

Welcome to
St. Francis of Assisi
Middle School



Middle School
Transition Handbook

District Mission Statement

Our schools are gospel centered communities of hope, fostering a Catholic Christian value system within a pluralistic society.

School Mission Statement

St. Francis of Assisi Middle School provides a Christ-centered learning environment that fully addresses the unique needs of the middle year's student.

School Vision Statement

St. Francis is a student-centered, Catholic, middle school where:

- We have a safe and caring environment.
- We have a genuine sense of community with a welcoming and inviting atmosphere.
- We consistently apply standards that provide order and organization.
- We demonstrate innovative learning.

School Contacts

Mr. Gary Gylander	Principal
Mr. Stefan Labrecque	Vice Principal
Mr. Rob Melenchuk	Assistant Principal

Mrs. Twila Moline	Guidance Counsellor
Mr. Blair Christensen	Guidance Counsellor

School Phone: 403-314-1449 (Attendance Line 403-314-1449 Ext 1)

School Website: <http://www.stfrancisschool.ca>

PowerSchool Parent Link: <https://powerschool.rdcrs.ca/public/home.html>

Introduction

The staff and students of St. Francis of Assisi Middle School would like to welcome you to our school. We are very proud of our school, and are confident you will enjoy your time at St. Francis. Red Deer Catholic Regional Schools implemented the Middle School Philosophy in 2003, and the purpose of this handbook is to help answer questions regarding the transition to middle school within Red Deer Catholic, specifically St. Francis of Assisi Middle School. We hope this handbook will ease the uncertainty students may feel in transitioning from elementary to middle school.

Philosophy of St. Francis of Assisi Middle School

The middle school years are recognized as an important time when students develop their self image and center their attitudes towards learning. Relationship building can play a large role in this process and we aim to create learning experiences that will further students' social and moral development while providing academic excellence. The middle school years span sixth to ninth grades and represent the passage from childhood into young adulthood. Sixth grade resembles elementary school in that it is more self-contained but provides a transitional phase during which sixth grade students interact with older students through common activities and experiences. Ninth grade resembles more of a high school model, and students are transitioned in preparation for high school success. Red Deer Catholic adopted this philosophy in 2003 and this philosophy guides our practices at St. Francis of Assisi.

Programs

➤ *Core Classes*

We offer all of the core classes mandated by the Alberta Education Program of Studies. Our school operates on a six day timetable as opposed to the week schedule usually found in elementary. Our reporting periods are on the trimester system. Students in Grade 6 will study Language Arts, Science, Social Studies, Math, Religion, Physical Education (P.E.), Health, and Career and Life Skills classes.

➤ *Career and Life Skills*

These are classes that are an extension of core classes, but are less structured. Students in Grade 6 will rotate through up to six different career and life skills classes. Students will have two career and life skills classes per trimester, one class on days 1, 3, 5 and one class on days 2, 4, 6.

Day 1	Day 2	Day 3	Day 4	Day 5	Day 6
Core	Core	Core	Core	Core	Core
T1 Band T2 Band T3 Band	T1 Foods T2 Tech T3 Drama	T1 Band T2 Band T3 Band	T1 Foods T2 Tech T3 Drama	T1 Band T2 Band T3 Band	T1 Foods T2 Tech T3 Drama

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Some examples of career and life skills classes offered in Grade 6 include: Foods, Drama, Art, Stop Motion, French and Recreation Education. **However, career and life skills classes are dependent on student interest and what is offered by staff. Students in Grade 6 are also required to receive a certain amount of Fine Arts instruction as per Alberta Education guidelines.** As such, the Career and Life Skills courses we offer change from year to year. Students often have great ideas for exciting new career and life skills classes and are encouraged to come forward with their ideas.

➤ *T.A.G. (Teacher Advisory Group)*

Each student will be assigned to a TAG. TAG groups meet on Monday for 20 minutes at the end of the day as well as for activities, church celebrations, and assemblies. The TAG teacher is also the first line of contact for parents.

➤ *Lunch Hour*

Students in Grades 6 and 7 eat lunch at a different time from the Grade 8 and 9 students. There are microwaves available for student use as well as a cafeteria (please see the sample menu), drink vending machine and snack vending machine for students to select nutritious food. St. Francis of Assisi is a closed campus. All students are to remain at school over the lunch break. If the parent wishes the student to go home daily for lunch, the school office must have written parental permission. St. Francis is striving to be a peanut safe school. Students are asked to refrain from bringing any peanut products to school.

➤ *Technology*

The school has a Technology Studies lab with 34 Windows desktop computers as well as a Mac lab with 14 Apple computers dedicated to stop motion animation. The school has two class sets of laptops, a class set of iPads, and four class sets of Chromebooks. All students at St. Francis of Assisi Middle School complete Digital Citizenship modules the first week of school which allow them to bring a personal device to school and connect to the school wireless network to enhance their learning. All students also have access to their own Google Apps for Education account which includes 30 GB of email and cloud storage which can be accessed anytime, anywhere.

➤ *Learning Commons*

All students will start the year off with a temporary ID card. Once their school photos have been taken they will be given their permanent picture ID card. Students need their ID card to check out materials from the learning commons. The replacement cost for the ID card is \$3.00. If a book/textbook is lost or damaged beyond repair, a replacement cost will incur. The learning commons is open to students before school and at lunch.

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➤ *Extra-Curricular Activities*

Middle school offers a wide range of extra-curricular activities for students to further their educational experience. St. Francis offers Cross-Country Running, Volleyball, Basketball, Badminton, Track and Field, Drama Production, Student Leadership, Health Champions and others. Students are highly encouraged to participate in extracurricular activities as it provides further opportunities to explore interest areas and helps them become part of the school culture making their time at St. Francis more rewarding.


➤ *St. Francis of Assisi Middle School Gym Strip*

Students have the opportunity to purchase a St. Francis gym strip for Phys. Ed. T-shirts and gym shorts are available. If students choose to bring their own gym strip it must meet dress code requirements.

➤ *Positive Student Program (Positive Behaviour System)*

This Positive Student Program is a consistent, universal program that recognizes student excellence socially, academically and behaviourally. The program outlines standards and provides guidelines to enhance the development of each student's educational, social, and emotional experiences at St. Francis. The GRR program started at St. Francis in the fall of 2006.

GRR is an acronym that stands for *Growing in Respect and Responsibility*. As the central philosophy focuses on respect, recognition, extrinsic, and intrinsic rewards, students can earn a GRR ticket for displaying positive behaviour. They can earn a GRR ticket from their teacher or be nominated by a classmate for categories including but not limited to respecting others, displaying positive leadership, exhibiting school pride, having their DEAL booklet at all times, and being prepared for class or being on task. Students place their GRR ticket in the custom made GRR box located in the learning commons. Every Friday morning, there is a 'GRR Draw' where a student from each grade is selected to win a prize from the tickets entered in the GRR box. Students choose from various prizes including gift cards from Booster Juice, Subway, Boston Pizza, Starbucks, various athletic equipment, or prizes from the 'mystery' box. Students are also recognized from the GRR tickets during assemblies throughout the year.

	<h1>GRR!</h1>	
Growing in Respect & Responsibility		
Name: _____	Date: _____	
TAG: _____	<input type="checkbox"/> DEAL Booklet	<input type="checkbox"/> Leadership
<input type="checkbox"/> School Pride	<input type="checkbox"/> Respecting Others	<input type="checkbox"/> Prepared for Class/On Task
<input type="checkbox"/> Healthy Choices		
<input type="checkbox"/> Other: _____		
		TEACHER



GRRR!



Growing in Respect and Responsibility

	GENERAL EXPECTATIONS	TECHNOLOGY	LEARNING COMMONS	LEADERSHIP	LUNCHROOM
RESPECT OTHERS	<ul style="list-style-type: none"> Resolve conflicts reasonably and peacefully. WWJD Respect personal space Do unto other as you would have them do unto you Be courteous 	<ul style="list-style-type: none"> Respect other students' personal devices Use your personal device appropriately Be respectful online towards others 	<ul style="list-style-type: none"> Be quiet and respectful Share the space respectfully 	<ul style="list-style-type: none"> Help others achieve their goals Encourage others to participate 	<ul style="list-style-type: none"> Leave other people's food/drink alone Practice good table manners Be respectful when in line Do not leave until dismissed
RESPECT OURSELVES	<ul style="list-style-type: none"> Positive self talk Use appropriate language Provide your best effort Healthy eating Dress appropriately 	<ul style="list-style-type: none"> Practice good Digital Citizenship Do not share personal information 	<ul style="list-style-type: none"> Study, read or work quietly Stay focused 	<ul style="list-style-type: none"> Take ownership and pride in everything you do Demonstrate positive behaviour 	<ul style="list-style-type: none"> Make healthy food choices Volunteer to wipe table
RESPECT SCHOOL	<ul style="list-style-type: none"> Clean up after yourself Respect school property Return things to their proper place Participate Wipe shoes at door Wear proper attire for gymnasium 	<ul style="list-style-type: none"> Do not waste paper - print wisely! Respect school devices Plug in and return devices to their proper place Do not stream video or download during school hours 	<ul style="list-style-type: none"> Return items on time No food or drink Push in chairs Use Chromebooks, iPads, etc. appropriately Sign-out items 	<ul style="list-style-type: none"> Participate in school activities Demonstrate school pride Promote and support school activities 	<ul style="list-style-type: none"> Wipe tables Keep food off the floors Remain seated during lunch Do not abuse vending machines

St. Francis School Council

St. Francis School Council collaborates with the administration regarding input on the school education plans. We are fortunate to be able to have input on issues that affect our children's education as well as having a forum to share information. It is through open discussion that administration and parents can best serve our children and we have an amazing relationship with the teachers at St. Francis.

School Council holds one fundraiser at the beginning of the year. This fundraiser supports several learning opportunities for the children such as purchasing of frogs for the Grade 8 Science classes, field trips and classroom libraries.

We are very grateful to have such a supportive administration and such a great place for our children to learn and grow.

***Susan Anning
Chair School Council***



Comparison of Elementary and Middle School

Elementary	Middle School
Few teachers each day	More teachers each day
Few sports teams	Many after school sports teams
Bring own lunch	Cafeteria where you can buy hot lunch
No vending machine	Vending machine and juice machine used at lunchtime and after school
Generally no locks on lockers	Lockers with locks
Recess breaks each day	Short breaks between classes, no recess Students do get lunch recess
Teachers move to your class	Students move to the teacher's class
Short classes	Longer classes
With the same students all day	With different students during CLS classes
No choice of any classes	Pick CLS classes in Grade 8 & 9
Smaller groups to choose friends from	Many new students from different schools so you can choose the group of friends you want to be a part of.

➤ *Academic Reporting and Communication*

St. Francis of Assisi Middle School is striving to be environmentally friendly. All academic reporting takes place online through the PowerSchool portal. The portal can be accessed via the school website. All parents and students are provided with an online account and password to link them to PowerSchool at the beginning of the school year. Communication with the school can be done through the web page, email or telephone. There will be a paper report card sent home at the end of the school year.

Our web page (<http://stfranciisschool.ca>) contains all important information related to our school. The school calendar, athletic calendar, fine arts and the homework calendar are all on this web page. The web page contains all the latest updates and information items.

Be sure to follow our social media sites to share in all the events happening at our school.

Twitter: @STFWolves

Facebook: STFWolves

Instagram: stfwolves1



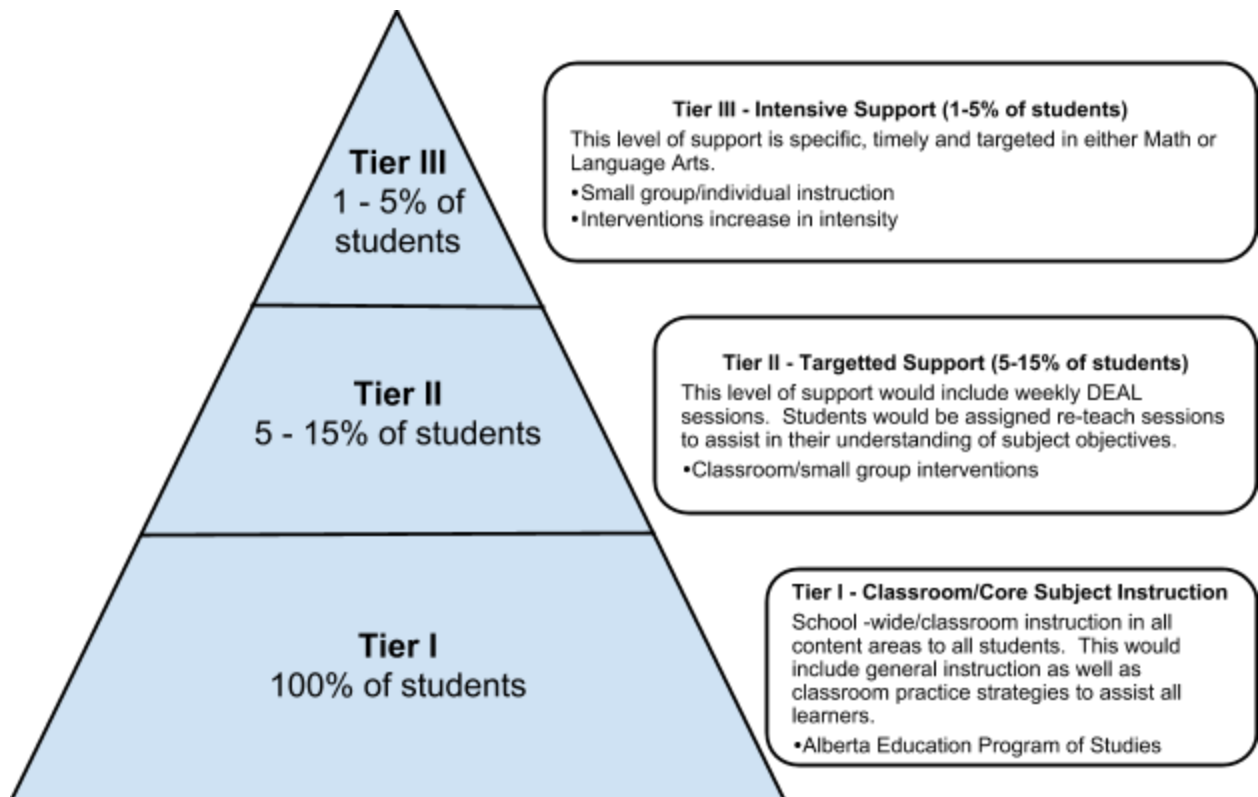
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At St. Francis we have an embedded time that further assists in supporting student learning...DEAL (**D**rop **E**verything **A**nd **L**earn). DEAL follows the framework of Response to Intervention. The **R**esponse **T**o **I**ntervention (RTI) process is an approach to providing interventions to struggling students at increasing levels of intensity. It involves assessment, high-quality instruction and interventions matched to student need, frequent progress monitoring, and the use of student work to make educational decisions.

Early in the year, staff start looking at a student's skills in reading, writing and math. Teachers provide classroom instruction and enhanced targeted teaching—called interventions—to help students who require additional support to achieve success. A big part of the RTI process involves closely monitoring student progress. That way we can see which students need more academic support.

The graphic below summarizes the levels of support offered at St. Francis of Assisi Middle School.



At St. Francis, DEAL occurs twice weekly. It occurs on Tuesday and Thursday with English Language Arts the focus of Tuesday lessons and Math the focus of Thursday lessons. Data has shown that our DEAL program has increased student achievement and reduced stress for students. Schedules are posted weekly in the school and on our website.

Grade 6 Student Comments

- “The school is awesome and really nice.”
- “You get to meet a lot of new people.”
- “Practice studying, because there are more tests.”
- “The food from the cafeteria is awesome, and there is always a new menu.”
- “Don’t worry, you will get used to it fast.”
- “Learn to stay organized, it will be helpful.”
- “Stay calm, you’ll be just fine.”
- “There are lots of new things to learn and try.”
- “The teachers are nice and really helpful.”
- “You get to learn lots.”
- “The sports teams are awesome.”
- “Everyone is really helpful.”
- “Be nice and friendly to everyone.”
- “DEAL is really cool because you can get extra help with your work.”
- “You will make lots of nice friends that will help you.”
- “The option classes are so cool and you get to try different ones.”
- “At lunch you can sit and eat with your friends.”
- “The GRR Assemblies are super fun and you can win lots of prizes.”
- “It’s not as scary as you may think, it’s actually really fun.”
- “The school dances are awesome.”



St. Francis of Assisi Middle School

SAMPLE TIMETABLE

	Day 1	Day 2	Day 3	Day 4	Day 5	Day 6
1 M 8:48-9:31 T,Th 8:48-9:40 W,F 8:48-9:46						
2 M 9:32-10:10 T,Th 9:42-10:29 W,F 9:48-10:41						
LOCKER BREAK (5 min)						
Tutorials T,Th 10:36-11:11						
3 M 10:17-10:55 T,Th 11:13-12:00 W,F 10:48-11:41						
LUNCH (Tuesday, Wednesday, Thursday, Friday)						
4 M 10:57-11:35 T,Th 1:00-1:52 W,F 12:41-1:39						
LUNCH (Monday)						
5 M 12:35-1:18 T,Th 1:54-2:41 W,F 1:41-2:34						
6 M 1:20-1:58 T,Th 2:43-3:30 W,F 2:36-3:30						
TAG M 2:00-2:20						

LUNCH
Monday 11:35 - 12:35
Tuesday, Thursday 12:00 - 1:00
Wednesday, Friday 11:41 - 12:41

*Bell times on this sample timetable may change between now and the beginning of the school year. Please check the school website for up-to-date bell times.

“Wolves Cafe” Hot Lunch Pre-Order Form

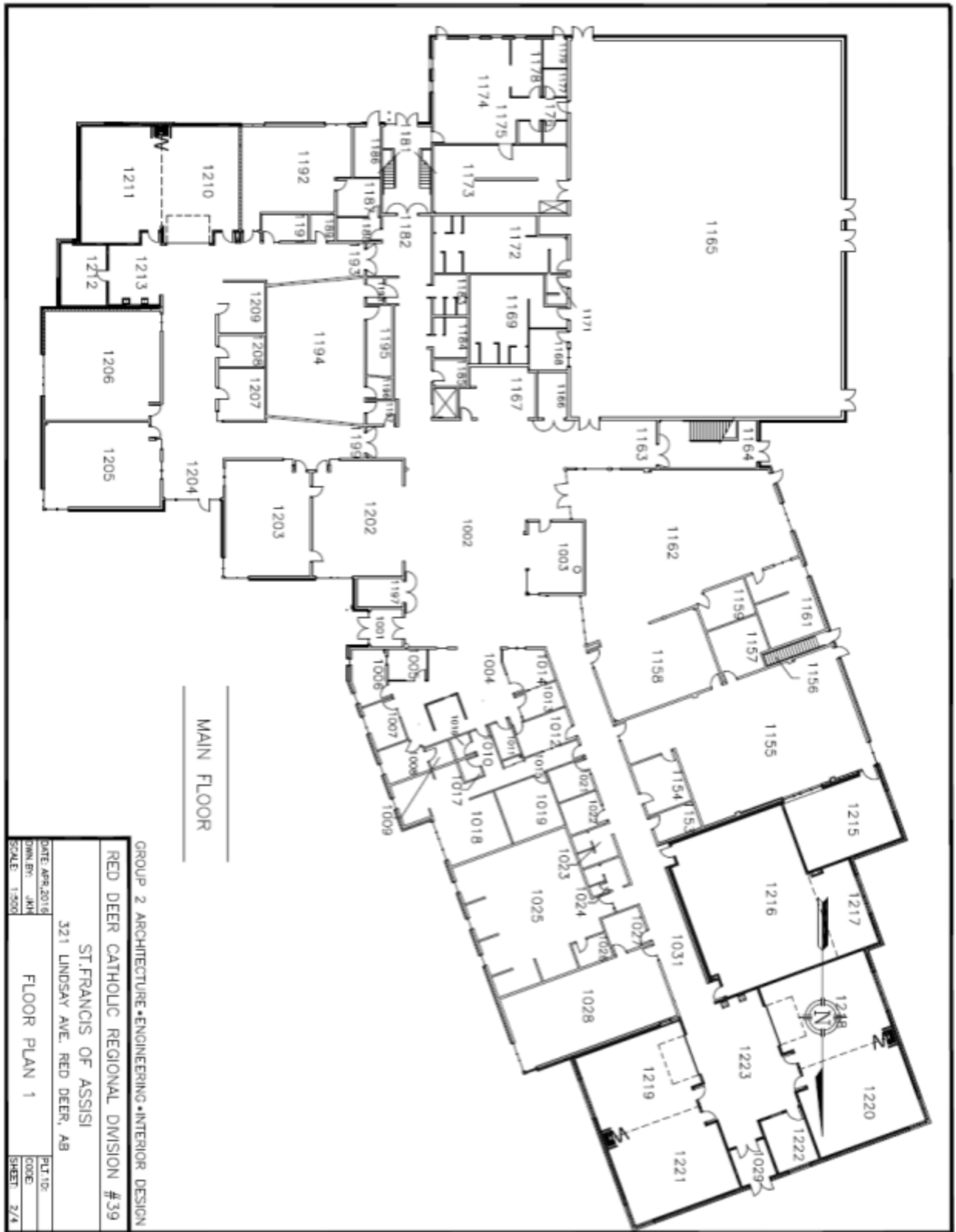
April 2016

Student Name: _____ **TAG:** _____

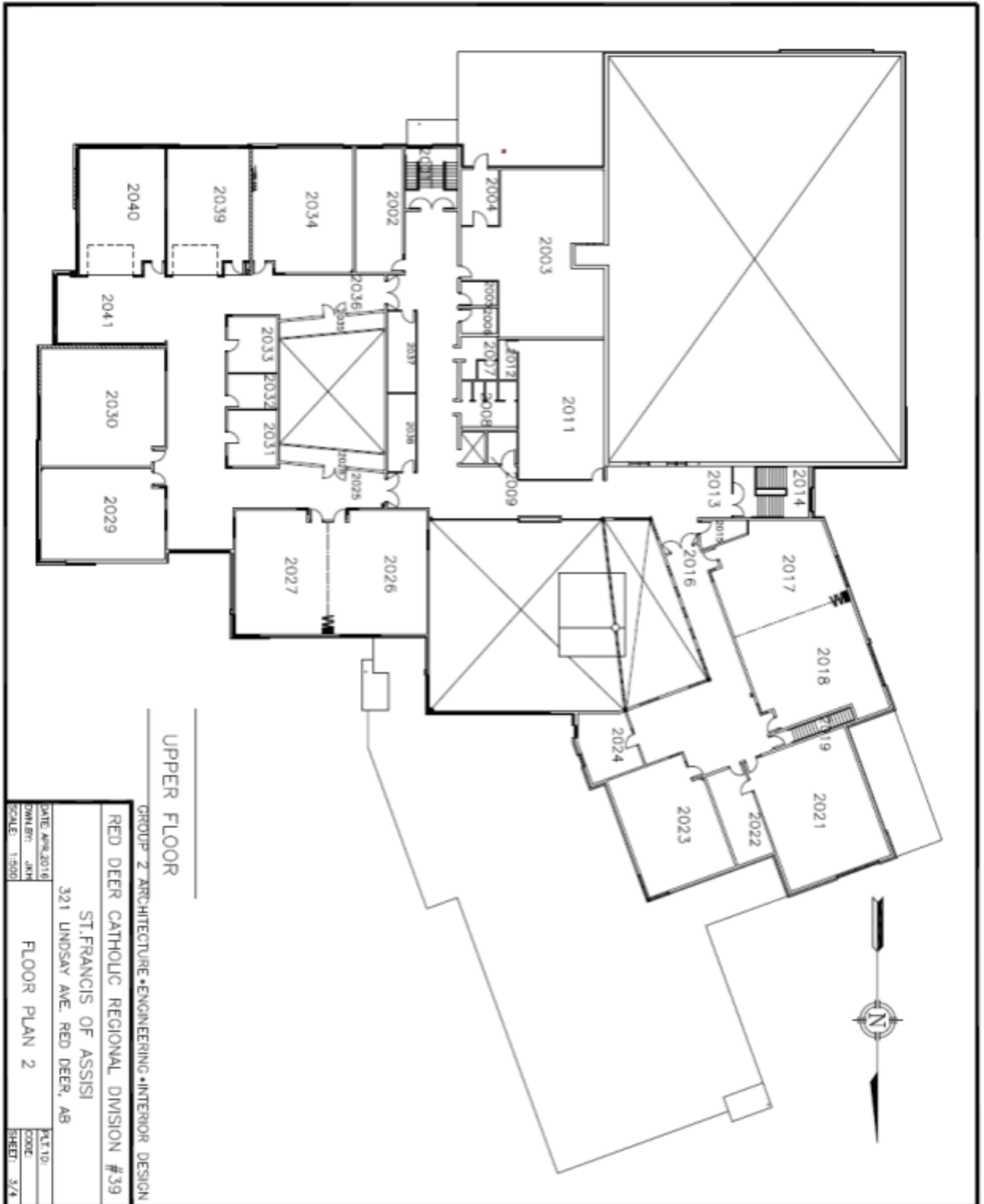
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	Daily Special	Cost of Daily Special	Caesar Salad Only	Juice Box	Total
Mon April 4	(xhjjZXf aZZyZ '5?' <Zxn` bzy`yn xVxZNM SÚWnhl ÚbysVaZZyZÄ	(f `YªaÜ <Zxn` `pªÜÜ`	YªÜÜ`	ÜªÜÜ`	
Tues April 5	ÉÉ> f abM Zl `z b l Zx, kã k MWHnl byjMNM Xf NzYm` yMNM `nx`_x k`	aªÜÜ`	YªÜÜ`	ÜªÜÜ`	
Wed April 6	ANWn @yMNM `yn xVxZNM SÚWnhl VaZZyZÄ	BªÜÜ`	YªÜÜ`	ÜªÜÜ`	
Thurs April 7	<Ø%Ø%VaZZyZ nxuZuuZxn! bÄ, kã yMNM `nx`_x k`	BªÜÜ`	YªÜÜ`	ÜªÜÜ`	
Fri April 8	f abM Zl ` ` j_ZXn` <Mj{M, kã yMNM `nx`_x k` ZuMk ZyMl VaZZyZ` `tZyul nÄ	aªÜÜ`	YªÜÜ`	ÜªÜÜ`	
Mon April 11	(xhjjZXf aZZyZ '5?' <Zxn` bzy`yn xVxZNM SÚWnhl ÚbysVaZZyZÄ	(f `YªaÜ <Zxn` `pªÜÜ`	YªÜÜ`	ÜªÜÜ`	
Tues April 12	ÉMZX` <n{MnZy` j` abfs@n x! xZNM S! aZZyZS(xZZI` 5l bnl yStWnl Ä, kã yMNM`	aªÜÜ`	YªÜÜ`	ÜªÜÜ`	
Wed April 13	@ Ú` M` ybMjZ VanbZyÄ VaMl Zl ÚxZMj{SaNM S { xi ZfSk ZMUMjSjZ{ VZSVaZZyZSÚWnhl Úbys ulbI jZySnI bnl San{ uZuuZxyS(nk MnzYSV V k ÚZxy` k y{MXXSMl VaSy, ZZ{ an{yMl VZStÉ> Sk Mnl`	BªÜÜ` GZ` ` bZ `5l jt` pªÜÜ`	YªÜÜ`	ÜªÜÜ`	
Thurs April 14	f abM Zl ` Mj{MNM `yn xVxZNM SÚZuuZxyunl bnl ySyMjM`S VaZZyZÄ, kã yMNM`	aªÜÜ`	YªÜÜ`	ÜªÜÜ`	
Fri April 15	3n @annj`				
Mon April 18	(xhjjZXf aZZyZ '5?') nk Zk NXZ` 2 Ml f aZZyZ`	(f `YªaÜ 2 f f a`pªÜÜ`	YªÜÜ`	ÜªÜÜ`	
Tues April 19	<l jZx` <nxi `@MX, b/a, kã yMNM `nx`_x k`	aªÜÜ`	YªÜÜ`	ÜªÜÜ`	
Wed April 20	1MNMl M, kã yMNM`	aªÜÜ`	YªÜÜ`	ÜªÜÜ`	
Thurs April 21	f abM Zl f NzYm` @yMNM, kã Mj l`	BªÜÜ`	YªÜÜ`	ÜªÜÜ`	
Fri April 22	<Mj{MMX` Ank Mnl @MlVZ, kã yMNM `nx`_x k` ZuMk ZyMl VaZZyZ` `tZyul nÄ	aªÜÜ`	YªÜÜ`	ÜªÜÜ`	
Mon April 25	(xhjjZXf aZZyZ '5?' <Zxn` bzy`yn xVxZNM SÚWnhl ÚbysVaZZyZÄ	(f `YªaÜ <Zxn` `pªÜÜ`	YªÜÜ`	ÜªÜÜ`	
Tues April 26	@nuut` /nzY, kã yMNM `nx`_x k`	aªÜÜ`	YªÜÜ`	ÜªÜÜ`	
Wed April 27	(xZZI f abM Zl `z b l Zx, kã yMNM Ml X ÚxZMxy{Ml` Z{M%Ø%b{SV V k ÚZxyS(nk MnzYÄ	aªÜÜ`	YªÜÜ`	ÜªÜÜ`	
Thurs April 28	<Ø%Ø%VaZZyZ nxuZuuZxn! bÄ, kã yMNM `nx`_x k`	BªÜÜ`	YªÜÜ`	ÜªÜÜ`	
Fri April 29	<Mj{MMX` 2 ZM @MlVZ, kã yMNM `nx`_x k` ZuMk ZyMl VaZZyZ` `tZyul nÄ	aªÜÜ`	YªÜÜ`	ÜªÜÜ`	
TOTAL					\$ _____

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UPPER FLOOR

GROUP 2 ARCHITECTURE • ENGINEERING • INTERIOR DESIGN	
RED DEER CATHOLIC REGIONAL DIVISION #39	
ST. FRANCIS OF ASSISI	
321 LINDSAY AVE. RED DEER, AB	
DATE: APR 2016	PLT ID:
DRAWN BY: JKH	CODE:
SCALE: 1/500	SHEET: 3/4
FLOOR PLAN 2	