

2023-2024
Mee-Yah-Noh School
"A great place to be."
9228-128A Avenue
Edmonton, Alberta T5E 0J8

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Division Vision

Enhancing pathways for student success.

Division Mission Statement

Our commitment to high-quality public education serves the community and empowers each student to live a life of dignity, fulfillment, empathy and possibility.

Division Values

Supporting the Vision, Mission and Priorities are the Division's cornerstone values of accountability, collaboration, equity and integrity.

DIVISION PRIORITIES 2022-2026

1. Build on outstanding learning opportunities for all students.
2. Advance action towards anti-racism and reconciliation.
3. Promote a comprehensive approach to student and staff well-being and mental health.

Greetings from Administration

Welcome to Mee-Yah-Noh School. The name of our school, loosely translated in Cree, is "A great place to be." Our school has a long and proud history in the community. We welcome you to join our school community. Feel free to attend school council meetings, volunteer in the school, and keep regular communication with teachers and the office. Enjoy your time at Mee-Yah-Noh School.

Mee-Yah-Noh School Philosophy

Mee-Yah-Noh school is a safe space where we honour the diversity of all students and families. Everyone has the opportunity to be a lifelong learner and leader. By fostering an environment of respect, positivity, and kindness we ensure all students feel welcome, safe, and heard.

School Focus

Mee-Yah-Noh School continues to focus on numeracy, literacy and leadership. We are committed to providing exemplary instruction and we strive to create a safe and caring environment that promotes a strong sense of belonging and connection. Students learn the value of leadership and doing the right thing, even when no one is watching. At Mee-Yah-Noh, we work together to be safe and kind.

Leadership is for EVERYONE

All students have leadership potential! Leadership is embedded into everything we do. Our ultimate goal at Mee-Yah-Noh is to produce responsible, well-rounded citizens who know what it takes to succeed. We believe good leadership can be taught, expected, encouraged and recognized. We provide programs of instruction that foster leadership, growth and success for all our students. Leadership opportunities are available for every child, including classroom leadership, student-led clubs and leadership teams. We value the worth and potential of all of our student leaders.

Outdoor Learning and Loose Parts

We embrace regular opportunities throughout the school year to take learning outside. Learning on and from the land sparks curiosity and engagement, which are key to learning for all students. The positive impact of outdoor learning is backed by research and includes an enhanced sense of belonging, positive mental health, emotional regulation, language development, as well as providing an authentic context for other academic skills. Another part of the Mee-Yah-Noh outdoor experience is called loose parts play. We have a wide range of recycled materials that we take outside for students to explore, move around, and redesign in new and unique ways. Tires, ropes, buckets and planks can turn into magical forts one day and a vehicle the next! The purpose, besides lots of fun, is to build problem solving, creativity, communication and resiliency skills. Students are encouraged to dress for the weather in order to be ready for going outside from September to June.

Catchment Focus

Mee-Yah-Noh School works in professional partnership with the North Central Catchment cohort of 19 Schools to increase numeracy and literacy skills in our students and support successful transitions. NCCS staff enhance their instructional practices through engagement in collaboration and job embedded professional learning.

Regular and Special Needs Programming

Mee-Yah-Noh has full day kindergarten funded through the Edmonton Public Schools Foundation. As well, we have grades 1 through 6 and we are a district site for Community Learning Skills and Interactions programs. The Special Needs programs serve the needs of students with a variety of cognitive abilities as well as students identified with Autism Spectrum Disorder.

Absentee Check Program

As a safety precaution, it is the policy of Mee-Yah-Noh School to contact a parent if a child is absent. For your convenience, we have a 24-hour telephone answering machine available. Parents are asked to phone the school at **780-475-1929** to indicate any student absence. Please provide your name, your child's name and class, and the reason for absence. Families are also able to **log into SchoolZone and report absences** and illnesses for students up to a half hour before classes begin. Please see the back cover of this agenda for more information on our calendar for approved holidays and PD days.

Supervision of Students Before and After School

School staff supervise the playground and front of the school for 15 minutes prior to the first bell at 8:35 AM and after the dismissal bell. Please do not arrive before 8:20 AM, there is no supervision for your children. Students must go home and check in prior to playing on the playground after school.

Visitors to the School

Our doors are locked during instructional times. Please ring the daytime buzzer and identify yourself to enter the school. We ask that all visitors sign in at the office so we are aware of who is in the building. We expect students to be aware of special arrangements or appointments, and these can be communicated through the agenda or a call to the school. We do not disrupt students during instruction.

Volunteers

We will be excited to have many volunteers at our school to read with students, prepare materials, prepare and deliver snacks, help in the library, etc. If you would like to become more involved in our school programs, please contact your child's teacher or the office to fill out a volunteer form.

Parents as Partners - Mee-Yah-Noh School Council & Parent Advisory Society

School councils are a valuable part of all public schools. The **School Council** is a means for parents and community members to work together with the principal and the school in an advisory role to *support and enhance student learning*. The School Council is a great way to learn more about our school and to meet people. The **Parent Advisory Society** is a separate group that supports the activities of the school (e.g., BBQ, hot lunch, sleigh rides, popcorn sales) by helping with fundraising support through casinos or sales. Please log in to SchoolZone for meeting dates.

Lost and Found

Any items of clothing or personal belongings that are found without a name identifying who it belongs to are placed in one of the two lost and found racks located at student entrances. Students and parents are encouraged to regularly check these racks for missing items. Unclaimed items will be donated to charity after winter break, spring break and at the end of June.

Footwear

We are proud to have one of the cleanest schools in Edmonton, and we all need to help our custodial staff keep up this standard! We kindly ask that ALL students, staff and visitors remove their outdoor footwear at the entrance. In addition, we ask that each student have a pair of shoes just for inside wear with a non-marking sole.

School Schedule and Hours of Operation

8:20 a.m.	Teacher supervision begins (<i>students should arrive no earlier</i>)
8:35 a.m.	First Bell for Regular Classes and Start Time for Interactions/CLS
8:40 a.m.	Regular Classes begin
10:15 – 10:30 a.m.	Recess
12:00 p.m.	Lunch dismissal
12:40 p.m.	Classes begin
2:00 – 2:15	Recess
2:40 p.m.	Dismissal for Interactions/CLS <i>*Thursday Dismissal is 1:46 p.m.</i>
3:25 p.m.	Dismissal for Grades 1 - 6 <i>*Thursday Dismissal is 2:00 p.m.</i>

Thursday Dismissal

On Thursdays, early dismissal allows for students to end their day at **2:00** p.m. Due to differences in time schedules, students in Interactions/CLS programs are dismissed at **1:46** p.m.

Behaviour Expectations

We believe setting expectations for behaviour increases student's success. Students have the right to be treated with dignity, respect and fairness by other students and staff. Students are expected to respect diversity and refrain from demonstrating any form of any discrimination. Our Board and School's behaviour expectations are posted on our website and SchoolZone. At Mee-Yah-Noh School, we care about our students' social and emotional development, as well as their academic success. Our staff is dedicated to helping students be respectful, kind, proactive and resilient. We teach these qualities and reinforce positive behaviour and leadership. The goal of our school discipline is to teach, remind, reinforce and re-teach students to be in charge of themselves and learn to make different choices, not to punish. All students need guidance from adults to choose appropriate behaviour. Unacceptable behavior that interferes with the learning of others and/or creates unsafe conditions include: acts of bullying or harassment, threats or intimidation, physical violence, etc., and will be met with an opportunity for critical learning and reflection. Consequences for unacceptable behaviour will take into account the specific circumstances of the situation and the student.

Recess is a time for students to get some exercise and build relationships and connections. To ensure that all students enjoy a safe and fun recess time, we have set up the following general expectations that are created with student input:

- No body contact. We are in charge of ourselves.
- Use school equipment only.
- Use equipment appropriately.
- Use polite words.
- Nature stays on the ground.
- At Mee-yah-Noh School we play safe, have fun and demonstrate leadership.

EPSB Sexual Identity and Gender Orientation Policy

In 2013, Edmonton Public School Board passed a policy to support safe and caring schools for everyone who is a part of our District's schools. This policy specifically protects against harm and bullying based on gender and sexual orientation. As a result of this new policy, each Edmonton Public School must identify staff members to be Safe Contacts in each school and share the names and locations of these people with our school community. At Mee-Yah-Noh School the Safe Contacts are Ms. Bauer & Ms. Moore. The Safe Contacts receive appropriate, ongoing training to ensure inclusive communication and support to sexual and gender minority questioning students and their families to feel safe, valued, respected and included in our school community.

EPSB Anti-Racism and Equity Policy

In June of 2021, the Edmonton Public School Board released a new policy recognizing that racism exists in our schools, the education system, and the broader community and that the efforts to eradicate racism, discrimination and privilege from our learning and working environments is an ongoing and collective responsibility. The Board understands that a sense of belonging for students and staff enriches the learning environment for all students. The Board believes that every student can reach their full potential and acknowledges that respect for, and responsiveness to, students' lived experience, culture, and language is fundamental to their success. Deliberate and strategic efforts are required to ensure the success and achievement of all students.

Progress Reports

Progress Reports will be posted on SchoolZone at three points during the school year that align with the terms. Further information regarding the dates will be shared with families on SchoolZone. There will be a goal setting evening in the fall before the first set of report cards and in the spring, there will be a Celebration of Learning around the second set of report cards before spring break. We look forward to meeting you during these celebrations. If parents have additional concerns, a conference can be arranged anytime by calling your child's teacher.

Agenda Books

The student agenda books are provided to all Mee-Yah-Noh students. Agendas are the main form of communication between home and school. Please check and sign the agenda book daily to see what needs to be done or for comments made by the teacher. All agendas are numbered and students will receive a prize if their number is drawn and their agenda is signed by their parent/guardian. Student agendas can be used in many ways such as: reminders of homework assignments, upcoming events, important messages from the teacher, long term projects and needed supplies. This book is another way for teachers, staff and parents to communicate with one another in addition to SchoolZone. Please let your child's teacher know if the agenda is misplaced. Lost agendas can be replaced for a \$5.00 fee.

Attendance Policy

Regular attendance and being proactively on time are critical factors in student achievement. All students should be seated and ready to learn by the second bell at 8:40 AM. Students will be considered late after the second bell and will need to report to the office for a welcome slip before going to class. After attendance has been taken, if a child is absent, there will be a call made through the automated callout system to the home to confirm the child's absence.

Should attendance become an issue (e.g., when student attendance is less than 85%) the school will follow these steps: The school will monitor student attendance and if required a letter informing parents/guardians of the concerns for lates and/or absences will be sent home. The school administration will work with parents to attempt to remove barriers preventing regular attendance and support the parents as partners in their child's learning.

Illness

It is the case that children who are too ill to go out for recess are too ill to be at school. Children with severe colds or other illnesses are usually unable to function well at school and risk the possibility of sharing an infection with others. Please keep your child at home until they are feeling better. Generally, if a student has vomited, had diarrhea or had a fever, they should be at home for the next 24 hours. If a student becomes ill at school, we will call the parent, guardian or emergency contact to come and pick them up. ***Remember to let the school know if they will not be attending by contacting the school one of these ways:***

1. Call and leave a message (780) 475-1929
2. Email meeyahnoh@epsb.ca
3. Log in to your parent SchoolZone account and choose absent or ill

Early Departure (If your child needs to leave early)

The safety of our students is important to us. Occasionally people need to leave for medical appointments or emergencies. Please put a note in your student's agenda if they are leaving the school early due to an appointment, otherwise, it is expected that children will be learning until the end of the day. Students leaving the school at non-standard times must be signed out in the office by a Parent/Guardian. Your child will meet you in the office.

Emergencies

It is important that we have accurate information in order to reach you in case of an emergency. We need **2 emergency contacts** for each student. Thank you for promptly forwarding any changes to your address or home, cell and work telephone numbers and email to our school office.

Medication Administration

Prior to medication being administered by the staff or self-administered by the student at school, it is district policy that the school has an up-to-date completed 'Authorization Form for Administration of Prescription Medication' on file at the school. This form must be filled out by a physician. Additional information and forms are available at the office.

Homework

We believe that most evenings and weekends should be devoted to time with family playing outside, going to the public library/community facilities or playing games. Reading is the single most important activity you can do to improve your child's school success. Reading should be the activity you do together at a regular time every day.

Inclement Weather Policy

Recess for elementary children is necessary to provide a break from the regular school routine, use the washroom facilities, have a chance to get some fresh air and run off some energy. Please ensure that your child is *dressed for the weather* so that he/she can enjoy recess time. We will

cancel outdoor recess when it is raining heavily, temperatures fall below -23 degrees Celsius or when Air Quality is 7 or above; these limits have been established by Edmonton Public Schools.

Lunch-time Supervision - (Pay to stay)

Going home during the lunch hour gives students a break from being at school all day. We strongly encourage students who can go home for lunch to do so. We know, however, that there are some students who cannot go home at lunch hour. A lunch-time supervision service is available, which provides adult supervision while the students eat their lunch and when they go outdoors to play at recess. There is a **monthly fee** for the service, which will be determined in September (approximately \$15/month). The cost for occasional users is \$2.00 per day per child. We require a signed lunchroom application for every child that uses the service, whether it be monthly or occasionally. Lunchroom fees are due at the **beginning** of each month. **This fee does not include food.**

Please remember that due to safety concerns, microwaves and kettles are **not** available in the lunchrooms. We encourage students to bring hot items in a thermos container. Also, due to severe peanut allergies, foods containing all nuts (including Nutella) need to be left at home. Thank you for remembering these important safety considerations when preparing lunch for your child.

Morning Meal and Snack Program - Served 8:20 to 8:30 AM

The morning meal is sponsored by E4C and provides students with an opportunity to self-select from a range of healthy choices that are offered. A permission form will be sent home in the fall for participation in this program. In addition, we have a snack program that is sponsored by President's Choice Children's Charity and the Edmonton Food Bank for healthy snacks to be provided to the children who may self-select if they are hungry.

Student Pick Up and Drop Off

When dropping off and picking up your children, please use the playground entrances on the south and west sides of the school, not the front doors. We are building independence and safety is our primary concern. Please have a prearranged meeting spot at the recess doors for after school to meet with your child. We have designated drop-off zones for parents on the road at both entrances to the playground. Please be proactive and respectful: the staff parking lot is for staff parking only and the front entrance is zoned for school buses, not drop off/pick up. For the safety of our children, please do not park in these assigned areas even for just a minute as staff and buses arrive throughout the day. Also, for the safety of our children, all doors will be locked during the day. There is a daytime buzzer to ring if the front door is locked when you arrive during instructional time.

Bicycles, In-line Skates, Skate Shoes, Scooters, Skateboards, Good Neighbor Policy

Students must wear a helmet when riding their bikes to school. When students ride their bicycles to school, they walk their bicycles from the edge of the school grounds to the bicycle racks. This is to ensure the safety of all students. All bicycles should be parked and locked in the racks provided. To help prevent bicycle thefts, please ensure that the cable or chain and lock are sturdy and of good quality. We ask that students not bring in-line skates, skate-shoes, scooters and skateboards, etc. to school as there is no room in the school to store them and cannot be

held responsible for them if not secured properly. Our students are asked to be respectful of the community by not littering on the way to and from school. Students should walk on the sidewalks and not on neighbourhood lawns.

Any Toys, Trading Cards, Electronic Devices/Cell Phones/Cameras Policy

Students are asked to leave all toys, trading cards (eg. Pokémon) and **all** electronic devices at home. The school will not be responsible for their loss. If a fidget is used as a toy, not a tool, it will be sent home. If a parent requests that a child have a cell phone at school, it must not be a distraction during school hours and must be used respectfully. The consequence of using a cell phone/device during school time without permission would result in the item being kept at the office until the end of the day. Students must not take photographs or videos of other students as this is a potential violation of the provincial statutes, The Freedom of Information and Privacy Act.

Vandalism

If you see a person.....

- On the roof of the school
- Throwing objects at windows or doors
- Shooting weapons of any kind
- Destroying shrubbery or playground equipment
- Lighting fires
- Committing any other suspicious acts

Call **780-423-4567** (Edmonton Police Service). Give the name and location of the school and a brief description of what is happening. You may also notify Edmonton Public School Security at **780-429-8295**. We appreciate you working with our community resources to keep our school “A GREAT PLACE TO BE.”

Thank you for your continued support of your child’s learning. We view parents as partners and look forward to the year ahead. After you have reviewed the information in the front of this agenda with your child, please sign below.

☐ I have read the front pages of the agenda with my parents/guardians

STUDENT SIGNATURE/PRINTED NAME

☐ I have read the front pages of the agenda with my child/student

PARENT/GUARDIAN SIGNATURE