



# Black Gold Home-Based School

Our Schools – Your Children – The Future

## 2024-25 SCHOOL HANDBOOK

### School Events

Home-Based School (HBS) strives to offer a few fun activities for our students throughout the year! These activities are optional and are free of cost to our students. Our activities fill up fast, so make sure you sign up for them right away. They are offered on a first-come-first-served basis. *Please watch the monthly Newsletters for the link to sign up.*

Here is what we have planned this year:

October 24 - *In School Robotics (Telus)*

November 21 - *Tile Art*

December 12 - *Gingerbread House / Log Cabin Creation*

January 16 - *Hot Chocolate & Board Games*

February 20 - *Beading & Coding (Telus)*

March 20 - *Fused Glass Suncatcher*

April 17 - *STEM Lego*

May 22 - *Bannock & Jam*



### Moodle Courses



All digital course material & video links can be found on our new **Home-Based School Moodle Website** <https://moodle.blackgold.ca/>. We will also be requesting that work submitted digitally (scanned or pdfs) be uploaded through the Moodle dropboxes. Student logins are provided in their Program Plans and are the same as their email/computer logins. Instructions are found in each Moodle course and please don't hesitate to ask for help!

# Weekly Google Meets

We know that one way to support student success in Learning is to build connections. Each teacher will arrange a weekly 15 minute Google Meet with each student. Typically the meets are where students can ask questions, teachers can review marked assignments, etc. If a student needs more help than this connection time allows they can contact their teacher to arrange an additional meeting.



# Tests & Exams



Junior High students are required to complete their tests and exams in-person at the school in Beaumont. We have a variety of quiet spaces for students to write. Please book a time with your teacher, so we can have your test and writing space ready for when you arrive.

# Additional Supports

Our school provides additional resources at no cost. If you are interested in accessing these, in addition to your supplied course materials, please contact the HBS Coordinator.

**Reading Eggs** → Online program that focuses on a core reading curriculum of phonics and sight words to improve reading success through interactive lessons & games (Ages 3 -7)



**Reading Eggspress** → Online program that works to improve spelling skills & reading comprehension through interactive lessons & games.(Ages 7-12)

**IXL** - Personalized digital learning space where students complete a diagnostic in Math, Language Arts, and Science. Based on the diagnostic, IXL suggests skills for the student to work on. IXL provides questions, with examples & some videos. Students can also work through the Alberta Program of Studies connected activities.



**Monthly Newsletter** - Our monthly newsletter is sent at the beginning of each month and posted to our school website <https://hbs.blackgold.ca/>. Our newsletter lists local and school events & resources that families may be interested in.

**Other Resources** - Looking for other resources? We can help connect you with support through Alberta Health Services, Family and Community Support Services (FCSS) and others services.



**Alberta's 24-hour Mental Health Help Line:**

1-877-303-2642

**Mental Health Hotline:** 780 482-4357

**Kids Help Phone 24/7:** 1-800-668-6868.

**FCSS City of Leduc:** (780) 980-7109

**Kickstand App/Website:** [mykickstand.ca](http://mykickstand.ca)

**FCSS County of Leduc:** (780)-980-7109

**FCSS Town of Devon:** (780)-987-8325

**FCSS City of Beaumont:** (780) 929-1006

**Leduc Walk in Clinic:** (780)-986-2660

## Technical Requirements

What do you need to get started with Black Gold Home-Based School?

- High speed Internet Access
- A computer or chromebook (with speakers/microphone/ working camera)
- Printer and scanner are handy - but not necessary. If you don't have a scanner you can use Adobe Scan App (free) on your phone.
- Any internet browser like Chrome, Firefox, Explore etc.



For more specific details check out our website: <https://hbs.blackgold.ca/parents/forms/>

## Loaned Materials

**We love to share our materials, but we also really love getting them back!**  
**Please note: All items that are barcoded must be returned when the course is completed or at the end of the year to avoid charges on your PowerSchool account.**



# Attendance Policy

Our school policy is based on the guidelines and regulations set out in Alberta's Education Act. Section 31 of the Act states that students have a responsibility to attend school regularly. In the Home-Based School (HBS) Teacher-Directed program, attendance is verified through ***regular submission of school assignments and contact with teachers.***

## **Teacher Interventions (Step One):**

Teachers will contact students and parents struggling to meet course assignment schedules.

- They will discuss barriers and some possible solutions.
- Solutions may include schedule and course re-adjustments, extra tutorials or other supports.

## **Administration Interventions (Step Two):**

***If no assignments are submitted for 4 weeks (20 school days)***

- **'Attendance Letter #1'** is sent home from the school office to set up a meeting date/time.

Attendance meeting to create ***Individualized Program & Attendance Plan***

- Discuss barriers and some possible solutions.
- Some solutions may include adjusting courses or schedules, providing additional academic support (extra tutorials, alternate assignments, etc.)
- Offering social/emotional support (Family School Liaison referral, school counselor, etc.).

***If the Individualized Program & Attendance Plan is not followed:***

- **'Attendance Letter #2'** is sent home from the school office.
  - This letter asks for a meeting with all parties involved (teacher, admin, counselor, parents, students, etc.) - facilitated community conference.
  - The *Individualized Program & Attendance Plan* is looked at and discussed. An additional plan may be created. Case by case.
  - RCMP wellness check may be requested.
  - Contact with Child and Family Services will be assessed.
  - Discussion if BGSD Truancy Officer or OSAR is involved at this point.

** Sign Student Home-Based School Attendance Agreement**

# PowerSchool & Grades

**Parents & students** can access all marks & grades through **PowerSchool**. For access information please go to: <https://bgo.blackgold.ca/parents/powerschool/>

This is the best way to check student course progress!

**Returned assessments can be pick-up from the file cabinets by the front door.**

## School Contacts

**School Phone: 780-929-5784**

**School Email: [hbs@blackgold.ca](mailto:hbs@blackgold.ca)**

### **Staff Contacts:**

David Holbrow (Principal) [david.holbrow@blackgold.ca](mailto:david.holbrow@blackgold.ca)

Tracy Melnyk (Coordinator) [tracy.melnyk@blackgold.ca](mailto:tracy.melnyk@blackgold.ca)

Jennifer Hay (Secretary) [jennifer.hay@blackgold.ca](mailto:jennifer.hay@blackgold.ca)

Marla Kniesel (Teacher) [marla.kniesel@blackgold.ca](mailto:marla.kniesel@blackgold.ca)

Kristen Gilchrist (Teacher) [kristen.gilchrist@blackgold.ca](mailto:kristen.gilchrist@blackgold.ca)