

CONSTABLE NEIL  
BRUCE MIDDLE  
SCHOOL

*We gratefully  
acknowledge that  
we are learning  
together on the  
unceded,  
traditional  
territory of the  
Syilx (Okanagan)  
People*



*Parents are always  
welcome at CNB. See  
page 7 for ways you  
can become involved!*

#### FACTS

**CNB Middle enrolls approximately 915 students and has a staff of 84 teachers and support staff.**

**Students come to CNB from our feeder schools: Chief Tomat Elementary, Hudson Road Elementary, Mar Jok Elementary, Shannon Lake Elementary, Rose Valley Elementary and s̓nsisyust̓n house of learning.**

# Parent Info Night, June 2022

FOR INCOMING GRADE 6 STUDENTS

JUNE 20, 2022

## Middle School Values

Middle schools were created to help the adolescent successfully move through this important stage of life and, thus, designed to meet the unique needs of the early adolescent.

For a middle school to be successful, students, staff and parents/guardians must be committed to a clearly defined set of core values. The National Middle School Association has developed a set of core values which characterize developmentally responsive middle schools.

These values provide direction for school programs and the establishment of a school climate. At Constable Neil Bruce Middle School we strive to establish an atmosphere that supports these core values so our students have the opportunity to grow as individuals.

THE FOLLOWING FIVE (5)  
ESSENTIAL ATTRIBUTES  
CHARACTERIZE SUCCESSFUL  
MIDDLE SCHOOLS:

- Responsive
- Challenging
- Empowering
- Equitable
- Engaging

SOME OF THE EIGHTEEN (18)  
CHARACTERISTICS OF SUCCESSFUL  
MIDDLE SCHOOLS  
INCLUDE:

- A school environment that is welcoming, inclusive and affirming for all
- School engagement of families as valued partners as well as collaboration with community
- School safety that is addressed

proactively, justly, and thoughtfully

- Curriculum that is challenging, integrative, exploratory and diverse
- Curricula, programs and policies that fosters health, wellness and social-emotional competence
- Instruction fostering learning that is active, purposeful, and democratic with varied and ongoing assessments to both advance and measure learning
- Policies and practices that are student-centered, unbiased, and fairly implemented
- Leaders committed to equitable practices and educational research.
- Structures that foster purposeful learning and meaningful relationships.

See <http://www.amle.org/> for more information.



## School Contact & Information



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West Kelowna, BC, V1Z 3Y4  
Phone: 250-870-5177  
[cnb@sd23.bc.ca](mailto:cnb@sd23.bc.ca)

#### Principal:

Mrs. Elise Saraceni  
[elise.saraceni@sd23.bc.ca](mailto:elise.saraceni@sd23.bc.ca)

#### Vice-Principal:

Mr. Adrian Zuyderduyn  
[adrian.zuyderduyn@sd23.bc.ca](mailto:adrian.zuyderduyn@sd23.bc.ca)  
(student last names A—K)

[www..cnb.sd23.bc.ca](http://www..cnb.sd23.bc.ca)



[cnb\\_middle](https://www.instagram.com/cnb_middle)



[@cnbcubs](https://twitter.com/cnbcubs)

#### Vice-Principal:

Mrs. Wynter Oakes  
[wynter.oakes@sd23.bc.ca](mailto:wynter.oakes@sd23.bc.ca)  
(student last names L—Z)

# Advisement & Teaming



CNB has a team of support to help students succeed.

## Teaming

Teacher teams are one of the most widely recognized features of a true middle school. Teaming is used to describe the way in which we organize instruction in middle schools. Teaming is a collaboration between adults with varied expertise and the group of students they teach.

Gr. 6 students will be taught their core subjects (English, Social Studies, Math, Science, French and Physical Education)

by a team of teachers who will get to know them well. They will monitor student progress and attendance, and communicate this information to parents/guardians and students.

## Advisement (ACE block)

Keeping in alignment with middle school values, each student at CNB will be taught by one of their teachers during ACE block. ACE is a mentorship block held once a week. ACE is an additional time teachers are able to provide

each student with a caring advocate to help the student to feel capable, be connected, and contribute to the CNB Middle School community.

During ACE, students take part in a variety of activities including the Careers curriculum as well as developing in the Core Competencies.

Gr. 6 students will also experience four Explore classes: Drama, Music, and two different Technology Education focused classes.

# School Focus

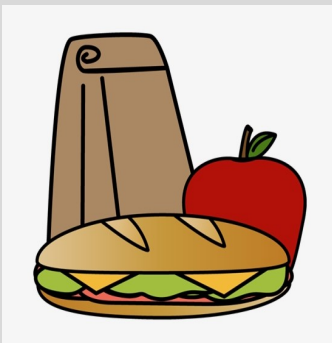
Central Okanagan Public Schools' purpose to educate students in a safe, inclusive, equitable, and inspirational learning environment highlights the goal in which learners develop foundational skills and core curricular competencies so that they can be empowered to follow their passions and strengths and thrive holistically as resilient and engaged global citizens.

In alignment with our district goals, CNB Middle School has as focus of **Equity & Inclusion** while providing curriculum that is challenging, integrative, exploratory and diverse. As part of this focus, we lean into the *First Peoples Principles of Learning* and *Calls to Action* as we move towards Truth and Reconciliation.

It is through this lens that we aim to support all our student

as they grow and develop in the core competencies as outlined by the BC Ministry of Education.

We look to our student leaders and community members as we do this important work. We encourage student voice and agency as our learners experience various learning opportunities and explore and develop areas of interest.



Food services will not be available the first week of school. Please be sure to send a lunch and snacks with your student.

# Grade 6 Orientation

In late August, Gr. 6 students and families will receive an email with your student's time for the CNB Gr. 6 Orientation lead by Gr. 8 Troop Leaders:

**Thursday, September 1st**  
**9-10am <or> 11am-12pm**  
**in the CNB gymnasium**

Some of the goals of the Gr. 6 Orientation are:

- To provide a structure in which students make real connection with each other
- To guide Gr. 6 students toward both academic and social success in middle school

- To develop positive school climate and culture.
- To answer any pressing questions before the first week of school

**Note: Students are responsible for their own transportation to and from CNB on September 1st.**

## School Supplies

Students will need to purchase the following basics for the first week:

- Lined paper
- Pens, pencils, ruler, eraser
- Highlighters, pencil crayons or markers
- Basic calculator

Some teachers supply duotangs and others request students bring zippered binders. Teachers will provide more information about what will be used in their courses in

September. Sufficient warning will be given to allow time for students to acquire these items.

Gym Strip is needed for PE. Students will need runners (not skate shoes), a t-shirt, and shorts or sweat pants.



CNB Spirit Wear can be purchased in September, look for more info coming home in the fall.

## Lockers

Each CNB student is assigned a locker and a school combination lock on the second day of school in the fall.

Students may not exchange lockers. Personal locks are not permitted. Student lockers remain the property of the school and the school retains access to the lockers throughout the year.

Students should not share their combinations with anyone, including best friends.

Lost locks can be replaced at a cost of \$5.00.

## Student Fees & Payment

All incoming students have a school Cultural and Activity Fee.

Students also have option to purchase other items throughout the school year. Some of these optional items include: yearbooks, CNB clothing and the lunch program.

Fee payments and other optional purchases can be made through the district online fee payment system.

Please register or sign in to your account by completing the following steps.

Step 1: Go to the CNB website at and access the School Cash Online link mid-way down the homepage.

Step 2: Register <or> Sign In.

Step 3: Complete fee payment and any other optional purchases.

School fees are due in September. Should parents/guardians have any questions about fee payments, please contact Mrs. Lynn Bateman (Head Secretary).

Concerns about fee payments can be directed to the Principal or Vice Principals. Alternate payment arrangements can be made for students who are experiencing financial hardship.

**Registration for the school bus is done**

**through the district**

**Transportation**

**Department at:**

**[www.sd23.bc.ca/](http://www.sd23.bc.ca/)**

**ProgramsServices/**

**Transportation**

## First Day (& Week) of School

The first day of school is Tuesday, September 6th, 2022. Students will be in session from 9-11:45am.

Due to the scheduling process, and new registrations occurring over the summer, class lists will not be available until the morning of Tuesday, September 6th.

Student lists identifying their ACE block teacher will be posted out-

side the school on the first day. Grade 6 students will need to identify their ACE teacher and line up at their teacher's pylon by the front basketball court. Troop Leaders will be available that morning to help students find where to line up.

Students will spend the morning in their ACE block. Busses will be at CNB for the 11:45am dismissal.

Lockers will not be assigned until Wednesday, September 7th. As such, please send your student with only necessary items on the first day.

Wednesday, September 7th will be a full and regular school day. Students will have information from Tuesday about their schedule and room locations.

# Student Attendance



Please report absences by using School Messenger or phoning (250) 870-5177

## School Hours

School starts at 9:00 am and finishes at 3:14 pm. Some of the school & city busses arrive at 8:00 am and the school is open for students at this time.

The school office is open from 8:00 am to 4:00 pm. The school building is closed at 4:00 pm except for those students involved in programs that are scheduled after hours such as practices and rehearsals.

## Late Arrival Procedures

A student who arrives late to school must report to the of-

fice to sign in. They will be provided a late slip to take to their classroom teacher. The student will be marked as an excused late if their parent has excused them in School Messenger or contacted the office.

## Leaving Early Procedures

When a student needs to leave school early they need to let their teacher know. The student's parent or guardian also needs to sign the student out through School Messenger or phone the school. When it is time for the student to leave,

they must inform their classroom teacher and go to the office to sign out.

## Closed Campus

Like all middle schools in the district, CNB is a **closed campus** school. A student cannot leave during lunch unless they have permission from their parents to sign out. If a student lives close enough to walk home for lunch, the school requires the student to have a note on file in the office stating that they have parent/guardian's permission to do so. Students cannot take friends home with them.

# Absence & Illness Procedures

A parent or guardian should call the school and report a student absence. Someone is available to answer the phone from 7:30 am to 4:00 pm. If the office is closed a message can be left reporting the absence. When students are absent with no phone call or

prior notice from parents excusing their absence, the school with phone daily to notify home of unexcused absences. It is very important to notify the school if your student will be away.

If a student feels ill at school, they should ask their teacher

for permission to go to the office. Someone will contact a parent/guardian. For safety reasons it is important that students do not call home without letting an adult know as an adult in the building needs to know when students are not feeling well.

# Lunch Options

Students have many options for food at CNB. Students can bring a lunch from home. Students are also able to purchase food in advance through the Lunch Program.

Lunch Program menus are available in advance and orders can be completed online. Payments are made through SchoolCash online.

In addition to ordering food in advance from the Lunch Program, items can be purchased "day-of" from the school store or vending machines. Both of these options have a selection of snacks and drinks available.

If a student forgets their lunch they should let a staff member know. The staff member will provide the student with food.

We do not want our students to go hungry!!

Additionally, all CNB students and staff are offered a fruit or vegetable snack intermittently through the month provided by the BC Fruit and Veggie Nutritional Program.

CNB also has a lunch program for those students who qualify.

# Helping your Adolescent become more Independent

CONTACT US

GO

Access the staff directory on the bottom of the homepage of the CNB website.

One of the most frequently asked questions from parents is, "How do I help my student stay up to date with his or her schoolwork?" Young adolescents are in the process of developing many different skills during their middle school years, but one of the most important is **personal responsibility**. If you wish to help your student develop in this area, one of the methods is to hold them accountable for dealing with any missing assessments.

Consider the following scenario:

You receive a notification from your student's teacher of missing assignments, or that they have one

assignment that requires additional work to show understanding of the concepts covered.

*Recommended Response:*

Instead of contacting the teacher yourself and doing the leg work for your student, take it as an opportunity to help your student take ownership of their own responsibilities.

Discuss the missing assessment with your student, and clarify the reason for it. Make a plan with your student for them to see the teacher the following day and to create a plan to make up the missing work. When they get home,

follow up. Make sure your student and the teacher have put in place a plan of action and a definite timeline for completion. Congratulate your student if this has been done! Have them notify you when the plan has been completed successfully.

This response puts the onus squarely on the student for their own learning, and helps to reinforce independence and personal responsibility. Hopefully, after a few "supervised" episodes of this type, your student will begin to take this responsibility on themselves. If this response is ineffective, please contact your student's teacher to work on this issue as a team.

The goal is to help your student become self-sufficient with their responsibilities. Please remember – it is a process, and some adolescents will learn this more quickly than others. Don't give up!

*"Make a plan with your student for them to see the teacher the following day and to create a plan to make up the missing work."*

## Messages at the Office

Parents are reminded that CNB encourages student independence and responsibility as these are both important aspects of an adolescent's personal growth. Therefore we encourage parents to remind their student before school of any appointments and personal reasons for early dismissal.

Use of personal devices during instructional time is at the discretion of the classroom teacher. Therefore, we kindly ask that if you are needing to get in touch with your child you do this during

breaks or lunch, not during instructional time. Students are able to check mobile devices at these break times.

In situations that you need to contact your student during class time, please call the school office. Your student will be informed of any messages that cannot wait until a break time and be allowed to contact you as needed.

With approximately 915 students attending CNB our main office is a busy place. We ask that you try to keep messages for your student to

only important last minute changes such as appointments and ways to get home after school.

Please also keep in mind the office is not a place to drop off items for your student on a daily basis. Of course, for the times lunches, school work, PE wear, etc. are forgotten at home, the office staff is more than happy to help with the delivery of these items.

Your cooperation in this area is appreciated. Thank you for your understanding.



A variety of programs and services are available at CNB

# Support Services & Programs

## *Student Support Department*

Our Student Support Department is a critical pillar of the education program of our school. Its primary function is to coordinate support being offered to students whose needs are not being met by the regular program.

If you have concerns about your student your first step is to contact the teacher. In many cases, teachers can assist students in becoming more successful.

## *School Based Team*

If teachers have concerns, they refer students to the appropriate support teacher or School Based Team.

This team, comprised of the Learning Assistance Teachers, Resource Teachers, School Counselors, Behavior Support Teacher, Vice-Principals, Indigenous Advocates and other support staff, meet weekly to address the needs of specific students who have been referred by a staff member.

## *Indigenous Education*

Our Indigenous students are provided with emotional, social, academic, behavioral and cultural support through our Indigenous Advocates. The quadrants of the Medicine Wheel and foundations of the Seven Teachings guide Indigenous student supports.

Students work with our Indigenous Advocates in both the Gathering Room and classroom. Many opportunities for cultural experiences are available to our Indigenous students throughout the year.

## Student Support

### *Learning Assistance*

The learning assistance program exists to help meet the learning needs of students who have an identified Learning Disability. Our Learning Assistance Teachers work out of the Cub Hub, along side other teachers to support CNB students. They also connect with classroom teachers about students who may be struggling to develop a plan and a

course of action to support and/or pursue testing.

### *Gifted/Enriched*

Students who have been identified as gifted will receive opportunities to be challenged both in and out of the classroom. Our Learning Assistance Teachers coordinate these student enrichment opportunities.

### *Resource Support*

The resource program offers educational programming for students who have identified diverse needs. Our Resource Teachers and Certified Education Assistants coordinate with classroom teachers to support student learning. Learning activities may occur in both the classroom and the Resource Room and are based on a student's individual needs.

## Additional Student Supports

### *Counseling*

Students at CNB have the ability to meet with our School Counselor. These meetings are confidential and support is available in the areas of personal and social issues, problem solving, peer mediation, academics, and organization.

### *CONNECT*

The CONNECT program supports students who experience behavioral and social challenges. Through connection and skill building opportunities with our Behavior Support Teacher, and Certified Education Assistant, students are supported so they can experience success at CNB.

### *Library*

The Library program is overseen by our Teacher Librarian who collaborates with classroom teachers to provide a variety of rich learning opportunities for our students. Recreational reading items are also available for sign out from the library.

# Reporting Opportunities for Involvement

Throughout the school year there will be three (3) formal reporting periods and two (2) parent-teacher conference days (October 25th and February 9th). We also have a Meet 'n' Greet event scheduled for Monday, September 19, 2022 .

Home-School communication is essential during the middle years. Parents are encouraged to communicate by email or phone with classroom teachers if they have concerns about student progress in a course.



Download the School Messenger app for updates about upcoming events at CNB.

There are many opportunities for parents to become meaningfully involved in the educational process at CNB. Any of the following areas would benefit from increased parent involvement:

First Week School Helpers, Fruit and Veggie Program, Lunch Program, School Store, Coaches, Field Studies Supervisors and/or Drivers, Career Speakers, Club Sponsors, and Parent Advisory Council.

See the school website and online calendar for PAC meeting dates each month. Our website and weekly memos will also have additional information about how you can become involved at CNB.

## Parent Advisory Council

The Parent Advisory Council (PAC) is the officially recognized voice of parents at the school level. The PAC is composed of all parents registered in the school. School staff may be invited to PAC meetings.

The PAC meeting schedule is set yearly. Please see the school website and calendar for PAC meeting dates each month. PAC discusses school issues of concern and organizes presentations and topics of interest to parents.

The role of the PAC is also to advise parents on how to present their individual concerns to the school and to ensure that an appropriate procedure is in place so that these concerns are heard at the school or if required, at the district level.

For your information, the following process should be used, as outlined in district Policy 460—Appeals.

### Appeals (the general process)

Parents/guardians of a student who is entitled to an educational program in the Central Okanagan Public Schools may appeal the decision of an employee of the Board of Education which significantly affects the education, health or safety of a student. The following steps should be followed:

1. Parent/guardian will meet with employee to reach a solution, ex. teacher.
2. Parent/guardian will meet with the employee's supervisor to reach a solution, ex. principal.
3. Parent will meet with the area Assistant Superintendent to solve the issue.
4. Parent will meet with the Superintendent to solve the issue.

If at this point, the issue remains unsolved and the parent/guardian is not satisfied, they have the right to

a final appeal to the Board. Details of this process are available on the school district website and through the school.

This district policy is in place to help ensure that effective communication is part of the problem solving process and that parents/guardians and schools work as partners in providing quality education for students.

### Upcoming PAC Meetings

**June 20th @ 6:30pm**

*Following this*

**Gr. 6 Parent Info Night**

**September 19th @ 6:30pm**

*Following the*

**CNB Meet 'n' Greet**

# Notes and Questions

