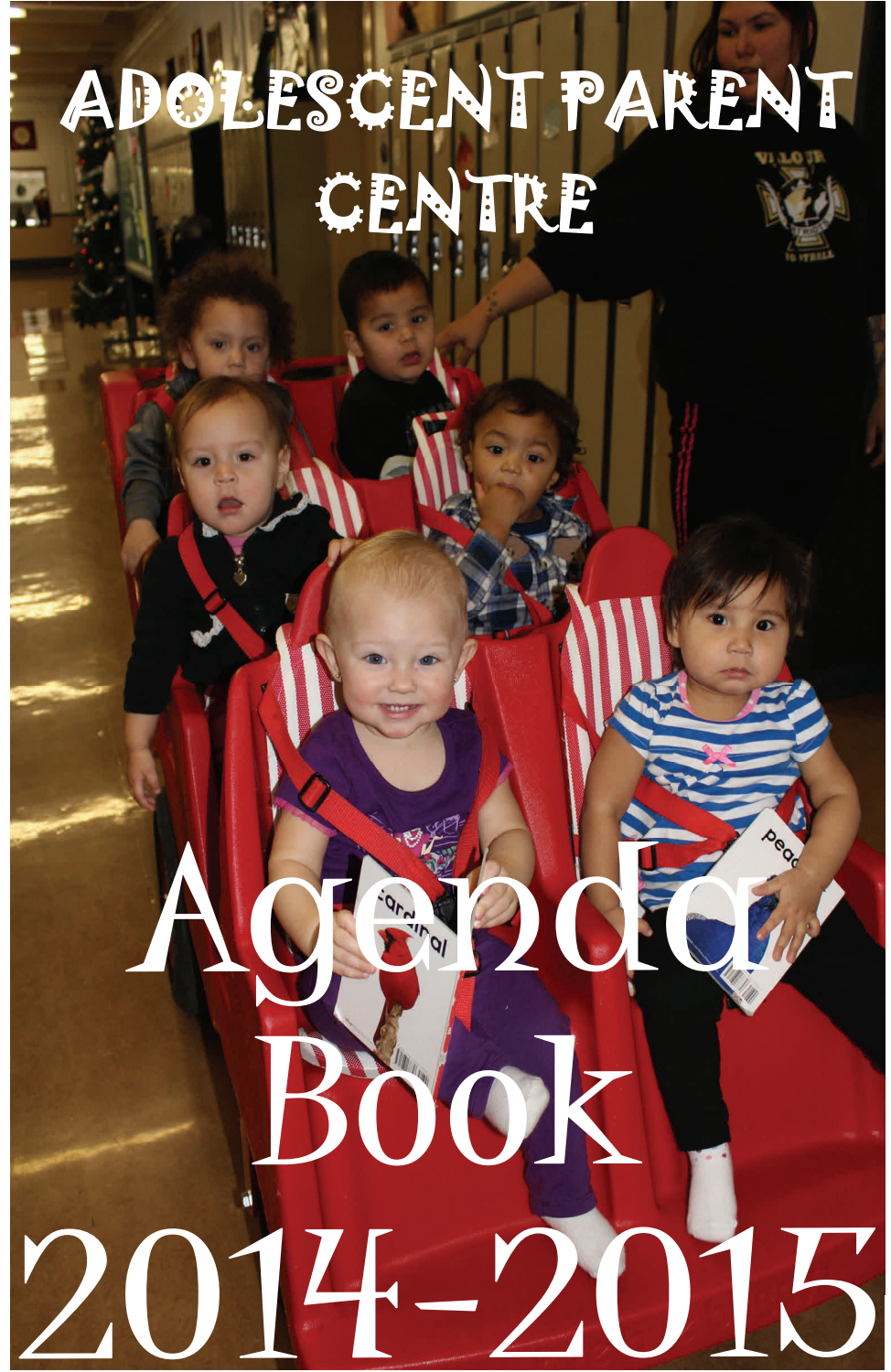




WINNIPEG SCHOOL DIVISION

1577 Wall Street, East  
Winnipeg, Manitoba, R3E 2S5  
Phone: 204-775-0231  
Fax: 204-783-0118

Adolescent Parent Centre  
136 Cecil Street, Winnipeg,  
Manitoba, R3E 2Y9  
Phone: 204-775-5440  
Fax: 204-783-4365



## A.P.C. MISSION STATEMENT

The Adolescent Parent Centre strives to encourage and enhance the learning of each student to promote academic success while offering appropriate supports and resources to develop effective parenting skills and personal independence.

The school fulfills its mission when:

- ◆ Staff works collaboratively to create a safe nurturing environment for students and babies while establishing goal-setting for future independence.
- ◆ This approach fosters responsible decision-making, independent thinking, healthy choices, cultural understanding and respect for self and others.

In partnership with others we create a healthy learning community.

## WINNIPEG SCHOOL DIVISION CODE OF CONDUCT

The purpose of the Code of Conduct is to promote a healthy school culture where high levels of achievement occur within a positive school environment. The Winnipeg School Division believes that everyone has the right to be treated with dignity and respect.

Division staff, parents/guardians, students and community will promote the development of beliefs and attitudes that create a safe and caring learning environment.

- ◆ A continuum of supports and services will be utilized to address the unique academic and behavioural needs of students.
- ◆ Problem-solving and conflict management skills will be developed and will be used by staff and students.
- ◆ Parents will discuss issues and concepts through the classroom teacher or school administration.
- ◆ An active student voice will be encouraged in all schools.
- ◆ Community school initiatives will be encouraged.

### ***ELECTRONIC DEVICES / TELEPHONE USE:***

Use of electronic devices is not permitted during scheduled time at school. All phone calls to students must be made through the office. Urgent family or health related issues will be relayed immediately, and students will be able to pick up any additional messages at 11:45 and 3:05.

Please note A.P.C. students may access a telephone outside scheduled time at school before 9:00, from 11:45-12:45, and after 3:05. There is a telephone available on request, for short calls (less than 5 minutes).

## T-Chart: School Behaviours/Attitudes

### Help

*(Lead to satisfaction/success/empowerment)*



### Hinder

*(Lead to disappointment/discontent/failure)*



Student Name: \_\_\_\_\_

## What is a successful student?

She looks like, sounds like, acts like, dresses like. . .

Positive Attitude <i>(downbeat)</i>	Motivated <i>(uninspired)</i>	Collaborative <i>(refuses to join in group work)</i>	Well-rested <i>(tired)</i>
Interested <i>(indifferent)</i>	Positive self-esteem <i>(incompetent)</i>		Kind <i>(uncaring)</i>
Reader <i>(non-reader)</i>	Concerned <i>(indifferent)</i>	Eager <i>(unenthusiastic)</i>	Questioning <i>(silent)</i>
Thoughtful <i>(impulsive)</i>	Participates <i>(ignores activities)</i>	Active listener <i>(distracted)</i>	Modest <i>(extreme)</i>
Logical <i>(unreasonable)</i>	Hard-working <i>(lazy)</i>		Healthy <i>(ill)</i>
Analytic <i>(jump to conclusions)</i>	Dependable <i>(unreliable)</i>	Engaged <i>(distracted/bored)</i>	On time <i>(late)</i>
Reasonable <i>(impatient)</i>	Focused <i>(off-track)</i>	Regular attender <i>(often absent)</i>	Cooperative <i>(difficult)</i>
Rational <i>(unrealistic)</i>			Respectful <i>(rude)</i>
Considerate <i>(selfish)</i>		Relates well <i>(shy)</i>	Friendly <i>(distant)</i>
			Helpful <i>(closed off)</i>
Polite <i>(disrespectful)</i>	Organized <i>(confused)</i>		Encouraging <i>(critical)</i>

You may choose words from the word bank above. It includes success words and their opposites (*antonyms*) in parenthesis. Of course, you may also choose any other words that suit you, too. If you prefer to use a graphic organizer, use the T-chart on the back to record your ideas about being a successful student.

Example: **Help** (*hinder*)

My choices, skills, and/or character traits that **help** me be successful are: \_\_\_\_\_

My choices, skills, and/or character traits that **hinder** my success are: \_\_\_\_\_

## APC CODE OF CONDUCT 2014-2015

**ATTENDANCE:** Students must attend school regularly. In order to receive a quality education, students must plan to attend regularly, be on time for class, be prepared to learn, respect others, and minimize interruption to learning.

**At APC we expect 100% attendance for all students.**

Students are expected to:

- ◆ Be on time for school (9:00 a.m. daily)
- ◆ Have necessary materials such as pencils, rulers, notebooks, calculator, etc. with them. Take care of these materials whether they are their own or they belong to another.
- ◆ Turn off and put away cell phones when in class and in centres.
- ◆ Students are required to phone the school when absent.
- ◆ Students will be referred to support staff after five absences.
- ◆ The student **MUST** meet with a support person (Counsellor/ Department Head/V.P.) upon return to APC.
- ◆ Students are required to have a doctor's note when away for five or more days. Excessive unexcused absences require that a student be referred to administration for possible withdrawal.
- ◆ Students should follow their timetables. Attendance is kept in each class.
- ◆ **All mothers are required to be in the school when their children are in attendance. GIRLS MAY NOT LEAVE THE SCHOOL WITHOUT THEIR CHILDREN.**

**RESPECT SELVES & OTHERS:** Students are expected to be courteous and respectful to each other, to staff, and to visitors regardless of race, religion, gender, age, sexual orientation or ability. Arguments should be settled in a fair, non-violent way, and if support is needed, by seeking assistance from school personal.

**RESPECT ENVIRONMENT:** Respect school property and the property of others. During school hours, students are expected to move around the building in a quiet, orderly way. Special care should be taken of our environment: school building, equipment and property. Students must clean up after themselves.

**BABY LUNCHES:** APC follows guidelines based on the most recent research on infant nutrition and feeding. Feeding solid foods to infants under 6 months contributes to childhood obesity and allergies. Infants will NOT receive a small baby lunch until they are 6 months of age. If families wish their children to be fed solid foods before 6 months it must be noted that it is against our program philosophy. We realize we cannot prevent families from feeding their children when they see fit, however, we will not provide it. All baby food before 6 months of age is the responsibility of individual families.

**HEALTH & SAFETY:** Students are expected to observe all health and safety rules. Gum and other junk food are discouraged during school hours except for specified events. Do not eat sunflower seeds in the building. Any outside food may only be eaten in the food lab. As well, do not store food in lockers.

The following will not be tolerated on site and could result in suspension and expulsion:

- ◆ Gang involvement.
- ◆ Possessing a weapon—may include, but not restricted to guns, pellet guns, started pistol, model guns, knives, bats, sticks, pepper spray.
- ◆ Using, possessing or being under the influence of alcohol, or illicit drugs (Police and CFS may be called if students have their children at school and are under the influence of drugs or alcohol).

**ACADEMIC HONESTY:** Academic honesty is expected. Plagiarism is one way students can cheat on their assignments and be dishonest. Plagiarism means copying ideas, sentences, paragraphs and pictures belonging to others (for example: found on the internet, in books or magazines) and submitting them as personal work. Consequences for plagiarizing will be a zero grade on the assignment and may result in further action by the teacher and the school.

**NO SMOKING:** Smoking is not permitted on school property or during class time. Students must have their own babies with them if they leave the school property for any reason. Students may not babysit for anyone who leaves the building to smoke or for any other reason.

**ICT POLICY (ICT = Information Communication Technology):** All computer activity is monitored by the division. Everyone must use technology in an appropriate manner, including all email and research sites. Students must have a signed ICT agreement and have a computer orientation prior to using ICT in APC.

**APPEAL PROCESS:** Students may appeal disciplinary decisions by approaching a counsellor or an administrator to arrange a meeting which may include the teacher involved where appropriate.

**DRESS FOR SUCCESS:** School dress reflects the importance of the educational environment and is a statement of mutual respect for one another. Students are expected to wear clothing that is appropriate for all classes and activities. Students have the right to choose their own style of dress, but must demonstrate responsibility and modesty in their choices. Bare backs, buttocks, midriffs, cleavage, bare shoulders, exposed undergarments, and clothing with offensive wording and drawings are not acceptable in this school setting. The school reserves the right to require a change in dress that is deemed inappropriate for school wear. Hats, etc. are not to be worn in school and all outdoor wear must be kept in lockers. Pajama pants may only be worn by

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<b>FEBRUARY 2015</b>	1	2 / Day 2 Non-Instructional	3 / Day 3	4 / Day 4	5 / Day 5	6 / Day 6	7
	8	9 / Day 1	10 / Day 2	11 / Day 3	12 / Day 4	13 / Day 5	14
	15	16 Labour Day	17 / Day 6	18 / Day 1	19 / Day 2	20 / Day 3	21
	22	23 / Day 4	24 / Day 5	25 / Day 6	26 / Day 1	27 / Day 2	28

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<b>MARCH 2015</b>	1	2 / Day 3	3 / Day 4	4 / Day 5	5 / Day 6	6 / Day 1	7
	8	9 / Day 2	10 / Day 3	11 / Day 4	12 / Day 5	13 / Day 6 Non-Instructional	14
	15	16 / Day 1	17 / Day 2	18 / Day 3	19 / Day 4	20 / Day 5	21
	22	23 / Day 6	24 / Day 1	25 / Day 2	26 / Day 3	27 / Day 4 Last Day Of School	28
	29	30 Spring Break Starts	31				

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<b>APRIL 2015</b>				1	2	3 Good Friday Spring Break Ends	4
	5	6 / Day 5 School Begins	7 / Day 6	8 / Day 1	9 / Day 2	10 / Day 3	11
	12	13 / Day 4	14 / Day 5	15 / Day 6	16 / Day 1	17 / Day 2	18
	19	20 / Day 3	21 / Day 4	22 / Day 5	23 / Day 6	24 / Day 1 Non-Instructional	25
	26	27 / Day 2	28 / Day 3	29 / Day 4	30 / Day 5		

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<b>MAY 2015</b>						1 / Day 6	2
	3	4 / Day 1	5 / Day 2	6 / Day 3	7 / Day 4	8 / Day 5	9
	10	11 / Day 6 Non-Instructional	12 / Day 1	13 / Day 2	14 / Day 3	15 / Day 4	16
	17	18 Victoria Day	19 / Day 6	20 / Day 1	21 / Day 2	22 / Day 3	23
	24	25 / Day 3	26 / Day 4	27 / Day 5	28 / Day 6	29 / Day 1	30
31							

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<b>JUNE 2015</b>		1 / Day 2	2 / Day 3	3 / Day 4	4 / Day 5	5 / Day 6	6
	7	8 / Day 1	9 / Day 2	10 / Day 3	11 / Day 4	12 / Day 5	13
	14	15 / Day 6	16 / Day 1	17 / Day 2	18 / Day 3	19 / Day 4	20
	21	22 / Day 5	23 / Day 6	24 / Day 1	25 / Day 2	26 / Day 3	27
	28	29 / Day 4	30 / Day 5 Last Day Of School				



# WINNIPEG SCHOOL DIVISION

## 2014 – 2015 SCHOOL CALENDAR

SEPTEMBER 2014

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Labour Day	2 / Day 1 School Opens Non-Instructional	3 / Day 2	4 / Day 3	5 / Day 4	6
7	8 / Day 5	9 / Day 6	10 / Day 1	11 / Day 2	12 / Day 3	13
14	15 / Day 4	16 / Day 5	17 / Day 6	18 / Day 1	19 / Day 2	20
21	22 / Day 3 Non-Instructional	23 / Day 4	24 / Day 5	25 / Day 6	26 / Day 1	27
28	29 / Day 2	30 / Day 3				

OCTOBER 2014

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 / Day 4	2 / Day 5	3 / Day 6	4
5	6 / Day 1	7 / Day 2	8 / Day 3	9 / Day 4	10 / Day 5	11
12	13 Thanksgiving Day	14 / Day 6	15 / Day 1	16 / Day 2	17 / Day 3	18
19	20 / Day 4	21 / Day 5	22 / Day 6	23 / Day 1	24 / Day 2 Non-Instructional SAGE	25
26	27 / Day 3	28 / Day 4	29 / Day 5	30 / Day 6	31 / Day 1	

NOVEMBER 2014

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 / Day 2	4 / Day 3	5 / Day 4	6 / Day 5	7 / Day 6	8
9	10 / Day 1	11 Remembrance Day	12 / Day 2	13 / Day 3	14 / Day 4	15
16	17 / Day 5	18 / Day 6	19 / Day 1	20 / Day 2	21 / Day 3 Non-Instructional	22
23	24 / Day 4	25 / Day 5	26 / Day 6	27 / Day 1	28 / Day 2	29
30						

DECEMBER 2014

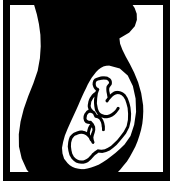
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 / Day 3	2 / Day 4	3 / Day 5	4 / Day 6	5 / Day 1	6
7	8 / Day 2	9 / Day 3	10 / Day 4	11 / Day 5	12 / Day 6	13
14	15 / Day 1	16 / Day 2	17 / Day 3	18 / Day 4	19 / Day 5 Last Day Of School	20
21	22 Winter Break Starts	23	24	25	26	27
28	29	30	31			

JANUARY 2015

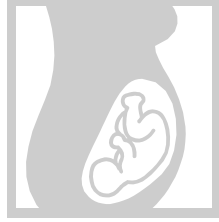
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2 Winter Break Ends	3
4	5 / Day 6 School Reopens	6 / Day 1	7 / Day 2	8 / Day 3	9 / Day 4	10
11	12 / Day 5	13 / Day 6	14 / Day 1	15 / Day 2	16 / Day 3	17
18	19 / Day 4	20 / Day 5	21 / Day 6	22 / Day 1	23 / Day 2	24
25	26 / Day 3	27 / Day 4	28 / Day 5	29 / Day 6	30 / Day 1	31

## ADOLESCENT PARENT CENTRE 2014 - 2015 Timetable

Period	Day 1	Day 2	Day 3	Day 4	Day 5	Day 6
9:10–9:25	Sign-in & Breakfast & Settle Babies					
9:25–9:30	Head to Class					
9:30–10:30						
10:30 - 10:35 5 Minute Transition						
10:35–11:35						
11:35 - 11:40 5 Minute Transition						
11:40–12:10	Crawler, Toddler and Walker Centre Mothers 1st Lunch					
12:10 - 12:15 5 Minute Transition						
12:15–12:45	Pre-Natal & Infant Centre Mothers 2nd Lunch					
12:45 - 1:00 15 Minute Transition Teachers on the floor/EA's to Centres						
1:00–2:00						
2:00 - 2:05 5 Minute Transition						
2:05–3:05						
3:05 Dismissal						
3:20 Transit Bus Pick Up						



## My Pregnancy



Put Picture of You Here.

Name Educational Assistant working with me:

\_\_\_\_\_

Months pregnant when photo taken: \_\_\_\_\_

15

16

17

18

19

22

23

24

25

26

29

30

# June 2015

Mon	Tue	Wed	Thu	Fri
1	2	3	4	5

8	9	10	11	12
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## Pregnancy Memories



My favourite memory of being pregnant:

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My favourite food to eat while pregnant:

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---

What I liked best about being pregnant:

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What I liked least about being pregnant:

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---

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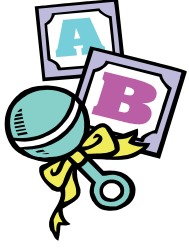
My hopes and dreams for my child are:

---

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## Infant Centre



Put Picture of Baby Here.

Name of Infant:

---

Name of Educational Assistant in Centre:

---

Age of Infant when photo taken: \_\_\_\_\_

11

12

13

14

15

18

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20

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22

25

26

27

28

29



# May 2015

**Mon**

**Tue**

**Wed**

**Thu**

**Fri**

1

4

5

6

7

8

## For My Baby...

My favourite memory of you at this time:

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---

---

Your favourite thing to do:

---

---

---

Your sleeping patterns:

---

---

---

Bath Time:

---

---

---

Your Handprint:

Today's Date: \_\_\_\_\_



## Crawler Centre



Put Picture of Baby Here.

Name of Child:

---

Name of Educational Assistant in Centre:

---

Age of Infant when photo taken: \_\_\_\_\_

13

14

15

16

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22

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24

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29

30

# April 2015

**Mon**      **Tue**      **Wed**      **Thu**      **Fri**

1                      2                      3

6                      7                      8                      9                      10

## For My Crawling Baby...

My favourite memory of you at this time:

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---

Your favourite thing to do:

---

---

---

Teething and/or sleeping patterns:

---

---

---

Your reaction to your first food (*6 months*):

---

---

---

Your Handprint:

Today's Date: \_\_\_\_\_



## Toddler Centre



Put Picture of Baby Here.

Name of Child:

---

Name of Educational Assistant in Centre:

---

Age of Infant when photo taken: \_\_\_\_\_

16

17

18

19

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24

25

26

27

30

31

# March 2015

**Mon**      **Tue**      **Wed**      **Thu**      **Fri**

2

3

4

5

6

9

10

11

12

13

## For My Toddler...

My favourite memory of you at this time:

---

---

---

Your favourite thing to do:

---

---

---

Teething and/or sleeping patterns:

---

---

---

My favourite foods are:

---

---

---

Your Handprint:

Today's Date: \_\_\_\_\_



## Walker Centre



Put Picture of Baby Here.

Name of Child:

\_\_\_\_\_

Name of Educational Assistant in Centre:

\_\_\_\_\_

Age of Infant when photo taken: \_\_\_\_\_

16

17

18

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27



## 2014-2015 Important Dates

- September 2**      **Administration Day** (no classes)
- September 3-5      Registration / Orientation / Classes Resume
- September 22**      **Administration Day** (no classes)
- September 26      Deadline for Language Exams
- September 30      Welcome Back Barbecue



*Count day – accurate attendance entered by 3:30*

- October 1-7**      **Count Week**
- October 3      Pancake Breakfast
- October 8      Healthy Baby
- October 13**      **Thanksgiving Day** (no school)
- October 22      Bus Ridership (9:30 – 11:00 am)
- October 24**      **SAGE** – Province wide in-service (no classes)
- October TBA      School Pictures @ 9:00 am



- November 4      Healthy Baby
- November 8**      **Remembrance Day Service** (am)
- November 11**      **Remembrance Day** (no classes)
- November 21**      **Administration Day** (no classes)
- November 25      Rummage Room Sale / Coffee
- November 28      Term 1 ends



Report Cards available

**Cont . . .**

12      13      14      15      16

19      20      21      22      23

26      27      28      29      30



# January 2015

Mon                      Tue                      Wed                      Thu                      Fri

1                      2

5                      6                      7                      8                      9

## 2014-2015 Important Dates (continued)

<b>December 1</b>	Term 2 Begins	
<b>December 2</b>	Healthy Baby (am) U of W/ U of M Early Admission Deadline	
December 3-4	Pictures with Santa	
<b>December 5</b>	<b>Staff In-service</b> (no classes)	
<b>December 17</b>	<b>Christmas Banquet</b> (Wed.)	
<b>December 18/19</b>	Crafts/Gifts from Santa/Centre Parties	
<b>December 19</b>	Last day of classes before Winter Break	
<i>December 22, 2014 to January 2, 2015      Winter Break</i>		
January 5	Classes resume	
January 6-9	Grade 12 English Standards Exam	
January 13	Healthy Baby	
January 20-22	Grade 12 Essential/Applied/Pre-Cal Standards Exam	
<b>February 2</b>	<b>Administration Day</b> (no classes)	
<b>February 6</b>	Registration Deadline for Language Credit Exam	
February 10	Healthy Baby (am)	
<b>February 16</b>	<b>Louis Riel Day</b> (no classes)	
<b>February 18-19</b>	RRCC Open House	
<b>February 19</b>	U of W Open House	
<b>February 19-20</b>	U of M Information Days	
<b>February 20</b>	<b>ESD Day (WAEC)</b> U of M Early Admission Deadlines	<b>Cont . . .</b>

## 2014-2015 Important Dates (continued)

<b>February 23</b>	<b>Staff In-service (no classes)</b>
March 3	U of W Application Early Admission Deadline
March 10	Healthy Baby
<b>March 13</b>	<b>Administration (no classes)</b>
March 24	<b>Rummage Room Sale / Coffee</b> (Mark Verification Meeting @ 8:45 am)
March 27	Term 2 Ends Report Cards available for pick up Last day of classes before Spring Break
<i>March 30, 2015 to April 3, 2015      Spring Break</i>	
April 6	Classes resume Term 3 Begins
<b>April 10</b>	<b>Staff In-service (no classes)</b>
April 14	Healthy Baby (am)
April 22	Bus Ridership (9:30 – 11:00 am)
<b>April 24</b>	<b>Administration Day (no classes)</b>
May 1	Grad Photos U of W deadline for University 1 applications
May 5	Healthy Baby (am)
<b>May 11</b>	<b>Administration Day (no classes)</b>
<b>May 18</b>	<b>Victoria Day (no classes)</b>
May 19-22	WAEC Registration
May TBA	Women's Healing Lodge



Cont . . .

19

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23

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31

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29

# December 2014

**Mon**      **Tue**      **Wed**      **Thu**      **Fri**

1            2            3            4            5

8            9            10          11          12

## 2014-2015 Important Dates (continued)

- June 1-4**            **Grade 12 English Standards Exams**
- June 2              Healthy Baby (am) Tentative
- June 5**              **Staff Meeting (early dismissal)**
- June 9-11          Grade 12 Essential/Applied/Pre-Cal Standards Exams
- June 11 or 12      School Picnic (Thursday or Friday)  
Deadline to apply for WAEC graduation
- June 17**            **Last Day of Classes / Locker Clean-up**
- June 25**            **Closing Ceremonies (Thursday)**
- June 29**            **Grad Rehearsal**  
Term 3 Ends  
Report Cards available for pick up
- June 30**            **Graduation – 10:00 am @ U of W Duckworth Centre**
- July 2                Application Deadline for U of W  
TBA                    Application Deadline for U of M

**2014 - 2015  
GRAFFITI / GOAL WALL**

---

# September 2014

**Mon**      **Tue**      **Wed**      **Thu**      **Fri**

1                    2                    3                    4                    5

8                    9                    10                    11                    12

10                    11                    12                    13                    14

17                    18                    19                    20                    21

24                    25                    26                    27                    28

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# November 2014

**Mon**      **Tue**      **Wed**      **Thu**      **Fri**

---

3            4            5            6            7

---

15          16          17          18          19

---

22          23          24          25          26

---

29          30

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# October 2014

<b>Mon</b>	<b>Tue</b>	<b>Wed</b>	<b>Thu</b>	<b>Fri</b>
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31