



MESSAGE FROM OUR PRINCIPAL

Welcome back to Moncton High School! Students, staff and parents are reminded that our goal continues to be to deliver outstanding academic programs with inclusive practices for all students, complemented by many extra-curricular opportunities.

We want to remind students and parents that there may be times throughout a school year in which students may struggle with academics. This a natural part of the learning process and the staff at MHS wants you to know that subject teachers are here to support you.

Students are encouraged to talk with their teachers, go in for extra help and get caught up on missed work. Also, guidance counselors are available through appointment to talk with students and their parents/guardians. On behalf of the administration team, I wish you a special, memorable, and productive year at Moncton High School.

Mr. Farrell

The [PowerSchool Public Portal](#) is an online tool that enables parents and students to become informed and involved partners in Education.

The Parent Portal gives Parents/Guardians the student information such as:

- Attendance
- Student Schedules
- Graduation Requirements
- Course Selection
- Historical Grades (Report Card grades)

STUDENT GUIDELINES AND EXPECTATIONS

SCHOOL RULES AND GUIDELINES

Students that violate or compromise the safety of the learning environment will be subject to in-school suspension, suspension, or law enforcement.

HOW TO ENTER THE BUILDING

All students and visitors must use the main entrance to [enter](#) the school during the instructional day.

All doors must remain locked and closed. Propping or opening doors for students outside the building is prohibited. Students that are late for class must use the main entrance and sign into the building.

MHS STUDENT COMMITMENTS

Respect staff, students and our school and treat others how you wish to be treated.

Help, encourage, and be empathetic to our fellow Knights.

Be positive, spirited, and community- minded role models.

Follow school rules and behave responsibly in and out of the classroom.

Our staff and student leaders will help support Knights when needed.

ORDERLY CONDUCT

All students are expected to display proper respect for the learning and working environment at MHS. Any action which disrupts the positive learning environment and/or threatens the safety of students or staff is prohibited and discipline will result which may include reflection hall, temporary student placement center assignments, out-of-school suspensions, or referrals to alternate education.

It is our expectation that students always exhibit orderly conduct. Students who gather as bystanders to witness acts of violence and/or encourage acts of violence may be disciplined under an infraction for disorderly conduct.

OFF PROPERTY BEHAVIOR

All school rules apply when students would be under the supervision of school staff. This includes before and after school and during lunch time. It also includes off property and extracurricular events, and consequences are levied accordingly.

SAFE / BULLYING PREVENTION

Hurtful behavior directed towards anyone at MHS is not acceptable. MHS has the SAFE committee to help prevent and respond to hurtful behavior including bullying.

ALLERGIES AND SCENTS

We have several students and staff allergic to peanuts, peanut products, tree nuts as well as perfumes and strong scents. Students, staff, and visitors must refrain from bringing nuts and related products to school and from wearing scented personal products.

TOBACCO/VAPE FREE SCHOOLS

Moncton High School is a tobacco free environment. Tobacco products or tobacco-like products such as e-cigarettes or vaporizers are not permitted anywhere on school grounds, in class or at school sponsored activities. Staff will work with students violating this expectation to correct the behavior. This will include suspension out of school with possible referral to alternate education.

DRUGS AND ALCOHOL

While attending or in advance of attending school or any school sponsored activity, students found using, consuming, in possession of, under the influence of, or trafficking in drugs and/or alcohol will be suspended from school for an appropriate period, and privileges for extra/co- curricular activities will be lost for the remainder of the school year or 6 calendar months, whichever is the longer period of time. The RCMP may be notified, and possible charges may be laid. Students may also be recommended for a long- term suspension.

PERSONAL SECURITY

The school cannot accept any liability for personal property brought to school such as electronic devices. Bring at your own risk. You have a locker, use it.

Students are not permitted to carry prohibited or restricted materials and/or weapons, including all types of knives.

LOCKERS

All students will receive a school lock. This lock is the property of MHS, and it must be returned at the end of the school year. For lost or stolen locks, there is a \$10 replacement fee. Only school locks can be used on lockers. Student lockers and desks are school property and always remain under the control of the school. Searches of lockers or desks may be undertaken at any time if there is a concern. Students must use their assigned locker given by their homeroom teacher.

VIDEO SURVEILLANCE

A video surveillance system is installed in the school at various public locations to help ensure a safe school environment.

TEMPORARY SCHOOL PLACEMENT CENTRE (TSPC)

The Temporary Student Placement Centre is an intervention and/or consequence to help students correct inappropriate behavior. Administrators assign students to TSPC for varying lengths depending on the situation. While in TSPC, students are supervised by school staff while working on assignments from the classroom teacher. Students are required to arrive at TSPC on time for period one and are only permitted to leave at dismissal at the end of the day except for appropriate washroom breaks and will have a separate lunch from the rest of the student body.

VISITORS/GUESTS

All visitors – including parents – are required to register at the main office before visiting within our building. Students are not permitted to bring a friend to school or ride the bus that is not enrolled in MHS.

CLOSED CAMPUS

All doors are locked during the school day, and students are not permitted to be outside during breaks or between classes. **Grade 9** are not permitted to leave school grounds during lunch times.

DRIVING TO SCHOOL

School parking lots, and roadways are part of Moncton High School, and reserve the right to limit or deny parking. **Students are NOT permitted to spend time in their car during instructional or non-instructional times including lunches and breaks.**

WOODED AREA

All wooded areas around the school, including the Irishtown Nature Park are out of bounds for students. Students seen entering or leaving the forest will be disciplined accordingly.

SCHOOL BUS RULES

Students travelling on school busses are subject to all school rules. Students must remember that bussing is a privilege that can be revoked because of inappropriate behavior. Students can only travel on the bus he or she is assigned. At any time that the red lights are flashing, it is illegal to pass the school bus.

<https://asdeast.nbed.ca/transportation/>

School bus routes are created by Anglophone East School District and not Moncton High. If you are unsure of your route or need to make a change this cannot be done instantly. It would take a few days. <https://sisasde.nbed.nb.ca/public/home.html>

ANNOUNCEMENTS

Public address announcements help communicate important matters to all students and staff. Students must listen quietly during any announcement. Daily announcements will be made each morning and must be approved by a staff member.

ACADEMIC INFORMATION

HONOUR ROLL AT MHS

At graduation, **First Division** is an average of 75% to 84.99%.

Principal's List is 85% to 94.99% while **Academic Distinction** is 95% and up. In order to be ranked the following criteria must be met: • Students must be registered and complete 5 credit courses

each semester in both grade 11 and 12 (except for an advisory period granted in conjunction with an AP course in the same semester)

- Students will only be ranked on their best 20 credits. • Students must be in their 4th year of high school • Students who have taken one or more courses at the “3” level will not be ranked
- Students who have failed a grade 11/12 course will not be ranked

Students will be ranked by taking the average of ALL credit courses. The percentage for ranking purposes will be increased by 0.25 for all “1” level courses and math courses taken at the grade 12 level (except for Financial and Workplace Math 120).

Graduates will receive 1 Honour Cord for Principal's List, and 2 Honour Cords for Academic Distinction at graduation.

Governor General's Academic Medal is “awarded to the student who achieves the highest average upon graduation from a secondary school. The average includes all grade 11 and 12 courses as listed on the student's official Transcript of Grades issued by the ministry of education.”
Criteria is a national standard.

MISSION VISION AND VALUES

We inspire successthrough....

ACADEMICS:

High Standards
Essential Outcomes
Inclusive Learning

INVOLVEMENT

School and Community Leadership
Positive Learning Environment
Solidarity among Parents, Students, and Teachers.

CITIZENSHIP

Mutual Respect
Safe Learning Environment
Personal Wellness

GRADUATION REQUIREMENTS

Please refer to the high school handbook posted on the district website for the most recent graduation requirements. It is the student's responsibility to register for the courses required for graduation and post-secondary education and careers. The tracking for graduation is shared between the student and the homeroom teacher.

<https://www2.gnb.ca/content/dam/gnb/Departments/ed/pdf/K12/policies-politiques/e/316A.pdf>

COURSE CHANGES/COURSE LOAD

Students must carry a full complement of courses except when granted special permission by school administration.

Course changes must be requested within the first two weeks of each semester. Transcripts will reflect all courses in which a student is enrolled after the second week of classes. This is important to be consistent and fair to all students.

All course changes and tracking for graduation purposes are done through your homeroom teacher in conjunction with the guidance department and grade level team. They will help guide you with course selection and planning for graduation. The student is responsible for knowing what courses they have completed and need to complete to be granted a diploma. Students should use My Blueprint for this process.

<https://www2.gnb.ca/content/dam/gnb/Departments/ed/pdf/K12/policies-politiques/e/316AA.pdf>

The course selection process including a video and information can be found on our website under documents.

COURSE LEVELS

Courses in grade 11/12 are leveled and the course code ends in either level 0,1,2,3.

0 – general level courses

1 – University/intensive courses

2 – University/College prep

3 – College prep course

AP – Advanced Placement

*EXEMPTIONS (To be determined)

Moncton High School rewards academic responsibility. Students will be eligible for an exemption in a course that has an exam based on the following criteria:

- Missed **5 or less** classes in the subject they wish to take the

exemption.

- All major assignments have been completed **on time.**

- Have the approval of the subject teacher.

- Has not served a behaviour related in-school suspension, or an out of school suspension for any reason.

EXTRA HELP

Please see the subject teacher for times and schedules for extra help.

COMPLETION OF WORK

Students must complete all essential course requirements before receiving a passing grade. Students cannot receive the credit for a course where work is outstanding and will receive a failing grade on the final report. **Subject teachers will make home contact when a major assignment is missing, but it is still the responsibility of the student to know what is outstanding. Major assignments are determined by each subject teacher.**

FRENCH CERTIFICATES

Provincial French Certificates: Complete grade 9/10 in the FI program completing at least 50% in French, and 5 courses at the grade 11/12 level.

POLICIES AND PROCEDURES

LEGAL NAME

A student can use a preferred name in school, that is indicated on their profile sheets. You can change your name by filling out a new profile sheet at the main office. PowerSchool and the report cards, graduation diploma and other school documents will have the name as it is shown on the birth certificate as these are legal documents.

ACADEMIC CHEATING/PLAGIARISM

Plagiarism is defined as the practice of taking someone else's work or ideas and passing them off as one's own (Oxford Canadian Dictionary, Second Edition 2007). It is a serious academic offense. Plagiarism includes work taken directly from the Internet without proper acknowledgement and/or used to misrepresent one's own work.

The use and/or copying of other students' material as well as an idea or expression taken from another source and used as one's own is morally and ethically inappropriate and will not be tolerated.

If it is substantiated that a student is involved in using another's work and/or in copying or providing material to other students for the purpose of copying, he or she will be required to redo and complete an equivalent assignment/assessment while also receiving support to correct the behavior. If this happens during a final exam the mark will be a 0. Administration will also document the misconduct in PowerSchool. Subsequent cheating/plagiarism may result in a failing grade in that course.

DRESS CODE

School is a place of learning and staff, and students must dress appropriately for a professional setting. In working with our student leaders, school staff have identified the following

guidelines all students are expected to follow:

It is expected that students will dress in a neat, clean, safe, and respectable manner. **Hats, bandana, and toques are to be removed upon entering the school.**

Clothing that includes designs and logos that carry racial overtones or inappropriate language, promote drugs/alcohol, or depict inappropriate visuals are not permitted at Moncton High.

As an educational institution, Moncton High School is preparing students for the workplace so you must **dress for success.**

These guidelines are equally expected for males and females and at the discretion of administration.

COMPUTER USE

All students must use computer-related technology appropriately as per the Department of Education's policy 311, including changing the language of the computers.

ELECTRONIC DEVICES

Students are responsible for the care and use of their electronic devices. You are responsible for the content that is sent or distributed from your username, and account. Do not share your password with anyone. All web content is monitored, with a firewall. Inappropriate use of devices is subject to disciplinary action of the administration and/ outside agencies.

Students are responsible for the care of their device, including charging and being prepared for class. Moncton High School staff are not responsible for stolen or damage devices.

Device use during class time is at the discretion of the classroom teacher.

ATTENDANCE AND PUNCTUALITY

Your homeroom and subject teacher will be responsible for attendance, and excuses. Discrepancy of attendance goes through the subject teacher, not the main office. **Parents are required to submit absences through the absent management app.** <http://web1.nbed.nb.ca/sites/ASD/E/schools/monctonhigh/Documents/Principals%20Memo%20February%2012th%20-%202021.pdf>

Regular and punctual attendance is a prerequisite for school success.

Attendance is recorded every period and sent to parents / guardians via our School Messenger system that calls home each evening.

Students will proceed directly to homeroom when the morning bell rings.

A student absent without a valid reason is truant. Staff will work with truant students to improve their behaviour. This may include making up time outside of class, completing missed work,

reflection hall placement and/or further consequences as deemed appropriate by staff.

Students must sign-out at the office. The Guardian must report this absence in the messenger app or by phone. In cases of sudden sickness, students must report to the office and contact home will be made.

Students are responsible for completing all work he or she misses when absent. Staff will not be required to prepare work packages in advance of students missing time including vacations, suspensions and leave of absences.

To participate in extra-curricular events and school activities, students must be present the full day of the event.

School staff will take the following steps as a student misses excessive time:

5 classes- Homeroom teacher will contact home and student will lose their exemptions if they miss more time.

10 Classes - Subject Teacher refers to homeroom teacher and small team.

15 Classes - Administration conferences with guardian and the student which may result in a student being placed in an auditing status in which he or she will unlikely earn credit for the course.

ELEVATOR

The elevators are available only to students with accessibility needs and requires the approval of administration.

HOMEROOM

Homeroom is a mandatory class and will be used for tracking graduation requirements, course planning, etc.

EXTRA-CURRICULAR AND STUDENT GOVERNMENT

NBIAA regulations, you must carry a full load of courses to complete in athletics. **5th year students must meet with administration to determine eligibility.**

ELIGIBILITY

Students in grades 10-12 must pass 4/5 courses in the semester prior to their "season" or 8/10 courses in the preceding school year to be academically eligible to compete/perform.

Students who pass 3/5 or 7/10 during the same time period are placed on academic probation. They are eligible to participate, but their academic progress will be monitored by school administration. Students on academic probation, who do not meet the academic requirements by the first reporting period in their season, will be deemed ineligible from further competition. Students who do meet the requirements will be removed from academic probation.

Therefore, students participating in fall and winter activities will be judged on their June report card. Students in spring sports will be

evaluated on both the June and January reporting periods.

All grade 9 students will be reviewed at the reporting periods by administration.

There will be no appeals of the academic policy.

As per N.B.I.A.A. guidelines, no student is permitted to participate in two major sports during the same season. Coaches of teams not currently in season will work in conjunction with the current coach to find times for try-outs. Once a team has been selected, players are prohibited from participating in that sport until their current activity has concluded.

Students who “quit” or are removed from a team/club may not be eligible to join another extra-curricular activity for a semester or full school year. Fees paid will not be refunded as they are already budgeted toward expenses.

*The rare exception would have to be approved by the principal.

SCHOOL & GRADUATION PHOTOS

School photos will be taken in September. All students must have their picture taken for ID cards and for the yearbook. Students should always carry their ID cards as it could be required for entrance into school sponsored events.

Graduation photos will also be taken in October by the photo studios for a sitting fee for all potential graduates. The photographer supplies the photos for the grad composite and the yearbook. There is no requirement to purchase a picture package.

ACTIVITY FEE

MHS activities are funded through user fees and fund raising. Each player is expected to pay a team activity fee (which is expected to be paid at the start of the season), help with fundraising activities, and pay his or her student fee. You will not be able to participate until you have paid your fee or created a plan with administration.

BIG “M” AWARD

All graduating students can receive the BIG M through the accumulation of points as a dedicated and valuable participant in various school activities. Points are awarded to the candidates based on a point scale outlined each year. It is the responsibility of the student to list all activities that he or she took part in during his or her school career. Points will be assigned to the student by the various coaches and advisors based on general attitude, regular attendance, and overall commitment to the program. Here is a partial list of activities.

Athletic Points:

- Badminton 2
- Baseball 2
- Basketball 4
- Cheerleading Exhibition 2
- Cheerleading Competition 4
- Cross Country 2
- Field Hockey 3
- Football (+1 for post-season) 3*

- Golf 1
- Hockey 4
- Rugby 3
- Soccer 3
- Swimming 2
- Track & Field 2
- Volleyball 3

Clubs and Committees

- Art Club 1
- Blood Donor 2
- Concert Band 4
- Drama Minor Role 2
- Drama Major Role 4
- EnviroKnights 2
- Grad Class Executive 4
- Honour Choir 3
- Jazz Band 3
- Leadership 4
- Pit Band 3
- Safe Grad 1
- Student Council Executive (sem) 4
- Student Council (sem) 3
- Yearbook Editor (sem) 4
- Yearbook Committee (sem) 3

Questions about Big M points, see the Athletic director.

FEES AND FINANCIALS

FEE PAYMENT

All school fees can be paid at the main office at Moncton High using cash, or through school cash:
<https://angloeast.schoolcashonline.com/Home/SignIn>

GRADUATION AND STUDENT FEES

Moncton High requires students to pay a student fee. Funds are used to provide student ID cards, support assembly programs, provide lockers, run activities, and bring in performances. The student fee for the school year will be \$50. The graduation fee due in May for all graduating students is \$125 to cover all graduation related expenses.

MEDICAL CONDITIONS

If a student has a specific and documented medical condition, the main office must be informed. Please visit the main office and fill out the required form. Do not assume that all information has been transferred from the middle schools.

COURSE FEES

The following courses have course fees: Trades, Arts, and Technology. These courses charge a nominal fee for consumables and products. ***Please check with your subject teacher for any fees not listed.**

- Art 9 \$10
- BBT \$10
- Music 9 \$10
- 3 D Studies \$10
- Electrical Wiring \$25

- AP Exams \$150
- Culinary Tech \$50
- Fashion 110 \$20
- Fashion 120 \$20
- Framing and Sheathing \$25
- Graphic Art and Design \$10
- Internal Combustion Engines \$25
- /Tune up and Emissions
- Into to Applied Tech \$25
- Lab Tech Science \$20
- Metals Processing \$25
- Mill and Cabinet \$25
- Music 11/12 \$10
- Outdoor Pursuits \$25
- PowerTrain and Chassis \$25
- Residential Finish \$25
- Visual Arts 11/12 \$10
- Welding \$25

*Please check with your teacher to confirm the fee.

YEARBOOK and SCHOOL RINGS

Students may also wish to buy a yearbook. Yearbooks must be ordered and paid for in advance at school or from www.jostens.ca or <https://angloeast.schoolcashonline.com/Home/SignIn>. The Josten’s rep will be into the school on designated days during the fall to show rings, and place orders.

KNIGHTWEAR SHOP

Our student-operated clothing shop offers a wide range of clothing featuring plenty of purple and white in support of school spirit. The shop is open on designated lunch times as well as a few evenings per year for parent/guardian access. If you do not see something you wanted or wanted to design your own you can order direct from www.monctonhighschool.entripyshops.ca

TEXTBOOKS & LIBRARY BOOKS

Students are responsible for maintaining textbooks that are provided by the school. If textbooks are lost or damaged, a charge will be levied.

LIBRARY

The Library Assistant is available to help guide students in their research needs as well as maintain a quiet productive atmosphere for student study. Hours are posted.

GRAFFITI AND DAMAGE INCLUDING PARKING LOT Students are financially responsible for defacing, graffiti, or vandalism to school property including school desks, and will be expected to pay for any damage before returning to school. Property damage between automobiles in the parking lot must be dealt with through insurance providers, and/or RCMP.

ACTIVITY FEES* (approximate)

- Badminton \$50
- Band \$20
- Band Concert \$40
- Baseball \$70
- Basketball Boys Jr. \$300

- Basketball Boys Sr. \$300
- Basketball Girl Jr. \$300
- Basketball Girl Sr. \$300
- Cheerleading Competitive \$200
- Cheerleading Exhibition \$50
- Cross Country \$40
- Dragon Boat \$45
- Drama \$40
- East End Steelers \$175
- Field Hockey \$75
- Football \$300
- Football Try Out \$50
- Golf \$125
- Graduation \$105
- Hockey \$1800
- Honour Choir \$20
- Iron Knights \$25
- Purple Steel \$50
- Rugby \$125
- Soccer Boys Jr. \$85
- Soccer Boys Sr. \$85
- Soccer Girls Jr. \$85
- Soccer Girls Sr. \$85
- Student Fees \$50
- Swim Team \$55
- Track and Field \$45
- Volleyball Boys Jr. \$225
- Volleyball Boys Sr. \$250
- Volleyball Girls Jr. \$120
- Volleyball Girls Sr. \$225

* The activity fees listed above are an approximate and are subject to change based on tournaments, number of games, etc. Please see the coach or advisor for more information. Fees are not refunded for any participant that quits/removed from an activity and make them ineligible for further activities.

CAREER AND GUIDANCE CENTRE

STUDENT SUPPORTS

The Career and Guidance Centre at MHS provides the following services to students:

1. Personal and confidential counseling
2. Educational counseling and course changes during the first week of each semester.
3. Career counseling
4. Referrals and liaison to and with appropriate community agencies.

Students who wish to see a counselor should complete an appointment request and leave it with the appropriate guidance counselor.

ADDICTIONS COUNSELING

An addictions counselor is available at the school. Please check with guidance for more information. This counseling is personal and confidential.

SEXUAL HEALTH NURSE

The sexual health nurse is available at the school. Please check with guidance for more information. This counseling is personal and confidential.

LOST AND FOUND

Lost and found is located in the green area outside the learning commons and the physical education office.

TELEPHONES

There is a telephone available in the office for emergency student use.

CAFETERIA AND VENDING

The cafeteria and vending machines are run by Chartwell's and open at noon daily and between classes in the morning. All meals must be eaten in the cafeteria.

Students are not permitted to wear their backpacks and/or jackets in the food service area. Students that are caught shoplifting or stealing from the cafeteria may be prosecuted by the food provider, or by school administration.

Vending machines are on a timer system and are turned off during class. They are available before school, lunch, and after school.

MEDICINE

Medications such as Tylenol or aspirin cannot be given to students by teachers. All medication must be given under a doctor's care.

HOW TO:

Request a transcript

Unofficial: used for scholarships, can be given to the student for pick up.

Official: a sealed enveloped or direct correspondence to the college or university of your choice. There is a fee of \$2.00 for this service.

All transcript requests must be submitted through School cash online. <https://angloeast.schoolcashionline.com/Home/SignIn>

Make a course change Students will go to their homeroom teacher to request a course change, and the teacher will go to the guidance department to have it completed by the grade level counselor. Students are to attend the classes that they are scheduled in until the change is made.

See a guidance counselor There is a QR code outside the guidance area and posted in each homeroom that students can scan to book an appointment. Students will be notified of appointments and be called from class to see the counselor. Do not wait in the guidance area without an appointment.

See a Vice-Principal Students will see the administrative assistant at the front desk and fill out an appointment to see the VP. They will see you when they have an opportunity to do so.

Pay a fee

Students/Parents can either go online to <https://angloeast.schoolcashionline.com/Home/SignIn> or pay cash at the main office. There is a bank machine in the cafeteria.