



**Minto Memorial High School**

***"Home of the Tigers"***

126 Park Street  
Minto, N.B. E4B 3K9  
(506) 327-7010



<http://mintomemorial.nbed.nb.ca/Welcome.html>

## **STUDENT HANDBOOK 2025-26**

School Motto:

*Resurgam*

Colours:

Garnet and Gold

School Population:

Approx.195

## **ADMINISTRATION**

Principal

Peter Tomilson

Vice Principal

Wendy Robichaud

Administrative Assistant

Melody Bryden

## SCHOOL CALENDAR 2025 – 2026

Date	Event	Notes
September 2	Opening Day for Grade 9	
September 3	All Students Attend	
September 26	Teacher Professional Learning	No School
September 30	National Day for Truth and Reconciliation	No School
October 13	Thanksgiving	No School
November 10	School Improvement Planning	No School
November 11	Remembrance Day	No School
November 17	Report Cards for Q1	
November 21	Parent/Teacher Interviews	No School
December 19	Last Day of Classes before Break	
December 22 – January 2	Christmas Break	No School
January 5	First Day of Classes	
January 19 – 23	Assessment/Demonstration of Learning	Schedule TBD
January 26-27	Turnaround Days	No School
January 28	First Day of Semester 2	
February 16	Family Day	No School
March 2 – 6	March Break	No School
March 30	Report Cards for Q3	
April 2	Parent/Teacher Interviews	No School
April 3	Good Friday	No School
April 6	Easter Monday	No School
May 1	NBTA Council Day	No School
May 11	NBTA Branch Meeting	No School
May 18	Victoria Day	No School
June 8 – 12	Assessment/Demonstration of Learning	Schedule TBD
June 16	Prom	
June 18	Graduation	
June 19	Report Cards	

## **MESSAGE FROM THE ADMINISTRATION TEAM**

Welcome back to Minto Memorial High School for the 2025–2026 school year! A new year is a fresh opportunity to challenge yourself, set meaningful goals, and push beyond what you thought possible. Whether in the classroom, on the field, or in your personal life, take pride in the effort you put forward and remember that growth comes from trying new things, even when it feels difficult. This is your chance to write a new chapter, so embrace the opportunities ahead with energy and determination.

As a Minto Tiger, you are part of a strong and supportive school community. Take the time to get involved, join a team, a club, a performance, or simply be the person who encourages others. The more you invest in your school experience, the more rewarding it will be. Show pride in yourself, in your classmates, and in your school. Let's make this year one where we work hard, support one another, and celebrate what it truly means to be a Tiger.

Mr. Tomilson and Mrs. Robichaud

## **MISSION STATEMENT**

Welcome to a respectful and inclusive community where kind, empathetic and hard-working individuals are continuously striving to be successful and resilient.

## **SCHOOL VISION**

Minto Memorial High School strives to foster a learning environment where students and staff are working together in a pleasant, encouraging, and friendly atmosphere.

## **GOALS**

- To provide a safe, orderly environment
- To offer an instructional program that reflects the needs of our students
- To promote positive forms of communication between all members of the community

<b>BELL SCHEDULE</b>			
<b>FULL DAY</b>		<b>HALF DAY</b>	
Warning Bell	8:28	Warning Bell	8:33
Period 1	8:30 – 9:35	Period 1	8:35 – 9:15
Break	9:35 – 9:45	Break	9:15 – 9:20
Period 2	9:45 – 10:50	Period 2	9:20 – 9:55
Nutrition Break	10:50 – 11:00	Break	9:55 – 10:00
Period 3	11:00 – 12:05	Period 3	10:00 – 10:35
LUNCH	12:05 – 12:55	Nutrition Break	10:35 – 10:45
Period 4	12:55 – 2:00	Period 4	10:45 – 11:20
Break	2:00 – 2:10	Break	11:20 – 11:25
Period 5	2:10 – 3:15	Period 5	11:25 – 12:00

**Notes:**

- Students are to remain in the building during designated break times, except for lunch. If you need to leave the building, please contact someone in the main office.

**PARENT SCHOOL SUPPORT COMMITTEE**

Minto Memorial High School has an active Parent School Support Committee. This committee is an advisory group that gives advice to the principal on educational issues. The Committee consists of up to twelve members including elected parents/guardians and community members, the principal, a teacher and student(s); and meets once a month for one hour. The meetings are open to the public. Each elected member may serve a term of up to three years. If you would like more information, call the school and leave your name and phone number. The principal or PSSC chair will contact you.

**STUDENT REPRESENTATIVE COUNCIL (SRC)**

Each year, in late spring, a new **Student Representative Council (SRC)** is elected for the upcoming school year. Positions include President (or Co-Presidents), Vice-President, Treasurer, Secretary, Sports Rep, and Grade 10 Rep.

The SRC organizes and leads a variety of student activities throughout the year, including dances, theme days, orientation events, assemblies, and fundraisers. The council also serves as the voice of the student body, acting as a liaison between students and the school's administration.

**Get Involved!**

Being part of the SRC is a great way to make a difference at school, develop leadership skills, and help create fun and meaningful experiences for all students. Consider running for a position next spring!

**CELL PHONES**

To support a focused learning environment, cell phones must be placed in the wall pockets of each classroom or teaching station at the start of class. Phones may only be used when a teacher specifically allows it.

**Consequences for Misuse:**

**First Offense:** The student will turn in their phone to the main office for the remainder of the day.

**Second Offense:** The phone is turned into the main office for the day, and an administrator will contact the parent/guardian. The phone must be picked up by the parent/guardian at a convenient time.

**Third Offense:** The phone is turned into the main office, and a conference with the parent/guardian and an administrator will be scheduled. A plan will then be implemented, typically including:

- The phone goes to the main office upon arrival each day for two weeks.
- The student may retrieve the phone for lunch and then return it to the office for the afternoon.
- The phone is returned at the end of the day.

**Note:** If a student is found using a phone during class without permission, the above consequences apply.

### **STUDENT FEES**

A yearly fee of \$31.50 must be paid by each student. This fee is used to provide each student with:

- An Identification Card
- Student Calendar
- Locker and Lock
- Exam/assessment materials
- General Student Activities

### **COURSE FEES:**

We offer a diverse and robust series of courses. Some of these courses require the use of expensive equipment and materials. While we do our best to minimize these costs, it is important to note that these programs do require a small in order to be offered. If a student chooses to take any of the following courses, the associated fee will be applied.

<b>Course Name</b>	<b>Fee</b>
Tune Up and Emissions 110	\$31.50
Metals Fabrication/Welding 110	\$31.50
Introduction to Skilled Trades 110	\$31.50
Power Train and Chassis 110	\$31.50
Framing and Sheathing 110	\$31.50
Automotive Electrical Systems 120	\$31.50
Culinary Technology 110/120	\$104.75
Electrical Wiring 110/120	\$31.50
Internal Combustion Engines 110	\$31.50
Mill and Cabinet 110	\$31.50
Residential Finish 120	\$31.50
Outdoor Education 110	\$157.25

### **Notes:**

- Online payment is accepted through School Cash Online
- Students who withdraw from school will receive no rebate after September 30.
- Lockers are the property of the school and may be subject to being opened and searched by administration if deemed necessary.
- Students will not be permitted to participate in extra-curricular activities if they have not paid their student fees.

## **EXTRA-CURRICULAR ACTIVITIES**

- We offer a wide range of extra-curricular programs that includes sports teams, clubs and student leadership. Taking part in these activities enriches the overall high-school experience. That said, they are a privilege not a right.
- Students wishing to participate in these extracurricular activities must be present the entire school day (of the activity) and the next day, the only exception being a medical appointment with a written note from a professional.
- If a student is absent following a sporting event or scheduled activity, they will not be permitted to participate in the next game/event without a valid excuse.
- Chronic absenteeism will lead to a parent/guardian conference

## **SPORTS, CLUBS AND COMMITTEES**

Students are encouraged to take an active role during their time at MMHS. The following sports, clubs and committees have been available to students at MMHS during the school years, depending on interest. Suggestions for new clubs are always welcome! Get involved in your school!

Car Club C.O.W (Crazy Orientation Week) Christmas Concert Dance Committee Fitness/Weight Room Friday Fun Nights Grad Class Committee	Men's Senior Basketball Men's Senior Soccer Men's Volleyball Relay Committee Badminton	Student Representative Council (SRC) Variety Show Video Yearbook Women's Senior Basketball Women's Senior Soccer Women's Volleyball Yearbook
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## **EMERGENCY PROCEDURES**

At Minto Memorial High School, safety comes first. Whether a drill or a real situation, students are expected to remain calm, listen carefully, and follow the directions of their teacher.

### **Evacuation (Fire Drill or Other Emergency):**

- When the alarm sounds, follow the posted exit signs and your teacher's instructions.
- Leave the building calmly and quickly.
- Teachers will bring the classroom attendance list, red/green signs and ensure doors and windows are closed.
- Students must stay with their class and move to the designated safe area away from the school.

### **Lockdown:**

- At the announcement of a lockdown, remain in your classroom or the nearest supervised space.
- Stay quiet, follow your teacher's directions, and remain away from doors and windows.
- Cell phones should remain silent so lines of communication stay clear.
- Stay in place until an "all clear" is announced by school administration.

## **COUNSELLING SERVICES**

- Our Guidance Department is here to support you with academics, career planning, and personal well-being. Whether you're adjusting to high school, setting goals, or exploring life after graduation, we're here to help.
- The Guidance Centre is on the main floor and open from 8:15 a.m. to 3:45 p.m. To book an appointment with the counsellor, leave your name with the administrative assistant in the office.
- Students are encouraged to reach out at any time. Conversations are confidential, except in situations where safety may be at risk.

## **HEALTH SERVICES**

- Students have access to a range of health supports. Our Sexual Health Nurse visits regularly and is available for private, one-on-one counselling.
- If you want to contact an Addiction Services counsellor, speak with the Guidance Department for a referral.
- To book an appointment with a healthcare provider, leave your name with the administrative assistant in the main office.
- All services are confidential and offered in a supportive, non-judgmental environment.

## **NUTS AND PEANUTS**

At MMHS, student safety is our top priority. Because some students have severe peanut allergies, we ask for everyone's cooperation in keeping our school as safe as possible. Preventing exposure is the best way to protect those at risk of anaphylaxis.

To help, please:

- Wash your hands before coming to school to remove any possible peanut traces.
- Avoid bringing peanuts or peanut-containing products to school.

By following these simple steps, we can all help make MMHS a safer and more inclusive place for everyone.

## **ACCEPTABLE USE OF THE INTERNET**

At MMHS, computers and internet access are valuable learning tools. Their use is a privilege and is governed by the New Brunswick Department of Education's **Policy 311: Information and Communication Technologies Use**.

### **Acceptable Use Agreement**

When using school computers, the network, or email, students are expected to:

- Follow all guidelines in **Policy 311** ([link](#)).
- Use technology responsibly and for learning purposes.
- Avoid harmful activities such as spreading viruses, hacking, or altering files that are not their own.
- Not create, send, or access material that is offensive, threatening, or meant to humiliate others.
- Avoid anonymous/free email accounts, chat rooms, or large downloads without teacher permission.
- Respect privacy—never share personal information (your own or others').
- Refrain from sending spam or bulk messages.

### **Consequences**

Failure to follow these rules may result in loss of computer privileges and/or other disciplinary action.

### **Agreement**

I have read and understand the expectations for using computers and the internet at Minto Memorial High School. I agree to follow these rules and understand that failure to do so may result in the loss of computer privileges and/or other disciplinary measures.

**Student Name (print):** \_\_\_\_\_

**Student Signature:** \_\_\_\_\_

**Parent/Guardian Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_



## **SIGN IN – SIGN OUT PROCEDURES**

To ensure student safety and comply with District Policy, all students must follow these procedures:

- **Late Arrival:** Students arriving after the start of school must **sign in at the main office**.
- **Leaving School:** Students leaving during the day (except lunch) must **sign out at the main office**.
- **Permission Required:** Students may only sign out with **written or verbal permission from a parent/guardian**.
- **Extended Absences:** Sign outs are intended for leaving school property for an extended period, not for brief breaks.

## **SMOKING AND VAPING**

All facilities, property, and vehicles at MMHS are **smoke- and vape-free**, in accordance with Anglophone School District West and New Brunswick Department of Education policies.

- **No vaping or smoking** is allowed **anywhere on school grounds**, on school buses, or inside privately owned vehicles parked on school property.
- This policy applies to **both cigarettes and vapes**.

### **Consequences:**

Offense	Outside	Inside
1st	Warning	1-day suspension
2nd	1-day suspension	3-day suspension
3rd	3-day suspension	5-day suspension

## **SUBSTANCE ABUSE**

MMHS is committed to keeping students safe and healthy. The use or possession of alcohol, narcotics, other restricted drugs, and drug-related materials is **not tolerated**. This policy applies to all school activities, including off-campus, school-sponsored events. The goal is to prevent substance use at school and to support students who may be struggling with alcohol or drugs.

### **Examples of Violations:**

1. Strong suspicion of use of illegal drugs, alcohol, or vapes at school or school events
2. Use of tobacco or vapes on school property
3. Use or possession of alcohol at school or during school-sponsored activities off campus
4. Use or possession of illegal drugs
5. Being under the influence of alcohol or drugs at school or school events
6. Distribution or selling of tobacco, vapes, alcohol, or drugs to other students

### **Consequences:**

Violations are treated as a serious discipline issue. Use or possession of illegal drugs or alcohol may result in **immediate suspension** and could include the **loss of extra-curricular privileges**.

## **HEADGEAR**

For respect and tradition, all headgear must be **removed during the Canadian national anthem and during Remembrance Day ceremonies.**

## **ATTENDANCE**

**Goal:** Regular attendance supports student learning, social and emotional development, and cognitive functioning which all lead to student success. Attendance records are important and may be considered by employers and post-secondary institutions, reflecting responsibility and reliability. At MMHS, students, parents/guardians, and the school share responsibility for maintaining high attendance standards. **District Policy requires all students to attend school regularly.**

### **Expectations:**

- Students must arrive on time for every class. Three instances of tardiness result in a noon detention.
- If absent, students must provide a **dated, parent-signed excuse** specifying the date(s) of absence to their homeroom teacher upon return.
- Teachers may assign detentions for unexcused absences. For excessive absences, a **doctor's note may be required.**
- Parents are encouraged to **call the school before 9:00 a.m.** to report absences.
- Attendance records reset at the start of each semester.

### **Procedures for Addressing Absences:**

- Teachers will personally contact parents/guardians regarding absences.
- On the **10th absence in any class**, the principal will notify parents/guardians in writing.
- The principal will review attendance for students exceeding 10 absences with parents/guardians and the School-Based Education Support Team.
- Chronic non-attendance will be reported to the Director of School for the Oromocto Education Centre.

## **POWERSCHOOL**

Minto Memorial High School uses **PowerSchool**, an online system that lets students and parents check grades, attendance, and assignments, as well as communicate with teachers and administrators.

- **New users:** Parents should contact the school to obtain their child's PowerSchool ID and password.
- **Returning users:** Parents can use the same ID and password from the previous year.

PowerSchool is a valuable tool to stay informed and support student success.

## **SCENTS IN SCHOOL**

Minto Memorial High School and Anglophone West School District are committed to maintaining a **scent-reduced learning and working environment** to support the health and comfort of students and staff.

- While it is not possible to eliminate scents, everyone is expected to **minimize strong fragrances** and be aware of the needs of those with environmental sensitivities.
- Efforts will be made to address scent-related issues, which may include asking someone to **return home to change** if necessary.
- Students and staff are encouraged to **practice consideration and respect** for others' health and well-being.

## **SCHOOL PICTURES**

All students will have their picture taken for student ID cards.

- Students who wish to purchase a full set of school photos must pay the photographer directly when ordering.
- Pricing and package details are provided in the brochure distributed on photo day.
- All transactions and agreements are between the student/family and the photography company, not the school.

## **LOCKERS**

Minto Memorial High School provides **lockers for every student**. Students should **not share lockers**, as this can create issues. You are responsible for everything stored in your locker, including any prohibited items or stolen property.

### **Guidelines:**

- All lockers are **school property** and may be inspected at any time.
- Keep your **combination private**—do not share it.
- Maintain your locker in a **neat and tidy condition**. Clean it before leaving in June.
- **Report damage** to lockers or locks to the main office.
- Do **not store large sums of money, valuables, or electronics** in your locker.
- **Lost locks** must be replaced at a cost of \$6.50 each.

## **STUDENT PARKING**

Students who drive to school must park **only in the designated “Student Parking” area**. Parking is **not allowed** behind the cafeteria or near the side entrance to the gymnasium or shop.

### **Guidelines:**

- All vehicles must be **registered at the main office**. Unregistered vehicles may be towed at the owner's expense.
- Unsafe or careless driving, or any motor vehicle offense, may result in **loss of parking privileges**.
- Violations on school property will be **reported to the appropriate authorities** and are subject to provincial laws.
- **Speed limit on school property: 15 km/h.**

## **SCHOOL CLOSURE AND INCLEMENT WEATHER**

During inclement weather, the following situations may occur:

- **Schools open as usual:** No radio announcement will be made.
- **All schools closed:** Announcements will be broadcast on local radio stations by **6:00 a.m.** Parents are encouraged to listen early when bad weather is expected.
- **Zone-specific closures:** Some schools may close while others remain open. Minto Memorial High School is in **Zone 8**. Announcements will be made by **6:00 a.m.**
- **Bus delays:** If all buses are delayed by one hour, schools remain open at the regular time for walking and drop-off students. Students arriving late **will not be penalized**.
- Bus drivers may recommend **cancellation or delay of individual routes** if conditions are unsafe.
- For the latest school closure and transportation information, visit the district website: [Anglophone West School District](#)

## **BUSSING**

Anglophone West School District provides **safe and reliable transportation** for eligible students. The school bus is an extension of the classroom, and the same behavior expectations apply.

### **Bus Conduct:**

- Be courteous to the driver and fellow passengers; rough or boisterous behavior is not allowed.
- Arrive on time and **never stand on the street or highway** while waiting for the bus.
- Be quiet when approaching or crossing **railway lines**.
- Only use **approved bus stops** for pick-up and drop-off.
- Obey the driver at all times and **avoid unnecessary conversation while the bus is moving**.
- Always cross the road **at least ten feet in front of the bus**, looking both ways; never cross behind the bus.
- Sit in assigned seats if directed.
- Do **not open windows or the emergency door** without the driver's approval; do not extend objects out of windows.
- Keep the bus clean—**no garbage**, eating, drinking, or tobacco products.
- Avoid carrying **oversized or hazardous items**, including skateboards, hockey gear, or large instruments.
- In an emergency, **remain seated and follow the driver's instructions**.
- Willful damage to the bus must be **repaid by the offender**.
- Violations of bus rules may result in **disciplinary action or loss of bus privileges**.

## **Bus Passes**

- Students needing to ride a bus they do not normally use must obtain a **bus pass from the principal**.
- Requests must be **written by a parent/guardian**, including the student's name, address for drop-off, date, signature, and reason. **Phone requests are not accepted.**
- Bus passes are **not provided for extra-curricular activities or work locations.**
- In emergencies, administrators may provide flexibility.

For questions regarding busing, contact the **Anglophone West School District Transportation Department at 453-5454.**

## **SCHOOL OFFICE HOURS**

The school office is open **Monday to Friday, 8:00 a.m. – 4:00 p.m.** You are welcome to leave a message at any time using the school's **message manager**, available seven days a week.

## **VISITORS**

For safety and security, **all visitors who are not enrolled or affiliated with the school must check in at the main office.** Unauthorized people are **not permitted** in the building or on school property at any time.

## **ATHLETICS AND EXTRA-CURRICULAR**

Participation in extracurricular activities at MMHS helps build skills, teamwork, and school spirit. However, these programs place a significant demand on school resources. To support operations, **all athletes are required to participate in team fundraising.**

### **Important**

- If a student are ineligible MMHS
- **Fees must be deadline.** Students who do not pay by the set date will be **ineligible to participate** until the fees are submitted.

<b>Activity</b>	<b>Fee</b>
Soccer (Varsity or JV)	\$104.75
Basketball (Varsity or JV)	\$104.75
Volleyball (Varsity or JV)	\$104.75
Badminton (Varsity or JV)	\$42.00
Golf	\$78.75

### **Information:**

**quits a sport**, they to participate in any sports for **one year.**  
**paid by the**

## **Athletics Code of Conduct**

Representing Minto Memorial High School, whether as a participant or spectator, is a **privilege and a responsibility.** Students, teachers, coaches, and volunteers are expected to act as **ambassadors of the school**, demonstrating **sportsmanship, respect, responsibility, and a positive attitude** at all times.

### Expectations for Student Athletes:

1. **Language:** No profane, vulgar, or derogatory remarks, including racial slurs.
2. **Attitude:** Conduct yourself responsibly and maturely; you are accountable for your actions.
3. **Sportsmanship:** Compete fairly, respect teammates, coaches, opponents, officials, and fans.
4. **Initiation Ceremonies:** Offensive, humiliating, unsafe, or embarrassing acts are prohibited.
5. **Appearance:** Maintain a neat appearance; coaches may set specific dress codes for events.
6. **Academics & School Behaviour:** Attendance, punctuality, cooperation, and effort are required. Neglect may result in temporary or permanent removal from the team.
7. **Uniforms & Equipment:** Care for all issued items; failure to return uniforms may affect team affiliation.
8. **Smoking:** Smoking or vaping is prohibited; it harms performance and health.
9. **Alcohol & Drugs:** Non-medical use is strictly prohibited; violation results in immediate dismissal. Reinstatement is at the discretion of the Athletic Committee.
10. **Athletic Fees:** Fees must be paid to support team operations.
11. **Game/Practice Attendance:** Students must be present at school on the day of a game or practice to participate. Students must be present the day after a game to be eligible to participate in the next game.
12. **School Suspensions:** Suspended students are ineligible for athletic and social events.
13. **Coaches:** Must enforce rules fairly, complete required certifications, and report violations promptly.
14. **Locker Rooms/Activity Areas:** Keep all areas clean and orderly; horseplay is prohibited.
15. **Travel:** Students may not drive themselves or others to games; coaches must monitor and report compliance.

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### Academic Probation for Athletes

Minto Memorial High School's Athletic Committee ensures that academic responsibilities are maintained alongside sports participation:

- **Level 1:** Meeting with student, parent/guardian, and Athletic Committee Chair. A **two-week probation** allows continued participation while progress is monitored.
- **Level 2:** If no improvement, a second **two-week probation** occurs. The athlete is suspended from practices/games and must complete outstanding coursework during after-school detentions.
- **Level 3:** If improvement is still not observed, the Athletic Committee will meet with the student and parent/guardian. Further action, including **permanent suspension** from the team, may be taken.

### Athlete of the Year Award

Each year, MMHS presents **Male and Female Athlete of the Year** awards. Candidates are evaluated based on:

- Athletic ability and performance
- Leadership and commitment to their team
- Being positive ambassadors and role models for the school
- Maintaining academic performance consistent with their ability
- Respect for rules and fair play
- Eligible candidates are students in **Grades 11 and 12**. Final selections are made by the **MMHS Athletic Committee** with input from coaches.

## **ATHLETIC “M”**

Students can qualify for an Athletic “M” by:

- Participating in one sport for three years or
- Participating in three sports in one school year.

## **CATCH UP FRIDAYS**

- Occur on the 4th Friday of each month.
- These half-days are dedicated to catching up on missed or late assignments.
- Students can work directly with their teachers to complete missing or incomplete work.
- Opportunities for enrichment or advanced work are also available.
- **Any late work not completed by Catch Up Friday will receive a zero** for that month.
- Students are encouraged to attend and communicate with their teachers to make the most of this time.

## **EXTRA HELP**

- Students are encouraged to seek **extra help** if they don’t understand assignments, find the work challenging, or have missed class due to legitimate absences.
- Conferences can be arranged **before or after school**, or at a mutually convenient time.
- Teachers may ask students to stay after school to **receive additional support**—this is intended to help students succeed, not as a punishment.
- The **Resource Teacher** can assist students at the request of a subject teacher if additional support is needed.

## **ACADEMIC HONESTY AND INTEGRITY**

- MMHS maintains **high academic standards**. All submitted work must be your own.
- **Plagiarism** is using someone else’s ideas, writings, or inventions as your own, including content from the **internet or AI tools**.
- Students must **cite all sources**. Cutting, pasting, or submitting AI-generated work as your own is prohibited.
- Students found **copying, sharing work, or plagiarizing** may receive a **zero** on the assignment, test, or exam. This will be determined by the subject teacher.

## **STUDENT EVALUATION AND REPORTING**

- There are **two reporting periods each semester**.
- For semester courses, each reporting period counts for **at least 35%** of the final grade, and the final assessment accounts for **up to 30%**.

### **Assessment Absences:**

- Students planning to be absent for an assessment should **inform their teacher in advance**.
- If a student misses an assessment for a **valid reason**, marks will be prorated, or the assessment may be rescheduled.
- **Unexcused absences** may result in a **zero** for the missed assessment.

## **NEW BRUNSWICK HIGH SCHOOL GRADUATION REQUIREMENTS**

Policy 316B indicates that as of 2026, graduates must:

- have met learning requirements prescribed in Grade 9 curriculum
- have completed compulsory credit hours in Grades 10 through 12
- have accumulated 100 credit-hours to apply for graduation
- have developed a documented career-life plan

Students can begin to accumulate credit hours in courses once they have met the learning requirements prescribed for the Grade 9 curriculum in the corresponding subject area or equivalent. Students will be eligible to graduate when the graduation requirements are met. The minimum acceptable grade of 60% is required in the learning expectations for high school courses. Students are required to accumulate the minimum credit-hours in each of the seven subject area clusters and acquire a literacy credential by achieving a successful rating on the English Language Proficiency Assessment. Schools may apply to have a student exempted from the ELPA if the student is learning English as an additional language at A1-A2 levels in reading/writing. Students at B1 level and above should attempt the ELPA with universal accommodations.

Students are required to accumulate:

- 80 total credit-hours from the list of compulsory courses and options in the cluster areas. [72 credit-hours from list of compulsory outcomes + 8 credit-hours from any cluster]
- a minimum of 20 additional credit-hours which may include elective courses, up to 8 credit-hours from Challenge for Credit Courses, 4 credit-hours for Independent Study, and/or 8 credit-hours for Locally Developed Courses
- French Immersion students must complete 50% of the Grade 9 curriculum and 40 credit-hours in Grades 10–12 French

## **ACADEMIC ACHIEVEMENT/RECOGNITION**

### **Honour Roll**

- Students with a **minimum average of 85%** will be recognized on the **Honour Roll**.
- Celebrations are held at the end of **Terms 1 and 3**.
- Applicable to **Grades 9–12**.



### **Academic “M”**

- Graduates who maintain **Honour Roll status (85% average)** throughout Grades 10–12 will receive an Academic “M” at graduation.

### **Graduation with Distinction**

- Graduates who maintain a **90% average** throughout Grades 10–12 will be recognized at the graduation ceremony for this achievement.

### **Valedictorian**

- One valedictorian is selected each year based on **academic achievement** and **community/school involvement**.

Candidates must submit a **written application** available on **May 1**. Selection criteria:

- **80% Academic Average** (Grades 10–12)
- **20% Application** (statement of reasons and involvement in school/community)
- Applications are due by **3:30 p.m., June 1, 2026**.

## **DISCIPLINE POLICIES – POSITIVE LEARNING ENVIRONMENT (POLICY 703)**

MMHS is committed to a **Positive Learning Environment** where all students, staff, and visitors feel **accepted, respected, and safe**, and where learning is the main focus. Everyone is expected to **contribute positively**, follow rules, and treat others with dignity.

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### **Behaviour Expectations**

- Students are the school's responsibility **to and from school** during school hours.
- All school functions, including events at fields, gyms, or other locations, are governed by these expectations.
- MMHS students are expected to **work hard academically** and participate positively in extracurricular activities.

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### **Respect for Self & Others**

- Treat others—students, staff, visitors—with **courtesy and respect**.
- Use **appropriate, polite language**.
- Exhibit **self-respect** by dressing appropriately and working to your best ability.

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### **Student Conduct**

Unacceptable behaviors include, but are not limited to:

- Smoking or vaping in undesignated areas
- Littering or defacing school property
- Leaving class/school without permission (students must sign out at the office)
- Possession, use, or influence of illegal drugs or alcohol on school property, buses, or school activities
- Refusal to complete assigned work
- Refusal to sit in assigned seat
- Abusive or obscene language
- Disruptive behavior
- Fighting or provoking fights

**Severe infractions** may result in suspension, including

- Profanity towards staff
- Physical violence
- Defiance
- Vandalism
- Harassment or intimidation (including online)

## **Out-of-School Suspension**

Suspension temporarily **excludes a student from school property and school-sponsored events**. Immediate suspension may occur if a student's presence

- Endangers themselves, others, or staff
- Disrupts learning

Suspension may result from

- Persistent disobedience or refusal to do schoolwork
- Conduct harmful to the school community
- Willful property damage
- Continuous use of profane or improper language
- Involvement with drugs or alcohol
- Refusal to follow interventions (e.g., absenteeism plans)
- Possession of weapons (including knives) or substances

**Severe cases** (e.g., substance abuse, assault, threats, weapons) may result in

- Extended suspension (over five days)
- Police involvement
- Possible criminal charges

## **During suspension**

- Students may **not travel on buses**
- Students **cannot be on school property**
- Students **cannot attend school-related events**