HOME OF THE BLUE AND GREEN MAVERICKS

| Address       | 1000 Carlton Road  
Markham, Ontario  
L3P 7P5 |
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<tbody>
<tr>
<td>Telephone</td>
<td>(905) 940-8840</td>
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<tr>
<td>Fax</td>
<td>(905) 940-8895</td>
</tr>
<tr>
<td>Web</td>
<td><a href="http://www.markville.ss.yrdsb.edu.on.ca">www.markville.ss.yrdsb.edu.on.ca</a></td>
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THIS AGENDA BELONGS TO:

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<tr>
<td>Semester 1 Homeroom</td>
<td>Semester 2 Homeroom</td>
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</table>
MARKVILLE SECONDARY SCHOOL ADMINISTRATION

Mr. S. Bewcyk
Principal

Mr. P. Azzopardi          Ms. R. Li
Vice–Principal              Vice–Principal

MARKVILLE’S MOTTO

Living, Sharing, and Learning Together

VISION STATEMENT

Our vision is that Markville Secondary School is a community of future–oriented, self–disciplined, life–long learners, dedicated to the pursuit of excellence.

Our commitment is to a safe, caring, positive environment that fosters communication and mutual respect.

Our focus is on the personal and ethical values in conjunction with the creative, social, academic, and technological skills needed to be successful in the ever–changing and competitive world.

WELCOME TO MARKVILLE SECONDARY SCHOOL

This handbook and planner has been designed to assist students and parents/guardians in preparing for an exciting and successful year of study and school activity. The handbook contains a daily planner, information on school organization, and expectations of students. It is hoped that students and parents will take time to read the handbook carefully and use it as a resource.
**STUDENTS’ ACTIVITY COUNCIL (SAC)**

Markville’s SAC is the student government of the school, and it is elected by the student body. It consists of approximately 20 members who are students in Grades 9 through 12. Throughout the school year, this council plans, organizes and holds many social events that foster spirit and school pride. Dances, the semi-formal, the prom, charity fundraisers, and spirit days are all run by this dynamic group of students. Student Council’s first event, SAC Attack lets students jumpstart their school year and allows them to learn about the broad range of activities and clubs offered at Markville. Listen for announcements and keep your eyes open to learn more about future SAC events. Regular SAC meetings are held each Tuesday after school in room 215; all members of the school body are welcome to attend.

**THE SAC EXECUTIVE FOR THE 2011-2012 SCHOOL YEAR IS AS FOLLOWS:**

<table>
<thead>
<tr>
<th>Role</th>
<th>President: Alex Yip</th>
<th>Vice-President: Sherry Shao</th>
<th>Grad. Reps: Susan Wen, Stephanie Ling, Alan Li</th>
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</thead>
<tbody>
<tr>
<td>Treasurer: Secretary</td>
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<td>Gr. 11 Reps:</td>
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<tr>
<td>Publicity:</td>
<td>Abhishek Wagle, Tammy Li, Justine Li, Monique Betbadal, Michelle Betbadal</td>
<td>Gr. 10 Reps:</td>
<td>Kevin Huo, Walter Prentice, Alex Stoyanov</td>
</tr>
<tr>
<td>Social Reps:</td>
<td></td>
<td>Gr. 9 Reps:</td>
<td></td>
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<tr>
<td>Spirit Coordinator:</td>
<td>Brandon Gaffoor</td>
<td></td>
<td>Fred Yuan, Kenneth Tse, Soojong Oh</td>
</tr>
<tr>
<td>Charity Coordinator:</td>
<td>Eliza Huang</td>
<td>Tech Rep (Sr.), Ext. Aff. Rep:</td>
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ACADEMY HONESTY POLICY - PLAGIARISM
Students are expected to think independently and be academically honest in all aspects of their schoolwork. A student, who presents work done by others as if it were his/her own, is being academically dishonest. Internet translations are considered plagiarism. Plagiarism is not acceptable. The first offence may result in a mark of zero, referral to an administrator, and parents/guardians of students under 18 yrs will be contacted. Any subsequent offence will result in a mark of zero, and other consequences as determined by the teacher and/or administrator. In all cases, the teacher will discuss the situation with the student and parent/guardian.

Students must keep rough drafts for submitted assignments and be prepared to give them to the teacher if requested. To avoid plagiarism, assistance is available from subject teachers and staff in the resource centre. For information about how to correctly reference material, create footnotes or bibliographies, please visit the M.S.S. Library and ask for assistance.

AGE OF MAJORITY
Once a student reaches the age of 18, he/she is considered to have reached the age of majority. 18+ students have the responsibility of notifying the school of any absence, and of signing in/out when necessary. 18+ students are to complete an age of majority form, located in the main office, to give consent for school communication with parents/guardians, and/or to give access to his/her school records.

ALTERNATIVE EDUCATION

Magic Program (Markville’s Accelerated Get - 8 Credits)
Grade 9/10 credits. Class sizes are limited to 16 students. Classes are structured in a hands-on environment to foster academic success. Students are encouraged to build their learning skills and can transition to The JUMP Program or The QUAD-MESTER Program.

Quad-Mester Program
Students can choose to take compulsory and electives courses in 9 week blocks including Grades 11/12 College and Workplace English and Math. Additionally, various college and open level grade 11 and 12 elective courses are offered over four quad-mesters. Students are encouraged to contact the dept. to confirm course offerings.

JUMP Co-op Program (Jump Up for Success)
Students may earn up to five co-op based credits. Credits are connected to courses the student has either taken in previous years or is currently taking. In order to earn credits, students must find a job in the community and attend in-school classes on Tuesdays or Wednesdays. All classes offered are at the college level. Administrative referral and a personal interview with the Alternative Education Teacher
determine entrance into the program. This is a continuous entry program and students who have 20 credits or more are eligible to apply.

ANNOUNCEMENTS
Announcements will be made each day over the public address system at the end of the first period. If members of a school club or organization wish to have an announcement made, the written announcement must be signed by the staff advisor and submitted a day in advance.
During announcements, students are to listen respectfully. If in the hall during announcements, students are to stand still and listen until the announcements are over.

ANTIRACISM AND ETHNO-CULTURAL DIVERSITY
Canada is a multicultural, multiracial, multi-faith society. The York Region community and our individual school community reflect that diversity. In embracing antiracism and ethno-cultural equity, we commit ourselves to positive and equitable outcomes in all education programs and services for all of our students. We will assist our students to define, detect and reject all forms of discrimination which limit their potential and that of others.

ATTENDANCE
Regular attendance and punctuality are directly related to student success. Students, therefore, are required to attend and participate in all scheduled classes.

- Absences - A student’s parent/guardian (if the student is under 18) must phone the school to report the absence preferably on the day of the absence before 2:00 p.m., or provide a note, detailing date(s) and reason(s) for the absence. The note is to be submitted to the attendance office before 8:15 a.m. on the first day back.
- Lates - Students who are late must go directly to class where the teacher will record the late. If a student arrives late to school after 30 minutes into period 1, he/she must sign in at the office prior to going to their class.
- Consequences - Teachers are responsible for dealing with students’ first five lates or absences through progressive discipline (teacher-student discussion, parent contact, assignments, detentions, etc). Should these interventions be unsuccessful, on the sixth late or absence, the teacher will complete a ‘Student Referral to Administration’ and provide it to the assigned Vice Principal who will follow up with the student to provide additional support and/or consequences.
- Leaving - If a student must leave during the day for any reason he/she must sign out at the office. Students who are under 18
years of age must provide a note from a parent/guardian, or phone
for parental permission.

- **Work Missed during Absence** - Students are responsible for all
work missed during absences, and will be evaluated on all work for
the course. Teachers must be notified in advance when a student
will be absent for appointments, field trips, etc. It is the
responsibility of the student to make arrangements with individual
teachers to complete missed assignments and evaluations.

- **Students over 18 years of age** may sign their own notes but are
expected to maintain good attendance.

**BULLYING PREVENTION - MSS MISSION STATEMENT:**

*Markville Secondary School supports the research indicating that all
forms of abuse and assault are linked to bullying; they are an abuse of
power with the intent to dominate another person. Effective bullying
prevention is a part of Markville’s overall strategy for promoting
respectful student conduct.*

Markville Secondary School does not tolerate the following:

- forms of cruelty, exploitation, domination, humiliation, and abuse
  that represent a negative form of power and control
- bullying taking place in the form of physical, verbal, social,
electronic, gender based, racial/ethno-cultural, sexual and religious
based

**TYPES OF BULLYING NOT TOLERATED:**

- **Physical**: Hitting, pushing, shoving, slapping, kicking
- **Verbal**: Name calling, hurtful teasing, insulting, humiliating, or
  threatening someone
- **Social**: Exclusion, gossiping
- **Electronic**: Sending e-mails, text messages, or pictures that threaten or
  hurt someone, inappropriate use of chat and e-communication forums
- **Gender Based**: Exclusion based on gender, uttering sexist jokes or
  comments
- **Racial/Ethno-Cultural**: Treating others adversely due to their
cultural/racial/ethnic background
- **Sexual Orientation**: Sexual Harassment, homophobic remarks,
inappropriate sexual gestures
- **Religious Based**: Treating others adversely due to their religious
beliefs

Students are strongly encouraged to report all incidents of bullying to
their teachers, guidance counsellors and/or to an Administrator.
Reporting will ensure that effective measures can be taken to ensure
perpetrators are addressed and bullying behaviour stops.

"To remain silent and indifferent is the greatest sin of all." - Elie Wiesel
CELL PHONE AND ELECTRONIC DEVICE POLICY
Students may use cell phones:
- before and after school
- during class changes and during their lunch

Cell phone usage is strictly prohibited in classrooms, locker rooms, washrooms and the library, and during tests, assessments, and examinations.

Cell Phone Etiquette:
- cell phones should be set to silent or turned off during class
- use of the cell phone is not to be disruptive
- use of a cell phone is not to make a student late for class.

Repeated misuse may result in the removal of cell phone privileges. Inappropriate use of camera phones, including taking a photo of anyone without his/her permission, can result in a suspension. During tests, evaluations and exams, cell phones are to be off and stored in the student’s locker or his/her school bag. If a phone is accessible during an evaluation or exam, a mark of zero and/or other consequences may be incurred. While personal stereos equipped with headphones for individual use are permitted on school property students are discouraged from bringing them to school.

CHANGE OF PERSONAL INFORMATION
It is the responsibility of the student and the parent/guardian to notify the school when there has been a change of address, or a change in telephone numbers, including cell phone numbers. In an emergency situation the school must be able to contact a parent/guardian or the emergency designate.

CODE OF CONDUCT
Students are to be treated with respect and dignity. In return, they must demonstrate respect for themselves, for others and for the responsibilities of citizenship through acceptable behaviour in accordance with the Safe and Supportive Schools Policy. Failure to follow these guidelines may lead to consequences including suspension.

Respect and responsibility are demonstrated when a student:
- comes to school prepared, on time and ready to learn
- completes homework
- submits assignments on due dates
- is prepared for tests and examinations
- shows respect for him/herself, for others and for those in authority
• refrains from bringing anything to school that may compromise the safety of others
• follows the rules and takes responsibility for his or her own actions
• identifies him/herself when asked for his/her name by a staff member
• shows his/her student ID card when asked
• follows a staff member’s directions when asked to accompany them to the office

Insults, disrespect, and other hurtful acts disrupt learning and teaching. Members of the school community have a responsibility to maintain an environment where conflict and difference can be addressed in a manner characterized by respect and civility. Thus, all school members must:
• respect differences in people, their ideas and opinions
• treat one another with dignity, fairness and respect at all times, regardless of their race, ancestry, place of origin, colour, ethnic origin, citizenship, religion, gender, sexual orientation, age or disability
• show proper care and regard for school property and the property of others
• take measures to help those in need
Use/possession of harmful and/or illegal substances such as alcohol and drugs on school property or at school-authorized events will result in suspension from school and may also result in criminal prosecution. This also applies to students who use alcohol or drugs off school property and come to school under the influence of such substances.

Improving Behaviour
Any one or more of the following actions may be employed to improve student behaviour:
• counseling by teachers, guidance counselors, and/or Administration
• parent consultation by phone or through meetings at the school
• exclusion from class for a specified time; removal of privileges
• restorative conversation or conference with affected parties
• community work within the school property boundaries
• referral to outside agencies and/or student contract
• referral to Peer Mediation
• payment for or replacement of stolen or damaged goods
• suspension from school
• expulsion from the York Region District School Board

Computer and Internet Use
It is the intent of Markville SS to provide electronic educational resources and services, including wireless access to the Internet, to all students and staff. The following rules and procedures will ensure that network security and integrity are maintained and that all users
understand the responsibility that accompanies the privilege of computer use.
The policy is designed to allow users to explore and utilize our school network and the Internet, for educational purposes, without adversely affecting other people or implicating themselves or the school in any illegal or socially unacceptable activities.
At times, students will be accessing our computer network and Internet services with minimal supervision by teachers and staff. Each user has a personal responsibility to adhere to the intent, spirit, and rules as set out in this policy and the York Region District School Board’s Policy #194, Appropriate Use of Technology. Contravening these policies may result in progressive discipline to address student behaviour. The range of consequences may include but are not restricted to: counselling, withdrawal of privileges, withdrawal from class, detention, restitution for damages, peer mediation, restorative practices, suspension, expulsion, and criminal prosecution. This could have an impact on student achievement and/or credit attainment.
It must be made clear that all use of the school network and computer resources are for educational use only.

Specific Rules of Conduct
All expectations of the school’s Code of Behaviour are considered to be appropriate and in effect when using computers at Markville SS.

a) All use of the Internet and the school’s computer network must be in support of curriculum based research and consistent with the educational purposes of Markville SS.
   • Frivolous use of the network is not permitted. This includes but is not limited to: game playing, streamed audio/video, web based E-Mail for non-curriculum related items. Facebook or other social networking sites, such as sending greeting cards, checking sports scores and/or sports pools, is prohibited.
   • Computers, mobile devices and cameras are not allowed in the change rooms. Please lock them in your locker during healthy active living classes (unless instructed to bring them).

b) The user is responsible for his/her school network account and computer.
   • The user must not allow another person to use his/her computer account under any circumstances. The sharing of accounts is strictly prohibited.
   • The user must keep his/her password confidential and shall immediately report to any teacher or the school administration if s/he suspect that another person has access to his/her account. The teacher will report the incident to the school’s administration and a new password will be issued. Passwords are not to be shared with any other individual.
   • The user’s workspace is for school related files only.
• It is critical that all personal machines have the latest updates for operating systems, virus protection and software to ensure the safety and security of the machine.

• Students bringing personal equipment to connect to the school network must complete a Network Access Request Form and submit it to the school’s Technology Support Technician in Room 200.

• Files from outside sources (home, Internet, etc.) MUST be virus scanned before being used on the school network. It is the user's responsibility to keep files of a viral nature off any school computers and the school network.

• Markville SS staff members have the right to view any material stored in a student’s personal directory located on the school server.

• Since the school may periodically clean out students’ personal directories located on the school server without notice, the student should maintain a backup copy of any important files s/he wishes to retain.

c) The user shall not interfere with the functioning of Markville Secondary School’s network, or any other network.

• The user will not attempt to gain unauthorized access to or cause a disruption in service to any computer system.

• The user will not use the school's computer network to develop programs that harass others or infiltrate a computer system and/or cause damage.

• The user will not intentionally seek information about, browse or obtain copies of or modify files, passwords or data belonging to other people.

• The user will not attempt to find or exploit any gaps in system security on the Markville SS network or any other system. If the user notices any security weaknesses or suspects anyone of tampering with system security, s/he MUST notify the School Administration immediately.

d) The user is responsible for the content of messages sent from their account.

• There is no such thing as “private” email: compose all email as if it could and will be read by the entire world.

• Sending messages over the network and the use of Internet Chat programs or accessing social network websites is prohibited unless authorized by a teacher for academic purposes.

• The use of a computer for bullying, harassment, discriminatory remarks or other anti-social behaviour is strictly prohibited (See Bullying Prevention).

e) The user shall not use his/her account or computer while at school to access, create or distribute any material, which may be considered as obscene, pornographic, homophobic, harassing, racist, inflammatory, malicious, fraudulent, or libellous.
• The YRDSB or the principal of the school and/or the access provider shall be the arbiters in the determination of what materials or activity may fall into these categories.

f) The user shall respect the intellectual and property rights and laws, including copyright, of others.
• The user is responsible for assessing whether or not the file (text, sound and/or image) has copyright on it and must properly reference (cite/footnote) any materials to be used in student work.
• Plagiarism will not be tolerated. Ignorance will not be accepted as a defence.

g) The user will not download or upload any executable (program), MP3, images, audio or video files from or to the Internet, without the express permission of the teacher.
• Installing programs onto the network or on school workstations is NOT allowed without permission from the School Administration.
• No programs on the school’s computers shall be copied without the express permission of the School Administration.
• No posting of images, sounds or videos recorded within the school or on the school grounds is permitted without the express permission of the School Administration.

h) Treat all computer equipment with care and respect. Hardware or software shall not be destroyed or abused in any way.
• Hardware, software and network configurations are never to be changed on school workstations.
• Found laptops should be brought to the library and turned in at the circulation desk.
• Report any damage to the supervising teacher immediately. Do not attempt to repair the damage to a machine that does not belong to you.
• Students are not to move, disconnect or remove any school computer or any of its components from its original location without express permission from the School Administration.
• No food, drink, or snacks are to be consumed anywhere near a school computer.
• There is no YRDSB technical support for personal devices.

DRESS CODE
A school dress code promotes a safe and respectful environment for teaching and learning. Dressing in an appropriate manner is important in the development of a positive school environment. Our dress code is supported by the following York Region District School Board policies: Safe and Supportive Schools, Anti-Racism and Ethnocultural Equity, and Human Rights.
• tops must meet bottoms; bottoms must meet tops (even while seated)
• short shorts, low-cut tops, and other revealing articles of clothing are not permitted. Tops should have wide straps. Shorts are "short" when the hem is less than two hand lengths from the waist
• undergarments cannot be exposed
• pants or trousers must be secured at the waist or hip
• statements or pictures on clothing depicting or promoting alcohol or illegal drugs are not permitted. Clothing depicting or promoting violence, cruelty, obscenities, or racist comments is not permitted
• bulky jackets and overcoats must be kept in lockers
• chains and other potentially harmful accessories are not permitted on school property

Parents will be contacted and the student will be asked to go home to change if a student comes to school dressed inappropriately.

EXAMINATIONS
All students are required to write their exams in the place, at the scheduled time, and on the date indicated on the exam schedule. A schedule and a list of guidelines are made available to students at least two weeks prior to the commencement of each exam period. vacations, summer jobs, and other planned excursions are to be scheduled outside of the dates identified as the exam period (found in the calendar pages, in this planner.) Any student who misses an exam due to extenuating circumstances (medical emergency, court appearance, bereavement) must provide proper documentation (medical certificate, court subpoena, death certificate). These students may be required to write a make-up exam in order to receive their credit.

Instructions for Students
Exam Schedules are posted on the School WEB site, in each classroom, by the main office, outside guidance and in the school Atrium. See a Detailed Exam Schedule.

Before Exams
1. Check the examination schedule well in advance of the first day of examinations. Be sure that you are certain of the course code, and the day, time and location of each of your exams.
2. CONFLICTS: Exam conflicts should not occur due to the non common exam format. Writing 2 exams on 1 day is NOT a conflict. If there are other issues, students should have reported them, to the main office, PRIOR to the FINAL WEEK BEFORE EXAMS. An administrator will investigate any identified issue and determine the appropriate course of action. Students will be informed when a decision has been made.
3. Students will write exams with their subject classes and section. Exam schedules will be posted on the School WEB site as well as in each classroom, by the main office, outside guidance and in the school Atrium. Students are responsible for finding the assigned room for their
examination. Please ask your teacher if you do not know the course number and/or section.

4. Exams vary in length and assessment practices. Note the length of the exam as indicated on the schedule. Discuss with your teacher the assessment format and expectations in advance of the exam day.

5. If you are a student who is entitled to extra time for an examination, please speak with your special education monitor or your ESL teacher.

Other Preparations

6. All necessary equipment such as pens, pencils, erasers, rulers, mathematical sets and calculators where permitted, must be provided by the student. A spare pen is highly recommended.

7. In the event of inclement weather that leads to the cancellation of school, we will follow the exam schedule for the following day and the missed exam day will be made up on Exam Feedback Day.

8. TEXTBOOKS: Subject teachers will collect all textbooks that are not required for study purposes during the week prior to the exam period. Textbooks which were required for study purposes are to be taken to the exam room where they will be collected from you. The condition of the textbook and the textbook number will be verified from the textbook receipts that you completed in each of your courses at the beginning of the semester. If everything is in order, the textbook receipt will be returned to you so that you may destroy it. If any textbook that was assigned to you is lost or damaged, you will be required to reimburse the school before any new materials can be loaned to you or before you may receive your report card.

Arriving for Exams

9. BE EARLY: You are responsible for arriving punctually for each exam. It is advised that you report to the exam room 10 minutes before the beginning of the exam.

10. IF YOU ARE LATE: Students who arrive within 15 minutes of the start of an exam will proceed directly to their exam room with no extra time allowed. Students who arrive more than 15 minutes late must report to the main office where a member of the administration or an exam supervisor will review the reason for the lateness and determine if additional time should be given for writing the exam. Students will not be allowed to write the exam if they arrive after the others have been dismissed from the exam room.

11. ABSENCE: All students are required to write their examinations in the place, at the scheduled time, and on the date indicated on the examination schedule. Students cannot be exempted from examinations for family holidays or employment. Students who miss an examination due to extenuating circumstances (medical emergency, court appearance, bereavement) must provide proper documentation (medical certificate, court subpoena, death certificate). These students may be required to write a make-up examination and must speak with an administrator. In the case of an unexcused absence, a zero may be assigned for the missed portion(s) of the assessment and used in the determination of the final grade.

During Exams

12. Cell phones, MP3 players and other electronic devices have the ability to compromise the integrity of an exam. They are to be off and to be stored in the student's locker or their bags placed at the front of the room. If an
electronic device is accessed during an exam a mark of zero and/or other consequences may be incurred.

13. Coats, notes, papers, purses and any other extraneous materials are not permitted in the exam room. Textbooks are to be brought into the exam room for collection by the department.

14. Students will sign an attendance sheet, signifying their presence in the exam. Students may leave the exam room only in the last 30 minutes of an exam. If a student completes the exam earlier, he/she is to quietly review the exam and remain seated.

15. Talking or any suggestion of cheating during the exam will result in a mark of zero for that exam. Additional consequences may also be incurred.

16. Students must not leave their seats during the exam. Additional paper or clarification of instruction may be obtained by raising a hand to get the attention of the supervising teacher.

EXTRA-CURRICULAR SPORTS
Markville Secondary School’s Athletic Department proudly offers students many opportunities to enhance their educational experience through school sports. Markville’s athletes have always had a favorable reputation throughout York Region. In order to continue this tradition, students must remember that participation on a school team is a privilege. Unsportsmanlike behaviour will not be tolerated or condoned by the coach, athletic department, or administration. This includes criticism of officials, confrontations with other athletes, and/or the use of profanities during practices or games. Athletes who do not represent Markville in a positive manner will not be allowed to continue participation on school teams.

Each participant on a Markville Varsity Team is a student first and an athlete second. Participation in this program requires an academic and attendance record that satisfies the parent, coach, and subject teacher. Students who are deemed to be having difficulty with academics, attendance or behaviour (on or off the field) will be referred to the Athletic Accountability Committee and may be placed on probation pending improvement. Participation in athletics programs also require payment of an athletic fee that must be paid to the school before an athlete plays in any league game.

EXTRA-CURRICULAR CLUBS AND ORGANIZATIONS
There are many extra-curricular clubs and organizations that meet regularly at MSS. The Student Council (SAC) supports all clubs, organizations, teams, and activities which have a staff advisor. To take part in any of these clubs, a student must have a current student identification card.
### Clubs and Committees

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<thead>
<tr>
<th>ABC (Anti-Bullying)</th>
<th>Badminton</th>
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<tr>
<td>Art Club</td>
<td>Baseball – Boys</td>
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<td>Athletic Council</td>
<td>Basketball – Boys Junior</td>
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<td>Bocce Ball</td>
<td>Basketball – Boys Senior</td>
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<tr>
<td>Bowling Club</td>
<td>Basketball – Girls Junior</td>
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<tr>
<td>Caring and Sharing Club</td>
<td>Basketball- Girls Senior</td>
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<td>CIA (Character In Action)</td>
<td>Cross-Country Running</td>
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<td>Computer Club</td>
<td>Curling</td>
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<td>DECA</td>
<td>Field Hockey</td>
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<td>Dragon Boat</td>
<td>Golf</td>
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<td>Drama Club</td>
<td>Hockey – Boys Senior</td>
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<td>English Language Learners Club</td>
<td>Rugby – Boys Jr.</td>
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<td>Environment Club</td>
<td>Rugby – Boys Sr.</td>
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<tr>
<td>Fitness &amp; Weight Training Club</td>
<td>Ski Team/Snowboard</td>
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<td>French Peer Tutoring Club</td>
<td>Soccer – Boys Varsity</td>
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<td>Gamers Club</td>
<td>Soccer – Girls Jr.</td>
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<tr>
<td>G.S.A.</td>
<td>Soccer – Girls Sr.</td>
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<td>Go Club</td>
<td>Swimming</td>
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<td>Healthy Active Living (iLive)</td>
<td>Tennis</td>
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<td>La Bonne Vida</td>
<td>Track and Field</td>
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<td>Mock Trial Team</td>
<td>Ultimate Frisbee</td>
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<td>Muslim Club (MSA)</td>
<td>Volleyball – Boys Junior</td>
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<tr>
<td>Music Council</td>
<td>Volleyball – Boys Senior</td>
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<td>Peer Tutoring</td>
<td>Volleyball – Girls Junior</td>
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<td>Science Club</td>
<td>Volleyball – Girls Senior</td>
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<tr>
<td>Science Olympics</td>
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<tr>
<td>South Asia Club</td>
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<tr>
<td>Student Activity Council</td>
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<tr>
<td>Student Translators</td>
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<tr>
<td>Technology Club</td>
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<tr>
<td>The Voice Club</td>
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<tr>
<td>True Vine</td>
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<tr>
<td>Unplugged</td>
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<tr>
<td>White Pine Reading Club</td>
<td></td>
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<tr>
<td>Young Activists Club</td>
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### Varsity Teams

<table>
<thead>
<tr>
<th>Badminton</th>
<th>Baseball – Boys</th>
</tr>
</thead>
<tbody>
<tr>
<td>Basketball – Boys Junior</td>
<td>Basketball – Boys Senior</td>
</tr>
<tr>
<td>Basketball – Boys Senior</td>
<td>Basketball – Girls Junior</td>
</tr>
<tr>
<td>Basketball- Girls Senior</td>
<td>Basketball- Girls Senior</td>
</tr>
<tr>
<td>Cross-Country Running</td>
<td>Curling</td>
</tr>
<tr>
<td>Field Hockey</td>
<td>Golf</td>
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<tr>
<td>Hockey – Boys Senior</td>
<td>Hockey – Boys Senior</td>
</tr>
<tr>
<td>Rugby – Boys Jr.</td>
<td>Rugby – Boys Sr.</td>
</tr>
<tr>
<td>Ski Team/Snowboard</td>
<td>Soccer – Boys Varsity</td>
</tr>
<tr>
<td>Swimming</td>
<td>Tennis</td>
</tr>
<tr>
<td>Tennis</td>
<td>Track and Field</td>
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<tr>
<td>Track and Field</td>
<td>Ultimate Frisbee</td>
</tr>
<tr>
<td>Ultimate Frisbee</td>
<td>Volleyball – Boys Junior</td>
</tr>
<tr>
<td>Volleyball – Boys Senior</td>
<td>Volleyball – Boys Senior</td>
</tr>
<tr>
<td>Volleyball – Girls Junior</td>
<td>Volleyball – Girls Senior</td>
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</tbody>
</table>

### Food, Snacks, and Drinks

The eating of food or snacks, and the drinking of milk, pop, or juice is restricted to only the cafeteria and the first floor in order to maintain a safe and healthy environment. Students should be respectful of those with allergies and refrain from bringing peanut products to school.

### Full Disclosure

If a student withdraws from a Grade 11 or 12 course prior to five (5) instructional days after the issuance of the formal report card then the course will not be recorded on the transcript. If a student withdraws
from a course more than five (5) days after the reporting period, a withdrawal (W) is entered in the credit column and the student’s mark at the time of withdrawal, is recorded as a percentage in the achievement column of the transcript.

GUIDANCE SERVICES
The Guidance Department provides a broad range of programs and services for our students, their parents and guardians, and the school community. Guidance counselors address questions and concerns regarding high school program planning and academic success, post-secondary educational alternatives and career choices. In addition, counselors assist students with personal and social issues. Students will be assigned a counselor according to their surname. Students, please check in the Guidance Office for the name of your counselor. Appointments may be arranged in the Guidance Office or by calling 905-940-8840 ext. 105.

The Guidance Department also provides a wide range of services for new Canadians. Services include academic testing in mathematics and language skills as well as comprehensive English as a Second Language learner assessment. Further support is available through school settlement workers who aid new Canadians with settlement issues and personal concerns.

Course Selection
Students traditionally choose their courses for the following year in February and now they are able to complete this process online via a sophisticated software program called Career Cruising. Students are able to login to their program and view Markville’s entire course calendar, select their courses, create a portfolio/resume and research educational and career pathways. Students and parents can access this site via www.markville.ss.yrdsb.edu.on.ca.

Course Load
All students are expected to be full-time students and take four courses each semester until they have achieved 24 credits. After this they must take at least three courses per semester. Students must maintain full-time status in order to participate in extra-curricular activities.

Timetable Changes
Students and their parents are encouraged to request the courses for next year’s program carefully. Once students have selected their courses they receive a verification of their choices in March. If students wish to change something they may do so then. After verification forms have been returned and signed by parents, timetable changes will ONLY be made for exceptional circumstances.
LIBRARY
Expectations of our students

• Students are expected to work quietly to maintain an atmosphere conducive to research and study
• Students working in the library on an individual basis (i.e. not in a class period) who need to use a computer must present a note from their subject teacher
• Students need Identification Tags in order to sign out resources

How to Borrow a Book
You are required to show your ID Tag when signing out any material from the Resource Centre. To allow everyone an opportunity to access material you may borrow:

• 2 books per subject (unless reserved for a class)
• 3 articles from the Vertical File
• 1 Audio Visual Item (overnight loan only)

Over Due Books
• Checking materials out for people apart from yourself may result in lost library privileges.
• 25 cents per day
• $1.00 per day for OVERNIGHT loans
• max: $5.00 per item

Overnight Loan
Items for overdue purposes are

• 3 Vertical File Articles
• Magazines
• Audio-Visual
• DVDs

Library Etiquette

• Respect the needs of your fellow students
• Quiet Study and Reading
• Markville's Code of Conduct in effect
• No food or drink permitted (With the exception of Water)
• Computers in the library are to be used for educational purposes only

LOCKERS
A locker will be assigned to one or two students (depending on their grade level), and only the lock registered for a specific locker is to be fastened to that locker. The correct combination must be recorded in the Main Office.

Students are:

• to use only the locker assigned to them and/or their locker partner
• not to divulge their locker combination to anyone
• to share the locker in a mature and respectful manner
Each student is loaned a locker to share with one other student, provided that she/he:

- takes good care of the locker; keeps it tidy and does not damage or deface it
- keeps it locked using a combination lock
- is aware that the school cannot assume responsibility for lost or stolen articles

Note: Lockers are school property and as such are subject to being searched if necessary.

**NO SMOKING POLICY**

Consistent with the Tobacco Control Act of Ontario, we are trying to promote healthy life styles and therefore, do not permit smoking or holding lit tobacco on school property. Students who are caught smoking on school property are warned by administration and a letter is sent home. Subsequent incidents will result in a three day suspension from school and the York Region Public Health Department may impose a minimum $305.00 fine.

**PERSONAL PROPERTY**

Students are advised not to bring valuables to school. Do not keep valuables, money or expensive clothing in a locker or gymnasium change room as the school is not responsible for missing items.

**PUBLIC NOTICES**

In general, only notices pertaining to school activities may be displayed at Markville. All flyers or posters must be signed and dated by a Vice-Principal. A maximum of 15 copies of approved notices may be posted at designated areas in the school only. The organization concerned is responsible for the removal of such notices once the related event has occurred.

**REPORTING OF MARKS**

An interim report card is issued early in the semester to provide an informal assessment of a student’s progress to date in a course. Students will receive two formal report cards in a semester, a mid-term report card and a final report card. The final report card will include a completion of graduation requirements record. The report card also provides a record of the learning skills demonstrated by the student in every course, in the following six categories:

<table>
<thead>
<tr>
<th>Responsibility</th>
<th>Organization</th>
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<tbody>
<tr>
<td>Independent Work</td>
<td>Collaboration</td>
</tr>
<tr>
<td>Initiative</td>
<td>Self-Regulation</td>
</tr>
</tbody>
</table>
SCHOOL COUNCIL
Education is a partnership involving parents, students, teachers, principals, school boards, government, and the community. Parent involvement in the council gives the opportunity to strengthen that partnership, and to be part of a dedicated team working to ensure a high quality of education and an accountable education system for the children of Ontario. Your participation can make a difference! This year, the School Council at Markville has been integral in offering our Parent Engagement evening, sponsoring scholarships and contributing to our Positive Climate for Learning committee. Each month at their meeting, the parents in attendance have an opportunity to learn about more about a featured department in the school and their curriculum offerings.

STUDENT IDENTIFICATION CARD
The student photo identification card, also known as a Student Activity Card (SAC) is created from the photo taken on photo day in September. The student photo identification card is to be used:
- to access the Markville S.S. Library
- to participate in and/or attend school activities and events
- to join school clubs and teams

As an additional benefit, students may receive a discount on public transit and at some local businesses when using their student ID card.

To ensure a safe and secure environment for all staff and students, all individuals while on school property must have their photo identification card in their possession. Students are required to show their ID card immediately, if they are asked to do so. A student who misses the photo retake day should see Guidance to have a photo ID card created for them.

STUDENT PARKING
In order to attain parking privileges, students must complete an application form. Once an application form is approved there will be a charge of $25.00 per year for a parking tag. Retention of this privilege will depend upon strict adherence to conditions outlined at the time of application and consistent adherence to the identification tag policy. Students must park in student designated parking areas.

STUDENT SUCCESS
The Student Success Team at Markville consists of a lead Student Success Teacher who works with other key individuals within the school including Guidance Counsellors and teachers from our Special Education, ESL, Alternative Education departments and our Administrative Team to help to support our students. The Success Teacher, along with the team will generally focus on students who need additional encouragement to succeed, additional
monitoring to ensure that do not get behind in their courses and encouragement to maintain good attendance patterns. In addition, further support developing effective learning strategies and one on one assistance with areas of difficulty is provided. The Success Team works in conjunction with classroom teachers who work extremely diligently every day to ensure the success of each student. Please contact the Guidance Office at extension 105 to access the services offered by the Student Success Team.

**SUSPENSIONS**
Students under suspension are not allowed on school property, properties adjacent to Markville S.S. and/or on any York Region District School Board property. Suspended students must make arrangements to have homework assignments completed during the suspension.

**SKATEBOARDS, ROLLERBLADES, SCOOTERS**
Students are not allowed to use skateboards, rollerblades or scooters on school property. If a student does not comply, these items may be confiscated.

**TEXTBOOKS AND LIBRARY RESOURCES**
Textbooks and Library Resources are the property of the YRDSB. Students are required to return all textbooks and library resources on time and in good condition, or pay the replacement cost by the end of each semester. Students are also required to pay outstanding library fines.

**VIDEO SURVEILLANCE**
As part of York Region District School Board’s commitment to provide a safe environment for students, staff and the community, all York Region secondary schools are equipped with video surveillance systems. The cameras are to assist in deterring violence, vandalism or any other criminal act. The permanent cameras have been installed to monitor parking lots, entrances, halls, locker areas, offices and other key areas of the school.

**VISITORS**
Anyone not registered at Markville S.S. is a visitor. Visitors to the school MUST report to the main office upon entry. Visitors must wear a valid Markville visitor identification tag issued by the school office. Normally, visitors are expected to contact the school prior to their arrival to discuss their proposed visit to the school. Unauthorized visitors are subject to charges under the Trespass to Property Act.