Mission Statement

Buena Vista School is committed to establishing a learning environment that fosters the values of the Saskatoon Public School Division: Respect, Responsibility, Excellence and Joy.

Schools have always played an important part in our personal and community lives. We are all responsible for creating peaceful school communities where the emotional, spiritual, and physical safety of all students and staff is assured.

Buena Vista students believe and embrace the statements:

**We believe in always doing our best.**
- We show respect for ourselves, each other and our school.
- We persevere to grow in knowledge and wisdom.
- We are inspired to learn.
- We are unique and celebrate each other’s differences and accomplishments.
- This is who we are, even when no one is watching.

The following principles guide our practice at Buena Vista School:

- Schools are for teaching and learning.
- Education is a shared responsibility among students, staff, parents and community.
- We treat one another with dignity, respect, and fairness.
- We work within a framework of rights and responsibilities.
Dear Students and Parents:

We are excited about having the opportunity to work with the parents and students of Buena Vista School. Not only do we provide service to the students living in the Buena Vista neighborhood but we are also privileged to serve students who are transported by bus from Saskatoon’s Exhibition area and students from the Whitecap Dakota First Nation.

Every child dreams of visiting an enchanted castle and Buena Vista, our school, is Saskatoon’s “Castle on the Hill”! This safe and caring neighborhood has a school rich in history, architecture and education. We celebrated our 100th Birthday in May, 2014 and proudly display a recently renovated building that showcases and accentuates our “Castle” school.

Buena Vista is a wonderful place for students to grow and learn! Our staff considers it a privilege to work with the students and parents of the Buena Vista Community. We believe that schools are for teaching and learning and the staff at Buena Vista is committed to providing the best possible education and learning environment for all of our students. We have dedicated staff members ready to foster the intellectual, emotional, physical and social growth of our students. Our mission statement emphasizes that we view education as a partnership between the home, school and community. We encourage all students and parents to join the staff in creating a positive school environment that is emotionally, spiritually and physically safe.

At Buena Vista we have 3 very important rules. **Respect Self, Respect Others, Respect Property.** The classroom teachers will teach the students all about the three school rules and the expectations.

Communication is a vital link in a child’s education and this handbook is designed to assist in the communication between the home and school. There are many other forms of communication: monthly School Community Council Meetings, Meet the Teacher BBQ, three-way conferences, school newsletters, phone calls, classroom newsletters, school on-line website and progress reports.

An open invitation is extended to all parents to visit the school and to share commendations and concerns. The success of our school and the success of our students depends on working together towards commonly-held goals. We look forward to working with you in the upcoming school year.

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### Saskatoon Public School Division Goals

#### Academic Development
- Communication and Computation
- Critical and Creative Thinking
- Lifelong Learning

#### Personal Development
- Healthy Lifestyles
- A Sense of Personal Worth and Dignity
- Moral, Ethical and Spiritual Values

#### Social and Cultural Development
- Growing With Change
- Democratic & Responsible Decision Making
- Respect for Others
- World Citizenship

### Saskatoon Public School Division Values

#### Respect
- Cooperation, Compassion, Tolerance, Respect For Others, Respect For Self, Self Control and Honesty

#### Joy
- Self-fulfillment, Joy

#### Excellence
- Pursuit of Truth, Excellence

#### Responsibility
- Responsibility, Freedom, Service, Justice, Respect for the Environment
<table>
<thead>
<tr>
<th>Name</th>
<th>Role</th>
<th>Name</th>
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</thead>
<tbody>
<tr>
<td>Mr. Darrin Sinnett</td>
<td>Principal</td>
<td>Ms Shelley Barrett</td>
<td>Resource Teacher</td>
</tr>
<tr>
<td>Ms Cindilee Hayden</td>
<td>Vice Principal</td>
<td>Ms Cindilee Hayden</td>
<td>Resource Teacher/LLI Teacher</td>
</tr>
<tr>
<td>Ms Leta Altman</td>
<td>Kindergarten Teacher</td>
<td>Mrs. Heather McDonald</td>
<td>Band .2/Music Specialist .8</td>
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<tr>
<td>Mrs. Connie Christenson</td>
<td>Teacher</td>
<td>Mrs. Heather McDonald</td>
<td>Band .2/Music Specialist .8</td>
</tr>
<tr>
<td>Mrs. Heather Caruthers</td>
<td>Teacher</td>
<td>Mrs. Jaelynne Cherwoniak</td>
<td>Teacher Librarian .5</td>
</tr>
<tr>
<td>Mrs. Bobbie Isbister</td>
<td>Teacher</td>
<td>Mrs. Amber Skibinsky</td>
<td>Library Technician</td>
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<tr>
<td>Mrs. Tiara Dietrich</td>
<td>Teacher .5</td>
<td>Mrs. Jodi Abrey</td>
<td>Educational Assistant</td>
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<tr>
<td>Mrs. Tanya Miller</td>
<td>Teacher .5</td>
<td>Mrs. Shandel Funk</td>
<td>Educational Assistant</td>
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<tr>
<td>Ms. Jalynn Middleton</td>
<td>Teacher</td>
<td>Mrs. Sheree Phipps</td>
<td>Educational Assistant</td>
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<tr>
<td>Mr. David Vaavala</td>
<td>Teacher—Fall term</td>
<td>Mrs. Saima Sohail</td>
<td>Educational Assistant</td>
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<tr>
<td>Mrs. Desiree Epp</td>
<td>Teacher—Spring Term</td>
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<td>Ms. Heather Bahr</td>
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<tr>
<td>Mr. Kent Gray</td>
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<tr>
<td>Mrs. Shauna Klassen</td>
<td>Teacher</td>
<td>Mrs. Lynn Hubbs</td>
<td>Administrative Assistant</td>
</tr>
<tr>
<td>Ms Dawn Draper</td>
<td>Physical Education Specialist</td>
<td>Mr. Dave Quinn</td>
<td>Head Building Operator</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Mr. Mike Dunkley</td>
<td>Evening Building Operator</td>
</tr>
</tbody>
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Buena Vista School Community Council

Buena Vista School's Home & School was founded in 1926 and was the first in Saskatchewan. Our name has changed more than once, but our goal – to support student success by connecting school, home and community – has remained constant.

Now, as the Buena Vista School Community Council, we continue our proud BV tradition with a new name, new structure and new opportunities to make a difference.

And there’s always a place for you. Currently these individuals are a part of our executive:

Natasha King — Chair
Julie Bunnie & Cathy Weenk — Secretary
Kerri Nestorik — Treasurer

If you are interested in joining our executive or as a member-at-large, please call 306-683-7140 for more information.

Before & After School Program Boys and Girls Club

We will run the Before and After School Program at Buena Vista School for the 2016-2017 school year. We are really excited to meet all the families who will be using our program. You can expect fun and educational activities with a posted monthly calendar. You can register by coming down to our office at 182 Wall Street or visit our website at www.bgcsaskatoon.com. Forms are also available at the office at Buena Vista. Please feel free to phone the office with any questions or concerns @ 306-244-7820.

Preschool

A gentle, positive introduction to school with group and individual activities stimulating crafts, stories, playtime and fieldtrips.

✓ To promote community well being by providing a quality preschool that meets the needs of preschool children in the Buena Vista community.
✓ To provide a safe, positive environment that enhances early childhood learning, play and social development.
✓ To attend to the individual child’s psychosocial and cognitive needs as assessed by a qualified, caring teacher.
✓ To encourage families to take an active role in the Buena Vista Preschool and Community.
✓ For more information, phone Janelle at 306-668-9113.
✓ Monday, Wednesday & Friday OR Tuesday, Thursday with Kristin Howlett (morning classes only each day)
The School Day

- The school day begins at 9:00 a.m.
- Morning recess for all students is from 10:50 to 11:05 a.m.
- Lunch break is from 11:58 to 12:48 p.m.
- The afternoon recess is at 2:32 p.m.
- Students are dismissed at 3:40 p.m.

Please Note:
- Staff meetings are held every Thursday. Students are dismissed at 3:25 p.m. each and every Thursday throughout the school year.
- Students should not arrive at school more than fifteen minutes before school opening in the morning or at lunch hour. Teachers supervise the playground and waiting room areas fifteen minutes before the morning and afternoon bells. No supervision is provided prior to that time.

Attendance—306-683-7140

Regular attendance at school is one of the most significant factors in student success. However, from time to time, illness or other reasons dictate that a student should be at home. It is important to call the school, 306-683-7140, and let us know if your child will not attend on any given day. Prior to 8:00 a.m. you may leave a detailed message on our message manager. If you do not call, we will be calling you. This ensures that children do not get lost between home and school or decide not to attend without your knowing. Please be sure to send a note to your child's teacher explaining the reason for your child's absence upon returning to school.

General Information

Student Safety and Health

- Parents are asked to fill out and immediately return "Out of School Excursions" and "Medical Alert" forms (one form per child).
- Please let us know if your child has any medical problems or allergies.
- Students should dress appropriately for outside recesses.
- Students should have inside shoes for fire drills and gym.
- Students should ride a bicycle to school only if necessary. Bicycles brought to school must be locked to the chain-link fence or the bike racks on the tarmac.
- We try to solve our problems by talking about them together. Let's make sure we communicate.
- We are teaching the students the positive behaviour supports and virtues. We have a "Hands Off" policy and we like to say "hands are for helping not hurting."
**School Assemblies**

Twice a month we have assemblies on Thursdays at 9:05 a.m. This is a time for the school to gather, exchange information, sing songs and applaud the achievements of students. Parents are always welcome.

Throughout the year we also hold special assemblies such as Remembrance Day, celebrating Just Read, and other seasonal celebrations, etc.

**Communications**

School newsletters, which are emailed to parents or given to the youngest or only child in each family, are sent home once per month. Class newsletters are sent home as needed with each student. A target is one per month but frequency and timing will vary with individual classes. If you are not receiving newsletters electronically, please check with the office to make sure we have your most up-to-date email address. We have a school distribution list to make sure you get the monthly school newsletter. If they bounce back, it is sometimes difficult to figure out to whom the email was addressed. We will be happy to make sure the changes are made.

Phone calls between parents and teachers are encouraged anytime to enhance communication, clarify expectations or to discuss concerns. Teamwork is important to the progress of students.

Parent-teacher conferences are planned twice a year but can be arranged anytime there is a need.

**School Fees**

Fees are NOT charged at any Saskatoon Public School. The basic student fees are covered by the Saskatoon Public School Board. However, there will continue to be extra charges for some special trips on an "as needed" basis. The Band fee of $25.00 will be charged for those students who participate in the Band program from grades 6-8.

**Personal Belongings**

We ask that to the degree possible, all personal supplies and belongings be marked with your child’s name. We can help your child find their lost items more quickly if their name is written somewhere on their belongings. Our lost and found fills up quickly. If something is lost, it could be there. Please feel free to check anytime. We periodically place lost items on display. Bicycles and expensive electronic items are brought to school at one’s own risk.
Internet Acceptable Use Procedures For Students

1. Access to the Internet is an individual privilege, not a right. Any student who violates these guidelines or any other code of conduct outlined by an individual school will have his or her access removed for such period of time as is deemed appropriate by a teacher, the teacher librarian or school administrator.

2. Generally, a student’s conduct on the Internet is governed by the same expectations which guide his or her behavior at school.

3. Access to the Internet will only be provided while a student is under the supervision of a teacher or responsible adult who is present in the room where the student is accessing the Internet.

4. Students may not be given access to any passwords necessary to access the Internet.

5. All incidents of accessing inappropriate material will be handled according to the Saskatoon Board of Education Internet Acceptable Use Procedures and individual school guidelines.

6. Students will not use the Internet for purposes other than those requested by a teacher. Frivolous or commercial usage of the Internet is not permitted.

7. Students will not create, distribute, download or save any text, sounds, graphics or other material which are obscene, harassing, racist, malicious, fraudulent, libelous or which may affect the integrity of a computer or computer network.

8. Students may not attempt to read, copy or change files or passwords belonging to other people, either locally or on the Internet, unless authorized to do so by those individuals.

9. All students will participate in an orientation session concerning the acceptable use of the Internet before they may access the Internet.

10. Parents or guardians who do not want their child to use the Internet at school may sign the Internet Use/Denial Form and return it to school.

Playground Arrival Expectation

1. Playground Boundaries: Children are expected to play in the area behind the school. Areas that are out-of-bounds include the lawns in front and the parking lots on the north and south sides of the school.

2. School Arrival: Students should arrive at school no earlier than 15 minutes before classes begin, unless they are arriving for a teacher-supervised activity. Students are expected to wait outdoors for the bell to ring. Students will not be permitted to go to their classroom before the bell goes (unless they are carrying a band instrument).

3. Entering the School: Students should use the playground entrance – grades K to 8 will enter through the boot rooms only and may leave through any door.

4. Morning Arrival: During the cold months of winter, students will have the opportunity to come indoors upon their arrival at school in the morning. If students arrive before 8:40 a.m., they should wait quietly in the boot rooms.

5. Before School/At Noon/At Recess: Students are expected to be outside unless they have permission or are involved in a supervised activity. Students who have a note from parents requesting permission to stay indoors should put on their outdoor wear and sit in the boot room areas. Students should take the equipment and clothing they need for recess and noon lunch with them as they leave the classroom.
Rights and Responsibilities

We work within a framework of rights and responsibilities. When students understand this connection, they will have a guide for a successful future. At Buena Vista we believe every student has the following rights and responsibilities:

Each student has the **RIGHT** to learn at Buena Vista.
It is their **RESPONSIBILITY** to listen to instructions, work quietly, and to raise their hand if they have a question, concern or need to leave.

Each student has the **RIGHT** to hear and be heard.
It is their **RESPONSIBILITY** not to talk, shout or make loud noises when others are speaking.

Each student has the **RIGHT** to be happy and respected at Buena Vista.
It is their **RESPONSIBILITY** not to tease or bother other people and not to hurt their feelings.

Each student has the **RIGHT** to be safe at Buena Vista.
It is their **RESPONSIBILITY** not to threaten or physically harm anyone else.

Each student has the **RIGHT** to privacy and to their personal space.
It is their **RESPONSIBILITY** to respect the personal property of others and to accept other’s right to privacy.
Academics

Core Subjects

The core subjects taught in kindergarten through grade 8 are: Language Arts, Mathematics, Social Studies, Science, Physical Education, Healthy Lifestyles and Arts Education. IPads, computers, and laptops are used by all classrooms to assist with all aspects of the learning program.

Guest Speakers

Throughout the year, classroom teachers schedule guest speakers and presenters to come into the classrooms or assemblies. These resource people are positive role models who enrich the curriculum by sharing their life experiences, culture and knowledge with students.

School Web Site

Buena Vista has an internet web site which includes information about the school and special programs that are offered. You can access the web site by going to the Saskatoon Public School Division's web site: spslearn.spsd.sk.ca/schools/BVS

Student Progress Report

Student progress reporting is based on the belief that student evaluation:

- integrates teaching and learning
- communicates information to the student, parent(s)/guardian(s), and educators
- describes performance in relation to the student's ability, and other students' achievement, and the program objectives;

Reporting student progress to families is a year-long process. It is a commitment to dialogue that includes the following components for kindergarten to Grade 8:

- **Contacting Parents**, when the teacher makes contact with the parent early in the school year; - **Meet the Teacher Event**
- **November – Kindergarten – Activity Conferences**
- **November Three-Way Conference – Grades 1 - 8** where the parents, student and teacher meet to share information and identify goals for the child;
- **March - Second Conference**, which may be teacher or parent initiated, where information is shared and goals are updated;
- the **In-depth Reports** (November, March and June for Grades 1-8; March and June for Kindergarten) where student progress is communicated to the parent and others;
- **Ongoing Dialogue** where information is shared through classroom and school newsletters, telephone calls, informal visits, portfolios and questionnaires.
Special Programs

Busing Policy

The Saskatoon Public School Division provides free bus transportation to Buena Vista students who reside within the Buena Vista community and live the furthest distance from Buena Vista School in the Exhibition area west of Lorne Avenue and South of Taylor Street. Please contact the school to see if you qualify.

Lunchroom Expectations

Students bringing lunch to the school are to eat in the lunch room.
1. Each child remains at his/her designated area while eating and speaks quietly.
2. Each child is responsible for cleaning up his/her eating area. There is to be no playing with food (no throwing or trading).
3. Students must remain in the lunchroom until dismissed by the supervisor.
4. The lunchroom supervisor will ask a student to leave the eating area for any inappropriate behavior. A phone call or note of warning will be sent home giving details for the removal. If a student is removed a second time, he/she may be suspended from eating lunch at school for a week or longer.
5. We encourage you to pack an appropriately sized, nutritious lunch for your child. Please do not send pop or sugary drinks to school.
6. Please refrain from including items with nuts as we have some students with severe nut allergies.
7. Please make sure your child's name is on his/her lunch container.
8. We encourage all students that can go home for lunch to do so. Our lunch rooms are packed and space is at a premium.

Volunteers

Volunteers are very important people at Buena Vista School. The involvement and support of parents, community members, businesses and agencies helps each child with their learning experience, strengthens the bond between the community and school and brings special programs to the neighbourhood.

People volunteer for different reasons. Some feel that they have a community or parental obligation to help out. Others volunteer because it is a learning experience from which they gain personal satisfaction. And finally, many people volunteer because they know that their efforts will put a smile on the faces of many people. Volunteers can be any age, shape, size or cultural background and can be found in many places! Their help can be on a one-time basis or through an ongoing program. Whatever the contribution, all volunteers are welcome and valued at Buena Vista. If you would like to volunteer or have an idea for a new program, please contact either your child’s teacher or the principal.

Every year a Criminal Records check has to be completed for every parent who will volunteer in our classrooms or who will drive students to events. There is no cost to the volunteer for this service. A photocopy of your drivers license or passport is part of the process and forms are available at the office.
Lunch Program

The Saskatoon Board of Education believes in neighbourhood schools and holds the position that children, under normal circumstances, should eat lunch at home with other members of the family. The Board’s present policy provides for noon lunch supervision for children who are required by the Board of Education to attend a school out of the neighborhood.

There are occasions, however, when parents, because of special circumstances, request the assistance of schools to provide noon lunch supervision for such reasons as: distance, emergencies, inclement weather, illness and absence of working parents from the home during the day.

Accepting students for noon-hour supervision needs to be approved by the principal. The intention of the Board of Education is to help parents and children with justifiable needs in this area. We consider the noon lunch period to be an important and developmental part of the child’s day.

Students will eat lunch in the lunchroom. **WE ENCOURAGE LUNCHES TO BE NUTRITIOUS AND NUT FREE.** Students are expected to use good table manners and common sense in order to create a family atmosphere while eating. Dismissal time from the lunchroom will vary depending on the weather conditions. Please complete the lunch application form which is included on the school opening permission forms that are sent home with each child.

*Eating lunches at school is a privilege. Parents will be contacted regarding their child’s misbehaviour. Continued problems may lead to suspension from the program.*

Care Partners

The purpose of our CARE PARTNER PROGRAM is: to provide caring relationships and cross grade understanding to develop a caring concerned attitude with all people in school.

The word **CARE** can symbolize the following:

- C - connect
- A - achieve
- R - respect
- E - enjoy

These qualities are emphasized between CARE partners. The younger student benefits from having a big buddy they can look up to and go to for help. The older student often learns new skills as he works with younger students and peers. The students develop more responsible attitudes about working and playing with others. Partner activities can range from baking together to writing books together. Students can help to organize and run Play Days. Assemblies can be done cooperatively. Possibilities are endless!
<table>
<thead>
<tr>
<th>Month</th>
<th>Date(s)</th>
<th>Event(s)</th>
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<tbody>
<tr>
<td>August</td>
<td>29-31</td>
<td>School Operations/PD/Planning &amp; School Opening Institute</td>
</tr>
<tr>
<td>September</td>
<td>1 (a.m.)</td>
<td>Elementary Student Registration a.m. Grade 1-8 Students attend for the morning</td>
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<tr>
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<td>1 (p.m.)</td>
<td>Elementary Students DO NOT ATTEND p.m.</td>
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<td>2</td>
<td>Elementary classes begin</td>
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<td>5</td>
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<td>October</td>
<td>7</td>
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<td>10</td>
<td>Thanksgiving Day Holiday</td>
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<td>STA Convention Students DO NOT ATTEND</td>
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<td>Last Teaching Day Prior to Christmas Vacation</td>
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<td>January</td>
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<td>April</td>
<td>14 and 17-21</td>
<td>Good Friday &amp; Spring Break</td>
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<td>29</td>
<td>Last Day of School for Elementary Students</td>
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<td></td>
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<td>Last Day of School for Staff</td>
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</tbody>
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Saskatoon Public Schools inspire and sustain learning. We are open to all children and youth so they may discover, develop, and act upon their potential, thereby enriching their lives and our community.
Just Read! is a Saskatoon Public Schools literacy program aimed at increasing the amount of time students spend reading outside of school.

Why Just Read?
Research on literacy shows that an increase in the amount of reading done by students outside of school, increases student competence in both reading and writing. By practicing reading, students increase their fluency, comprehension and vocabulary. A recent study of Just Read found the quality of reading comprehension and writing increased to more than twice the national average gains. Kids who read succeed!

What Is Just Read?
- A partnership of school and community to increase students’ out of school reading of fiction and non-fiction books.
- A way to help students become independent readers who read for fun, pleasure and information. Just Read creates life long reading habits.
- Just Read supports the goal of improving literacy achievements among school children.
- A simple and direct initiative that extends reading beyond the school and connects reading to: The home; The library; and The wider world of literature.