

St. Francis Xavier Catholic High School



St. Francis Xavier High School is steeped in tradition. "Caritas Christi", or the Love of Christ, has been our school motto since those early days and forms the foundation of the philosophy that we strive to live every day. It involves mutual trust and respect, and the acceptance of responsibility for our actions. St. Francis Xavier strives to provide an environment in which each student can develop his/her spiritual, intellectual, physical, and emotional potential.

Principal

Fernando Runco

Fernando.Runco@ecsd.net

Grade 10
Assistant Principal
Kimberly.Bremault@ecsd.net

Grade 11
Assistant Principal
Kerri-Ann.Koelmans@ecsd.net

Grade 12
Assistant Principal
Dana.Hutton@ecsd.net

OUR VALUES

Mission Statement - The mission of St. Francis Xavier Catholic High School is to provide a Catholic education that inspires students to lead with integrity in Christ's values, academics, and athletics by fostering faith, excellence, and sportsmanship.

Charism - Caritas Christi - The Love of Christ

School Vision - A Family that Builds Great Wonders



School Council Meeting AGM - September 18 6:30pm

Our School Council Executive will be hosting our Annual General Meeting on Tuesday, September 18th at 6:30pm in our FX Cafetorium. We are looking to fulfill these positions for the 2025-2026 school year:

- Chair: Open Position
- Vice Chair: Open Position
- Secretary: Open Position
- Casino Chair: Open Position



We are looking forward to have our parents be part of this meeting to learn more about our amazing school.

Post Secondary Evening - September 18 - 7pm

FX will be hosting our very popular Post Secondary Information Parent Evening on Tuesday, September 18th at 7pm in FX Cafetorium. This will be a very informative evening will be led by our FX Counselor/Teacher - Megan Thomas in which parents and students will learn the processes of how to apply to post-secondary institutions. If you would like more information about this evening, please contact our – Megan Thomas (Megan.Thomas@ecsd.net).

Student/Parent Handbook

Please click on the link below to review our 2025-2026 Parent/Student Handbook.

You will learn about:

- Student Fee Schedule
- Book Store Information
- Student School Information
- Student Services
- Extra-Curricular Opportunities
- Emergency Procedures
- Student Responsibilities such as Student Code of Conduct Policy
- Attendance
- Assessment Policy & Academic Integrity
- Course information
- Diploma Requirements
- Counselling Program
- School Council

<https://stfrancisxavier.ecsd.net/student-parent-handbook>

Attendance Policy

FX Student Attendance

Student attendance is critical to a student's academic success. In accordance with section 7 of the Education Act, regular school attendance is required and expected of all students from the age of 6 to 16, although this policy applies to all students at St. Francis Xavier. Supporting student attendance is a shared responsibility shared by the school, the teacher, the student, and the parent/guardian and the community.

The responsibility for regular attendance lies with the student and the parent. Students must also accept the consequences of their actions should they choose not to fulfill this responsibility. Students have an obligation to contribute to, as well as benefit from, the learning experience. Irregular attendance curtails a student's ability to contribute and often hinders the progress of the class.

Excused Absence - home and school agree that absences are acceptable, thus excusable. Examples may include: personal illness, illness or death in the family, impassable roads due to inclement weather, religious observance, quarantine, required court appearances, attendance at health clinics, approved college visits, pre-approved family vacation, approved cooperative work programs, field trips, suspensions, and more.

Unexcused Absence – This refers to instances where a student may have missed class without a valid reason. While a student's home may consider this absence justifiable, the school does not view it as acceptable. To avoid confusion, it's advisable to verify any questionable absences with the school in advance.

Students of St. Francis Xavier has the academic responsibility to:

- Regularly attend class punctually with the necessary materials to be successful
- Demonstrate strong effective study habits
- Participate fully and complete any assessments to the best of their ability
- Refrain from any academic plagiarism or cheating

Work is expected to be submitted on the due date posted on the Google Classroom or in PowerSchool (as per St. Francis Xavier Assessment Policy)

Student Responsibility

- Attend each class registered in and attend punctually.
- In all absences, it is the responsibility of the student to check google classroom, approach and/or email the teacher and inquire what materials/homework were assigned during the absence, and to complete the missed work in timelines agreed upon by both parties.
- If the student knows in advance, that they will be away for a scheduled exam for a legitimate reason, the student will alert the teacher beforehand.

Students are expected to not exceed a 10% Unexcused attendance rate. If 10% is exceeded:

Students may not be permitted to participate in extracurricular activities

Students may not be permitted to retake the course if they fail at FX

Students have two opportunities to complete an assessment after initially missing it. These opportunities are available during Flex time or Friday Exam Hall. However, students are not permitted to use this option if there is a pattern of missed assessments or classes.

Students may be placed on an attendance contract outlining expectations for attendance.

A parent/student meeting may be booked to address attendance concerns.

Attendance Policy - cont.

Vacations (2 weeks or more)

Students are responsible for informing the teacher in advance and picking up a vacation form from the main office.

Students are responsible for completing missed major assignments and assessments upon return in a timely manner

This will be agreed upon with the teacher's discretion

If a student is going to be away for longer than 6 weeks, there will be a discussion with the Grade Coordinator Assistant Principal that an alternative form of education may be required.

Teacher/Grade Coordinator Responsibility

Attendance serves as an official record, and it is the teacher's professional responsibility to accurately document it.

1. Teacher/Student Meeting (prior to 5 absences or 7% absent)

The teacher will review a copy of this attendance policy with the student and direct him or her to take it home to be reviewed with a parent or guardian.

2. Parent Contacted by Teacher (5-7 absences or 10% absent)

The teacher will contact the parent and affirm that information regarding the students' attendance and progress has been received.

3. Administrative or Guidance Referral #1 (8-10 absences)

a. If contacting home does not reduce the AU, the teacher will alert the Grade Level Coordinator.

i. A meeting will occur between parents, student and grade coordinator to:

1. Review previous attempts at contact and interventions

2. Outline consequences

3. Develop a plan for resolution (attendance contract)

4. Keep weekly attendance review and monitor student progress

4. Administrative or Guidance Referral #2 (behavior has not changed after previous meeting)

b. If attempts at remediation have not improved, an administrator will take action to bring an abrupt change to students' behavior. This could include:

o Outline and create an attendance contract to be signed by parents and student

o Daily attendance monitoring

o Class withdrawal

o Alternative Education



CARITAS CHRISTI –
"THE LOVE OF CHRIST"



Cell Phone Policy

As we prepare for the upcoming school year, I want to inform you about the use of personal mobile devices and social media in our school. These updates are in alignment with Alberta Education's announcement to limit distractions in classrooms across the province. A personal mobile device is any device that can be used to communicate with or access the internet and includes:

- Cellphones
- Tablets
- Laptops
- Smartwatches

General Restrictions

No Use of Personal Mobile Devices During Instructional Time

Students will not be allowed to use personal mobile devices during instructional time UNLESS approved for use by the teacher (ie. A chromebook brought from home to be used for education purposes). We encourage students to bring their Chromebooks or laptops to school to be used for their education provided they can be used properly and responsibly.

Devices Must Be Silent or Powered Off and Stored Away

If students bring personal mobile devices to school, they must be kept silent or turned off and stored in their locker or in their bag unless being used for an educational purpose as directed by their teacher. If your child does not have a locker assigned, please ask them to come see their Cohort Assistant Principal (Grade Coordinator).

No Access to Social Media

Students will not be able to access social media on school networks or school devices. Known social media sites will continue to be blocked from Division networks.

Exceptions

Students who require personal mobile devices for health reasons or specialized learning needs can coordinate with school administration to receive appropriate accommodations. Exceptions will be made to ensure that these students have the necessary tools to support their well-being and educational requirements.

Consequences

A. First Offense: The cell phone or personal device will be powered off and put away and the student will be sent to their Grade Coordinator. An email will be sent home to parents notifying them of the infraction and then the future consequence of a subsequent suspension. Log entry will be made by the Grade Coordinator. If immediate cooperation does not occur, other consequences will be put in place.

B. Second Offense (Automatic one (1) day Suspension following the infraction) If a student refuses to follow the rules listed above, consequences will be immediate.



As we get ready for the first day of classes, I encourage you to discuss these changes with your child and help them understand the importance of minimizing distractions during school hours. Please contact the school office if you need to reach your child during school hours.

We understand this may be an adjustment, and we appreciate your understanding as we work together to make this a successful school year for everyone. More information can be found on our website, [ecsd.net/devices](https://stfrancisxavier.ecsd.net/cell-phone-policy).

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Braided Journeys

Braided Journeys programming is intended to support First Nations, Métis and Inuit youth to become leaders of character, vision and action. FNMI youth are provided multi-component, culturally-based programs that challenge their creativity, build on their skill set, and increase their support network. In addition, youth have the opportunity to develop citizenship skills, thus enhancing self-esteem and confidence. Participants also gain skills from a variety of cultural and leadership activities.



Student Services

At St. Francis Xavier Catholic High School, our Student Services Department is supported by a team of specialized staff members who are dedicated to assisting students with academic, emotional, spiritual, social, economic, and psychological needs. We are fortunate to have such an exceptional team providing guidance and support to help our students thrive in all aspects of their lives.

STUDENT SERVICES

<i>Position</i>	<i>Name</i>
<i>Counsellor</i>	<i>Megan Thomas (Student Services Office)</i>
<i>Social Worker/FSLW</i>	<i>Megan Edmonds and Rebel Araya</i>
<i>SRO</i>	<i>Cst. Jody Coughlan (Student Services Office)</i>
<i>Instructional Coaches</i>	<i>Barbara Macknight and Alecia Stefanin (Office in Learning Centre)</i>
<i>Braided Journeys</i>	<i>Kathy Davis (Braided Journeys room, next to cafe ramp)</i>
<i>EAL Designate</i>	<i>Alena Pavone (Student Services Office)</i>
<i>Graduation Coach</i>	<i>Jocelyn Chong (office upstairs to right of main staircase)</i>
<i>Athletics Director</i>	<i>Helena Parker (office in main gym)</i>



September Message from Chief Superintendent Anderson



Read the full message

Here.

<https://www.ecsd.net/29c53358-fc3a-4ea5-9f12-b89ac5ab2733>



Chief Superintendent Anderson's September message is posted on the ECSD website and can be found through the link below:

Meet Our Staff

We are excited to welcome all students, parents, and families to a new school year at FX! Our dedicated staff is ready to walk alongside our students as they grow in faith, learning, and school life experiences. Together, we will continue building a vibrant and supportive community where every student feels a sense of belonging and purpose. With faith at the center of all we do, we look forward to the many opportunities ahead to learn, celebrate, and grow together. Here's to a wonderful year filled with connection, discovery, and success!



September Calendar

September 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2 Gr. 10 Orientation No School for Gr. 11 & 12	3 First Day of School for all Grades	4	5	6
7	8 Gr. 12 Assembly	9 Gr. 11 Assembly	10 Gr. 10 Assembly	11	12	13
14	15	16 School Council AGM Meeting - 6:30pm Post Secondary Parent Evening- 7pm	17	18 U of A Info Session during lunch	19	20
21	22 NAIT Info Session during lunch	23 Concordia Info Session during lunch	24	25 Grant MacEwan Info Session during lunch	26 FX BOOM Volleyball Tournament	27 FX BOOM Volleyball Tournament
28	29	30 Truth & Reconciliation Day - No School for Students and Staff				



STAY CONNECTED!



STAY UP TO DATE

@FX.ATHLETICS @STFXHIGHEDM @XAVIER.UNION



JOIN THE FUN

