

# STUDENT HANDBOOK



# 2025-2026

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# **Principal's Message**

Welcome to a new school year at Marion M. Graham Collegiate! Whether you are returning or just beginning your journey with us, we are excited to have you as part of our vibrant and diverse community. This year brings new opportunities to learn, grow, and make lasting memories.

At Marion Graham, we believe in the power of the 3 A's—Academics, Arts, and Athletics. These pillars shape our school culture and offer every student a chance to shine. I encourage you to get involved, try something new, and contribute your unique talents to our school.

As Falcons, we strive to embody focus, strength, and vision. These qualities help us aim high and support one another in achieving our goals. Each of you plays a vital role in creating a respectful, inclusive, and spirited environment. By following our code of conduct and leading with kindness, you help make Marion Graham a place where everyone can thrive.

Let's make this year one of growth, connection, and success. Welcome to the Falcon family!

## **School History**

Marion M. Graham Collegiate opened in September 1984 by Her Excellency, the Governor General of Canada, Madame Jeanne Sauvé. In naming our school Marion M. Graham Collegiate, the Saskatoon Public School Division recognized not only Miss Graham's lifetime of devoted service to education in Saskatoon but also her significant contributions to her community and her country.

Miss Graham taught in Saskatoon for thirty years after which she served as a member of the Saskatoon Public School Board from 1967 to 1982. During these years she worked tirelessly for the development of learning resource centres in Saskatoon public schools, a service that is now available to all students. Miss Graham also devoted her energies to community life, working as a volunteer with such organizations as the Air Cadet Movement, the St. John Ambulance Association, the YWCA, and the United Way. As a result of these activities, many awards of recognition came to Miss Graham including appointment to the Order of Canada in 1977. Marion Graham's family clan motto is "Ne Oublie" – do not forget.

Marion M. Graham's life serves as a reminder to us of what constitutes an exemplary life: the importance of learning, service to one's community, dedication to the lives of others, and responsible citizenship.

# Goals & Values



Schools have always played an important role in our personal and community lives. We are all responsible for providing school communities which are nurturing and where the security and emotional, spiritual and physical safety of all students and staff are assured.

We are committed to creating an open, inviting learning environment which develops academic excellence, Integrity, self-confidence, self-reliance, and social conscience. Our vision is to create a learning environment which engages students and inspires them to be better citizens within our school and community.

## Safe School Policy

At Saskatoon Public Schools, our goal is to provide school environments that are safe and caring places where excellence in learning is priority, and everyone feels included.

Saskatoon Public Schools believe that all students, parents and guardians, staff, volunteers, and visitors have the right to be safe, and to feel safe, in their school. We also believe that the development of an ethical framework is a key aspect of a student's development.

Everyone is responsible for keeping our school safe.

Our schools have a clearly defined and well-communicated set of values and expectations. Our schools use of a variety of educational, proactive programs to teach values and appropriate behaviours, and to help students learn the importance of making positive choices. Our schools believe in progressive discipline with consequences based on individual needs, the degree of the problem and the ability of the person to understand and handle the consequences.

For more information on Safe, Caring and Accepting Schools, please visit our school division Website at the following link: [Safe, Caring & Accepting Schools - Saskatoon Public Schools](#)

# Regular Schedule

# Short Day Schedule

## Monday - Friday Schedule

Choir 7:40 to 8:40

**Warning Bell 8:45**

Period 1 8:50 to 9:54

Period 2 9:59 to 11:03

**Break 11:03 to 11:13**  
(Warning Bell 11:08)

Period 3 11:13 to 12:17

**Lunch 12:17 to 1:07**  
(Warning Bell 1:02)

Period 4 1:07 to 2:11

Period 5 2:16 to 3:20

## Shortened Thursday

**\*\*This schedule does not occur every Thursday\*\***

Choir 7:40 to 8:40

**Warning Bell 8:45**

Period 1 8:50 to 9:35

Period 2 9:40 to 10:25

Period 3 10:30 to 11:15

**Break 11:15 to 11:30**  
(Warning Bell 11:25)

Period 4 11:30 to 12:15

Period 5 12:20 to 1:05

**Lunch 1:05 to 1:50**

# Semester Schedule

## Semester 1

September 2, 2025 to January 23, 2026

## Semester 2

January 29, 2026 to June 24, 2026

**Arts Education**

Brett Balon  
Drew Fitzgerald  
Payton Mackintosh  
Jodi Smith-Windsor  
Sarah Suchan

**English Language Arts**

Brett Balon  
Joe Boots  
Alison Ford  
Dana Hupe  
Liz Lawson  
Eric Lyons  
Sarah Suchan

**French Immersion/Languages**

Juanita Liebrecht  
Rejean Soucy  
Jocelyn Thiessen

**Practical and Applied Arts/Tech**

Brittany Diederichs  
Lori Neigum  
Alex Robertson-Boersma

**Mathematics**

Nat Banting  
Michelle Galvin  
Kyle Harms  
Juantia Liebrecht  
Dana Lockwood  
Payton Mackintosh  
Ryan Okrainetz  
Alun Roberts

**Physical Education**

Julene Hillis  
Robyn Howey-Bowes  
Jared Isabelle  
Darren Mitchell  
Ryan Okrainetz

**Science**

Brett Balon  
Mel Bevan  
Michelle Galvin  
Kyle Harms  
Robyn Howey-Bowes  
Rhiannon Morozoff  
Jocelyn Thiessen

**Social Sciences**

Heath Alexander  
Addison Dewar  
Julene Hillis  
Liz Lawson  
Darren Mitchell  
Kris Street

**Support Services**

Erin Menz (SS)  
Lindsay Wolter  
Pat Friesen (FLS)  
Pat Somerville (Resource)  
Ian Hingley (SS)  
Mitch Loverin (ARP)  
Keri Osier (FLS)  
Kelsey Smith (AE)  
Kim Isaak (AE)  
Jennifer Stock (Resource)  
Aidan Morari (ARP)

**Educational Assistants****Resource**

Jamey Hughton  
AmyLynne Kittelson  
Joyce Zhang  
Jared Rosin  
Lynn Sandin

Caitlyn Barton

Angela Williams  
Richard Meddins

**FLS EA**

Cheryl Currah  
Cindy Hood  
Regina Benny  
Serena Hobman  
Bonnie Vance

Mark Wenzel

Teresa Whitfield  
Collette Cochrane  
Regine McConnell-Fidler

**Library Technician**

Laura Dearing



# SASKATOON PUBLIC SCHOOLS

## Core Requirement Graduation Plan

### Grade 10 in 2025-2026

Grade 10	Grade 11	Grade 12
<input type="checkbox"/> English 10 <input type="checkbox"/> Science 10 <input type="checkbox"/> Wellness 10 <input type="checkbox"/> Financial Literacy 10 (can be deferred to grade 11)  <b>At least one of:</b> <input type="checkbox"/> History 10 <input type="checkbox"/> Indigenous Studies 10  <b>At least one of:</b> <input type="checkbox"/> Apprenticeship Math 10 <input type="checkbox"/> Foundations Pre-Cal 10	<input type="checkbox"/> English 20  <b>At least one of:</b> <input type="checkbox"/> Computer Science 20 <input type="checkbox"/> Environmental Science 20 <input type="checkbox"/> Health Science 20 <input type="checkbox"/> Physical Science 20  <b>At least one of:</b> <input type="checkbox"/> Apprenticeship Math 20 <input type="checkbox"/> Math Foundations 20 <input type="checkbox"/> Math Pre-Calculus 20	<input type="checkbox"/> English 30  <b>At least one of:</b> <input type="checkbox"/> Canadian Studies 30 <input type="checkbox"/> Indigenous Studies 30
<b>At least two from either or one of:</b> <input type="checkbox"/> Arts* and/or <input type="checkbox"/> Practical & Applied Arts**		
<b>Electives:</b> <input type="checkbox"/> 1. _____ <input type="checkbox"/> 2. _____ <input type="checkbox"/> 3. _____ <input type="checkbox"/> 4. _____	<b>Electives:</b> <input type="checkbox"/> 1. _____ <input type="checkbox"/> 2. _____ <input type="checkbox"/> 3. _____ <input type="checkbox"/> 4. _____ <input type="checkbox"/> 5. _____ <input type="checkbox"/> 6. _____ <input type="checkbox"/> 7. _____	<b>Electives:</b> <input type="checkbox"/> 1. _____ <input type="checkbox"/> 2. _____ <input type="checkbox"/> 3. _____ <input type="checkbox"/> 4. _____ <input type="checkbox"/> 5. _____ <input type="checkbox"/> 6. _____ <input type="checkbox"/> 7. _____ <input type="checkbox"/> 8. _____

#### TOTAL CLASSES:

- ☐ Grade 10 + Grade 11 + Grade 12 = a minimum of 24
- ☐ Successfully complete at least five subjects numbered 30
- ☐ Please see counsellor to discuss any post-secondary requirements.

\* **Arts Electives:** Arts education, band, choral, dance, drama, guitar, instrumental jazz, music, studio art, visual art, vocal jazz

\*\* **Practical & Applied Arts Electives:** Accounting, apprenticeship, autobody, career and work exploration, clothing, textiles and fashion, commercial cooking, communication media, construction and carpentry, design studies, drafting, electronics, entrepreneurship, financial literacy, food studies, graphic arts, hairstyling and esthetics, housing, information processing, interior design, life transitions, mechanical and automotive, photography, practical and applied arts survey, robotics and automation, theatre arts, welding





# SASKATOON PUBLIC SCHOOLS

## Core Requirement Graduation Plan (French Immersion)

### Grade 10 in 2025-2026

Grade 10	Grade 11	Grade 12
<ul style="list-style-type: none"><li><input type="checkbox"/> English 10</li><li><input type="checkbox"/> Fondements de mathématiques et pré-calcul 10F</li><li><input type="checkbox"/> Fondements de mathématiques 20</li><li><input type="checkbox"/> Français 10</li><li><input type="checkbox"/> Histoire 10</li><li><input type="checkbox"/> Sciences 10</li><li><input type="checkbox"/> Wellness 10</li></ul>	<ul style="list-style-type: none"><li><input type="checkbox"/> English 20</li><li><input type="checkbox"/> Français 20F</li><li><input type="checkbox"/> Français intégré A20F*</li><li><input type="checkbox"/> Histoire 20</li><li><input type="checkbox"/> Littérature financière 10</li></ul> <p><b>Choose one science:</b></p> <ul style="list-style-type: none"><li><input type="checkbox"/> Computer Science 20</li><li><input type="checkbox"/> Environmental Science 20</li><li><input type="checkbox"/> Health Science 20</li><li><input type="checkbox"/> Physical Science</li></ul>	<ul style="list-style-type: none"><li><input type="checkbox"/> English 30</li><li><input type="checkbox"/> Français 30F</li><li><input type="checkbox"/> Français intégré B20F*</li><li><input type="checkbox"/> Études canadiennes 30F</li></ul>
<b>*These courses satisfy the Arts and Practical &amp; Applied Arts elective requirements for graduation.</b>		
<p><b>Electives:</b></p> <ul style="list-style-type: none"><li><input type="checkbox"/> 1. _____</li><li><input type="checkbox"/> 2. _____</li><li><input type="checkbox"/> 3. _____</li></ul>	<p><b>Electives:</b></p> <ul style="list-style-type: none"><li><input type="checkbox"/> 1. _____</li><li><input type="checkbox"/> 2. _____</li><li><input type="checkbox"/> 3. _____</li><li><input type="checkbox"/> 4. _____</li></ul>	<p><b>Electives:</b></p> <ul style="list-style-type: none"><li><input type="checkbox"/> 1. _____</li><li><input type="checkbox"/> 2. _____</li><li><input type="checkbox"/> 3. _____</li><li><input type="checkbox"/> 4. _____</li><li><input type="checkbox"/> 5. _____</li><li><input type="checkbox"/> 6. _____</li></ul>
<p>Total of 12 credits (grades 10, 11, 12) must be in French to receive bilingual status with Saskatchewan Learning.</p>		
<p><b>TOTAL CLASSES:</b></p> <ul style="list-style-type: none"><li><input type="checkbox"/> Grade 10 + Grade 11 + Grade 12 = a minimum of 24</li><li><input type="checkbox"/> Successfully complete at least five subjects numbered 30</li><li><input type="checkbox"/> Please see counsellor to discuss any post-secondary requirements.</li></ul>		

# STUDENT REPRESENTATIVE COUNCIL-2025-2026



The Student Representative Council (SRC) is a diverse group of students from all grades, elected by their peers to represent all students within MMGC. We work democratically to represent the student body in school decision-making and organize ways for students to participate and enjoy school life.

Our goal is to foster school spirit and leadership among students and to build a positive MMGC community. Students in SRC are approachable leaders who help to create and nurture constructive ideas. The members of the SRC can change each year, and anyone interested is encouraged to complete an application, grade 9's in late September and grades 10-12 at our May elections.

Follow us on Instagram: MMGC SRC for all the information.

# Daily Routine

## STUDENT NOTICES

Notices are read each morning at the beginning of Period 2. The information read in these notices will also be displayed on the school monitors that can be found throughout the building. To place a notice to be read in the morning and/or included for the monitor display, submissions must be provided to the ***Student Services Office before 8:30 am.*** All notices must be signed by the appropriate teacher.

## UNSCHEDULED TIME DURING THE SCHOOL DAY

We ask our students to use all of their time productively and to be respectful. This includes keeping our hallways clear and quiet during class time. Students who have unscheduled time during their day can choose one of the following options:

- **The Learning Resource Centre (Library)** : The LRC is designed for a variety of activities - homework assignments, reading, puzzles or games. Students may use LRC computers if a class is not using them.
- **The Commons:** This area allows students to work with other students while engaging in quiet conversation.
- **Work Time Arranged with A Teacher:** A student may make arrangements with a teacher to work in an area to work on special projects, catch up on homework, or get help with an assignment

## NOON HOUR

We encourage the students that stay during the lunch break to enjoy their lunch eating in the Commons, Library, or other approved areas. We have lots of green space to enjoy the fresh air for those that choose to enjoy their break outdoors. We ask those students to place their garbage and recycling into the appropriate receptacles to help keep our school and our neighborhood clean.

Students that stay during this time can bring their own lunches from home, or enjoy a healthy lunch that can be purchased from our servery. The servery has soups, salads, lunch specials and all sorts of great snack options for an affordable price. The servery is open from 8:30 am to approximately 2:00 pm daily and is able to accept cash, debit and credit for payment.

The library is another great option. Students can eat their lunch, catch up on homework, study, or enjoy some card or board games during their break.

Once students are finished eating they may use the Fitness Room and equipment during the lunch hour to work out. Students are able to purchase a yearly membership for \$40. Training is provided on how to use the equipment safely and properly. The memberships can be purchased at the main office.

## AFTER SCHOOL

At the end of the school day students are encouraged to head out unless they are meeting with a teacher, working in the library, or participating in an extra-curricular event. This gives our staff the necessary time to finish up on their work, prepare for the upcoming day and clean the facility. Please make arrangements to have your student picked up at the end of their last class if necessary.

# Dress Code

All students should be able to dress comfortably and express themselves with their clothing in a safe, professional learning environment. All attempts will be made to work through a dress code issue in a private and respectful way that minimizes disruption to the student's school day.

## **Dress Code Goals:**

- Maintain a safe learning environment in classes where protective or supportive clothing is needed, such as chemistry/biology (eye or body protection), dance (bare feet, tights/ leotards), Practical and Applied Arts (safety glasses), or PE (athletic attire/shoes).
- Allow students to wear clothing of their choice that is comfortable and to express their identity.
- Allow students to wear religious attire without fear of discipline or discrimination.
- Prohibit students from wearing clothing with offensive images or language, including profanity, hate speech, and pornography.
- Prohibit students from wearing clothing with images or language depicting or advocating violence or the use of alcohol or drugs.
- Ensure all students are treated equitably regardless of gender/gender identification, sexual orientation, race ethnicity, body type/size, religion, and personal style.

## **Basic principle: Certain body parts must be covered for all students.**

Clothes must be worn in a way such that private areas of the body are covered with opaque material.

# Attendance

Students will assume full responsibility for maintaining their attendance records with the assistance of their parents. **There are 3 different ways to clear your student's attendance.**

- Edsby, preferred method as it gives you the most options and is very quick to process on our end
- School Messenger
- Calling our office at either 306-683-7755 or 306-683-7750

**Regardless of which method you choose, we do require the following information:** Your students name (clearly), who is reporting them absent (mom/dad/caregiver, etc.), what day/dates they will be away, the reason they are absent (please see some scenarios below). If selecting ***"excused by parent" a comment with reason is reason is required.*** In the event that the required information is missing, you may find your absence will be left unclear or denied

**\*Please use the comment section for a brief description of the absence (see examples below)**

**How to report an absence on Edsby: (either for today, tomorrow or an upcoming absence)**

- Log in to your Edsby account and select **"Absent Today"** if the absence is for the full day.
- If the absence is for part of a day, was the day prior or the day(s) upcoming select **"Schedule Absence"**
- Select the student that will be away (if you have multiple students attached to the account)
- For a "Scheduled Absence" please be very careful with the dates/times and confirm them before you "submit"
- Select the reason – Bus, Compassionate, Excused by Parent, Illness, Medical Appt, Weather
- Place a note in the comments section explaining your circumstance – we don't need all the specifics, here are some examples

**If your student:**

- **Is sick** – use "illness" as the reason and if necessary, leave a comment "headache" "flu" "in hospital" etc.
- **Is suffering from anxiety or is emotionally unwell for school** – use "excused by parent" and comment "unwell"
- **Has an injury** – use "excused by parent" and comment "sprained ankle" "concussion" etc.
- **Bus was cancelled** – use "bus" and comment "bus cancelled" etc.
- **Is at a tournament/competition** – use "excused by parent" and comment "dance comp" hockey tournament" etc.
- **On vacation** – use "excused by parent" and comment "vacation" "out of town" etc.
- **Has a doctor or dental appt** – use "medical appt" and comment "dentist" "doctor" "specialist" etc.
- **Can't get to school due to weather/car not starting/snowed in** – use "weather" and comment "car didn't start" etc.
- **Has had a family member or friend pass away** – use "compassionate" and a short comment – in some cases it would best to contact the school by phone
- **If you are still unsure** – please use "excused by parent" and then enter in a comment with a short explanation and we will get it placed properly.

## How to report an absence on School Messenger (for an absence the day of)

- log into the Messenger app or <https://go.schoolmessenger.com/#/account/login>
- select the student and then “report an absence”
- select the type of absence: Late, Early Departure, Leave & Return, Multiple Day
- select the reason: Appointment, Personal, weather or buses, vacation, missed bus, illness or injury, bereavement



## Edsby Parent & Caregiver Accounts

Log into your SPS Edsby account using the mobile app or a browser at [spsd.Edsby.com](https://spsd.Edsby.com)

### REGISTER A PARENT/CAREGIVER ACCOUNT

1. First, open the email containing your invitation to Edsby.
2. Click “Activate your Edsby Account”.
3. Create a new account by clicking “Activate my account”.
4. Enter your information on the form.
5. Click “Create Edsby account”.

### ADD ANOTHER CHILD

1. Open the email with your invitation to Edsby.
2. Click “Activate or Connect your Edsby Account”
3. Enter your email and password you created previously.
4. Click “Log in”.



## Setting up Notifications in Edsby

Parents and caregivers are encouraged to set up notifications in Edsby to ensure they do not miss important information about the school, class and their child's progress.

### Where do I want to receive notifications when new information is added?

**Edsby** – Users need to open the app and look for red circles.

**Email** – Users will receive an email with a link to follow.

**Mobile** – Users will receive a mobile push notification (notification banner and Edsby symbol) on their mobile device that can be clicked to go directly to Edsby.

### How-To Set Up Notifications

- 1) Click **Settings** through...
  - a. the app: Click on the three lines in the top left
  - b. a browser: Click on your name in the top right
- 2) Click **Notifications**
- 3) Click on child's name
- 4) Select boxes to choose the type of notifications
  - a. Recommended: Mobile and/or Email
- 5) Select boxes to choose your notifications
  - a. Recommended: Attendance Incidents and Class Activity
- 6) Select **Apply changes to all my children**
- 7) Click **Save**

\*Repeat steps 4-7 to receive notifications for other areas of Edsby (ie. messages, school).





# Student Responsibilities

## BEHAVIOURAL GUIDELINES

In order to foster and enhance a positive learning environment at Marion M. Graham, we expect students to observe the following guidelines:

- Respect themselves and others by displaying a caring, friendly, and cooperative attitude toward each other and staff.
- Be conscious of school standards with respect to cleanliness and tidiness of person.
- Act responsibly and be accountable to school personnel or their designate for their behaviour while in school, on school property, or away from school while participating in a school activity.
- Use language, which is exemplary, free of swearing, and offends no one.
- Display respect for school property by assisting the caretaking staff with the maintenance of the building. Keeping the school free from litter and reporting any signs of damage to school personnel are appreciated.
- Exercise good neighbour practice within our surrounding community. Respect private property by avoiding crossing lawns, parking in driveways, or littering.
- Exhibit the same standards of behaviour required of them in the school while they are participating in any school sponsored activity whether on or off the school property or travelling on any school sponsored trip.

## NON-SMOKING CAMPUS

Marion M. Graham is a smoke free facility. This includes tobacco products, e-cigarettes, and vapes. Students found using these products on school property may be issued a \$250 ticket. Please be respectful of our facility and student body. Repeat offences will include progressively more serious consequences.

Our goal is to work with our community to discourage smoking in walkways, on private property, in the park, and on roadways. Students who meet in such areas to smoke sometimes cause disturbances and leave garbage in the neighbourhood. These practices may also leave students unable to get back to their classes on time and prepared to work. Therefore, we encourage students to utilize extended breaks to ensure they don't miss any instructional time.

The Smokers' Helpline, a free confidential telephone service, provides access to a trained Quit Specialist to help people develop a structured "Quit Plan" and to answer questions about quitting smoking.

(1-877-513-5333).

## **ACADEMIC INTEGRITY**

Every student is responsible for learning and the principle of academic integrity, including the timely submission of schoolwork and not plagiarizing. Consistent with the values of the Saskatoon Public School Division which include honesty, responsibility, and the pursuit of truth. The administration and staff at Marion M. Graham Collegiate expect academic integrity from all students. Cheating, in whatever form, is ultimately destructive to these values and is unfair and discouraging to students who pursue their studies honestly.

### **Generative Artificial Intelligence:**

Teachers will inform students about how to use GenAI as part of their educational journey, guiding students to understand what constitutes plagiarism and how to accurately cite sources, including those derived from GenAI tools.

Breaches of academic integrity include such things as:

- using or possessing unauthorized information in examinations
- gaining unauthorized assistance in examinations
- concocting or distorting lab or shop results, projects, or reports
- plagiarizing or representing the work of another as one's own whether deliberate or accidental
- submitting work for which credit has previously been obtained
- using an unfair mechanical or technological advantage
- aiding another student's dishonesty
- copyright infringement
- Not indicating when GenAI is used to generate ideas for an assignment.

Parents and administrators will be informed of any breaches of integrity. Depending upon the severity and nature of the breaches of academic integrity, discipline and consequences may result in any of the following:

- The student being required to write another exam, lab report, paper, or project
- The student being required to attend a meeting with school administration and parents.
- The student may be awarded a mark of zero for that exam, lab report, or project if they are unable to demonstrate understanding of their own learning after interventions.

## **VIOLENCE**

The Saskatoon Public School Division forbids acts of violence, threats of acts of violence, intimidation, or harassment by any person within its jurisdiction. The Board defines violence as "the attempted, threatened, or actual conduct of a person that causes or is likely to cause injury and includes any threatening statement or behaviour that gives a person reasonable cause to believe that he or she is at risk of injury within Board-operated facilities, on Board property, at any school related activity or event, and in the case of students, travelling to and from school." Perpetrators will be subject to reprimand, suspension, expulsion, or other forms of discipline.

## **CAMERAS**

Students are reminded that others have an important right to privacy and may not want their photo taken. Cameras and camera phones may only be used appropriately with permission on school property and at school functions to avoid the invasion of the privacy of others. Any devices being used in another manner will be confiscated and returned to parents following an interview with an administrator.



## SEXUAL HARASSMENT

The Saskatoon Public School Division considers itself responsible for the protection of employee and student human rights and dignity. Sexual harassment of any employee or student is an intolerable situation which shall warrant disciplinary action and may be considered grounds for dismissal or expulsion. The Saskatoon Public School Division also recognizes its responsibility to provide employees and students with education about sexual harassment.

Sexual harassment is defined as unwelcomed sexual advances, request for sexual favours, and other verbal or physical conduct of a sexual nature. Students and/or parents are encouraged to report incidents of sexual harassment to the school principal, guidance counsellor, or a teacher. The staff member receiving the report will, with the consent of the complainant, provide the principal with the details of the incident(s). The onus is on the student/parent to report instances of sexual harassment as soon after the incident as it is reasonably possible. Reports of sexual harassment will be dealt with in strict confidence; however, it must be understood that confidentiality must be distinguished from anonymity.

At any step of the investigative procedures, the complainant or respondent may choose to be accompanied by a friend, parent/guardian, or other counsel. Following the investigation, appropriate remedies or sanctions will be applied in keeping with due process. Such actions may include verbal warning, written reprimand, transfer, suspension, or expulsion. Any interference or attempt at coercion in the investigative process by or on behalf of the complainant or respondent will be considered grounds for immediate disciplinary action. Every effort will be made to ensure that everything is done that is fair and reasonable in the circumstances to protect staff and students against complaints or accusations that are trivial, frivolous, or made in bad faith.

## ALCOHOL AND DRUGS

Possession of, use of, or trafficking in alcohol, illegal drugs, or other abusive substances will not be tolerated at school or at or prior to any school-sponsored activities. Any students involved in these activities will be dealt with in a firm manner, including parental notification, and other appropriate consequences. Upon return to school, a counselling or rehabilitation program for substance abuse or addiction may be recommended. Because alcohol use by minors and illegal drugs are against the law, law enforcement officers may become involved with these offences and charges may be laid.

## PHONES AND DIGITAL DEVICES—MINISTRY PERSONAL ELECTRONIC DEVICES POLICY

Students can bring and use their own personal smartphones, laptops, tablets, or other digital devices that can connect to the school's internet services and must comply with the stated Internet/Wireless Services Acceptable Use Procedures. These devices can only be used during class with approval from your teacher. For more detail please also see Administrative Procedure 139 [Use of Smartphones/Personal Technology](#).

During unassigned time, students may only use their devices in the Library, Commons or outside.

It is our intent to help students learn how to use digital devices appropriately in a public setting. This means that the device should:

- Be set to silent mode so that it does not disturb others
- Be left in a pocket, purse, backpack (remain out of sight) unless approved by the teacher
- Not be used to take photographs or videos in the school unless approved by the classroom teacher and for specific Instructional purposes

While at school, students are expected to follow good "netiquette" (rules of etiquette that apply when communicating over computer networks, especially the Internet) and "digital citizenship" (appropriate, responsible behaviour about technology use).

## COMPUTER RESOURCES

Students have access to over 200 computers at MMGC most of which are in four networked computer labs, the LRC, and mobile laptop carts. While the Internet provides important benefits for students, students are expected to follow the policies set out in the “Internet Acceptable Use Procedures for Students” agreement provided by the Saskatoon Public School Division and posted in the computer labs and in the library. Incorporated in this agreement are the following general guidelines:

- use the computers for educational purposes only
- do not produce or view any offensive material
- do not modify in any way any hardware or software
- show proper care for computer equipment and resources
- print responsibly and avoid paper waste
- respect all copyright laws

## INTERNET/WIRELESS SERVICES ACCEPTABLE USE PROCEDURES

Saskatoon Public Schools believe that the use of the Internet and/or personal digital devices supports relevant and challenging life-long learning for our students. All activity conducted on hardware owned by Saskatoon Public Schools is logged. Activity logs may be viewed and used where necessary to ensure our Administrative Procedure 140 – “Computer/Online Services Acceptable Use” is followed.

To support additional learning opportunities, Saskatoon Public Schools has also provided Internet wireless access in all schools. Students are provided with individualized computer accounts and passwords to access computers and online/wireless services to support their learning. *Students who elect to bring personal digital devices to school can access the Internet with their account. This access is subject to the school’s overall rules regarding personal digital devices.*

# General Information

## STUDENT SERVICES (306-683-7756)

- Guidance and counselling services are available to every student. In the counselling office you can:
- Speak with a counsellor about personal concerns, course selections, and career planning.
- Obtain all sorts of information about post-secondary education, career exploration, personal/social issues.
- Visit, browse, relax in the lounge area, share good news, or just say “Hi.”
- Learn about/access community resources and Services.

Mr. Hingley works with grades 10's & 12's - 306-683-7765 or [hingleyi@spsd.sk.ca](mailto:hingleyi@spsd.sk.ca)

Mrs. Menz works with grades 9 & 11's - 306-683-8258 or [menze@spsd.sk.ca](mailto:menze@spsd.sk.ca)

## COURSE LOAD POLICY

All grade 9 and 10 students are required to maintain a full timetable of 10 classes.

All grade 11 and 12 students should maintain a minimum course load of eight classes per year or four classes per semester. Should a student desire to reduce the course load in a semester to fewer than four classes, the following reasons for reduction in course load may be considered valid:

- Medical difficulties
- Upgrading
- Self-support requiring free afternoons to work.
- Other extenuating circumstances.

## TIMETABLE CHANGE REQUESTS

Students are expected to study the courses chosen and subsequently scheduled. Under normal circumstances, no courses may be added after the first two weeks of classes in the semester. We recognize that unforeseen or extenuating circumstances may arise which will necessitate a change of course selection, in which case students will be asked to follow these procedures:

- Contact student services at 306-683-7756 to make an appointment with your counsellor
- After the first two weeks into the semester a drop form is required. Students may drop a class up until two weeks after the midterm without being penalized. Special circumstances may be considered after that time.
- Continue attending any course they may eventually change or drop until the process is completed.
- Follow completely the instructions on the form in the order specified, as quickly as possible.

Changes will be made, when possible, if the parent agrees that such changes are in the best interest of the student.

## TEXTBOOKS

The Saskatoon Public School Division loans textbooks to students. Students can take out and return textbooks at our library. If you lost a textbook, please speak to the library staff to come up with a plan that may include paying for the replacement of the book. We ask that textbooks are returned at the end of the semester before taking out new textbooks.

## OVERDUE ACCOUNTS

We appreciate overdue student fee accounts, overdue books, etc. being cleared before the end of the school year. Students in arrears should make a plan with the main office.

## LOCKS AND LOCKERS

- Grade 9 students will be issued a lock and a locker during the first week of class.
- Grade 10 students will be assigned a locker during the first week of class, and to use last years lock.
- Students in grades 11/12 wishing to have a locker assigned to them should contact the main office.
- Students may not share lockers.
- All lockers will have school issued locks placed on them.
- Lock combinations must be kept confidential if the locker is to be a secure place for student property.
- Locks may be exchanged if the combination becomes known to others.
- Students are expected to keep their lockers clean, neat, and in good working order. Any operational problems must be reported immediately to the main office.
- Students will be held responsible for the lockers and will be charged for any repairs made necessary by abuse. If a student's locker is damaged or defaced, he/she must report it immediately to avoid the charges or repairs.
- The school carries no insurance for personal property and cannot take responsibility for personal articles lost or stolen.
- Even though the students are being supplied with a lock and a locker, the locker remains the property of the school and is subject to inspection, without notice, by school authorities, teachers, or parents for reasons of health, legality, safety, or security.
- Students who withdraw from school are responsible for removing personal possessions from their lockers.
- Phys. Ed. locks must not be switched with corridor locks. If you require a change of corridor locks, see the Main Office.

## BICYCLES

Bicycle racks are provided to which bicycles should be locked. **The school assumes no responsibility for theft of bicycles or of bicycle parts.** If a bicycle is stolen, the theft should be reported to the police. The main office staff may be able to assist with video footage. For your protection, please secure your bike with a heavy-duty U-lock or chain.

## VISITORS

The collegiate grounds are private property. The school extends a courteous welcome to parents/guardians and to other visitors who have legitimate business in the school. We ask that all visitors register in the main office on their arrival at the school. **Students from other schools should not be at Marion Graham during the school day.**

## **DRIVER EDUCATION**

An eight-week course including the theoretical and practical phases of motor vehicle operation is offered several times throughout the year during the noon hour. Preparation for and writing of the provincial learner's licence is included in the course.

Students must be 15 years of age to take driver education classes in high school and will be chosen according to their birth date. See the student services office if you were not scheduled for driver education.

The complete course is also offered during the summer. Further information may be obtained from the Driver Education Manager at the Saskatoon Public School Division office (683-8268).

### Legislation from S.G.I.:

All new drivers must hold a learner's (class 7) licence for a nine-month learning period before taking the S.G.I. road test for the class 5 licence. Since August 1, 1997, all new drivers wishing to obtain a class 5 driver's licence must take driver education in the school system or from a private driving school. Students not wishing to take Driver Education through High School can obtain private lessons at their own cost.

**We would like to insert the Drivers-Ed attendance policy here.**

## STUDENT PARKING

While we encourage students to come to school by walking, public transit, rides with family members, etc., some off-street parking is provided in the area directly in front of the main entrance to the school. Students may not park in parking areas designated for handicapped persons, visitors, or staff. The Saskatoon Public School Division assumes no liability for cars parked on school property. Similarly, the school carries no Insurance for vehicles or any other personal property. Person's parking vehicles on school property do so at their own risk. Do not leave valuables in your car.

The parking lot should be only used for what it was designed – to park vehicles, driven to school by students. We ask students to not “hang out”, loiter, or stand around and visit in the lot due to the amount of vehicle traffic there and the risk of injury.

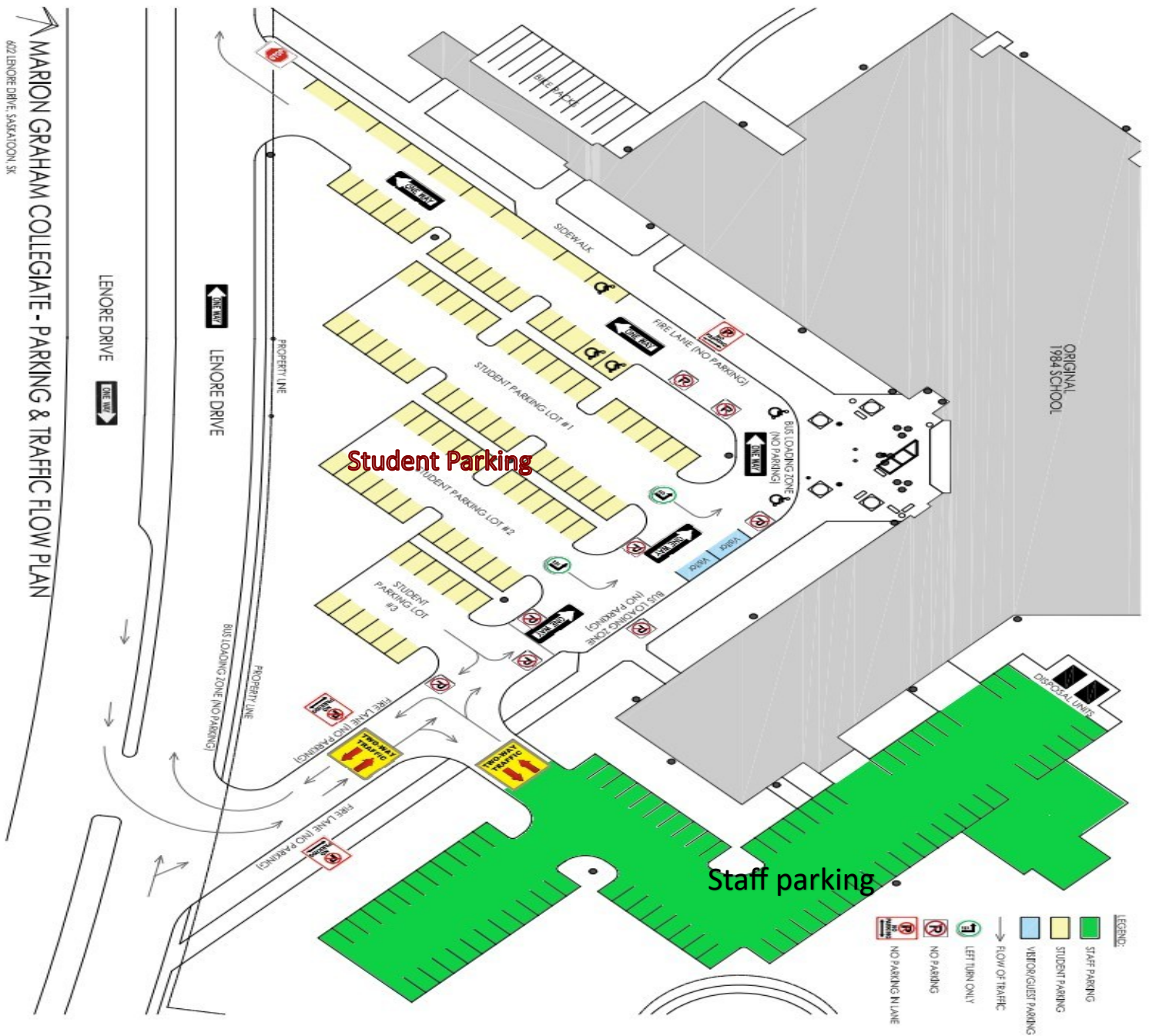
The right to park on school property is a privilege dependent on the driver's meeting acceptable standards. Some basic expectations are:

- \* Driving with caution, care, and courtesy
- \* Giving pedestrians the right of way
- \* Demonstrating concern for property
- \* Parking in designated places only

Automobile drivers and passengers are subject to the collegiate regulations governing student behaviour. Students parking off-campus on residential streets are to observe proper driving habits and to respect our neighbours by not blocking driveways.

**Students who park in areas designated for visitors, handicapped persons, staff, buses, the fire lane, school driveways, or parked in a disorderly fashion are in violation and will be subject to a ticket issued by the City of Saskatoon.**

# Student Parking





# Learning Resource Centre (Library)

The Bibliotheque Marvin H. Gutwin Memorial Library is open on all instructional school days from 8:00 a.m. until 4:00 p.m., including lunch hour. The library is structured for engaged learning, individually and collaboratively; please be respectful of this learning environment.

All you need to sign out books or other materials from the LRC is to verify that you are a current student at Marion Graham Collegiate. Your student card is used as your library card. New students and grade nine students may use their timetable until they receive their student cards. If your student card is lost or misplaced, the Teacher-Librarian will still sign out material for you, it will just take longer to type in the information needed.

Students are credited \$5 in their grade 9 year. A photocopier is available for student use. A scanner for scanning writing, pictures, and graphs into digital format is available for free.

Most materials may be borrowed for two weeks and can be renewed unless class assignments place heavy demands on specific resources. Students are responsible for materials that are signed out in their name, so do not allow others to sign out material under your name unless you are prepared to pay for potentially lost or damaged materials.

## Athletics

### GYMNASIUM

Students may be in the gymnasium only when there is direct supervision.

Only non-marking running shoes are allowed on the gym floor.

When classes are in session, only students involved in PE classes may be in the gymnasium.

### FITNESS CENTRE

The Marion Graham Fitness Centre is equipped with cardio and weight machines and is available for students at scheduled times. A \$40 membership is required for Fitness Centre use to be paid to the main office. Precautions in this area include:

- Students must follow rules regarding proper use of equipment and proper spotting techniques.
- Free weights may be used only with special permission and only when the student has a spotter.
- Equipment must be returned to the cabinet after use.
- Students must be in full gym gear.
- The room must be always kept clean.
- Permission to use the weight room during class time must be obtained from a teacher before class begins.

### LOCKER ROOM

Students are issued with locks and lockers. **Students must keep belongings locked up at all times.** Only locks issued by the PE department may be used on PE lockers. Other locks will be removed.

- All gear is to be kept locked up, using only phys. ed. locks. Other locks will be removed.
- Locker rooms must be always kept clean. No food or drinks are allowed.
- Towels are to be returned to the towel room after use.
- Teachers will check the area frequently when students are dressing.
- Do not store valuables in your phys. ed. locker.
- The school is not responsible for lost or stolen articles and carries no insurance.



# Sports & Teams

To be eligible for any team, a participant must be a student in regular attendance.

Season	Junior Sports	Senior Sports
	Grade 9 & 10 Students Eligible	Grade 9 to 12 Students Eligible
Fall	Cross Country Volleyball Football	Cross Country Volleyball Football Girls Soccer (Boys play Spring)
Winter	Basketball	Wrestling Basketball Curling Pom Hip Hop
Spring	Badminton Track & Field	Badminton Track & Field Boys Soccer (Girls play Fall) Golf

## Athletic Awards

**AWARDS TO BE PRESENTED** (All criteria will be weighed equally in determining our winners.)

### Most Valuable Team Player

*Criteria:*

- Sportsmanship
- Leadership
- skill acquisition

### Falcon Award

*Criteria:*

- Desire
- Dedication
- Attitude
- Attendance

### Athlete of the Year

*Criteria:*

- The athlete must be a good athlete and uphold our school values.
- Factors which are considered are attitude, leadership (effort, work ethic), sportsmanship, commitment, and level of participation in school activities.
- The athlete must have participated in at least two sports during the year.

# Clubs & Activities

**ART CLUB:** Art Club plays a pivotal role in fostering creativity, self-expression, and a sense of community among students. This club serves as a heaven for budding artists, enthusiasts, and anyone eager to explore the diverse realm of visual arts. From painting and drawing to sculpture and digital art, art club provides a platform for students to unleash their imagination and develop their artistic skills.

**CHESS CLUB:** Chess Club serves as more than just a gathering for strategic battles on the chessboard; they provide a unique environment for students to develop critical thinking skills, enhance concentration, and cultivate a sense of camaraderie. The school chess club is a space where minds are sharpened, friendships are forged, and a love for intellectual challenges is fostered.

**GSA GROUP :**GSA Group is a safe and inclusive environment for students of all gender identities and sexual orientations. These groups provide a supportive space where individuals can express themselves, share experiences, and work together to promote understanding and acceptance. GSA groups are essential components of a school's commitment to diversity, equity, and fostering a sense of belonging.

**PODCAST CLUB:** Podcast Club provides students with a unique platform to explore their storytelling abilities, share diverse perspectives, and amplify their voices. These clubs offer a dynamic space where students can learn the art of podcasting, engage in meaningful conversations, and develop valuable skills in communication, teamwork, and multimedia production.

**DUNGEONS AND FALCONS:** Dungeons and Falcons is an after-school club that runs in the school library . There are campaigns running every Wednesday and Friday. Experienced players, and DMs, are welcome to join on either day or both!

**ACTIVITY FOR ALL:** Activity for All, a club at Marion Graham, is a fun way to learn all the activities that we do at Marion Graham. From basketball tournaments, to boardgames, to dance, there is something for everyone. No commitment is necessary!!

# Academic Achievements

## RECOGNITION OF ACADEMIC ACHIEVEMENT

Recognition of student achievement by the collegiate provides staff and peer support to those students who have achieved well and creates incentive for students to maintain a high level of commitment to academic success.

## HONOUR ROLL

An official Honour Roll is determined for each grade level at the end of the school year. Students achieving Distinction (79.5% - 89.4%) and Great Distinction (89.5% and above), as determined by the following criteria, will receive certificates. (Please note that for Grades 10 and 11, the averages are based on the courses taken during the current school year.)

**Grade 9:** English Language Arts A9 and B9; One Social Science 9 or 10; Science 9 or 10; Math 9 or 10; and three electives at any grade level

**Grade 10:** English Language Arts A10 and B10; One Social Science 10, 20, or 30; Science 10, 20, or 30; Math 10, 20, or 30; Wellness 10; and two 10, 20 or 30 electives

**Grade 11:** English Language Arts 20; Math 20 or 30; One Science 20 or 30; and five 20 or 30 level electives

**Grade 12:** English Language Arts A30 and B30; One of History 30, Social Studies 30 or Native Studies 30; and four 30 level electives.

## BOARD SCHOLARSHIPS

**Grade 9:** English Language Arts A9 and B9; Social Studies 9 or Native Studies 9; Science 9 or 10; Math 9 or 10; Arts Education 9, and two electives at any grade level.

**Grade 10:** English Language Arts A10 and B10; Social Studies 10 or Native Studies 10; Math 10, or 20; Science 10 or 20; Wellness 10; and two electives at 10 or 20 grade level.

**Grade 11:** English Language Arts 20; Math 20 or 30; one Science 20 or 30 level; one Social Science at 20 or 30 level; and four electives at the 20 or 30 level.

**Grade 12:** English Language Arts A30 and B30; History 30 or Native Studies 30; one Math 30; one Science 30; and two electives at the 30 level.

# Outside Agencies

## CRISIS LINES:

Child Protection Intake Line (Children under 16)	306-933-6077
Child Protection Intake Line (Children aged 16 & 17)	306-933-7445
Crisis Nursery	306-242-2433
Interval House	306-244-0185
Pregnancy Crisis Line	1-866-870-3344
Saskatoon Crisis Intervention Service	306-933-6200
Sexual Health Centre Crisis Line	306-244-2224
Suicide Crisis Line	306-933-6200
YMCA Emergency Housing	306-244-2844
YWCA	306-244-0944

## COUNSELLING SERVICES & FAMILY SUPPORT:

Catholic Family Services	306-244-7773
Christian Counselling Services	306-244-9890
Family Service Saskatoon	306-244-0127
Kids Help Phone	1-800-668-6868
Metis Addictions Council of SK Inc	306-652-8951
Narcotics Anonymous	306-652-5216
Saskatoon Indian & Metis Friendship Centre	306-244-0174

## CRIME & JUSTICE:

Children's Advocate	306-933-6700
Elizabeth Fry Society	306-934-4606
Human Rights Commission	306-933-5952
John Howard Society	306-244-8347
Legal Aid Commission	306-933-7820
Public Legal Education Association (PLEA)	306-653-1868
Saskatoon Police Services	306-975-8300
Victim Services	306-975-8400



**Saskatoon Public Schools**  
Inspiring Learning

## 2025-2026 COLLEGIATE ACADEMIC CALENDAR w/CDMs

August 2025						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

September 2025						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

October 2025						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

November 2025						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

December 2025						
S	M	T	W	T	F	S
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

January 2026						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

February 2026						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

March 2026						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April 2026						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

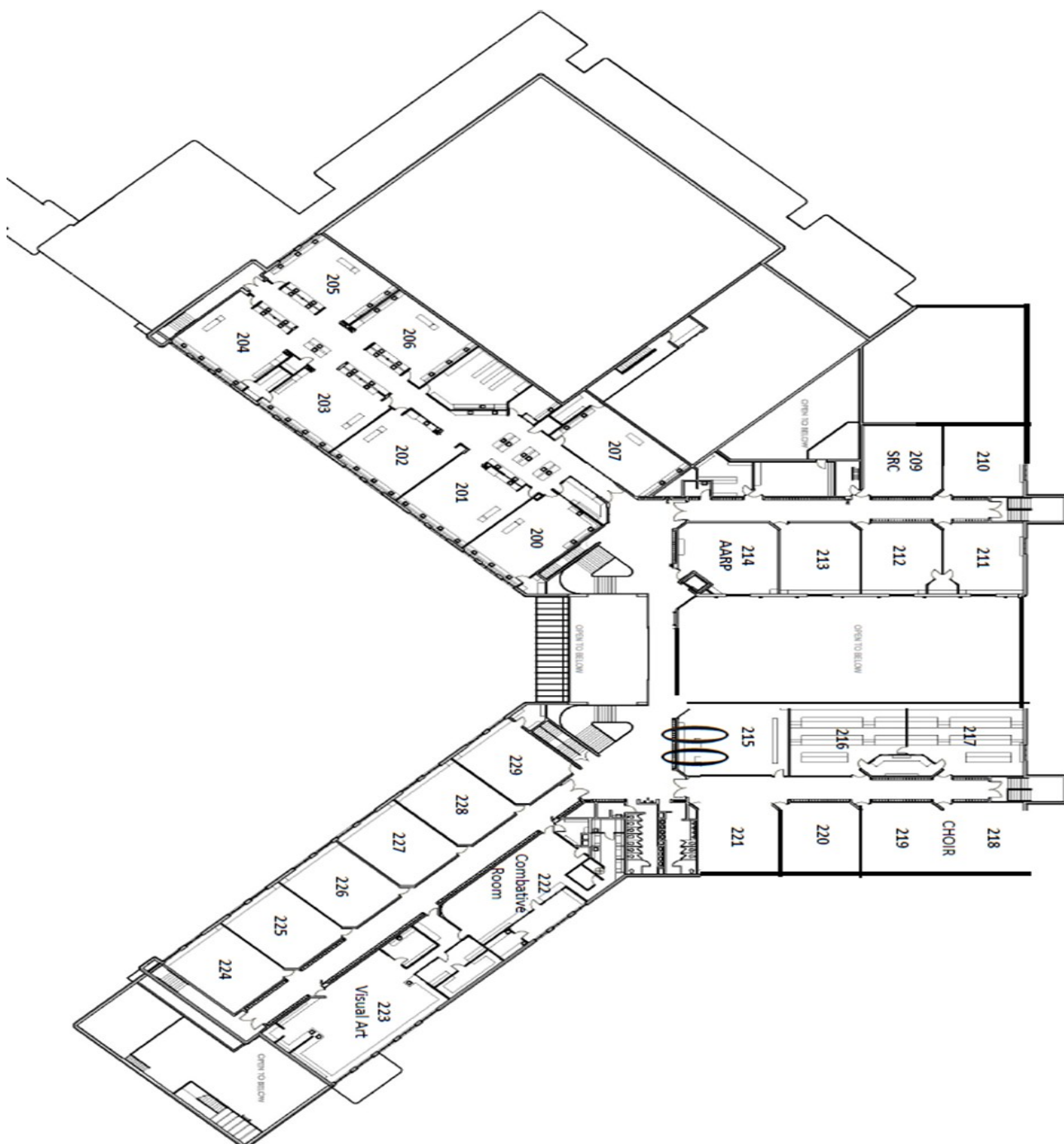
May 2026						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June 2026						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

	Stat Holidays
	No School - Students/Teachers
	PD/Planning/Operations (K-12 No Students)
	First Day for Students
	Parent/Teacher Conferences
	Final Assessments
	Early Dismissal Days
	STA Institute
	Common Department Meeting (CDM)

# School Map

## Second Floor





# School Map

## Main Floor

