note that lockers remain the property of Timberline School, and, as such, are subject to search by administration if illegal and/or dangerous activity is suspected. Forms must be signed by a parent/guardian prior to locker being issued.

Parking

Signage clearly designates parking areas for different user groups. Students are reminded not to park in any area that has been designated for a specific purpose. Vehicles parked in an unauthorized area may be towed at the owner's expense. Students who drive must show responsible use of their vehicle at all times or parking privileges may be revoked. Students must register their vehicle with the main office. Parents who drop off students are asked to do so in the lower parking lot because the upper area is for the bus turnaround. Please be respectful of the environment and turn engines off while waiting for student pick-ups.

Textbooks

Students must have returned all of their textbooks and library books, or have paid for a lost book from the previous year before being issued a new textbook. Students are reminded to take responsibility for any book that has been issued in their name. Please return any school books that you find in your home. All textbooks are bar coded and any returned books will be credited back to the appropriate student.

Parents' Advisory Council (PAC)

The first Parents' Advisory Council meeting is scheduled for Wednesday, September 19th at 6 pm in Room C202. PAC will meet at 7 pm the second Wednesday of each month with the exception of the first meeting.

If you would be interested in assisting with or in becoming involved in the executive, please come out to the first meeting of the year. Look for more information in the school newsletter which will be posted on the school website on Wednesday, September 11th.

Moving In or Out?

If you will NOT be attending Timberline in the fall, please call the counselling office at 923-9502 as soon as possible. Also, if you know someone who is moving in or out, please contact us. Returning students unable to attend during opening week, must contact the counselling office or their seat in a class may be given to another student on a wait list.

Opening Week Information

First day of school:

Sept. 4 (Grade 9) 8:55 – 11:50

Sept. 5 (Grade 10) 8:55 – 11:50

September 6 (all Grades) 8:55 – 3:05

Your Timetable

Students' timetables will be available on line at Parent Connect, after June 29th. Additional timetables will also be handed out on the first day of school. Please check your timetable carefully to ensure that you have a full and balanced schedule. Students with *partial schedules, conflicts or unbalanced schedules* (heavy loads in one semester) must see a counselor.

Counsellors will be available as follows:

Monday, August 27th, 10:30 – 3:00;

Tuesday, August 28th, 12:30 – 3:00,

Wednesday, August 29th, 9:00 – 3:00,

Thursday, August 30th, 12:30 – 3:00,

Friday, August 31st, 9:00 – 3:00.

Grade ten and eleven students must have a full schedule (a minimum of 8 classes). (Call 923-9502 for an appointment).

Information Required on Opening Day

1. Home address, phone number and email address
2. Parent(s)/Guardian(s) names, places of employment, phone number(s) and email address
3. Name and phone number of alternate emergency contact
4. Name and phone number of family doctor
5. Pertinent medical information (sealed envelope addressed to the office). (Does your child carry or need an epipen? Does your child have any medical issues we need to be aware of?)
6. Grade 10 and other students new to Timberline; please bring \$5.00 for the purchase of a school lock with completed and signed Locker Request Form (attached). If you completed the form in June, please bring \$5.00 to pay for the lock.
7. Grade 10 students will take Emergency First Aid (with CPR) as well as Superhost, within their Planning 10 class. Students pay \$20.00 if they wish to receive official certificates for these courses.

Opening Day(s) Procedures

Tuesday, September 4: **Grade 9 students only**, gather in the gym at 8:55 a.m. for a 9:05 a.m. assembly. Dismissal at 11:50 p.m.

Wednesday, September 5: **Grade 10 students only**, gather in the gym at 8:55 a.m. for a 9:05 a.m. assembly. Dismissal at 11:50 p.m.

Thursday, September 6: **All students in attendance.** All classes in full session.
Report directly to Block A class for 8:55 a.m. start.

Friday, September 7: Assembly for all Grade 11 students – 9:05 a.m. (during Block A).
Assembly for all Grade 12 students – 10:40 a.m. (during Block B).

Daily Schedule – Timberline 2012/2013
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Block A includes Announcements produced by our TV Production Class

Block A 8:55 a.m....to ... 10:20 a.m.
Break..... 10:20 a.m...to ... 10:30 a.m.
Block B 10:30 a.m...to ... 11:45 a.m.
Lunch 11:45 a.m...to ... 12:25 p.m.
Block C 12:25 p.m...to ... 1:40 p.m.
Break..... 1:40 p.m.....to ... 1:50 p.m.
Block D 1:50 p.m.....to ... 3:05 p.m.
Dismissal .. 3:05 p.m