

Langenburg Central School

*P.O. Box 10*

*116 Avenue A West*

*Langenburg, SK S0A 2A0*

*Phone: 306.743.2631*

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*www.lcs.gssd.ca*

**Mission, Vision and Value Statements**

*Our Motto ... Students Come First*

*Our Mission ... Building Strong Foundations to Create Bright Futures*

*Our Vision ... Learning Without Limits...Achievement For All*

*Our Values ... Belonging, Respect, Responsibility, Learning, Nurturing, and Perseverance*

*Our value statements all start with "We". This is a true reflection of Good Spirit School Division in that all of us are important to education. As we expect our students to learn, we all play a fundamental role in the education process and the successes produced.*

***We belong:***

*• Diversity is celebrated and welcomed in a caring environment.*

***We respect:***

*• A team effort is important to maintain a healthy, culturally-responsive environment.*

***We are responsible:***

*• We are accountable citizens within our schools and our communities.*

***We learn:***

*• Learning leaders provide students and families with innovative, relevant education experiences.*

***We nurture:***

*• The leaders of tomorrow are in our schools today.*

***We Persevere:***

*• Success today and tomorrow requires "grit".*

**2025/2026**

LANGENBURG CENTRAL SCHOOL STAFF

|  |  |
| --- | --- |
| **Staff** | **Position** |
| Andres, Karlee | Visual Art, Food Studies, PAA, Math, ELA (middle years) |
| Carlson, Marni | Education Assistant |
| Corden, Jamie | Student Counsellor |
| Cyhla, Holly | Kindergarten |
| Dean-Fuhr, Laura | Senior Sciences, Outdoor Leadership, Financial Literacy |
| DeCorby, Oralie | Vice Principal, Student Support (elementary) |
| Evans, Dean | Practical Applied Arts (8 – 12) |
| Farmer, Crystal | Education Assistant - PreK |
| Fiddler, Michelle | Education Assistant |
| Fletcher, Judy | Custodian |
| Gamache, Amanda | Custodian |
| Garnett, Kasen | PAA, Math, ELA, Social, Science (middle years) |
| Geistlinger, Jennifer | Grade 3 |
| Holovach, Kristie | Grade 5 |
| Horan, Stacey | Administrative Assistant |
| Hruska, Bailey | Student Support (8-12) |
| Kennedy, Miranda | Administrative Assistant |
| Kentel, Shawna | Education Assistant |
| Kohle, Tristyne | Senior Mathematics, Grad Coach |
| Krienke, Luke | Physical Ed., Career Ed., Health Ed. |
| Morrison, Ann | Senior ELA, Humanities |
| Mussell, Julie | Library Technician |
| Neustaeter, Kristine | PreK, Grade 2 |
| Olafson, Penny | Grade 2 |
| Olson, Tracey | Grade 1 |
| Powers, Robyn | Band 6 – 12, Art 8, 9 |
| Prince, Fallon | Principal, ELA 30 |
| Scherloski, Doranda | Grade 4 |
| Shiner, Angie | Education Assistant |
| Singcuenco, Randolf | Custodian |
| Soloway, April | Grade 2 |
| Stasiuk, Rachel | Physical Education K – 5, Student Support (elementary) |
| Sveinbjornson, Laura | Grade 7, Senior Social Studies |
| Ungrin, Corene | Math grades 8 - 10 |
| Vandenameele, Rhonda | Education Assistant |
| Vosper, Kim | Grade 6 |

**Please be sure to register for these two very important programs in our school.**

**EDSBY**  **SCHOOL CASH ONLINE**

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PROCEDURES AND REGULATIONS AFFECTING STUDENTS

ACCIDENT or ILLNESS

When a staff member of Langenburg Central School feels that a student is seriously ill or seriously hurt then arrangements will be made to transport the student to the hospital, clinic, or health center. The parents will be contacted as soon as possible. In other cases of illness or injury, parents will be contacted to come and pick-up their child. First-aid kits are available in the school with staff members able to administer first-aid to minor cuts and bruises. Internal medication such as aspirin and cold syrup cannot be administered or provided.

*ALLERGIES*

Our school is a Nut-Free school. We have students with severe nut allergies; please help us keep them safe.

APPROVED DRESS

The dress code policy has been updated and a copy can be obtained on Edsby and at lcs.gssd.ca

ARRIVAL TIME

Students **should not** be arriving at school before **8:25 am** to ensure supervision & safety of students.

ATTENDANCE POLICY

Students are required to attend school in accordance with the Education Act and this administrative procedure. When students are absent from school, the Division provides support, determines underlying reasons for non-attendance and implements appropriate intervention strategies. Absenteeism is tracked by half day increments for elementary schools and per period for middle years and high schools.

**Parents are asked to communicate with the school when their child will be missing or late. This can be done through Edsby or through communication with the main office. Unexcused absences will be communicated to parents through the phone messaging system.**

For all students with higher than 10% absenteeism, attendance shall be monitored. For students who accumulate 20% absenteeism for a year or a high school semester, a record of all contact (and attempts) and intervention strategies will be put into place.

Each month, a message will be sent home to parents/guardians of students with > 20% absenteeism.

Students with severely chronic absenteeism (>20%) over three consecutive months, shall be monitored and may be referred to the School RTI Team or to other Student Services personnel.

With students who have absenteeism >20%, where the absence is impacting learning, the school will ensure that meetings or conferences occur with the student, parent/guardian, and Good Spirit School Division.

The principal shall withdraw a student from a course only after other attendance interventions (e.g. tutorial, attendance contract, assignment extension, RTI referral) have been attempted and were unsuccessful Rubric will be used to determine the alternate placement.

BREAKFAST PROGRAM

We offer a breakfast program for ALL students who wish to use it. Our breakfast program is operated and supported through donations from individuals and businesses, as well as grants offered by various organizations.

BULLYING POLICY

All students at Langenburg Central School have the right to an education in a safe and caring environment. Any student who jeopardizes this safe and caring environment through acts of bullying and/or violence may have this right revoked. All students have a responsibility to report incidences of bullying and/or violence to staff so that it can be handled according to the school code of conduct.

Bullying and harassment is an act of aggression with the intent to cause embarrassment, pain, or discomfort to another. Bullying usually involves an abuse of or an imbalance of power. Individuals or groups may be involved.

The following criteria will be used as a guideline in dealing with acts of bullying and/or violence:

**Level 1 -** Consequences are primarily corrective strategies used by a staff member in response to relatively minor infractions. The staff member will describe the inappropriate behavior, remind students of the school policy and document the behavior.

**Level 2 -** Consequences are imposed in response to more severe or persistent infractions. These infractions will be immediately reported to the office. Level 2 infractions may result in any or all of the following actions:

* Behavior contract - this is a contract established by the student and school administration and has set objectives as well as consequences if the objectives are not met.
* Referral to school counselor• School conference - a conference with the student, parents, and school personnel to discuss the undesirable behavior and plan a new course of action.
* Mediation - student involved are asked to sit down together to discuss the situation.

**Level 3 -** These are consequences imposed following a period in which teachers and administration have applied other corrective measures unsuccessfully. Also, actions deemed to be serious in nature may result in a student moving directly to level 3. Level 3 infractions may result in any of the following actions:

* In school suspension
* Modification of the school day
* Out of school suspension
* Referral to an outside agency
* Expulsion from school

This policy will be revisited on an annual basis or as the need may dictate.

BUSES - Winter Weather (Please check the GSSD website for daily updates)

**The following policy will apply:**

1. School bus routes will be cancelled by the driver, when:

* visibility or road conditions are deemed unsafe, or
* when wind chill value is -45 degrees or colder, or
* when the temperature is -40 degrees or colder

1. The bus driver shall, at their sole discretion, decide whether it is safe to proceed on any portion of his route
2. If the bus driver makes the decision not to make the run, he/she shall contact the parent(s) on his/her route advising them that the bus is not running.
3. The bus driver shall advise radio station CJGX in Yorkton, telephone 306.783.4319, so that they can make a public service announcement concerning the cancellation.
4. If the driver is making the run under what could be questionable conditions, it is the responsibility of the parent(s) to make the decision as to whether to send their children on the bus.
5. If buses do not run in the AM, they will not run in the PM.

**When buses are cancelled:**

* schools are open for students who are able to attend; attendance is taken and recorded for all students, with “weather” being given as reason for absence of students who are unable to attend due to poor weather.
* for students who can attend there will be meaningful instruction and once students arrive at school, they may not leave without parental permission
* for students who are unable to attend they will be provided with an opportunity to make up lost instruction or evaluation.
* if students miss a test, the staff will arrange for a make-up test If the test is a grade 12 Departmental Exam, please call the school that morning so we can discuss alternatives

**BUSES – Proper Dress**

Students riding on a school bus must be properly dressed during the winter season. The bus driver may refuse to transport a student to school who does not have appropriate winter clothing.

**BUSES - Loading/Unloading**

The buses will be waiting in place as we dismiss. Bus students must quickly prepare for home and board the bus so the buses can leave, and town students can be dismissed. Do not Miss Your Bus!!

Students should not walk between parked buses. Please be reminded that it is illegal for a vehicle to pass the buses while they are loading. Also, the speed limit in school zones is 30 km/h. We do not want anyone to be fined, but also, we don’t want anyone to get hurt!

**BUSES - Behavior**

Drivers have provided students and parents with “Guidelines of Behavior on Buses.” Please be familiar with these guidelines. Student misbehavior may be reported to the principal and bus riding privileges may be suspended.

**BUSES - Guests on Buses**

Any student not normally on the bus must receive permission from the driver to ride the bus. Either the host or guest may obtain permission by calling the bus driver or providing a note. All rules of behavior apply to the guest.

COMPLAINTS

**Parents** - if you have any complaints, concerns, suggestions, please follow this procedure:

1. First, discuss the issue with the teacher concerned – be specific
2. If the problem persists, bring the matter to the attention of the principal
3. If you are still not satisfied, take your concern to the Director or the Board

DROP OFF/PICK UP ZONE

The six-parking stall in front of the Pre-K and Kindergarten classrooms are intended for parents. If you are parking and walking your child to their classroom door, please use these parking stalls. If on the odd occasion all the stalls are occupied, we ask that you please pull your vehicle over to the very right-handed side of the traffic loop curb. Parking in these designated locations will ensure that your vehicle is not blocking traffic while you are walking your child into the school and allow other Grade 1 – 7 parents to flow through the loop without delay.

**Please note: THIS LOOP IS A NO IDLE ZONE!**

GOOD SPIRIT SCHOOL DIVISION ALCOHOL & DRUG POLICIES

The Division recognizes and accepts its responsibility to provide a safe and comfortable environment for all those who use its buildings. All buildings and property operated by the Division shall be free from the use of tobacco and smoking products at all times; this includes e-cigarettes. All school activities, whether on Division property or not, shall be smoke and tobacco-free activities.

**Procedures**

1. Violation of this procedure by staff members may result in a verbal warning, written reprimand, suspension with or without pay, or dismissal.

2. Students who do not comply with this procedure may face consequences as detailed in school rules and Administrative Procedure 341: Suspensions and Expulsions as well as Administrative Procedure 162 Appendix Tobacco and Vaping Flowchart.

3. Rental clients who do not abide by the Division’s no smoking requirement shall receive a written notification that a future offence will result in termination of any and all rental bookings.

4. Other persons found to be smoking and/or using tobacco products in Division operated facilities will be dealt with in an appropriate manner, by the staff member in charge of the building.

5. All schools shall provide instruction on tobacco reduction in their health courses in accordance with provincial curriculum guidelines. In addition, schools are encouraged to engage in presentations and activities that promote a smoke free lifestyle.

6. All schools shall provide counsel and support for students and staff who wish to cease using tobacco and participate in a cessation program.

7. Electronic cigarettes and vapors shall be treated and considered like cigarettes.

8. This administrative procedure does not apply to the use of tobacco or tobacco-related products for ceremonial purposes

DUTIES OF PUPILS

From the Education Act, every pupil shall:

* attend school regularly and punctually
* provide himself with such supplies and materials not furnished by the Board of Education as may be considered necessary to their courses of study by the principal
* observe standards approved by the Board of Education with respect to cleanliness and tidiness of person, general deportment, obedience, courtesy, and respect of the rights of other persons.
* be diligent in their studies
* conform to the rules of the school approved by the Board of Education and submit to such discipline as would be exercised by a kind, firm, and judicious parent
* **\*\*All students and parents will be informed that lockers, desks, and any other school furniture or school fixtures capable of being used as storage, are the property of the Good Spirit School Division and, as such, are subject to inspection or search at any time by school authorities and the RCMP.**

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**Edsby** provides a way for parents and guardians to receive school updates, calendar events, view student progress and much more. It helps simplify communication among and between teachers, students, and parents. For each of your children, you’ll see your child(s) classes, teachers and school information. Please check out the Edsby app and use it for your child’s attendance management and to view their progress in their classes all year long.

ELECTRONIC DEVICE USAGE POLICY

**Purpose:** The purpose of this policy is to communicate the framework for appropriate student use of electronic devices during the school day.

**Electronic Devices are NEVER allowed in the washrooms or the gym change rooms.**

***Acceptable Use:*** **Students must place their devices on silent mode and in the Teacher designated area at the beginning of each class, and will only be used during class time with direct permission from the teacher.** Grade 8 to 12 students may use their electronic devices (cellphones, IPad, IPod, etc.) for personal and educational purposes during their “spare” and/or non-classroom time (noon hour, breaks, grade 11 and 12 class spares, prior to the 8:45 a.m. bell and after the 3:27 p.m. bell).

During the school day our grades K to 7, are only allowed to use these electronic devices with their teacher’s or their staff supervisor’s approval. **At all grade levels, the camera and video recording functions on any electronic device can only be used with the approval of the classroom teacher or administration.** The use of the camera or video functions on these electronic devices during special events such as Christmas dinner, school assemblies or pep rallies, field trips, extra-curricular events, etc., must again be approved by the activity supervisor or school administration.

**Inappropriate Use:** Students are not allowed to use these electronic devices during class time for personal/social purposes. However, since both staff and students are encouraged to incorporate technology into classroom teaching and learning, these devices may be used during class time upon the approval of the classroom teacher, in other words, these electronic devices should only be used during class if a direct connection has been made to the educational curriculum and/or another purpose or activity that enhances student learning. Any unauthorized “posting” of photos, video, comments, etc. on any social media site is strictly prohibited unless all parties included in the post have given their full permission. All publicly shared media forms with any connection to activities of Langenburg Central School must be “school-appropriate”. The school’s administration will have the final decision on whether an item is appropriate and whether disciplinary consequences are necessary.

**Consequences for Inappropriate Use:** Students that inappropriately use electronic devices during any part of the school day (to cheat, to bully, to distract, to photograph/video, and/or to use in any other manner deemed inappropriate by the administration of Langenburg Central School will be subject to disciplinary action as follows:

* *1st infraction:* The electronic device will be confiscated and held in the office until the end of the school day. The staff member will make a phone call home to inform parents/guardians of the incident and the possibility of an in-school suspension if a future incident occurs.
* *2nd infraction:* Student will serve a full day in-school suspension. The electronic device will be held by the office during the school day. The administration will contact parent/guardians.
* *3rd infraction:* Student will serve a two-day in-school suspension. The electronic device will be held by the office during the two school days. The administration will contact parent/guardians.

Any further inappropriate use of an electronic device after the 3rd infraction will result in a parent/administration meeting to discuss a plan to help improve the defiance issue and outline any future remediation efforts. In any case of severe inappropriateness or harassment, the school administration may decide to implement out of school suspensions and additional disciplinary consequences. This policy has been developed by the Langenburg Central School Community Council. If you have any questions regarding this school policy, please call Ms. Prince at the school.

EXTRA-CURRICULAR FEES ( All fees will be paid by School Cash Online, if you have not already registered, please go to this link [**https://gssd.schoolcashonline.com**](https://gssd.schoolcashonline.com)**.**

Junior Volleyball $50.00 + $5 uniform fee

Senior Volleyball $100.00 + $10 uniform fee

Junior Basketball $50.00 + $5 uniform fee

Senior Basketball $100.00 + $10 uniform fee

Cross Country Running $20.00

Curling (non-club member this is paid direct to **Langenburg Curling Club**) $35.00

Competitive Curling $110.00

Junior Drama $20.00

Senior Drama $50.00

Badminton $20.00 + $10 uniform fee

Track & Field (grades 9 - 12) $20.00

Golf Green Fees

Mileage Fees: $5.00 (short trips 200 km or less) $10.00 (long trips 200 + km)

(\* Note: LCS tournaments will now have a gate fee of $5 for a weekend)

FIRE ALARMS

Fire drills are conducted 6 times per year.

At the sound of the alarm, follow these three simple steps:

***STOP*** what you are doing

***LISTEN*** for instructions from your teacher

***GO*** quickly and quietly outside and away from the building to your meeting place.

Teachers will take attendance and students should remain there until the fire alarm is turned off.

GYMNASIUM

* Students must have an extra pair of gym shoes – NOT skateboard. Shoes/runners worn outside will damage the floor surface and are not permitted.
* Students must have permission to enter the gym storage room or the gym office.
* Students must have permission to use the phone, sound system, or scoreboard controls.
* Students are not allowed to take food into the gym. Students who do will lose gym privileges.
* Students who are responsible for the willful damage of equipment will have the replacement cost charged to their school fee account.
* Students who do not clean up or put equipment away properly, or make a mess will lose gym privileges.

LOCKERS

Before being issued a locker, each student must read carefully and agree to a set of conditions concerning keeping the locker clean and locked. Failure to comply will result in charges to the caution fee account.

* Unless necessary, do not bring money to school. If you do, keep it on your person or lock larger sums of money in the office.
* Leave valuable items at home.
* Label items that you really need at school - pencil cases, calculators, clothing articles, boots – it makes it easier to return lost articles.
* Keep your locker clean and locked!
* Keep checking lost and found for missing item.
* Report missing articles to your teacher as soon as possible
* **\*\*All students and parents will be informed that lockers, desks, and any other school furniture or school fixtures capable of being used as storage, are the property of the Good Spirit School Division and, as such, are subject to inspection or search at any time by school authorities and the RCMP.**

LOST and FOUND

A lost and found box is located by the caretaker’s room in the north hallway and in the hallway of the west elementary wing. Students are urged to check for lost items regularly. **At the end of semester one and at the end of the year, all items left in lost and found will be donated to charity.**

LUNCH HOUR

Town students that go home for lunch should return at 12:45. Town students who misbehave during the noon hour will have the privilege of staying at school revoked.

Students should eat lunch in their home room or designated common areas. Designated students for each room will be responsible for the care and clean-up of their lunchroom. Lunches are not to be taken into the Resource Centre, gymnasium, or Practical Applied Arts shop.

Students from K - 7 must present a parental note to the noon hour supervisor/office before leaving school property during the lunch hour, while grades 8-12 have open campus.

OPENING EXERCISES

“O Canada “followed by a moment of silent reflection or silent prayer will be observed each morning after attendance at 8:45 a.m. Students must be in their first period class for opening exercises. Students arriving late should not disturb procedures. This activity has been approved by the School Community Council (SCC); if parents wish their child to be excused from the activity, please call the office.

PARENT-TEACHER INTERVIEWS/STUDENT LEAD CONFERENCES

Interviews are an excellent way for parents and teachers to communicate with each other about a student’s progress. We will conduct student led conferences in grades K – 7 and parent-teacher interviews for grades 8 - 12.

PLAGIARISM

Plagiarism occurs when a writer copies words or borrows ideas from a source without identifying the original author. Students at Langenburg Central School are taught proper research techniques including how to document a paper using in-text citations and a list of works cited. Students can avoid plagiarism by following the steps of the research process and asking their teacher or teacher-librarian for assistance. There will be consequences for students who are found guilty of plagiarism.

*1st Offence* - the student's mark will be affected and they will not receive marks for the plagiarized work.

*2nd Offence* - a phone call home will be made informing the parents of the infraction.

*3rd Offence* - the student will be required to complete an assignment at noon hours on the research process and how to avoid plagiarism. Additional penalties in terms of marks will be levied after the second and third offences.

RECESS (grade K to 7 only)

Students are to go outdoors for the morning and afternoon recess and to return indoors immediately after the warning bell. Similarly, students will go outdoors during the noon hour. Students will be informed if the weather is considered too severe to go outdoors.

*RESOURCE CENTRE*

Library Acceptable Use Policy

1. Keep food and drink out of the area.
2. Approved school activities only.
3. Leave all equipment in its proper place.

REPORT CARDS (Academic & FASA (factors affecting student Achievement)

Report cards/Progress Reports are issued digitally **twice** a year for grades K - 12. We hope parents will carefully go over the report card with their children and attend interviews and conferences to discuss their child’s progress. To keep up to date on a regular basis, parents can check Edsby with updates to gradebook. If you would like a paper copy of reports cards, please contact the office.

SCHOOL ENROLLMENT POLICY

Langenburg Central School has a mid-term enrolment policy that requires a 48-hour waiting period to ensure student support arrangements have been made.

SCHOOL FEES **(All fees will be paid by School Cash Online, if you have not already registered, please go to this link** - [**https://gssd.schoolcashonline.com**](https://gssd.schoolcashonline.com)**.**

***Student Fee*** (grade K-12 yearly fee) **$45.00**

* covers student day planners, co-curricular presentations, speakers, subsidize special events, a portion of field trips, swimming, skating, transportation overages, etc.

SCHOOL INTERNET

“Acceptable Use Policy for Computer Networks” must be completed by the students and parent before access to the Internet will be granted. Students can access Wi-Fi with school username and password.

SCHOOL GROUNDS

**Please Do Not**

* throw litter on school grounds, NO sunflower seeds
* use the front lawn as a playground or ride bikes on the lawn
* throw snowballs on school property
* push and shove on playground equipment
* bring snowmobiles/A.T.V.’s on school property

**SMOKING/VAPING AND ALL OTHER TOBACCO PRODUCTS ARE NOT ALLOWED on school property. This includes the student parking lot, inside or outside of vehicles. Students that do not adhere to this policy will lose parking lot privileges**.

STUDENT SERVICES

Langenburg School offers a full range of guidance assistance for students. Besides our own school counselor, several other support personnel will be available to provide counseling throughout the year. These include social workers, psychologists, R.C.M.P. personnel, speech pathologists, drug & alcohol counselors and others. Also, an extensive career counseling program, including career days and career trips, is available to senior students.

TECHNOLOGY

All technology items must be cared for while in use. Students in grade 8-12 will have one-to-one computer access and must sign a loan form agree to the care and responsibility of the computer, charging cord, and carrying case. Parents must also sign this form.

TELEPHONE

Parent/Guardian calls will be accepted at the General Office. Calls can be forwarded to students if necessary. Messages will also be delivered to students by staff. Students may make local calls on the student phone and urgent long-distance calls from their classroom.

  
WEBSITE

[www.lcs.gssd.ca](http://www.lcs.gssd.ca) or



|  |  |
| --- | --- |
| **LCS School Bell Times** |  |
| Warning Bell – 8:43  **Period 1 - 8:45 - 9:16** | **31min** |
| **Period 1 – 9:16 - 9:47** | **31 min.** |
| ***Movement Time (Bell is at 9:49)*** | **2 mins** |
| **Period 2 – 9:49 – 10:20** | **31 mins** |
| **Period 2 – 10:20 – 10:51** | **31 mins** |
| ***Recess – 10:51-11:06***  Warning Bell – 11:04 | **15 min.** |
| **Period 3 - 11:06 - 11:37** | **31 min.** |
| **Period 3 *– 11:37 – 12:08*** | **31 min** |
| ***Lunch* (Period 4) - 12:08 - 1:10**  Warning Bell – 1:08 | **62 min.** |
| **Period 5 - 1:10 - 1:41** | **31 min.** |
| **Period 5 – 1:41 - 2:12** | **31 min** |
| ***Recess – 2:12 - 2:27***  Warning Bell 2:25 | **15 min.** |
| **Period 6 - 2:27- 2:58** | **31 min.** |
| **Period 6 – 2:58 - 3:29** | **31 min.** |

**Bell Schedule for K – 12 Students**

A calendar with different colors and numbers

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