

Cultivating
Creativity,
Compassion
and
Community



MEI SECONDARY Student/Parent Handbook 2018-2019

Equipping Students for Life and Forever

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A. GUIDING PRINCIPLES

1. MEI Mission Statement

The mission of the Mennonite Educational Institute, in harmony and co-operation with the home and our supporting churches, is to prepare young people to strive for excellence in all things so they can contribute positively to God's Kingdom and society as faithful disciples of Christ.

2. MEI Philosophy

Since all TRUTH is ultimately God's truth, Christian education must be based on the Word of God and all academic facts must be interpreted in the light of His Word. The Bible is held to be the complete and final revelation of God and is accepted as authoritative, authentic and reliable concerning all matters of faith, truth and practice (II Timothy 3:16, John 14:6, Colossians 1:15-20). The Anabaptist perspective is accepted as a valid interpretation and application of scripture.

MEI is dedicated to the purpose of providing a sound academic program integrated with a Christian view of God and the world. The school exists to assist parents in their God-given responsibility to "train up a child in the way that he should go." (Proverbs 22:6) by the integration of academic disciplines and the Word of God, expressed in daily living.

3. MEI Educational Objectives

- To provide for a wholesome atmosphere through the presence of Christian teachers and students who attempt to apply Biblical principles to all aspects of life.
- To help the student to commit his life to growth in a relationship to Christ which results in a Christian life - philosophy and character reflected in personality and attitude.
- To communicate to the student the primary importance of the Bible for the development of proper concept of knowledge and for a guide to everyday life.
- To confront each student with one spectrum of knowledge - social and natural sciences, arts, and humanities - and to stimulate each student to explore his potential for creativity in disciplined thought, communication and living.
- To offer instruction in courses prescribed by the Provincial Department of Education as well as to offer courses in Bible, Doctrine, Ethics and Church History with an emphasis on Mennonite history.
- To lead students to adequate self-understanding, self-evaluation and self-acceptance.
- To enlarge the student's capacity to relate to others with sensitivity and respect and to form meaningful relationships.
- To promote in the student qualities of responsible citizenship and a willing respect for law and authority.
- To help each adolescent in his particular stage of physical, social and emotional development with emphasis upon proper health habits and recreational leisure pursuits.
- To promote a relationship of cooperation and understanding between the parents and school in matters of mutual concern.
- To foster in the student an appreciation for his home and the values of Christian family living and to

encourage him to participate more fully in the life and the mission of the church.

- To create the desire in students to use talents, abilities and skills in the service of God.

4. MEI Secondary Mission Statement

The mission of MEI Secondary is to be a Christ-centered school providing a broad spectrum of educational opportunities to students for the purpose of building community and preparing our students for a life of service.

B. ORGANIZATION

1. Block Rotation

	<i>MON. (Day 1)</i>	<i>TUE. (Day 2)</i>	<i>WED. (Day 3)</i>	<i>THUR. (Day 4)</i>	<i>FRI. (Rotates)</i>
<i>Block A</i>	1	2	3	4	
<i>Block B</i>	2	1	4	3	
<i>Lunch</i>					
<i>Block C</i>	3	4	1	2	
<i>Block D</i>	4	3	2	1	

Chapel: Friday - Extended

2. Bell Schedule

A. Schedule for Monday:

- 8:55 – 9:00 Warning Bell
- 9:00 – 10:15 Period 1
- 10:20 – 11:30 Period 2
- 11:30 – 12:05 Lunch
- 12:10 – 1:25 Period 3
- 1:30 – 2:45 Period 4

B. Schedule for Tuesday, Wednesday and Thursday:

- 8:30 – 8:35 Warning Bell
- 8:35 – 10:00 Period 1
- 10:00 – 10:10 10 Minute Break
- 10:15 – 11:30 Period 2
- 11:30 – 12:05 Lunch
- 12:10 – 1:25 Period 3
- 1:30 – 2:45 Period 4

C. Schedule for Friday Chapel, (rotates days 1-2-3-4):

8:30 – 8:35	Warning Bell
8:35 – 9:45	Period 1
9:50 – 10:20	Gr. 11/12 Chapel
9:50 – 10:55	Period 2a
10:25 – 11:30	Period 2b
11:00 – 11:30	Gr. 9/10 Chapel
11:30 – 12:05	Lunch
12:10 – 1:25	Period 3
1:30 – 2:45	Period 4

3. The School-Year

The MEI school-year is divided into two semesters for most courses, with each semester being divided into two terms. At the end of each term, a report card is issued. The dates of the four terms are as follows:

Term 1:	September 5	-	November 2, 2018
Term 2:	November 5	-	January 18, 2019
Term 3:	January 28	-	April 12, 2019
Term 4:	April 15	-	June 18, 2019

4. Secondary School Calendar 2018 – 2019

Sept 3	Monday	Labour Day
Sept 4	Tuesday	First day of school (9:00 am – 11:30 am)
Sept 11	Tuesday	Grad Retreat (Anvil Island)
Sept 17-20	Mon – Thurs	Spirit Week
Sept 20	Thursday	BC Post-Secondary Info Evening at Rick Hansen (6:30 pm)
Sept 20	Thursday	School photos for Yearbook
Sept 17-20	Mon – Thurs	Grad photo sessions
Sept 21	Friday	Professional Development Day (no classes)
Oct 8	Monday	Thanksgiving Day
Oct 18	Thursday	Photo re-takes
Oct 19	Friday	Professional Development Day (no classes)
Oct 25	Thursday	Parent-Teacher Conferences (5:30 pm – 8:00 pm)
Oct 26	Friday	Parent-Teacher Conferences (8:30 am – 11:00 am)
Oct 30	Tuesday	Grad photo retakes
Nov 2	Friday	Term 1 ends
Nov 5-8	Mon – Fri	Spirit Week
Nov 9	Friday	Non-instructional day (no classes)
Nov 12	Monday	Remembrance Day
Nov 23	Friday	Professional Development Day (no classes)
Dec 3-7	Mon – Fri	Registration for Returning Students
Dec 14	Friday	Student Christmas Banquet
Dec 17-21	Mon-Fri	Spirit Week
Dec 18	Tuesday	Christmas Concerts (10:00 am and 7:00 pm)
Dec 21	Friday	Last day of school before Christmas break
Jan 7	Monday	School re-opens
Jan 8-14	Tue – Mon	New Student Registration
Jan 18	Friday	SEMESTER ONE ENDS
Jan 21-25	Mon – Fri	Final and Provincial Exams for Grades 9-12
Jan 28	Monday	Semester Two begins
Feb 11-15	Mon – Fri	Spirit Week
Feb 18	Monday	Family Day
Feb 22	Friday	Professional Development Day (no classes)
Mar 7	Thursday	Parent-Teacher Conferences (5:30 pm – 8:00 pm)
Mar 18-29	Mon – Fri	Spring Break
Apr 1	Monday	School re-opens
Apr 8-12	Mon – Fri	Spirit Week
Apr 12	Friday	Term 3 ends
Apr 19	Friday	Good Friday
Apr 22	Monday	Easter Monday
Apr 26	Friday	Professional Development Day (no classes)
May 8-11	Wed – Sat	Spring Production

May 13-17	Mon – Fri	Spirit Week
May 20	Monday	Victoria Day
May 21	Tuesday	Professional Development Day (no classes)
May 28	Tuesday	Spring Choral Concert (7:00 pm)
May 31	Friday	Summer Showcase
June 4	Tuesday	Spring Band Concert (7:00 pm)
June 10	Monday	Academic and Athletic Awards Evening
June 12	Wednesday	Graduation Ceremonies (7:00 pm)
June 13	Thursday	Grad Retreat
June 14	Friday	Graduation Banquet (6:00 pm)
June 18	Tuesday	Last day of classes
June 20-25	Thu – Tue	Final and Provincial Exams for Grades 9-12 *
June 28	Friday	School Closes – Administration Day

C. CODE OF CONDUCT

1. Purpose

The purpose of the Mennonite Educational Institute is to provide a positive, safe, caring and orderly atmosphere conducive to study and to the development of Christian character and social responsibility. We foster ongoing personal growth as students develop lives of discipline and expect students to exhibit high levels of social, moral, Christian deportment. The code of conduct and policies laid out in this handbook help outline and support Christian standards of behaviour, but these pages are clearly not exhaustive; rather, they lay out an approach to school organization and student conduct which will be applied to areas not specifically referred to in this document. Ultimately, students are expected to conduct themselves in a manner which fully respects all other members of the school community, which adheres to the rules of MEI, which supports MEI's commitments to the Christian faith, and which adds to the positive social environment the school seeks to create.

2. Character

Students attending MEI should be of positive character, considerate of others, desirous to be taught and willing to obey the code of conduct and policies of the school. They must be willing to submit to those who provide direction to the school and student life. Resistance towards authority is ground for insolence and insubordination. A student's commitment to abide by MEI's standards is indicated by them signing the registration card.

3. Relational Conduct

MEI is primarily a place of work, and students should govern their relationships accordingly. While the school hesitates to interfere in the personal lives of students, public displays of affection are inappropriate at school as they are in most places of work. Such activities tend to make other students feel uncomfortable, and inevitably separate the participating students from the rest of the community, undermining the broader, socially inclusive goals of the secondary school.

MEI has a zero tolerance for harassment, intimidation, marginalization, threat, bullying (or cyber-bullying), and violence, including verbal, physical or sexual abuse, as well as discrimination in any form in accordance to the BC Human Rights Code.

4. Respect Toward Property

As a Christian community, we believe that we must be good stewards of what God has given us responsibility over. We must care for the school's facility and all of its content, including your classmates' property. Conversely, vandalism or theft of school or personal property including computer data is prohibited.

5. Dress Code

As a Christian school, MEI endeavors to communicate values and attitudes that reflect good moral character. Personal grooming and dress communicate those values and attitudes, and it is important that MEI students, through their personal appearance, reflect MEI's standards whenever they are involved in a school activity, by dressing in a manner which is tasteful, modest and discreet.

In addition, MEI seeks to establish a business-like environment that is conducive to learning and adheres to accepted health and safety standards. To that end, the following dress code has been established:

- Undergarments should not be visible
- Headwear is not to be worn in school during school hours (normally 8:30 – 2:45)
- Hemlines should extend below the end of the student's fingertips
- Necklines should provide adequate coverage
- Midriffs should be covered
- Shoulders should be covered and require sleeves
- Footwear (shoes) must be worn
- Piercings are restricted to earrings in the ear and small piercings in the nose
- Hair colour should be restricted to natural colours
- Students are discouraged from acquiring tattoos and should keep them covered from view at all times during the school day or while participating in school activities (exceptions for medical tattoos)
- Students will refrain from wearing clothing that sends an inappropriate message of any kind, and at the discretion of administration, students will be asked to change or cover garments that contain such messages.

6. Use of Technology

a) Purpose

MEI views technological devices as the means to a range of educational and social ends. For that reason, no technological uses are embraced uncritically while few technologies are banned outright. Rather, the school supports technological innovations to the degree that they enhance MEI's intentions as a socially vibrant campus and an educationally rigorous institution. In general, the use of any electronic devices is evaluated against MEI's moral, social, and educational purposes, and MEI reserves the right to restrict use of all such equipment in light of the immediate intentions of our school program. Furthermore, MEI is committed to promoting authentic social interactions between peers, and for this reason, electronic devices should not normally become the central focus of attention in a social setting.

b) Use of Personal Smart Mobile Devices

(Cell-phones)The use of technology in the classroom is governed by the educational intentions of the teacher, while the overall use of technological devices on the school campus is determined and regulated by school administration. Mobile devices can be highly useful educational and social tools, but can also distract from achieving key educational and/or social goals. MEI is committed to having students develop intellectually as well as socially, and the school's expectation is that students reserve the use of mobile devices to achieve those educational and social goals. Mobile devices may be used in a classroom only with the express permission of the teacher. Outside of class time, such devices may be used in a social setting only so much as they are helping students build community with students in their immediate vicinity. If a cell-phone is taken away from a student and recorded by the office the following may occur: 1st- given back at the end of the day. 2nd- taken away at the end of second day, 3rd- taken away for a week. 5th- taken away for month or longer

and student conduct is reviewed.

c) Photos & Videos

At no time may a phone or camera be used to take photos or videos of students without their express permission. Students using a device to capture a fellow students' or staff member's image with the intention of bringing discomfort or harm to the other party will have their device confiscated and turned over to administration. Return of the device will rest fully at the discretion of the administrator. Further disciplinary action may be taken depending upon the photograph's degree of invasiveness.

d) Computer and Internet Use Policy

It is MEI's responsibility to prepare our students for the 21st century. To prepare our students for the technology of the future, the school is providing safe, supervised use of school computers and access to the Internet. Please note that the Internet is an association of diverse communication and information networks. Students must not engage in activities which will compromise the school's bandwidth capacity (e.g. downloading unrelated educational materials via YouTube, and torrent programs etc...). It is a violation of the Acceptable Use Policy, below, for students to actively seek objectionable material.

School Computers should be used for school-related, educational purposes that enhance teaching and ultimately student learning. The Internet is to be used in a responsible, efficient, ethical, and legal manner in accordance with the mission of MEI. The use of the school's computers is a privilege, not a right. MEI recognizes the potential for students to use computers in malicious and hurtful ways to discredit or undermine others. This is considered a form of bullying and is a violation of MEI's student code of conduct..

Computer users must not:

- divulge personal information about themselves or others inappropriately
- send or display offensive messages or pictures
- harass, insult, or attack others
- use obscene language
- allow computer viruses to infect the school computers
- engage in plagiarism (copying someone else's ideas, language or research without acknowledging the exact source or pretending it's your own) See section on Plagiarism for more details.
- violate copyrights (copying someone else's work without their permission)
- intentionally cause damage to computers, computer systems, programs or networks

These behaviors and standards are expected of MEI students both on and off campus. The MEI discipline policy may apply in both circumstances.

Specific to the MEI computers and network-

Students must not:

- use computers for commercial purposes
- waste system or network resources or Internet Bandwidth
- try to "break" passwords or gain access to protected areas
- use anyone else's password
- trespass in or tamper with anyone else's work or files
- execute any program received in an email or found on a web page except as directed by a teacher or

network administrator.

- download or install any program except as directed by a teacher or network administrator.

e) Plagiarism

What is it? Webster's dictionary defines *Plagiarism as taking and using as one's own the thoughts, writings, or inventions of another.

A person can plagiarize from a book, from the internet or from someone's unpublished work (copying an assignment).

How do students avoid Plagiarism? Students must ALWAYS acknowledge their sources. It is okay to borrow quotes or ideas – but they must give credit to the author! Teachers are often impressed when students use quotes – it shows that they have done their research!

f) Portable speakers

Portable speakers can no longer be used by students anywhere at MEI Secondary without permission specifically given by a teacher. This also applies to music being played over the speakers in the gym.

7. Use of Prohibited Substances

We value and uphold the Biblical injunction that our bodies are the temples of the Holy Spirit and believe that we should keep them healthy. We also recognize that the use of alcohol, tobacco and illicit drugs is restricted or prohibited by law. We recognize the physical, social, and psychological destructiveness of tobacco, alcohol and other drugs and therefore MEI students are not to be involved in their use both on and off campus. This would include electronic cigarettes or any other vapour-producing devices. MEI is committed to addressing this issue when it comes to our attention and will use various means to support the school's commitments in this area

8. Criminal Activities

MEI will not tolerate any criminal activity or activities resulting in arrest or criminal conviction. The possession of weapons on school property is absolutely prohibited.

D. ATTENDANCE POLICY

1. School Attendance

It is expected that students should attend all of their registered classes, every school day, arrive on time and be there for the entire class time.

2. Chapel Attendance

All students are expected to attend chapels held each Friday or any other special chapels held on different days. Students who fail to attend chapel will be referred to administration. Continued absence for chapel will result in suspension with the student's continued enrollment at MEI being reviewed.

3. School Absences

Absences for medical reasons should be reported to the office. Students should inform teachers and administration in writing/email of any planned absences a minimum of one week prior to the absence.

All absences will affect students' educational progress, and families should evaluate any and all activities that take students from class against the educational and marks-related cost of missing class.

Absences-by-choice (unexcused) are defined as non-medical, non-emergency absences where a student or family has chosen to attend another event during school time.

Students and families take full responsibility for absences-by-choice. However, MEI does not "penalize" students for absences-by-choice, but a student's report card will accurately reflect missed learning, assignments, projects, tests, etc. resulting from such absences. Students may also be required to attend make-up classes.

Frequent absences will negatively impact a student's standing in a course regardless of the origin of those absences. For this reason, parents will receive a cautionary note when a student reaches 10 absences in a course. When a student reaches 15 absences, administration may contact parents and request a face to face meeting. Should a student miss 20 classes, their standing in the course will be placed in jeopardy and they may not receive course credit.

Under exceptional circumstances, the school will take steps to minimize the impact of an absence by providing work ahead of time, delaying deadlines, and allowing tests to be taken out of the normal schedule when this is educationally supportable, although all absences will have some effect on students' achievement, and the report card will accurately reflect this fact. Exceptional circumstances would include opportunities for students which are clearly:

- once-in-a-lifetime opportunities
- consistent with the values of MEI
- of significant educational benefit to the student

Students who choose to miss/skip a class for a non-medical reason, will receive an "Incomplete" grade for any work missed and will make up missed work or receive a zero at the teacher's discretion. Repeat offenders may receive a school suspension, which may be served on campus. Chronic offenders will have their continued enrollment at MEI reviewed.

4. Lates

As a school, we believe it is important to have our students here in the morning and on time throughout the day. Students, who arrive late to class and school miss announcements, miss class morning devotions, disrupt class lesson flow, and place unnecessary demands on the teacher and their classmates while trying to catch up on content already covered in class. Consequences for arriving at class late will be determined by the classroom teacher and may vary from class to class.

As there are times when first class morning lates are unforeseen, administration does not follow up with students for the first three morning lates per term. We appreciate the student, parents, and guardians who do a great job of working with us in this area to be on time for classes.

Students who are chronically late could be subject to an office detention, and ultimately, a suspension. If there is an overall disregard for the start time of school and classes, a student may face suspension and/or will have his/her enrollment at MEI re-evaluated.

5. Medical Notes for Absences

Students who exceed 3 absences per course per term, (excluding school-related activity absences) may be required to provide a medical note excusing any further absences. Administration may also request a meeting with parents to discuss alternative strategies to ensure that the student is able to fulfill his/her obligations as part of the MEI community.

The preceding policies are meant to improve the overall quality of instruction at MEI, and should you feel that your circumstances warrant special consideration, please contact school administration with your concerns.

6. Suspended Students

Suspended students will not be permitted to attend classes or participate in any school function for the duration of the suspension.

7. Absences Related To School Activities

Out-of-class activities are a valuable part of course objectives and should be seen as something that is intended to enhance classroom learning, not replace it. Participation in out-of-class activities is a privilege, not a right.

a) Field Trip Activities

When a student's involvement in out-of class activities is not a "team" or "performing group" activity, students may be kept back, based on the following considerations:

- all assignments have not been handed in; or
- the student has missed too many classes and is falling behind; or
- the student is failing the course in that particular term.

It is very important that all teachers are notified of upcoming field trips and teachers will communicate this to the sponsoring teacher in advance.

b) Other School Activities

When individual students wish/need to be excused from a teacher's class for any other school-related activity, the student **MUST PERSONALLY** make the appropriate arrangements with the teacher **PRIOR TO** the absence from class. Failure to do so may result in an unexcused absence.

8. Study Block

Students do not have to report for attendance to anyone during a study block. Any student who qualifies for a study may absent themselves from that period and leave the school campus only with formal parental consent*. Otherwise, they must remain on campus by either being in a student lounge, outside on the campus grounds, in a classroom or in the library. A student should not be loitering in the hallways. Students must maintain a work-like atmosphere during their study. Students who cause a disruption during their study block will have their movements restricted, and may lose their study privileges and be assigned to a class.

* A parent/guardian give permission to their child to leave campus by signing the form MEI STUDY CLASS – PARENTAL CONSENT TO BE EXCUSED FROM CAMPUS available from and monitored by the MEI Secondary Administration.

E. DISCIPLINE POLICY

1. Procedures for misconduct

The Five Steps discipline procedure below will be followed with any student who:

- is in violation of the MEI Code of Conduct
- persistently leaves school without permission
- is uncooperative during class
- persistently fails to complete and hand in assignments
- is uncooperative/rude/rowdy or hostile
- displays a general failure to comply with directions by teachers or administration
- displays an attitude or behaviour that is deemed detrimental to the purposes of the school and to fellow students
- plagiarizes
- is persistently late in attending classes
- is skipping classes.
- is in violation of the Computer and Internet Use Policy

Step 1. The classroom teacher will identify students with conduct problems and deal with each student as necessary. This will involve communicating with parents if the problem persists.

For a dress code violation, students will be asked to change or cover the inappropriate dress or may be sent home to dress appropriately. Non-compliant jewelry may be confiscated for the day and returned to the student to bring home.

For a violation of the Computer and Internet Use Policy, students may lose their computer privileges. Students with continued non-compliance or serious breaches of security or more inappropriate computer use will be referred to administration for further consequences, including possible suspension and/or withdrawal from the school. Legal charges could also be applied.

For plagiarism, students will not receive credit for work they have not done themselves. This means a plagiarizing student may fail an assignment. Students referred to administration for disciplinary purposes. Parents will be notified if their son/daughter plagiarizes.

Step 2. If the unsatisfactory behaviour persists, the teacher will refer the student to the administration for consideration and counseling. In the case of inappropriate usage of smart mobile device, student in question will have the device confiscated and handed over to school administration. The return of the device will be at the discretion of the administrator.

Step 3. If improvement is not forthcoming, the administration will advise the parent that the student may not be permitted to remain in attendance unless the problem is corrected.

Step 4. A student who shows no improvement in his/her attitude or behaviour after the above procedure may be suspended for 1 to 5 days. Parents will be contacted. During the suspension, the student will keep up with his/her studies and on return to school will show, by means satisfactory to the administration, that he/she is ready to resume classes. Students who are suspended may be required to participate in a counseling process.

Step 5. If the student, after returning to school, shows no improvement during the ensuing probation period (two weeks) another report will be made to parents followed by a further suspension. If subsequent improvement does not occur the student will be expelled.

2. Procedures for severe breach of conduct

The school reserves the right to expel a student without prior notice or warning for severe breach of conduct of any student who:

- swears or use foul language on school property
- is sexually active
- smokes, uses, possesses or distributes alcohol and/or drugs
- possesses or views or distributes pornography
- refuses to obey the instructions of school authorities
- intimidates, harasses or bullies or cyber-bullies another
- directs violent behaviour at other individuals or property

(a) In regards to consequences for substance use, the school's intentions are ultimately restorative, and in most cases, the school will mandate counselling or a substance use or abuse program as a result. On a case by case basis, administration may also suspend, place on probation or expel students for substance use and abuse, dependent upon the student's willingness to cooperate with counsellors and school administration. Non-compliant students will be spoken to, counseled and dealt with according to our discipline policy which could ultimately result in a suspension or expulsion from school.

The school reserves the right to impose immediate sanctions against students including suspension or expulsion or to initiate legal action should banned substances be brought into a school context or trafficked to other students.

(b) What is bullying?

*Bullying is a pattern of persistent unwelcome or aggressive behaviour intended to make others uncomfortable, scared or hurt. Individuals use this as a means to gain power and control by taking advantage of and disparaging those they target based on appearance, culture, race, religion, ethnicity, sexual orientation or gender identity.

Bullying can generally be divided into four different categories:

Physical Bullying: includes hitting, kicking, tripping, pinching and pushing or damaging property.

Verbal bullying: includes name-calling, insults, teasing, intimidation, homophobic or racist remarks or verbal abuse.

Social, Emotional and Relational Bullying: use of behaviours instead of fists to deeply hurt others and is often harder to recognize and can be carried out behind the bullied student's back. It is designed to harm a person's social reputation and/or cause humiliation. Social, emotional and relational bullying includes: lying and spreading rumours, negative facial or physical gestures, menacing or contemptuous looks, playing nasty jokes to embarrass and humiliate, mimicking unkindly, encouraging others to socially exclude someone, and damaging someone's social reputation or social acceptance.

Source: Preventing Bullying & Ensuring Safe and caring School Communities Level One 3rd edition (2014), Province of British Columbia (p.14-15)

MEI is vigilant that some bullying* behaviours breach the Canadian Criminal Code and law enforcement needs to be involved.

3. Conflict Resolution

Should a parent feel that an issue related to their child's education or conduct has not been adequately resolved, the following process should be followed:

Step 1: The parent goes directly to the teacher involved, and request clarification of the issue and the

teacher's/school's response.

Step 2: Should communication with the teacher leave unanswered questions, or should the nature of the concern warrant further action, the parent should request a meeting with an MEI administrator and seek resolution through him/her.

Step 3: If a meeting with administration fails to provide a satisfactory resolution, the issue can then be brought to the attention of the Superintendent of MEI Schools.

Step 4: The final step in the resolution process would require the parent to bring the matter to the attention of the Chairman of the MEI Board, who, along with a committee of the Board, would make a final determination in the matter in question.

F. VISITORS

MEI has a "Closed Campus" Policy. Any and all visitors must register in the general office upon arrival at the school. For security and class size reasons, visitors are not permitted to attend classes. (Exceptions may be approved, with sufficient notice, by administration.)

MEI students should note that all schools in our district are closed campuses for security reasons. MEI students caught trespassing at other schools will be suspended. Secondary students are also not permitted in the Middle School without a visitor's pass.

G. TEXTBOOKS

Textbooks are issued by the library at Textbook Day, the 2nd day of classes each semester, and as they are required by subject teachers. The condition of the textbook will be noted when the textbook is returned to the library and fines may be applied for damage. Textbooks returned late are assessed a \$2 fine per book. If the textbook is unusable or not returned by the last day of Exam Week, students will be charged the cost to replace the textbook.

H. LOCKERS AND LOCKS

All students at MEI are given an opportunity to choose a locker in an area of the school that best suits their needs. If students choose to use a locker, they will be assigned a school-issued lock which can be opened by staff in case of emergency. The lock combination should not be shared with any other students. At the end of the school year a staff member will assess the condition of the locker/lock and charge the student for unusual damage or a missing lock.

I. LIBRARY POLICY

The MEI Secondary Library is a place to find and share information. The Library blog, The Beak (<http://thebeak.edublogs.org>) includes links to websites perfect for school work, tech tutorials, and a wide variety of updates and useful information for students -- check back often for updates or subscribe by email to the library blog so you don't miss anything!

1. Library Information

The library is open Monday through Friday 7:30 am – 4:00 pm. Changes in the hours will be mentioned in the daily announcements, posted on the library doors, and on the MEI Secondary Library Facebook page.

MEI Secondary Library is connecting you with things we love and resources you'll find useful — join us on Pinterest.

To checkout items at the library, students will be asked to show their ID card or state their student number. Students are permitted to check out a maximum of 8 books at a time for 3 week periods. If materials are

needed longer, they can be renewed up to 3 times. Overdue fines are 25¢ a day per book. If an item has not been returned for 90 days, it is considered lost and a replacement fee will be issued.

Current issues of magazines and newspapers can be read while in the library – back issues are available for borrowing.

Photocopying is available to students for \$0.10 per copy. Copies are black and white and one sided only.

2. Library Catalog

Access and search the MEI Library catalog and online databases from school or from home using any web browser, or by downloading the free library app Destiny Quest. Links can be found on the library blog for any of those options, as well as tutorials on how to get started. Students can login to their own personal account to place holds, renew their library items to avoid overdue fines, and see what they currently have checked out. Take a peek at the my MEI library tutorial (<https://www.smores.com/cjh1q>) for step-by-step directions. Once you are logged in, you also have access to WebPath Express — a database of 80,000+ educator-reviewed web sites. Check out the *Public Resource Lists* for the newest novels added to the library, new books perfect for your research projects, and a list of our graphic novels and comics.

Still have questions? Ask the librarian! Stop by the library or contact Ms. Penner.

3. Library Fines

To sign out items at the library, students will be asked for their student ID number. Students are permitted to check out a maximum of 8 books at a time for 3 week periods. If materials are needed longer, they can be renewed up to 3 times. Overdue fines are .25¢ a day per library item. If an item has not been returned for 90 days, it is considered lost and a replacement fee will be issued.

Current issues of magazines and newspapers can be read while in the library. Back issues only are available for borrowing. The same loaning period and fines as books apply to magazines.

Textbooks are checked out at the beginning of each semester at the library. All textbooks are due on the day of the subject's final exam. Textbooks handed in after the exam days are considered late and charged a \$2 late fee per textbook.

Fines are assessed based on damage to the library books or textbooks, such as: writing, liquid stains, and torn covers. Fines are \$2-\$10 depending on the damage. If the item is unusable or not returned, you will be charged the cost to replace the book.

Still have questions? Stop by the library or contact online through a link available on The Beak.

J. FIELD TRIPS

During the year a number of field trips are organized to complement the classroom learning. A field trip is a student privilege, not a right. The teacher conducting the trip is responsible for the students and will expect appropriate dress and behaviour. (see MEI Attendance Policy regarding field trips).

K. ILLNESS

Students who become ill while at school must report to the office where necessary arrangements will be made. Students will generally not be allowed to go home unless contact has been made with a parent. MEI infirmaries are for emergencies and serious illness. It is preferred that sick students go home where they can receive continuous care rather than remain in the school building.

L. VALUABLES

Students are discouraged from bringing valuables to school unless it is necessary. In such cases the valuables should be kept on the person or locked in the student's locker. The school is not responsible for students' lost

or stolen property.

M. POSTERS and NOTICES

All posters must be approved by the administration before being placed on bulletin boards.

N. PARKING & DRIVING REGULATIONS

1. Parking Lots

Student parking is located in the Lower East Lot and in the Upper West Lot. Students must comply with the following rules if they want to park on campus:

- Students driving a motor vehicle to school are required to purchase a parking permit. The yearly non-refundable fee of \$20.00, is used for lot maintenance and upgrades.
- Students parking without permits will be subject to fines.
- Parking permits are non-transferable and must be affixed to the lower left corner of the registered vehicle(s') windshield. Unregistered vehicles may be towed at the expense of the owner.
- Students who park in non-designated areas may be towed without prior notice.
- MEI is not liable for theft of or damage to student vehicles. Students leave their vehicles at their own risk.
- Students are expected to drive with caution and courtesy on school property.
- Students who violate the above risk losing parking privileges for the balance of the school year.
- Parking permits are for STUDENTS ONLY !

O. TRANSPORTATION POLICY

When use of charter buses is not feasible, privately owned motor vehicles may be used to transport students to or from a school or a school activity conducted within an approved intra-curricular or extra-curricular educational program, subject to the following conditions and regulations:

The school principal is authorized to approve the use of privately owned motor vehicles for the conveyance of students to or from activities associated with intra-curricular and extra-curricular education programs that have been approved in accordance with the Field Trip and Extra-Curricular Activities Policy. No privately owned vehicle may be used to transport students unless such approval has been given by the school administration in writing. The office does provide the application documentation.

Whenever private vehicles are used for student conveyance, the school administration shall first be satisfied that the driver is a responsible person and the driver and vehicle are properly licensed and insured.

P. FUNDRAISING

All fundraising activities planned by teachers, students, or committees should be coordinated by the Director of Development.

Q. STUDENT RECOGNITION

1. Citizenship

Students will be asked to select, at the end of the school year, student citizens in each grade. A citizen of the year is a student who, in the opinion of students and teachers, deserves special recognition based on the following criteria:

- Positive Leadership
- tries to uphold Christian ideals and influences others to do the same
- has supported his or her teachers by good conduct and participation.
- Willingness to get involved with others
- has been helpful to other students
- has been considerate of, and shown respect to, all students in class
- has supported class and school activities by active participation.

2. Academic Awards

It is the purpose of these awards to give encouragement to all students to excel in their studies and to recognize those whose achievement is outstanding.

- Honor Roll:
 - All subjects taken by the individual students will be used to calculate the honor roll.
 - The Honor Roll will be published for each term. Courses are weighted according to credit allocation. (A 4 credit course will receive more value than a 2 credit course).

Awards, at year-end, are given on the basis of a cumulative percentage average of all four terms:

High Honors	=	86% - 100%
Honors	=	80% - 85%

- At the end of the year the two top students in each grade will receive a plaque.
- Top achievers in Grades 9 – 11 will also be eligible for MEI tuition scholarships.

3. Most Improved

For each of Terms 2–4 recognition will be given to those students whose percentage average has improved most over the previous term.

4. Service Awards

The purpose of this award is to encourage students to become involved in leadership and service in the school. Service awards are presented to students who have made significant contributions to the school, outside of credited courses. Contributions may be made in the following way:

- Drama
- Elementary Teacher Aid
- Grad Committee
- Honor Roll (avg. for the year)
- Library Assistant
- Member of an approved club
- Missions Team Member
- Peer Counseling

- School Team Sports
- Student Council Member
- Team Managers
- Valedictorian

R. SCHOLARSHIPS and BURSARIES

The award information below is accurate as of February 2015. Please note that the B.C. Ministry of Education is currently reviewing their scholarship and awards program and, therefore, there may be some changes to some of the awards listed below.

1. Graduation Program Examinations Scholarship Program

www.bced.gov.bc.ca/awards/

To qualify for a \$1000 Provincial Graduation Program Examinations Scholarship students must be Canadian Citizens or Landed Immigrants, must meet basic graduation requirements and must:

- achieve at least a "B" (73% or higher) final mark (provincial exam and school mark combined) in English 12 or Communications 12
- pass all five provincial graduation program exams
- be one of the top 5000 students in the province based on their percentage scores

The scholarship voucher must be redeemed, at a designated post-secondary institution or apprenticeship program, within five years from September 30th of their graduating year.

2. Pathway to Teacher Education Scholarship

www.bced.gov.bc.ca/awards/

The Pathway to Teacher Education Scholarship is a \$5,000 annual scholarship that recognizes 20 exceptional Grade 12 students planning to enter the field of teaching. Other specific criteria can be found at the website listed above. Scholarship winners will be awarded a \$5,000 voucher to redeem upon entrance to one of BC's faculty of education programs.

3. Dogwood District/Authority Award

http://www.meischools.com/secondary/?page_id=952

This \$1000 award (\$500 cash and \$500 voucher for post-secondary education) is intended for students who have excelled in grade 11 and 12 courses in the following specialty areas:

- Applied Skills (Business Ed., Technology Ed., Home Ec.)
- Community Service
- Fine Arts (Visual Arts, Dance, Drama, Music)
- Physical Activity (not limited to Physical Education)
- Second Languages
- Trades & Technology

The criteria for this award currently include:

- superior achievement (min. 80%) in specialty area courses
- a project, portfolio and/or video (the “wow” factor)
- an application form and letter written by the student
- a letter of recommendation by a teacher/coach/sponsor in the specialty area
- a letter of support by an administrator or counsellor

4. Abbotsford Community Foundation Awards

www.abbotsfordcf.org

Abbotsford Community Foundation Awards are available to MEI and Abbotsford School District #34 secondary school students. Criteria for these awards may include one or more of the following: high academic achievement, school/community involvement, leadership involvement, good citizenship, financial need and/or pursuing specific post-secondary studies. Students will receive information about these awards in mid-February, with applications due by the end of February.

5. MEI Friends and Alumni Awards

http://www.meischools.com/secondary/?page_id=952

a) The A440 Award

The \$1000 A440 Award is available to students who are involved in the music program at MEI and who are pursuing post-secondary education in Business.

b) Chutskoff Family Awards

The \$200 Chutskoff Family awards are available to students who demonstrate outstanding effort and contribute significantly to the MEI band program or the MEI Hockey Academy and who demonstrate Christian character.

c) EP Industries Trades Award

The \$2000 EP Industries Trades Award is available to students enrolled in Construction and/or SSA who have a “B” or higher in related courses, a positive attitude, an excellent work ethic and who are planning to pursue a Trades related education/career.

d) Evergreen Alumni Award

The \$750 Evergreen Alumni Award is available to good academic students who have participated in at least one Arts related activity, a school athletic activity, school and community related service and who are planning to attend a post-secondary institution.

e) Mary Esau Memorial Bursary

The \$2500 (renewable for up to \$10,000 in total) Mary Esau Memorial Bursary is available to good academic students with an excellent work ethic who demonstrate financial need and who are pursuing post-secondary education/career in Nursing (preferred) or Education.

f) Neil & Rita Klassen Award

The \$1000 Neil & Rita Klassen Award is available to a student who demonstrates strengths in community involvement, volunteer/charitable work, Missions interest (local or abroad), leadership skills and/or a strong work ethic

5. Other Scholarship and Bursary Awards

Student Services will receive award related information throughout the year from various businesses, organizations and post-secondary institutions. Students are encouraged to check the GRAD bulletin board, the MEI Grad Newsletters (published in September, November, January and March), the MEI Student Services Grad webpage and various other award and post-secondary related web sites. Students are also encouraged to join the MEI Student Services Grad 2016 Facebook Group in September.

6. Process

Grade 12 students interested in applying for scholarship & bursary awards are encouraged to initiate the gathering of information and/or application process in September already to ensure that their award application packages arrive at the specific organizations, businesses, post-secondary institutions (PSI) etc. by the application deadline. Scholarship and bursary award recipients may be chosen by the donor and/or the MEI Grade 12 Awards Committee.

S. ACADEMIC EVALUATION & REQUIREMENTS

1. Student Evaluation

- a) Students in grades 9-12 will write final exams in core subject areas which will be comprehensive and the results of these exams shall be a percentage of the final mark.
- b) The final mark on the report card for each course shall be the average of two terms and will also include the final exam for the core courses.
- c) Students shall write the final exams during the designated exam days in January or June. These dates are non-negotiable. Students should plan their holidays after the exam period.
- d) Students who fail Bible in grades 9 - 11 will need to successfully complete the course by July 15 in order to return to MEI the following year. Students must successfully complete Bible 12 in each of the two terms in order to receive MEI graduation status.

GRADE TABLE

A	=	86 - 100%	GPA = 4.0
B+	=	80 - 85%	GPA = 3.5
B	=	73 - 79%	GPA = 3.0
C+	=	67 - 72%	GPA = 2.5
C	=	60 - 66%	GPA = 2.0
C-	=	50 - 59%	GPA = 1.0
D	=	40 - 49%	GPA = 0.0
E	=	0 - 39%	GPA = 0.0
I	=	In Progress or Incomplete	

HONOR ROLL

High Honors	=	86% - 100%
Honors	=	80% - 85%

T. GRADE PROMOTION & GRAD REQUIREMENTS

1. Grade 9 Grade Promotion

Students must complete 32 credits each year.

Courses which are not completed satisfactorily must be made up in summer school or with administrative approval in the following year.

Students must pass Bible in order to return.

2. Grade 10-12 MEI & Ministry Graduation Requirements

Students must complete a minimum of 80 grade 10, 11 and 12 credits to meet the MEI and the BC Ministry of Education Graduation Requirements* and receive the Dogwood Graduation Certificate.

a) Required Courses (56 credits)	Credits
<input type="checkbox"/> English 10 ⁽¹⁾	4
<input type="checkbox"/> English 11 or Communications 11	4
<input type="checkbox"/> English 12 ⁽¹⁾ or Communications 12 ⁽¹⁾	4
<input type="checkbox"/> Social Studies 10	4
<input type="checkbox"/> Social Studies 11 ⁽¹⁾	4
<input type="checkbox"/> Science 10 ⁽¹⁾	4
<input type="checkbox"/> A Science 11 or 12	4
<input type="checkbox"/> A Mathematics 10 ⁽¹⁾	4
<input type="checkbox"/> A Mathematics 11 or 12	4
<input type="checkbox"/> Physical Education 10	4
<input type="checkbox"/> Fine Arts or Applied Skills 10, 11 or 12	4
<input type="checkbox"/> Planning 10	4
<input type="checkbox"/> Bible 11	4
<input type="checkbox"/> Bible 12 ⁽²⁾	4

(1) These courses have Graduation Program exams

(2) Students must pass each term of Bible 12 to receive MEI Graduation Certificate.

b) Elective Courses (20 credits minimum)	
<input type="checkbox"/> Grade 12 Provincially Authorized or	12
<input type="checkbox"/> Board/Authority Authorized courses	
<input type="checkbox"/> Additional Grade 10, 11 or 12 courses	8
<input type="checkbox"/> Graduation Transition- GT (not an actual course)	4
Total credits:	80

U. MEI OPTIONS FOR EARNING CREDITS

MEI recognizes that learning is a life-long activity and therefore allows students to earn credits for “other” learning as part of their MEI Graduation Program. In fact, students learn in a variety of ways, some of which take place outside of British Columbia or outside of the regular MEI secondary school program. MEI will grant credit towards graduation for learning that has been assessed and matches or exceeds MEI, provincial,

national or international standards. In addition to earning credits by successfully completing courses delivered by MEI or a public school, students will be awarded credits by using the guidelines that follow. Although MEI students are entitled to receive credit, as set out below, MEI assumes no liability, financial or otherwise, for students who enroll in courses or programs offered by other jurisdictions or institutions. The following is a description of five means by which credits can be granted (i.e., via Equivalency, Challenge, External Credentials, Credits from Post-Secondary Courses, and Independent Directed Studies)

1. Equivalency

MEI Secondary awards credit to students who have successfully completed an equivalent Grade 10, 11 or 12 course from an educational jurisdiction or institution outside the BC school system. All students enrolled at MEI are entitled to apply for an equivalency review of their documented prior learning. MEI will award credit based on equivalency for Grades 10, 11 and 12 Ministry-developed courses (including courses with a Graduation Program Exam) and board authorized courses.

In order to receive credits through Equivalency, MEI students must provide the appropriate documentation as proof of successful completion of the course to the Student Services Department who will undertake the review in collaboration with the appropriate MEI Secondary Department Educators.

2. Challenge

MEI awards credit to students who can demonstrate prior learning. All students enrolled at MEI are entitled to undertake a free Challenge process to assess their prior learning for any Ministry-authorized graduation program course offered by MEI for that school year, as well as any Board Authorized (BAA) course taught at MEI, provided the student has not already completed the course through previous enrolment. This entitlement does not include board authorized courses taught in other schools. MEI Students should be able to demonstrate their readiness to Challenge a course based on factors such as a recommendation from a previous teacher, or from evidence that relevant learning has been acquired outside the regular classroom setting. MEI school staff, in consultation with students and parents, will make the decision about readiness.

Awarding credit through Challenge will be based on the same standards used for students who have taken the course through enrollment. A Challenge is considered successful when a student has achieved at least a C- and 50% (with the exception of Language Courses). For language courses offered at MEI, students desiring to challenge will report to the Modern Language Department Head to express their intention. A designated language teacher will be assigned to administer a language test to evaluate their ability. If a student pass with 80 %. The passing mark will be forwarded to Administration to be entered into the student's records. For Language Courses not offered at MEI, students desiring to Challenge a language must register for Challenge (through MEI Student Services) with a district offering that language course that is willing to administer the challenge for students outside their district. MEI has currently an agreement with the Delta School District to administer the modern language base school exams that we do not teach at MEI The student must also demonstrate in advance that he will be successful in challenging the language exam using self reporting assessment of their language skills based on the expected outcome. There is usually a fee set by the particular district that needs to be paid by the student if they chose to write that challenge exam. Students taking a Challenge outside of MEI are responsible to inform MEI to register for their provincial exam (if applicable). We may refer a student to another school in the Lower Mainland to take their provincial exam if we do not have the expertise to assess if the exam itself includes an oral component or if we do not have the logistical support (adequate audio-lab equipment) in place.

3. Independently Directed Studies

MEI students can initiate their own area of learning and to receive credit towards graduation. It also allows schools to recognize prior learning in a Ministry-developed or board authorized course that an MEI student may not have completed. This policy is not a student entitlement but an enabling policy intended to

encourage students to pursue further studies of interest. The learning outcomes of all Grade 10, 11 and 12 Ministry- and board authorized courses are eligible to be used in an IDS. A student may study one or more learning outcomes in depth, or study more broadly a wide variety of learning outcomes from a single course. IDS credits may only be used to satisfy elective requirements. IDS credits will be awarded by MEI to students who have successfully completed independent work based on a subset of outcomes of Grade 10, 11 or 12 Ministry courses or board authorized courses. The maximum value for a single IDS course is four credits, but there is no limit to the total number of IDS credits a student may earn. The number of credits a student earns for an IDS will be set out in the plan developed by that student and a teacher, and approved by a principal. Grade 12 IDS credits may count toward the minimum of 16 Grade 12 credits required for graduation. IDS courses can be for 1, 2, 3, or 4 credits. When MEI students complete a portion of the outcomes for a course, schools may report their achievement to the Ministry using IDS credits.

4. External Credentials

Students can earn credit towards graduation through certain external credentials approved by the Ministry. All students enrolled at MEI are entitled to receive credit if they have earned a Ministry-approved credential. MEI understands that the Ministry of Education has sole authority to review and approve external credentials and assessments, and to provide an official list of these approved credentials and assessments to schools. The list is published in the Ministry's Course Information Book. Some external credentials are classified as required courses, and others as elective courses. Grade 12-level External Credentials count towards the required number of Grade 12 credits.

BC Ministry of Education approved courses taught outside the regular school system may be received in the following areas:

- Advanced Placement Courses and International Baccalaureate Courses
- Music courses (RCM, etc.)
- Drama, Speech & Effective Communications Courses
- Post-Secondary Courses
- Languages
- Sport Courses (Athletes 10, 11, 12, etc.)
- Youth Development Courses (4-H 11, Guides, etc.)
- Industrial and Occupational Courses (ICBC Driver Education 11, Lifesaving 11, etc.)

There are other courses under each of the above categories. Please check with Student Services to see a complete list of courses that qualify for External Credential and to determine the documentation required to receive credits. You can also consult for yourself the Ministry's Course Information for the Graduation Program Grade 10, 11 and 12 Courses Chapter 3 External Credentials on the following link:

<http://www.bced.gov.bc.ca/graduation/courseinfo/cid.pdf>

Course credits are received by (1) obtaining an EXTERNAL CREDIT REQUEST FORM from Student Services and by (2) bringing the supporting official documentation issued by the external organization along with the required signatures to Student Services.

5. School Completion Certificate Program (SCCP)

At MEI any student who is unable to meet the Ministry requirements for Graduation (Dogwood certificate) will be given the option to apply for the SCCP. Students who are taking credit and non-credit courses will have an IEP written and developed to indicate the components of their program.

V. EXEMPTING STUDENTS FROM FINAL EXAMS

Students must write all final exams for their courses. Exam schedules are posted 1 month prior to the exam dates.

W. COURSE CHANGE – DROP or ADD POLICY

The timetable is created based on students' original choices. Course changes may be possible, due to timetable conflicts and student and/or course suitability during the first week of each semester.

Course change – drop/add will be possible until the first Friday of each semester. These changes may be possible provided classes are not being overloaded and there is minimal disruption to the rest of the student's timetable. Course Changes after the deadline will be evaluated by Student Services and Administration on a case by case basis.

X. VISUAL AND PERFORMING ARTS

MEI is dedicated to providing a sound Performing Arts program integrated with a biblical view of God and the world around us, emphasizing technical excellence, creativity and spiritual maturity. It is expected that involvement in the performing arts will be a positive, constructive, maturing Christian experience for performers, teachers, parents and the school. All those involved in the performing arts will be guided by the following expectations of attitude, relationships, excellence, style, performance, conduct and curriculum.

Attitude

Quality music and acting takes commitment, hard work, practice, repetition, concentration, discipline, reliability, cooperation, teamwork, and respect for teacher and peers. Students are encouraged to strive to apply the motto of the performing arts department, which is to "love God, work hard and have fun.

Relationships

Students will be motivated with enthusiastic leadership and positive reinforcement. Teachers and students must always be respected as persons of value in the sight of God. Every effort will be made to build trust relationships, to create an atmosphere of acceptance, and to have the best for the student in mind. Performing groups are like teams where students need to rely on each other. Therefore, a high level of discipline and commitment is required of each student. Occasionally, decisions need to be based on what is best for the group rather than the individual.

Excellence

We work hard towards excellence and put our hearts into our work because we love God. Excellence is not attained without a cost and the pressure of performance. A quality performing arts program requires correct techniques as well as "freedom" and "soul". The satisfaction of a good performance, a job well done is considered a high reward for hard work and a great motivation towards the next endeavor.

Style

We strive to be creative, progressive, and on the cutting edge as we introduce our students to a variety of forms of music and drama from classical to rock, from mime to full length dramas, similar to what is used in various churches. Through exposure to many artists, students learn to evaluate performances including music, drama and videos, using a system devised by theologian Francis Schaeffer in his book Art and the Bible. Schaeffer feels that "...there is no such a thing as a godly style or an ungodly style". He says that we can praise an artist for his excellence and even integrity without agreeing with his world view. On the other hand, he says that we must apply the standard of scripture to the world view expressed in the work of art. Criticism of

contemporary music is at best, a tricky business. But we are serious about being disciples of Christ and need to take into account the needs of the church, and especially young Christians.

Performance

Students learn to perform best by actually performing in each class. Performing can be a scary experience. However, each student is expected to perform in front of peers and teachers and is accountable to them. Students are evaluated on attitude, attendance and ability. Performance marks make up a large part of the students' grades.

Conduct

We are role models. Conduct at performances, on tours, and in class should always be such that it brings credit to ourselves, our group, our school and brings glory to God. The school conduct code and discipline policy applies on all tours and performances.

Curriculum

MEI performing arts instruction is "classically" based. We are committed to meeting the educational objectives outlined in the BC Curriculum Guides. Rudimentary theory, basic history, standard band literature, classic jazz pieces, and traditional and modern choral selections make up the core of our music program. A fundamental part of the program, and a school tradition, is three and four part singing. Singing is basic to all music and instruments are an extension of the voice. Creative activities which encourage the imagination, sharpen sense awareness and develop self-confidence and skills in speech, movement and improvisation are used in drama and acting classes.

Y. ATHLETIC PROGRAM

Inter-school teams may include volleyball, basketball, soccer, ball hockey, track & field, cross country, golf and tennis.

1. Athletic Philosophy

Athletics is an important part of our society and it is an important part of our school. However, like everything else in our Christian walk, athletics must be kept in balance with other aspects of our lives. MEI is dedicated to the purpose of providing a sound athletic program integrated with a Christian view of God, the world and competition. Involvement in athletics must be a positive, constructive, growing Christian experience for players, managers, coaches, parents and the school in general. In order for this to occur we encourage that all those involved be guided by the following expectations.

Attitude & Sportsmanship

Every sport is a game of attitude. The attitude portrayed must not be one of conceit but one of enthusiasm. Such attitude should be directed towards good sportsmanship by supporting and encouraging team members, and not by trash-talking opponents or arguing with referees. Competition cannot take place without the opposition or the referees, and therefore, it is imperative to show them proper respect. It is especially important to do this as good witnesses for Christ.

Relationships

Teammates, coaches and opposing team members must always be respected as persons of value in the sight of God. Relationships should be built on Christian principles. Loyalty, discipline and sacrifice are encouraged to develop positive character and promote team spirit and unity. Characteristics of egotism, selfishness and jealousy should be suppressed.

Winning

Athletics is competitive. Our goal is to win. Winning is one way to measure success but not the only way and certainly not the most important. Our Christian witness is most important and must never be compromised for the sake of winning.

Playing Time

Students have a "right" to try-out for a team. However, it is a "privilege" to be chosen to be a member of a team. It is during practice that a player earns the "privilege" to play in a game. As many athletes as possible will be given playing time but each player will not necessarily play in every game. Players will be expected to attend all practices even though they might not be given playing time in all games.

General Conduct

We are all role models. Being an athlete or a spectator brings about new responsibilities which we must accept. Many people will know us by our appearance at games and will be observing our actions. Our conduct should always be such that it brings credit to ourselves, our team, our school, and that it brings glory to God.

2. Athletic Awards System

a) Rationale

At the end of each school year the Athletic Department will recognize those athletes that have demonstrated an above average proficiency and/or made an outstanding contribution to the athletic program.

b) Points System

Interscholastic sports at MEI are divided into major and minor categories with points being awarded to each athlete by the coach using a set of guidelines. These divisions are an attempt to weigh the time and commitment required of an athlete to meet the needs of their chosen sport. The following descriptions will help to define these categories.

(i) Major Sport

- requires substantial commitment to the school program in order to develop skills.
- practices tend to be very structured, focusing on skill development and team concepts.
- 30 or more practice or game days in a season

(ii) Minor Sport

- commitment is fairly substantial but not to the same degree as a major sport
- practices focus on skills but often use 'game situations' to produce improvements
- 10 to 30 practice or game days in a season

(iii) Categories

Major Sports

Basketball
Boys Soccer
Volleyball

Minor Sports

Cross Country
Girls Soccer
Golf
Swimming
Tennis

Track & Field

(iv) Points

<u>Major Sports</u>	<u>Minor Sports</u>	<u>Criteria</u>
8 – 10	5 – 6	- outstanding skills - team leadership - provided team & school service when asked - excellent attendance, cooperation and sportsmanship
4 – 7	3 – 4	- good and/or improving skills - cooperative and sportsmanlike attitude - good attendance & positive attitude
1 – 3	1 – 2	- skill level average and/or static - commitment and attendance - attitude less than desirable

Bonus Points:

	<u>Major</u>	<u>Minor</u>	
Up to 6 pts max.	1 League Finalist	.5 League Finalist	
		1 League All Star	.5 League All Star
		1 Fraser Valley Finalist	.5 Fraser Valley Finalist
		1 Fraser Valley All Star	.5 Fraser Valley All Star
		2 BC Finalist	1 BC Finalist
		2 BC All Star	1 BC All Star

Awards Point Requirements

Bronze Medallion	20 – 39 points
Silver Medallion	40 – 59 points
Gold Medallion	60 – 79 points
Small Plaque	80 – 99 points
Large Plaque	100 or more points

3. Awards Selection

The Athletic Director will submit a list of eligible athletes (based on points) to the Athletic Department for approval. The Athletic Department can reject the presentation of an award for any of the following reasons.

- The athlete has failed to maintain a satisfactory academic record.
- A grade 12 athlete fails to meet graduation requirements.
- The athlete has been involved in a disciplinary action.
- The athlete has quit a team without a legitimate reason.
- The athlete has acted in a manner that tarnishes the image of MEI.

4. Special Awards:

Athlete of the Year Awards

The Athletic Department will choose an Athlete of the Year from male and female for Junior (grade 9 or 10) and Senior (grade 11 or 12). This award will acknowledge exceptional contribution to the athletic program through participation, attitude, talent and service. This is an athlete who has contributed the most to the school athletically over the school year. This is someone who has excelled in two sports and possibly contributed significantly in one other sport.

Sportsmanship Awards

The Athletic Department will choose a Sportsmanship Award for a male and female athlete in grade 11 or 12. This is an athlete who has made significant contributions to their team in two sports. This is someone who has been a credit to MEI not only in athletic ability but also by exhibiting true qualities of sportsmanship.

5. Academic Performance Requirement

Students participating in extra-curricular activities will need to maintain a minimum average of 60%. The marks will be reviewed frequently and where they are below the required level, the student will be suspended from participating until the marks are improved.