

Principal's Message

Welcome to our school family! I would like to extend a warm welcome to all students (new and returning), families, and staff to the 2025-2026 school year! I trust that everyone is looking forward to having a routine after the summer months.

Our Open House is just around the corner so please mark your calendar! We are hoping that you can stop by the school for this event on Thursday, September 18th from 5:00 – 5:30 pm so you can tour the school and meet the teaching staff. At 5:25 pm, we will meet in the gymnasium for a brief closing.

At 5:30 pm, parents/guardians are invited to stay for the PAC (Parent Advisory Council) meeting. These PAC meetings occur every month and are open to any parent/guardian of our school. The meetings are held in the staff room with free babysitting for those in attendance. By registering your child at our school, you are an automatic member of the PAC! Getting involved in your child's education is a great investment of your time and energy! Your attendance at these meetings is optional and you can attend as many meetings as your schedule permits. If you can lend a hand on an intermittent or regular basis, I know that the PAC executive and school community will appreciate your time. Our school family benefits tremendously from the altruistic nature of the PAC!

Let's work together to make 2025-2026 a wonderful year of learning, excitement, and academic growth!

Respectfully,

Mrs. Kelemen
Principal



FLES Gets Pictures Taken...

Tuesday, September 16, after lunch, school photos will take place! Send your beautiful little people to school all dressed up and ready for their super star moment!



FLES PAC...



On Thursday, Sept. 18, between 5 and 5:30 PM,

Francois Lake will be having our annual **Open House**, where you can meet the teachers and see your child's classroom. Join us!

Our School Parent Advisory Committee (**PAC**) needs your help. Stay after the Open House for the first PAC meeting of the year at 5:30 PM.



Mark your Calendars!

(Dates & events subject to change)

September

- 12 (F) FLES Terry Fox Run
- 14 (Su) Community Terry Fox Run
- 16 (T) Photo Day—after lunch
- 18 (Th) Open House—5-5:30 PM
- 18 (Th) PAC Meeting—5:30 PM
- 19 (F) Planning Day—**No School**
- 29 (M) FLES Observes Orange Shirt Day
- 30 (Th) Orange Shirt Day—**No School**

October

- 13 (M) Thanksgiving Day—**No School**
- 22 (W) Talk About Learning PM—**Early Dismissal 11:53 AM**
- 24 (F) Pro-D Day—**No School**

November

- 10 (M) Remembrance Day Ceremony—11 AM
- 11 (T) Observe Remembrance

Francois Lake Informs...

- Our New Administration**
- ★ Mrs. Wendy Kelemen—
Co-Principal
 - ★ Mrs. Ginger Moyah—
Co-Principal
- Our Returning and New Staff**
- ★ Mrs. Velvet Hogarth—
Grades 4, 5, 6, & 7
 - ★ Miss Molly Nicholas—
Grades K, 1, 2, & 3
 - ★ Ms. Sam Osmond—
Supervisor & Custodian
 - ★ Mrs. Lana Coulson—
Learning Support Worker
 - ★ Ms. Janice Babych—
Food Worker
 - ★ Mrs. Jean Vossen—
Administrative Assistant

Where’s My Child?



We do our best to ensure all of our students are safe and accounted for.

To keep your child safe, when there are changes in bussing plans or your child is getting picked up,

we need to hear directly from you.

Please contact the school by 2 PM if your bus student is getting picked up.

Please note, your emergency contact is for emergencies when we can’t reach you — the parent or guardian.



Come join us for our annual **Terry Fox Run** Thursday, **Sept. 12** at **2:00 PM**.

We are keeping it simple. We aren’t accepting donations at the school this year but families can donate online at

<https://schools.terryfox.ca/FrancoisLakeElementary>

Terry Fox started a marathon against cancer. Together we can end it. Join us and fundraise for the 45th anniversary on September 14.

Francois Lake Elementary
Bell Schedule

8:55 AM	Warning Bell
9:00 AM	Classes Start
10:30 AM	Recess Start
	Classes
10:45 AM	Resume
12:15 PM	Lunch - Outside
12:40 PM	Lunch - Line Up
12:45 PM	Lunch - Eating
	Classes
1:00 PM	Resume
2:53 PM	End of Day
3:00 PM	First Bus Bell
3:50 PM	Late Bus Bell

PAC Posts...

Next PAC meeting Sep. 18 at 5:30 PM in the Staff Room.

All parents are welcome!

Come see how PAC helps direct our school.



Picking Up Your Child During Class Time

We value our students’ learning time in the classroom and we want the best education possible for each of our students. When parents go to the classroom to pick up their child when classes are in session, it can be very disruptive for the rest of the class.

This year we are asking if parents wish to pick up their child from the classroom to **please come to the office**, **let one of our staff know who you want**, and to **please wait at the office** until we bring your child to you.

Let’s help preserve and protect all our students’ education with as few interruptions as possible.

Thank you!

And the last word goes to:

All the staff who have worked so hard to help get our school off to a smooth start, this year! Thank you Ms. Osmond, Mrs. Coulson, Ms. Babych, Mr. Helgesen, Mrs. Thompson, Mr. Woolnough, Miss Nicholas, Mrs. Hogarth, Mrs. Kelemen, and Mrs. Vossen

AND

a **HUGE Thank You** to **Johanna Hayes** for helping us harvest all the apples!!!



Francois Lake Elementary School

Code of Conduct

The Purpose of our Code of Conduct is to provide a safe, caring and orderly environment. Our expectations are that students will maintain an attitude that is cooperative, courteous and respectful.

At Francois Lake Elementary School, we:

Take care of others – be *considerate of others' personal feelings and properties*

- a. Share ideas and solve problems together
- b. Plan with others
- c. Get along with others
- d. Use language to resolve conflicts
- e. Manage powerful emotions
- f. Wait for a turn

Take care of ourselves – *care about your learning and yourself, including safety*

- a. Take safe physical challenges
- b. Use a number of strategies to reach a goal
- c. Independently follow daily routines
- d. Be interested and curious
- e. Plan ahead
- f. Manage powerful emotions
- g. Struggle through the hard parts to learn something new
- h. Pay attention even when it's hard

Take care of this place – *care about your school and your environment*

- a. Manage your belongings
- b. Cleanup after yourself
- c. Put garbage/recycling where it belongs
- d. Protect school equipment
- e. Respect animals and plants

As stated in Canada's Human Right Code: discrimination, especially in terms of race, colour, ancestry, place of origin, religion, marital status, family status, physical or mental disability, sex, sexual orientation, gender identity or expression, and age, is prohibited in our country, and in our school.

At Francois Lake School, personal digital devices must be powered off and safely stored during the entire school day, from the time the student arrives on school grounds until they leave school grounds. This extends to instructional time while off school property (e.g. field trips). Personal digital devices may only be used during the school day for instructional purposes and to promote digital literacy, and only with the permission and direct supervision of a teacher or other staff member.

Inappropriate behaviors can consist of, but are not limited to:

- Rudeness, swearing
- Fighting (or play fighting)
- Lack of respect for others, teasing
- Throwing objects (rocks, sticks, snowballs, playground woodchips, etc.)
- Defiant behavior, insolence, refusing to respond to reasonable requests from school staff members
- Running in the halls or classrooms
- Unauthorized leaving of the school grounds
- Littering
- Vaping

Consequences:

Consequences will be applied in a fair and consistent manner, respecting individual rights, responsibilities, age and maturity; and be restorative rather than punitive in nature.

*Consequences take into account the student's age, maturity, and special needs if any. Special considerations may apply to students with special needs

**All reasonable steps will be taken to prevent retaliation by any person against a student who has reported a breach of conduct.

Inappropriate behaviors may have the following consequences - (level of consequences to increase with repeat incidents):

- Review of expectations and a timeout
- Review of expectations, and/or loss of privileges
- Parents are informed
- Meeting with the parents
- Restorative service work
- Short-term (in school or at home) suspension up to 5 days
- Long-term suspension (over 5 days) or referral to district program
- Consultation with police and/or fire department
- Expulsion

Safe & Caring School Environments:

are free from acts of:

- Bullying, cyber-bullying, harassment and marginalization
- Threat and intimidation
- Violence in any form
- Abuse in any form
- Discrimination in any form including race, color, gender, religious beliefs, sexual orientation, ancestry or national origin
- Retribution against a person who has reported incidents or misuse of:
- Cyberspace/Cell Phones/Electronic Devices/Computers – students are to be aware that they may be subject to discipline (or, if applicable, confiscation of personal property) for misuse of technology if it negatively impacts on the school environment.

Forms of unacceptable conduct cited above are only some examples. It is not an all-inclusive list.

Do Not Tolerate the Presence of:

- Theft and vandalism
- Intoxicating and banned substances
- Weapons or replica (toy) weapons (including knives) and explosives
- Intruders or trespassers – all visitors to the school must first report to the office

Notification

As circumstances warrant, administrators have a responsibility to advise other parties following a behavior incident:

- Parent of student exhibiting major behaviors (in every instance)
- Parent of student on the receiving end (in every instance)
- Assistant Superintendent, Safe Schools team member and/or other District Staff
- Ministerial agencies and/or School Liaison Officer (Police)

The Board of Education believes that the responsibility for student discipline in school is shared among students, staff and parents.

Students have a responsibility to respect the rights and dignity of others and to become actively and productively involved in their own academic learning and social growth.

- Educators are responsible for establishing a positive school climate in which structure, support and encouragement assist students in developing a sense of self-discipline, responsibility and positive relationships.
- Parents are responsible for establishing a positive learning atmosphere in the home, knowing school policies and procedures, supporting the school in the enactment of these policies and procedures, and encouraging their children to understand and respect these policies and procedures.



2025/2026

Dear Parent or Guardian:

Re: Student Accident Insurance

Schools and school boards do not provide accident insurance coverage for student injuries that occur on school premises or during school activities. Accidents can and do happen. Some injuries incur medical, dental, or other expenses that are not covered by provincial health care or employer group plans. As a parent or guardian, you become responsible for these expenses.

Old Republic Insurance Company of Canada is proud to offer you Student Accident Insurance through the [Insuremykids®](#) program. Participation is voluntary but highly recommended, and costs are paid by the parent or guardian.

All rates are one-time annual premiums and offer the following value:

- | | |
|--|-----------|
| Silver Plan (basic coverage) | \$17/year |
| Gold Plan (essential coverage) | \$25/year |
| Platinum Plan (comprehensive coverage) | \$33/year |
- It covers your child at school, away from school, at home, or on field trips
 - It protects your child against accidents 24/7 for a full year
 - You save money when you insure three (3) or more children in your family
 - 1-year, 3-year, and 5-year plans available

Benefit limits vary based on the plan chosen and the insured's age.

The insurance agreement is between you and [Insuremykids®](#). If you wish to subscribe, please apply on-line at www.insuremykids.com or mail in a paper application.

Any questions should be directed to [Insuremykids®](#) toll free at 1-800-463-KIDS (5437).

Yours truly,

Original signed by

Darlene Turner
Secretary-Treasurer

For more information regarding what this insurance covers, please contact the school. We will be happy to email you a copy of the coverages.

Code of Conduct**Policy No. 301.5**

The Board of Education, School District No. 91 (Nechako Lakes), believes that students and staff work and learn most effectively in an educational environment that is mutually respectful, safe, and healthy. It is the Board's expectation that the personal information of students and their families be shared only where necessary for the educational well-being of the child and that this information be shared with the appropriate agencies only when required for the child's well-being. It is expected that this respect is also shown for staff and their families.

To that end, the Board requires all staff to promote values which foster respect for all members of the school community and to support positive means of resolving differences. These values shall align with the core beliefs and values of the district, as well as with the *BC Human Rights Code* which prohibits discrimination on the grounds of race, national or ethnic origin, colour, religion, sex, age, mental or physical disability, gender identification/expression, sexual orientation or sexual orientation as perceived by others.

It is expected that school codes of conduct will now include one or more statements about what is unacceptable behaviour including bullying, cyber-bullying, harassment, intimidation, threatening or violent behaviour while at school, at school related activity, or in other circumstances where engaging in the activity will have an impact on the school environment.

The Board believes that the responsibility for student discipline in school is shared among students, staff, and parents.

- Students have a responsibility to respect the rights and dignity of others and to become actively and productively involved in their own academic learning and social growth.
- Staff are responsible for establishing a positive school climate in which structure, support and encouragement assist students in developing a sense of self-discipline, responsibility, and positive relationships.
- Parents are responsible for establishing a positive learning atmosphere in the home, knowing school policies and procedures, supporting the school in the enactment of these policies and procedures, and encouraging their children to understand and respect these policies and procedures.

To support these aims, the Board has established a District Code of Conduct for Students and has set up the requirements for schools to work with their school communities in order to establish a School Code of Conduct reflective of the *School Act and Regulations*, and following the guidelines outlined in *Safe, Caring and Orderly Schools, A Guide (Ministry of Education, 2004)*, as well as the *BC Human Rights Code*, amended July 2016, and the *Provincial Standards for Codes of Conduct Order*, Ministerial Order 276/07, amended on September 7, 2016.

First adopted: July 6, 1998

*Revised/Adopted: Dec 10, 2007; Jun 16, 2008; Oct 19, 2009; Jun 16, 2014; Dec 12, 2016;
Sep 17, 2017*

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Policy No. 301.5*

DISTRICT CODE OF CONDUCT FOR STUDENTS

Related Policy: 301.5 – Code of Conduct

Each student* in the district is required to adhere to the District Code of Conduct for Students and Codes of Conduct established at the school level.

It is expected that students will:

1. Respect the rights of others within the school community including peers, staff, parents and guests;
2. Work to the best of their abilities with the goal of continuous improvement;
3. Follow the directions of staff, recognizing the right to have decisions reviewed that affect them;
4. Respect the school's physical school facilities, equipment and the property of fellow students. Students (or their parents) may be held financially responsible for repairs or replacement of property willfully damaged;
5. Respect the diversity of our school community and the *BC Human Rights Code* which prohibits discrimination on race, national or ethnic origin, colour, religion, sex, age, mental or physical disability, gender identification/expression, sexual orientation or sexual orientation as perceived by others.
6. Conduct themselves in a safe and responsible manner at all times;
7. Not threaten, harass, bully, intimidate or assault, in any way, any person within the school community. This includes cyber bullying;
8. Not be in possession of any object that, in the opinion of the Principal/ Vice Principal, is potentially dangerous. This includes any weapons, legal or illegal, including replicas/imitations.
9. Not be in possession or under the influence of drugs, alcohol, or other prohibited items.
10. Not be in possession of or use tobacco, drugs or vape type products in school buildings, on school trips or on school property; and,
11. Adhere to the regulations of student conduct on school buses.

(See Policy and Regulations 406.1 - Student Transportation to and from School).

** Special considerations apply to students who are unable to comply with the Codes of Conduct due to having a disability/condition of an intellectual, physical, medical, sensory, emotional or behavioural nature.*



SCHOOL DISTRICT NO. 91
(NECHAKO LAKES)

2025/26 SCHOOL CALENDAR

2025	Tuesday, September 2	First 1/2 Day of School for Students
	Friday, September 19	District Planning Day
	Tuesday, September 30	National Day of Truth and Reconciliation
	Monday, October 13	Thanksgiving Day
	Friday, October 24	Pro D Day – Provincial
	Tuesday, November 11	Remembrance Day
	Friday, November 21	Pro D Day
	December 22 – January 2	Winter Break
2026	Monday, January 5	Schools Reopen
	Friday, February 6	Pro D Day
	Monday, February 16	Family Day
	March 16 – March 27	Spring Break
	Monday, March 30	Schools Reopen
	Friday, April 3	Good Friday
	Monday, April 6	Easter Monday
	Friday, April 24	Pro D Day – Zone
	Friday, May 8	Pro D Day – District
	Monday, May 18	Victoria Day
	Thursday, June 25	Last 1/2 Day of School for Students
	Friday, June 26	Operational Day