

Phoenix Education Foundation



TEEN SCHEDULE & BlendEd GUIDE 2024-2025

2024/25 Phoenix Calendar - DRAFT

September 2024						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October 2024						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November 2024						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December 2024						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

January 2025						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February 2025						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

March 2025						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

April 2025						
Su	Mo	Tu	We	Th	Fr	Sa
	31	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

May 2025						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

June 2025						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

July 2025						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

August 2025						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Holidays							
Sept 2	Labor Day	Dec 2	Christmas Day	April 18	Good Friday	Aug 4	Heritage Day
Oct 14	Thanksgiving	Jan 1	New Year's Day	May 19	Victoria Day		
Nov 11	Remembrance Day	Feb 17	Family Day	July 1	Canada Day	*Phoenix celebrates all commercial holidays and a few not a	

Closed for Breaks						
Oct 21-25	Dec 23-Jan 3	April 14-18	June 30-Aug 4			

Themes	Camps	Catchup	Staff Days	Special	Staff Meeting	Holiday	Board Meeting
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Number of Days								
Month	Op	Inst	Month	Op	Inst	Month	Op	Inst
Sep	20	19	Jan	20	20	May	22	20
Oct	17	16	Feb	19	18	June	20	15
Nov	20	20	Mar	20	20	July	0	0
Dec	15	15	April	17	16	Aug	19	9
	72	70		76	74		61	44

Operational Days - 209		Instructional Days - 188	
Open - 9-4 PM Monday to Friday		403-265-7701	
Teachers take 30 mins for lunch. We do not have recess which means our teachers are available for instruction 6.5 hours per day for a total of 188 days X 6.5 = 1222 hours per year.			

Welcome

IMPORTANT NOTES

This guide covers the classes and events that will be offered in this school year for Grades 7 - 9 students and their families.

To get the latest information, be sure to join:

Our website:
phoenixfoundation.ca

Our mobile learning app:
phoenix.schoology.com

Our Facebook page:
<https://www.facebook.com/PhoenixFoundationCalgary>

Our Online Registration:
<https://bookwhen.com/calgary>

As new activities, field trips and events become available, updates will be posted on the website and on our facebook group!!

*Can't get on the facebook group?
Email us and we will add you!*

**Registration for returning students
begins April 1, 2024**

**Registration for new students begins
April 1, 2024**

We are working hard to offer your students all kinds of great opportunities next year! We love when they ask questions and find answers, when they get a chance to see things through another's eyes and come away with a deeper understanding of how the world works.



WHO WE ARE

The Phoenix Education Foundation is a publicly accredited and funded, non-profit, private Alberta

We are looking forward to sharing the upcoming year with you and your students as we become lifelong learners and active global citizens!

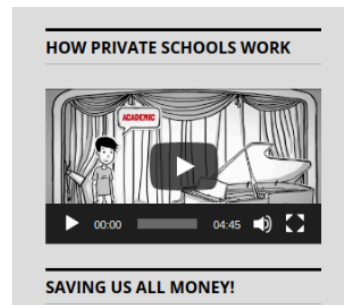
~ **Diana Stinn**
Head of School



school that specializes in personalized learning. To learn more about how private schools are funded and accountable go to : <https://phoenixfoundation.ca/2016/12/16/how-private-schools-work/>

We offer the following five program choices:

- 1) **Preschool**
- 2) **Kindergarten**
- 3) **BlendEd**
- 4) **Online**
- 5) **Home Education**



All of our programs require a significant commitment from parents. Students must have an engaged adult who is available daily to assist, support, transport and coordinate learning activities for the student.

Phoenix is a secular school and celebrates a variety of commercial holidays! We respect diversity and parents' right to choice! Phoenix is not a designated special needs school and as such we cannot accommodate severe special needs students.



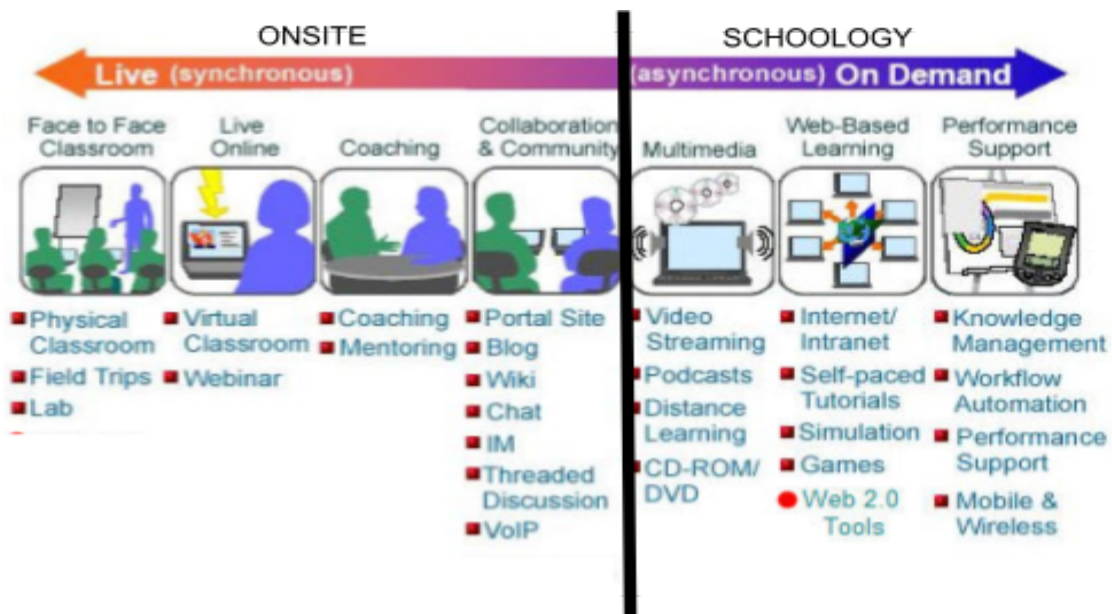
Our mission is to provide unique learning opportunities for families so that each young person may develop into a lifelong learner and active responsible global citizen.

Each educational program is customized to suit your child's specific needs, learning styles and the 21st century environment.

WE ARE OPEN TO ALL!

EDUCATIONAL OPTIONS SUMMARY GR. 7-9

BlendEd - Our “BlendEd” program uses our learning management system (Schoology), along with great print resources, onsite small group classes, field-trips and school-based activities for 950-1000 hours for grades 1-9. This program follows the Alberta Program of Studies (APS) in all subject areas. An Alberta Certificated teacher develops the instructional path, delivers the learning opportunities, coaches and assesses your student.



Parents must be highly engaged partners in this learning path and it is truly a collaborative effort between the home and the school, combining the strengths of parent-student, student-teacher, and parent-teacher interaction. The degree to which parents are engaged in learning partnerships varies with the age of the student, the learning needs and the grade level.

This program includes all the core resources, classes, field-trips, activities, testing, support etc. that are needed for completion of the basic instructional pathway. There may also a transportation grant available to parents from Alberta Education for approximately \$492.00*

Home Education – In a Home Education program, the parent designs, implements and evaluates the program. A Phoenix teacher reports on the progress of the program. A minimum of 2 parent/student/teacher meetings each year to share the student’s portfolio are required. Resource funding allotment is ~\$901.00* Please see our handbook for what kinds of items can be reimbursed.

** Resource allotment depends on Alberta Education and is subject to change*

BlendEd ROLES AND RESPONSIBILITIES

As a Phoenix BlendEd Parent, your responsibilities are to:

- supervise at-home learning and support the learning process
- communicate with teacher(s) and other members of the school
- provide a personal email address at the time of registration
- promptly respond to email and phone calls from Phoenix staff
- ensure student has all the technical tools necessary
- access Schoology regularly to view school information, course marks and progress reports
- assume responsibility for all materials and resources issued and are returned as required
- cover the costs incurred above and beyond the program budget
- provide a quiet space for the student to work and establish a work routine
- provide transportation to and from school or activities
- support the policies, rules and procedures of the school including the personal mobile device policy from AB Education, in order to provide a safe and caring learning environment for staff and students

As a Phoenix Student, your responsibilities are to:

- communicate with my teacher in all subject areas on a regular basis
- attend scheduled sessions / classes regularly whether online or onsite
- utilize a work schedule that reflects the time (daily and weekly) committed to academic studies
- participate regularly each week by logging in daily and actively engaging with the content
- promptly respond to email and phone calls from Phoenix
- ask for help from Teacher when needed
- use Schoology when you have questions
- communicate with Phoenix's front desk if there are technology concerns
- complete assigned work, follow teacher directions and meet deadlines
- demonstrate learning by completing assigned tasks
- return resources upon completion of your courses
- access Schoology regularly to view school information, course marks and progress reports
- write final exams, as required, in all core subjects and PATs in grade 9

Your Phoenix BlendEd Teacher will:

- develop the program for each student
- create opportunities for students to enhance their learning
- be accessible to students/parents for instruction for a minimum of 950 hours each year
- deliver, monitor and evaluate coursework that meets the requirements of the Alberta Program of Studies
- respond to all work submitted in a timely fashion
- provide students and their parents with meaningful feedback regarding student progress
- help students prepare for final and provincial achievement tests
- communicate progress and achievement through reports cards, email, schoology and/or by phone
- maintain communication with students and parents through email, text, schoology, phone, online sessions or in person
- respond to all phone and email messages within two working days of receiving them
- prepare report cards
- inform students and parents of school events and other news

** Please see the BlendEd Online Handbook for more information*

HOW PSI WORKS

Does your student need additional support? Some help learning to read? Some extra math instruction? We all do from time-to-time. You can book some Private Student Instruction (PSI) time with your Teacher. This one-on-one time is meant to assist students who are struggling. Students are not required to use this aspect of their program if it is not needed. PSI sessions are 30 minutes. BlendEd students can book 12 sessions.

How to book time with your Coach

1. Use their bookme link - teacher's [FirstNameLastName.youcanbook.me](#)
2. Pick a 30 min time slot that works for your schedule. (PSI is not available in Sept or June)
3. Only book a maximum of 4 PSI at one time.
4. If your teacher feels your student needs more, they will encourage you to book another round of PSI.

OTHER PROFESSIONAL SERVICES		
Service	Description	Cost
Revenue Canada Letters	<i>Need a letter for Revenue Canada? Takes 1 -2 weeks</i>	\$15 per letter
Speech Therapy	<i>Helps with speech delays and disorders, stuttering, social communication skills, pre-literacy and literacy skills</i>	\$135/h
Occupational Therapy	<i>Is the use of assessment and treatment to develop, recover, or maintain the daily living and learning skills.</i>	\$140/h
Physical Therapy	<i>Remediates impairments and promotes mobility, function, and quality of life through physical intervention.</i>	\$130/h
Psychologist	<i>Is a professional who evaluates and studies behavior and mental processes</i>	\$185/h
Educational Assistant	<i>Support students as part of a multidisciplinary team with teachers to provide meaningful instruction.</i>	\$38/h

WHAT YOUR PROGRAM INCLUDES

Our unique “**BlendEd**” program uses our learning management system (Schoology), in combination with great print resources, onsite small group classes, field trips and school-based activities for 950 hours. This program follows the Alberta Program of Studies (APS) in all subject areas and is directed by a Phoenix teacher.

Parents are highly engaged partners in this program. There is a collaborative effort between the home and the school, combining the strengths of parent-student, student-teacher (Teacher), and parent-teacher (Teacher) interaction. The degree to which parents are engaged in learning partnerships varies with the age of the student, their learning needs and grade level.

All four elements of this program are **REQUIRED**. All items listed below are included in the program.

The tuition for Jr. High is \$1000.00 and is due by September 1, 2024.

Additional support, resources and on-site opportunities may be added. Fees may apply to any additions.

ASSIGNMENTS AND ASSESSMENT: <ul style="list-style-type: none"> ▪ Teacher-created Learning Pathway for all subject areas ▪ Teacher designed assignments with teacher marking and feedback ▪ Diagnostic testing ▪ Exam bank ▪ Report card 	SUPPORT: <ul style="list-style-type: none"> ▪ Orientation session for parent and student ▪ Minimum of 3 meetings with a Teacher ▪ 1 “Ketchup” week ▪ Various parent workshops ▪ Going to High school workshop
ONSITE OPPORTUNITIES: <ul style="list-style-type: none"> ▪ 36 weeks of classes in LA, Social Studies, Science, Math, PE/Wellness ▪ 12 sessions (30 minutes each) of Private Student Instruction (PSI) ▪ 4 Elective Classes ▪ 2 Teen Specialty events ▪ Teen Fridays - Friday (approx 8-10 sessions) ▪ PE and Health classes ▪ Social Skills course ▪ PATs* and prep classes for grade 9 ▪ Year-end ceremony <p><i>*as required by Alberta Education</i></p>	
RESOURCES: <ul style="list-style-type: none"> ▪ Enrollment in online Schoology courses (LA, Math, Science, Social) ▪ Resources for LA, Math, Science, Social ▪ a Phoenix t-Shirt ▪ Gmail account with access to g-suite ▪ Literacy event ▪ Access to Chromebook rental program (\$99/yr) 	

TEEN SCHEDULE 2024-2025

Time	Quarter 1			Quarter 2			Quarter 3			Quarter 4		
	Sept 11 - Nov 13 (9 weeks)			Nov 20 - Jan 29 (9 weeks)			Feb 12 - April 9 (9 weeks)			April 23 - June 18 (9 weeks)		
Grade	7	8	9	7	8	9	7	8	9	7	8	9
9:00 AM	ARRIVE AND SETTLE											
9:15 AM	HUM	Math	SC	HUM	Math	SC	HUM	Math	SC	HUM	Math	SC
10:15 AM	SC	HUM	Math	SC	HUM	Math	SC	HUM	Math	SC	HUM	Math
11:15 AM	Active Living			Active Living			Active Living			Active Living		
NOON	LUNCH											
12:30 PM	Math	SC	HUM	Math	SC	HUM	Math	SC	HUM	Math	SC	HUM
1:45 PM	ELECTIVE A OR B			ELECTIVE C OR D			ELECTIVE E OR F			ELECTIVE G OR H		
3:15 PM	CLEAN UP AND HEAD HOME											

- No onsite classes Feb 7 during Ketchup week or when the school is closed for breaks
- ~700 hours of online course work
- 36 weeks * 5.5 hours = 198 hours
- 10 Fridays * 5.5 hours = 55 hours
- 2 field trips = 10 hours
- Misc events
- Exams / PATS

Teen Fridays

- There will be two-three Teen Fridays per quarter.
 - Oct 4, Nov 15
 - Dec 13, Jan 17
 - Feb 21, Mar 14, April 4
 - May 2, June 13

Junior High Report Card

- Feb 10-14
- June 27 (Hard date)

ONSITE CLASSES

There are two kinds of mandatory classes: 1. Core and 2. Elective classes. All core and elective classes are **mandatory** to attend.

Core classes cover Math, Language Arts, Science, Social, Physical Education and Health.

Elective classes are designed to help students build their understanding of the world around them as they identify and apply career and life skills. Students develop communication, collaboration, critical thinking, time management and problem solving skills through hands-on, interdisciplinary learning experiences. Students pick 1 elective each quarter. Phoenix may adjust class registrations to accommodate class size.

BlendEd students must select their electives in June. The elective classes that may be offered this year are:

A - Forensics - Learn about fingerprints, DNA, Crime Mapping, White collar crime and murder!

B - History of Civilization - Let's take a deep dive into the several ancient civilizations - their culture, languages, inventions and more!

C - Community Compassion Projects - Let's think about how we can help others in our community. Projects may vary. This is a hands-on doing class meant to make a difference in people's lives!

D - Book Club / Film Studies - Do you know how to think critically about what you see, read and experience? This course aims to give you the tools to evaluate multimedia.

E - Cooking Basics - We will explore food safety, preparation and of course, make some very tasty foods.

F - Coding - Let's learn about computers - both hardware, as well as, the software - how does a computer turn 1s and 0s into art, music and more!

G - Sports - Over 9 weeks, we will try out a bunch of different sports and activities - volleyball, fencing, weights and more. (Subject to change and availability of facilities)

H - Escape Rooms - Let's build our own, let's try out some others. What makes a cool escape room? Find out!

Home Education students in grades 7 - 9 may register for elective classes beginning **August 16, 2024**. Spaces will be released following BlendEd registration dates. Fees apply. \$165.00 per elective

TEEN EVENTS

We have not picked the trips yet, but past trips have included: Rock Climbing, Bowling & Pizza, Swimming, and Archery. Stay tuned for registration information!

Here is the fine print:

- Phoenix:
 - Will provide parents with written information regarding the student off-site trip including hazards unique to the trip different from participating in an activity at the school.
 - Requires participants to be on time, dressed appropriately and to participate fully in the instructional activity or field trip.
 - Will not tolerate the possession of drugs, alcohol, tobacco, or similar weapons or any intentionally destructive behavior such as hitting others, spitting, swearing, and willful destruction of another's property.
- Parents:
 - **Please remember: Phoenix does not transport students! Parents are required to transport their students to and from events.**
 - Please notify the school in a timely manner if your student is unable to attend an event.

GOING TO HIGH SCHOOL WORKSHOP

Prepare your Grade 9 student for the next step in their educational journey! Come and learn about options for High School, credentials, and graduation.

HOW FOOD WORKS

Phoenix offers an on-site snack program for everyone. This program is funded by donations from the Food Bank and families like YOU! We do have food from time to time but trust that the teens are aware of their allergies and needs.

YEAR END CEREMONY

Join us on Friday - June 20, 2025 - Invite your friends and family. **Fee: FREE**
Kinder certificates, graduate acknowledgement and special awards - REGISTRATION REQUIRED!

IF THERE IS A DISCIPLINE PROBLEM



The instructor will **make your student aware** of the problem or issue and indicate what they should be doing differently. They will be given one additional warning.

After that, as you are the primary and on-going educator of your student, **your assistance will be required**. Your student may be allowed to continue to participate in the class with your assistance.

If the behavior issue continues, you will be asked to **remove your student** from the class. We will not tolerate rude, disrespectful or unmanageable behavior.

If there is a persistent problem, your Teacher or the Principal will help implement strategies to help correct the behavior. Once corrected, your student may attend classes again at that time if appropriate.

In the Event of a Fire or Emergency

There are current fire extinguishers located throughout the building. Most rooms have at least one. Fire drills are conducted randomly throughout the year regardless of weather. We generally do not do school-wide drills, but rather, our fire procedure is reviewed with students each and every class, as students all have a varied schedule. Your children know they are to stay with their instructor, follow the instructor out to the muster point and to wait for you there.



Parents: If you are asked to leave the building in the event of a fire or Emergency, please go quickly to the nearest exit. These are marked on placards throughout the building. Take the children who are in your direct supervision and go outside to the muster point. We will meet you there.

Muster point: Is the big RED Phoenix sign. We will ask you to initial the class list to release your student from our supervision into your care.

Part of our safety plan is YOU! If you see a hazard, a stranger or are worried about something, please come and tell us!

Need a Band-Aid?

All our staff have their first aid certificate and a police check, so they can help! There are approximately 10 first aid kits in the building – at the Front Desk, in the Kinder Room, in the Kitchen, in the Creation Studio, in the Gym and in the Chopshop area. Plus, instructors have a small kit in their carts, even the field-trip backpack has one! I think we have you covered!

OTHER IMPORTANT THINGS

ALLERGIES - Phoenix **CANNOT** in any way guarantee that the School is allergen free. We ask that people be aware and do not bring common causes of anaphylaxis to the school. Depending on their age, anyone with an anaphylaxis allergy must either keep their epi-pen on their person or have a parent on-site with them at all times.

CURRICULUM BASED – All our classes are curriculum based.

INTERNET - Phoenix provides a guest network for student use. The Phoenix Education Foundation Centre provides computer stations and access to the Internet for the use of Phoenix students and staff in support of educational and research activities. Internet users are expected to use this resource in a responsible and courteous manner, consistent with the purposes for which it is provided. Internet user agreement must be signed by all students. Phoenix does not use filtering software. Users of the Internet must assume full responsibility for the materials they use.

PERSONAL MOBILE DEVICES (including smartwatches, smartphones, cell phones and headphones etc) will be restricted during instructional time for ECS to Grade 12 students. Students will be required to store devices in their backpacks. Exceptions may be granted for health and medical needs or to support special learning needs. application for exceptions can be made to the principal or equivalent on a case-by-case basis. Phoenix may permit the use of personal mobile devices for educational purposes or other circumstances as determined by the principal or equivalent on a case-by-case basis. Access to social media platforms such as Facebook, Instagram, etc may be restricted on the school network and devices. Further information regarding the roles and responsibilities of the school, parents and students can be found in the Student Handbook. Consequences for non-compliance may result in a temporary loss of use and notification of parents.

PHOTOS - During events, Phoenix staff may be taking photos for use on the web site and in other promotional materials. Registration in the event grants Phoenix permission to use these photos, which may include you and your children, in such a manner.

REFUNDS / CANCELLATIONS - Class and events fees are **non-refundable** unless the event is canceled by Phoenix.

RESTRICTIONS - Participants in any PHOENIX sponsored functions, field trips, events, classes or programs agree to follow the **Field Trip Policy** and the **Code of Conduct**. As such, Phoenix reserves the right to deny future access to any events, functions, field trips, or programs if this code is violated by a participant or parent.

RISKS - Parents assume all responsibility and risk for themselves and their children while participating in any Phoenix activity. Event waivers are required.

WITHDRAWAL AND TUITION REFUNDS - Tuition fees for the Junior High BlendEd Enhanced Program are 100% refundable when a student withdraws from Phoenix prior to the Sept 30 Count

Date of each year for that school year. Withdrawal notice must be in writing and submitted to the Principal. Otherwise tuition, registration fees and resource fees are not refundable at any time.

PARENTS ONSITE - *Parents of students on an IPP with a requirement for an aide, or a requirement for a parent to be on-site, are permitted to stay. There will be a designated space in the Learning Commons for these parents. Please do your best to keep younger siblings at home.*

CLASS REGISTRATION - *BlendEd students must select their electives from June 17-21, 2024. Home Education students will self-register using Bookwhen beginning August 16, 2024. Home Ed students can only select electives. Spaces will be released following BlendEd registration dates.*

ARRIVAL AND DEPARTURE - *Jr High students will use the Front Door. The front door will be locked once classes are in session. Please ring the doorbell and someone will assist you. Please use the parking lot drop-off for students that use the Front Door.*

