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## **ST. JOHN FISHER SCHOOL PHILOSOPHY**

Catholic schools are called to be Catholic, Christian education communities in which persons grow in the understanding of Christ's command and his example "to love one another" by serving one another, by praying with one another and by learning with one another. We are called to be a healing presence wherever we are.

Therefore we believe:

1. That all persons, as children of God, regardless of race, condition or age, have equal dignity and a right to education.
2. That all persons have God-given powers to think, to judge and to make free and responsible decisions that will enable them to develop a perception of their self-worth.
3. That all persons have the right and the responsibility to develop to the fullest, their intellectual and decision-making capabilities as well as their unique talents so that they may live full lives.
4. That the mission of Christian education is to guide others to true freedom and a fuller humanity in all areas of their lives – spiritual, intellectual, moral, psychological, social and physical - according to the example of Christ who taught us to live more fully.
5. That education evolves, not only from what is taught, but also from the spiritual and ethical values that students see modeled by those who are part of their lives.
6. That parents have the primary responsibility for the education of their children. The school, the church and the civic community support, enhance and complement this role, thus offering opportunities for an integration of faith and life.

### *RESPECT*

is the cornerstone of all our interactions and behaviors. We acknowledge the dignity and worth of one another and strive never to diminish another by our conduct or our attitudes.

Author Unknown

## **VISION STATEMENT**

### **ST. JOHN FISHER SCHOOL CURRICULUM**

The goal of the curriculum at St. John Fisher School is to develop skills in and appreciation for language arts, mathematics, science, social studies, art, music, computer science and physical education. Religious education is at the core of the curriculum at St. John Fisher School. In addition to daily formal religious instruction, Catholic Christian values enhance all areas of the school program. Liturgy, prayer and an emphasis on Christian service and stewardship are vital components of the religious education program.

Our curriculum is designed to enable the St. John Fisher graduate to be a Christian person:

- Who is aware and convinced of God's love and who freely responds to that love in the decisions and actions of life
- Who has acquired self-sufficiency and the ability to work independently in all disciplines
- Who can use his or her analytic and creative capabilities to make wise decisions based on Christian values
- Who is literate and an effective communicator in an increasingly complex technological society
- Who is an independent thinker and problem solver who works to be a contributing member of society, and
- Who has a never-ending curiosity, wonder and appreciation for the world.

## 2011 – 2012 ADMINISTRATION AND FACULTY

Pastor:		Rev. Robert Kyfes
Associate Pastor:		Rev. Marion Soprych
Pastor Emeritus:		Rev. Thomas Purtell
Principal:		Sr. Jean McGrath, C.S.J.
Assistant Principal:		Mrs. Patricia Reed
Director of Religious Education:		Dr. Elena Chermak
Pre-School		Mrs. Katie Altman, Ms. Mary Catherine Stevens Mrs. Linda Murray, Ms. Jillian Ameral
Kindergarten	Room 108 Room 109 Room 113	Mrs. Beth Foran Mrs. Mary Donna Caffrey Mrs. Nancy Fanjoy
Grade 1	Room 112 Room 114 Room 115	Ms. Annie Boyce Mrs. Debby Dillon Mrs. Kathy Keaty
Grade 2	Room 110 Room 111 Room 216	Mrs. Beth Paluch Mrs. Mary Nitsche Mrs. Meghan Kellam
Grade 3	Room 215 Room 218 Room 219	Mrs. Kelly Williams Mrs. Therese Regnier Mrs. Sally Caulfield
Grade 4	Room 210 Room 211 Room 212	Mrs. Phyllis Sullivan Mrs. Barbara Callaghan Ms. Laura Fahey
Grade 5	Room 201 Room 202 Room 203	Mrs. Amy Valentine-Alfultis Mrs. Gail Burns Ms. Carolyn Tovey
Grade 6	Room 204 Room 205 Room 206	Mrs. Debbie Khym Mrs. Sherry Hughes Mrs. Diane Gavin
Grade 7	Room 101 Room 102 Room 103	Mr. Barry Dunkle Mrs. Melanie O'Brien Mrs. Meghan Sosnowski
Grade 8	Room 104 Room 105 Room 106	Mrs. Maura Grochocinski Mrs. Nancy Garrity Ms. Eileen Boyce
Art		Mrs. Pat Newman
Music		Mrs. Michelle Vander Woude
Physical Education		Mr. Daniel Schroeder
Technology		Mrs. Pat Reed, Mrs. Delphine Maxwell
Library		Mrs. Marybeth Funk
Curriculum Support Specialist		Ms. Carol Super
Band		Mr. Ken Stiak
Extended Day Care		Mrs. Diane O'Grady, Mrs. Jane Zelek
School Secretaries		Mrs. Arlene Nealis, Mrs. Jan Wagner
Maintenance		Mr. Henry (Al) Gatz, Mr. Jim Wagner

**SCHOOL CALENDAR  
2011**

<b>August</b>	Tues/16	School Fees Day, 9:30 – 10:30 a.m. and 6:00 – 7:00 p.m.	
	Sun/28	Parish Picnic	
	Mon/29	First Day of School (K-8) 7:50 a.m. to <b>11:30 a.m. Dismissal</b> M/W/F a.m. Preschool Open House, 9:00 to 9:45 a.m. Daily Part-Time Preschool Open House, 10:15 to 11:00 a.m. Daily Full-Time Preschool Open House, 9:00 to 9:45 a.m. Back-to-School Coffee for Parents, 8:00 a.m.	
	Tues/30	Full Day of School (K – 8) 7:50 a.m. to 2:25 p.m. Daily Part-Time Preschool, Standard Hours 11:30 a.m. to 2:20 p.m. Daily Full-Time Preschool, Standard Hours 7:50 a.m. to 2:20 p.m. Tu/Th a.m. Preschool Open House, 9:00 to 9:45 a.m.	
	Wed/31	Full Day (K - 8) M/W/Fr a.m. Preschool, Standard Hours 7:50 to 10:45 a.m. Daily Part-Time Preschool, Standard Hours 11:30 a.m. to 2:20 p.m. Daily Full-Time Preschool, Standard Hours 7:50 a.m. to 2:20 p.m.	
	<b>September</b>	Thurs/1	Tu/Th a.m. Preschool, Standard Hours 7:50 to 10:45 a.m. Full Day (K – 8)
		Fri/2	NO PRESCHOOL K thru 8 <sup>th</sup> , 7:50 a.m. to <b>11:30 a.m. Dismissal</b>
		Mon/5	LABOR DAY – NO SCHOOL, NO PRESCHOOL
		Fri/9	School Pictures
		Fri/16	NO SCHOOL, Faculty In-Service
15/16/17/18		FISHER FEST	
Th/Fri/Sat/Sun		FISHER FEST	
Mon/26		<b>Hot Lunch Program begins</b>	
<b>October</b>	Mon/10	COLUMBUS DAY – NO SCHOOL	
	Weds/19	High School Options Day – Co-ed Schools	
<b>November</b>	Wed/2	High School Options Day, Single Sex School	
	Mon/Tues/Wed	Child Find Screening	
	7/8/9	Child Find Screening	
	Mon/21	<i>Parent Teacher Conferences</i> , 4 p.m. to 8 p.m.	
	Tues/22	Thanksgiving Prayer Service, <i>Dismissal 11:30 a.m.</i> <i>Parent Teacher Conferences</i>	
	Wed/23	Thanksgiving Break - NO SCHOOL	
	Thurs/24	HAPPY THANKSGIVING, Family Mass 9:00 a.m., NO SCHOOL	
	Fri/25	Thanksgiving Break - NO SCHOOL	
Mon/28	Classes resume		
<b>December</b>	Fri/2	Faculty In-Service - NO SCHOOL	
	Tues/13	Band Concert	
	Wed/21	Prayer Service, 10:45 a.m., <b>Dismissal 11:30 a.m.</b> - Christmas Break begins	
	Fri/23	NO SCHOOL	
	Sat/24	CHRISTMAS EVE, Masses 4:00 p.m., 6:00 p.m., 11:00 p.m.	
Sun/25	MERRY CHRISTMAS, Masses 8:00 a.m., 10:00 a.m., 12:00 p.m.		

## 2012

<b>January</b>	Thurs/5	Classes resume
	Sat/7	High School Entrance Exams
	Mon/16	Dr. Martin Luther King, Jr. Day – NO SCHOOL
	Sun/29	Catholic Schools Week, Family Liturgy 10:00 a.m. Open House follows mass
	M/30 to F/3	Catholic Schools Week
<b>February</b>	W/1 to F/3	Catholic Schools Week
	Fri/10	Graduation Pictures
	Sun/12	Confirmation Mass, Noon
	Mon/20	PRESIDENTS DAY – NO SCHOOL
	Wed/22	ASH WEDNESDAY, Masses 6:30 a.m., 8:15 a.m., 10:00 a.m., 7:30 p.m.
<b>March</b>	M/5 to F/9	Terra Nova Testing
	Sun/25	Grandparents Mass, 10:00 a.m.
<b>April</b>	Sun/1	Palm Sunday
	Thurs/5	Holy Thursday, 7:30 p.m. Mass Easter Break Begins – NO SCHOOL
	Fri/6	Good Friday, 3:00 p.m. Service NO SCHOOL
	Sat/7	Easter Vigil
	Sun/8	EASTER, Masses 8:00 a.m., 10:00 a.m., 12:00 p.m.
	Mon/16	Classes resume
	Wed/25	Band Concert
	Sat/28	First Holy Communion, 11:00 a.m. Mass
<b>May</b>	Fri/4	May Crowning 11:00 a.m., <i>Dismissal 11:30 a.m.</i>
	Sun/13	Mother's Day
	Fri/18	Planning Day – NO SCHOOL
	Mon/28	MEMORIAL DAY – NO SCHOOL
	Wed/30	Just Desserts, 7:00 p.m.
<b>June</b>	Sun/3	Graduation, 12:00 p.m. Mass
	Wed/6	Last Day of School, 9:15 a.m. Mass, <i>Dismissal 10:30 a.m.</i>

***Please check your email and the school web page regularly to receive timely school calendar information.***

*PROGRESS REPORTS*

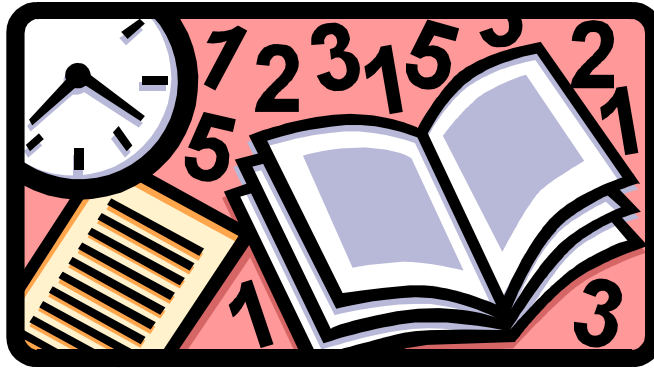
October 5  
January 18  
April 25

*TRIMESTERS END:*

November 11  
March 2  
June 5

*REPORT CARDS DISTRIBUTED:*

November 18  
March 9  
June 6



**SCHOOL HOURS**

Grades Kindergarten through 8<sup>th</sup> 7:50 a.m. - 2:25 p.m.

*Classes will start promptly at 7:55 a.m. Bell to signal opening of school will ring at 7:50 a.m.*

**PRE-SCHOOL HOURS**

2 Day a.m.	Tuesday/Thursday	7:50 a.m. - 10:45 a.m.
3 Day a.m.	Monday/Wednesday/Friday	7:50 a.m. - 10:45 a.m.
	Daily Part Time	11:30 a.m. - 2:20 p.m.
	Daily Full Time	7:50 a.m. - 2:20 p.m.

**LUNCHROOM SCHEDULE**

1 <sup>st</sup> Session	10:35 a.m. – 10:55 a.m.	Gr. 7, 8
2 <sup>nd</sup> Session	11:00 a.m. – 11:20 p.m.	Gr. K, 2, 3, 4
3 <sup>rd</sup> Session	11:25 p.m. – 11:45 p.m.	Gr. 1, 5, 6

## DRESS CODE

### Girls:

- Grades K – 2, Plaid jumper
- Grade 3, Plaid jumper or skirt
- Grades 4 – 8, Plaid skirt
- Grades K – 8, White blouse or pullover shirt (polo shirt)  
Sweater (solid white, navy or hunter green)  
SJF gym sweatshirt (*school issued only*)  
Socks or tights (white, navy or hunter green)  
Pants (navy slacks may be worn *Dec. 1 to Mar. 1*)  
Turtlenecks, white (may be worn *Dec. 1 to Mar. 1*)

### General Guidelines for Girls:

- Only single, small earrings may be worn.
- Sweatpants, pants, and flannel pants may not be worn under a uniform skirt or jumper during class hours.
- Excessive jewelry, chokers and necklaces are not appropriate and will be considered out of uniform.
- Blouses and shirts should always be neatly tucked into skirts.

### Boys

- Grade K – 8, Navy dress pants.  
SJF gym sweatshirt (*school issued only*)
- Grades K – 6, White or light blue, knit or dress shirts
- Grades 7 – 8, White or light blue oxford shirts  
Sweater (solid white, navy or hunter green)

Boys in grades 7 and 8 will wear navy blue ties for certain school events. The ties should be kept in their lockers at all times.

### General Guidelines for Boys:

- Boys are to wear belts to help provide a neat appearance.
- Earrings are not allowed for boys.
- Shirts must always be neatly tucked into pants.

### Shoes:

- Loafers, buckle or tie oxfords, in colors of brown, black or navy blue, may be part of the school uniform. Students also have the option of wearing clean white or black gym shoes as part of the school uniform.
- Sandals, clogs, "Crocs", "flip-flops", snow, hiking, cowboy and work boots are not permitted.

### General Guidelines For All Students

It is St. John Fisher's uniform policy that all students come to school in a neat, clean and complete uniform. Uniforms reflect respect for the environment of the school. It is with this in mind that we have established the following guidelines for uniform policy. **Administration retains authority for what is appropriate.**

- As part of our dress code, we ask that hair styles be appropriate for school. Hair should be neat, clean and well groomed. Boys' hair length should not fall below bottom of the ears or touch the collar. Extreme hairstyles are not allowed in school and will be addressed on an individual basis.
- Students may not wear baseball caps or bandanas in school.
- Dark nail polish, make-up and inappropriate jewelry are not permitted.
- If worn under the uniform shirt or blouse, **tee shirts must be short sleeved, plain white and with NO writing.**



## BOOKS AND FEES 2011-2012

### Books:

K through 8 <sup>th</sup> grades	\$175.00
Tu/Th a.m. Pre-school	100.00
M/W/F a.m. Pre-school	120.00
Daily Part-Time Pre-school	150.00
Daily Full-Time Pre-school	150.00

### Fees:

Archdiocesan	\$ 23.00
Lunchroom Supervision (full time student)	20.00
Technology Fee (Full time /Daily FT & PT P.S.)	100.00
Technology Fee (A.M. Pre-school)	75.00
Mandatory Fundraising Fee (per family)	175.00
New Family Fee (paid only once)	25.00

At registration, families of all preschoolers, kindergarteners and students new to St. John Fisher School, will be asked to pay a deposit of \$150.00 per child. This registration deposit will show as a credit on the family's book day tuition statement. A one-time New Family Fee of \$25.00 will be charged to a new family entering St. John Fisher School.

## SCHOOL SUPPORT PROGRAMS

Fundraising: Every family is required to pay a \$175.00 mandatory fund raising fee on school registration/book day. Two fundraisers during the school year, Market Day and the magazine/gift wrap sale can be used to earn credit toward a rebate on that \$175.00 amount. Families are also strongly encouraged to participate in the MANNA coupon program through which significant tuition rebates can be earned. Many local merchants and hundreds of other retail stores and businesses participate in the program.

The school sponsors three (3) additional fundraisers each year, the Super Bowl Party and Raffle, the School Auction and Fisher Feet Feat. Participation is not mandatory but encouraged since proceeds are used for various school improvement programs each year and to fund the Tuition Assistance Program. Participation in these events is not deducted as a tuition credit.

The Student Council, as part of its outreach program also sponsors occasional fundraisers. Funds are used to support various charities.

## Tuition Policy for 2011-2012 School Year

Prompt payment of all school bills is essential to the smooth operation of the school. Tuition bills must be paid by the fifteenth (15<sup>th</sup>) day of each month. The finance committee of the School Board has initiated the following regulations for delinquent tuition:

- A \$20.00 per month late charge will be assessed on all tuition statements showing amounts past due at or over 60 days.
- Report cards will be withheld for families who have an outstanding tuition balance, past due 60 days or more, at the end of the semester. This balance must be paid at least one (1) week prior to report card distribution.

- Transcripts and diplomas will be withheld for students with an outstanding tuition balance in excess of 30 days.
- Children will not be allowed to attend class and parents will be called to pick up students if the family has an outstanding tuition balance greater than 60 days past due, unless other arrangements have been approved.
- Children will not be allowed to participate in any St. John Fisher athletic programs for any families with outstanding tuition balances greater than 60 days past due, unless other arrangements have been approved.
- After June 1<sup>st</sup> any family that has an outstanding tuition balance and who has not contacted the School Board Finance Committee to work out a payment arrangement, will not be considered registered for the following school year.
- A \$20.00 fee will be charged for any NSF check returned to the school. If more than two (2) checks have been returned during the course of the school year, cash or money order payments for the balance of the year will be required.
- Because school fees cover the cost of consumable materials, fees paid on School Fees Day in August are non-refundable once the school year has begun.
- All checks will be deposited when received. Post-dated checks will not be accepted.
- These policies will be strictly enforced unless families have made an appointment with the school business manager for payment arrangements.
- Report cards will not be given to students who have overdue books from the school library.

**It is important to be aware that by using the MANNA program, tuition credits may be obtained to significantly reduce families' tuition.**

## **ADMISSIONS**

St. John Fisher School is operated under the auspices of the Catholic Bishop of Chicago, a corporation sole, in the Archdiocese of Chicago.

St. John Fisher School admits students of any race, color, national and ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students at this school. St. John Fisher School does not discriminate on the basis of race, color, national and ethnic origin in the administration of its educational policies, admission policies, scholarship and loan programs, athletic or other school administered programs.

The Archdiocese of Chicago assures equal employment opportunity in all its employment policies and practices. These policies and practices shall be administered without regard to race, color, national origin, age, gender, marital status, political affiliation, veteran status, sexual orientation, or mental or physical disabilities not affecting one's ability to perform the essential functions of one's job.

St. John Fisher School endeavors to educate all students within the limits of the established educational program.

No portion of the St. John Fisher School curriculum is optional.

## **REGISTRATION \* ENROLLMENT POLICIES**

Registration in the pre-school program requires that the child be three (3) years or four (4) years old on or before *SEPTEMBER 1<sup>ST</sup>* of the current year.

Registration in the kindergarten program requires that the child be five (5) years old on or before *SEPTEMBER 1<sup>ST</sup>* of the current year.

At the time of registration, the child's birth and baptismal certificates must be presented. Copies will be retained in the student's file.

New incoming students are required to submit complete transcripts from previously attended schools prior to admission.

During the month of February, enrollment forms are given to families in pre-school through 8<sup>th</sup> grade requesting the names and numbers of family members who will be new to SJF the next year. Kindergarten and pre-school enrollment requires a deposit and is always dependent upon space availability.

Parishioners are those families who are registered at the Rectory and support the parish. All school families must be registered with the parish and have a valid parish identification number. School registration for the following year is held annually during the latter part of February. Enrollment is determined according to the following criteria:

1. Parishioners with children already enrolled in the school.
2. Parishioners whose children are now reaching school age for the first time.
3. Parishioners transferring into the parish whose children previously attended a Catholic school.
4. Parishioners whose children are transferring from another school.
5. Newly transferred parishioners whose children were in public school because Catholic schools were not available.
6. Children of Catholic non-parishioners.
7. Children of non-Catholics who have children in school.
8. Children of non-Catholic families who have never attended Catholic school.

All parents who complete the registration forms are notified in writing by approximately mid-June as to the standing of the registration.

Each registration deposit includes a *\$50.00 non-refundable processing fee*. Should the child *not* attend St. John Fisher School in the fall, the deposit will be refunded minus this \$50.00 fee.

## **SCHOOL RECORDS**

The Archdiocese of Chicago, Office of Catholic Education, has adopted guidelines for school records. These guidelines describe your right to your child's school records. These rights include:

1. Right to inspect - parents or legal guardians have the right to look at student records maintained by the school. Please call in advance if you wish to review records.
2. Right to prevent disclosures - the school will not disclose any information to third parties from the child's records:
  - unless there is consent in writing prior to disclosure
  - unless the information is directory information which has been requested to be kept confidential
3. Right to request correction - you have the right to present evidence that the school should amend any part of the child's record which you believe to be misleading or inaccurate. If the school decides not to change the record, you may insert an explanation into the record.
4. This school abides by the provisions of the Buckley Amendment with respect to the rights of non-custodial parents. In the absence of a Court Order to the contrary, the school will provide access to the academic records and to other school related information regarding the child. If there is a Court Order specifying that no information be given to the non-custodial parent, it is the responsibility of the custodial parent to provide the school with a copy of the Court Order.

## **SCHOOL REGULATIONS**

### **ABSENCE**

Parents or guardians must notify the school before 7:50 a.m. on each day of a student's absence. This assures the school that the child is safe at home or in school. When the child returns to school, he/she must bring a note to his/her teacher explaining the reason for the absence.

When a student is absent for one or two days, teachers will provide a reasonable extension of time for the student to complete assignments and homework missed during the absence. When the student returns to school, arrangements should be made with the teacher for this accommodation. Ordinarily, daily assignments will not be sent home on the first or second day of an absence.

***Parents or guardians reporting an absence should call 773-445-4737 and leave the child's name, room number and reason for the absence on the school voice mailbox #1.***

### **VACATIONS**

The school discourages vacations or trips taken during the school year. Valuable instruction time is lost and the quality of schoolwork suffers when it is unaccompanied by instruction and immediate feedback. Parents should discuss their child's progress with the teacher before vacation plans are made. Parents/guardians who take their child out of school for vacation may not request that teachers make special or individual assignments before the vacation begins. Class assignments, homework and tests will be made up after the student returns to class.

### **EARLY DISMISSAL**

If a student must leave school before regular dismissal time, he or she must submit a written request from a parent or guardian. For the safety of our students, a parent or designated person on the emergency card must come to the office to pick-up the child. ***No child may walk home for an early dismissal.*** Please make every effort to schedule appointments for your children outside of school hours. If your child becomes ill at school, only those authorized on the emergency card may take the child home. Please list reliable persons on your emergency card who are available and can easily come to school should it be necessary. The student must be signed out of the school by a parent or authorized party.

### **TARDINESS**

Students are considered tardy if they arrive in their classroom after the 7:55 a.m. bell rings. When a child is late, he/she must stop at the school office to receive a tardy slip. Repeat tardiness will be reported by the school to the parent or guardian.

### **ENTRY INTO BUILDING FOR GRADE LEVELS**

Students will enter and leave the school building from the following doorways:

<b><i>Grade</i></b>	<b><i>Doorway</i></b>
Full Day Preschool, Room 107	Under the bridge, west side door
Part-Time Preschool Classes	Library entrance doors off of 102 <sup>nd</sup> Street
Kindergarten	Fairfield side, south door across from convent
1 <sup>st</sup>	Fairfield entrance, just north of main church doors
2 <sup>nd</sup>	Corner of courtyard off of Washtenaw driveway
3 <sup>rd</sup> , 4 <sup>th</sup>	Under the bridge, east side door
5 <sup>th</sup> , 6 <sup>th</sup> , 7 <sup>th</sup> , 8 <sup>th</sup>	Main office doors, 10200 S. Washtenaw

### **EMERGENCY INFORMATION**

#### **EMERGENCY CARDS**

Emergency cards are to be filled out during the first week of school. *It is extremely important to have all the information on file in the event of an emergency.* The emergency card must have the name of an available and reliable person who is able to come for the child if there is an emergency.

## EMERGENCY CLOSING

The school subscribes to the SchoolReach Program which uses a system of email and telephone notification for parents should there be a school emergency or other important school alert.

When it is necessary to close the school because of inclement weather or other school emergency, an announcement will be made on the following AM radio stations: WGN 720, WMAQ 670, WBBM 780 and WLS 890. School closings are also posted on each station's web site. ***Please do not call the school office*** on these mornings as the lines must be clear to make emergency closing arrangements.

## HEALTH/IMMUNIZATIONS

State law requires a complete physical examination of any child entering pre-school, kindergarten or grade one and grade six. A record of both physical and dental examinations must be submitted to the school office before ***October 15th***. Every child's medical form must have a complete record of all required immunizations, the health history filled out and the signature of a parent/guardian. ***State law requires that students be excluded from school when immunizations are not complete.***

Students entering kindergarten must also have proof of a recent vision screening by a health care professional.

*Parents are encouraged to keep children home if there has been an episode of vomiting, fever, rash or diarrhea in the twelve hours before the school day begins. If there are symptoms of a communicable disease (reddened eyes, sore throat, fever, headache, rash) please do not expose other children to the possibility of sickness.*

## MEDICATION

The school office personnel or teachers may not ordinarily dispense any medication to the students. If a student needs regular medication, arrangements must be made in writing between the principal and a parent/guardian and accompanied by a properly completed, physician signed medical authorization. This form is available in the school office.

Medication must be brought to the school in the original container, appropriately labeled by the pharmacist.

When the school feels that a child's health is in danger, 911 will be called and the parent/guardian will also be called immediately.

Children with asthma, who use inhalers, are encouraged to keep an extra inhaler with them at all times.

## VISITORS

St. John Fisher School is a secured building. Please do not enter the building after school has begun other than through the office doors. Children are instructed not to open doors to anyone. ***All visitors to school must report to the school office and obtain a visitor's pass.*** Our staff has been instructed to send visitors without a pass to the office. This pass must be returned to the school office before leaving the building.

Parents or guardians are not permitted to bring forgotten lunches, project materials, assignments, books, etc. to the school office. *Students are expected to be responsible for their preparation for the school day.*

## LOST AND FOUND

Lost and found items are located in the first locker outside of the school office. Any items unclaimed at the end of each trimester will be donated to The St. Vincent DePaul Society. **PLEASE REMEMBER TO LABEL ALL BELONGINGS, ESPECIALLY GYM UNIFORMS AND SCHOOL SWEATERS.**

## SCHOOL SAFETY AND SECURITY

The safety of our students at all times is a primary concern for all at St. John Fisher. Established traffic patterns have been designed to facilitate the entry and dismissal of all students. Please follow these patterns at all times. There should be no drop-off or pick-up at or in the rectory driveway. There is to be NO PARKING around the perimeter of the school or rectory during school hours. ***No student should be on the parking lot before 7:45 a.m. on any school morning.*** Once on the school parking lot, students should immediately line up with their class in the area assigned to them. The students will wait for the bell and for their teacher to bring them into the building.

***There is no parking in front of the church or school on the Washtenaw, Fairfield or 102<sup>nd</sup> Street sides of the building during regular school hours. Please also be careful not to park in front of the fire hydrants around the building.***

On rainy or extremely cold days, students will be allowed to enter the school foyers after 7:45 a.m. to wait until the entry bell rings.

Attention to the safety of each of our students at entry and dismissal times is important to our entire school community. Children who are exiting cars should not cross the street except at the corner.

Parents are responsible for the safety of the child traveling to and from school. The student safety patrol is present to monitor the safe conduct of students to and from school; however, there may be times due to circumstances beyond the control of the school, when a student from the safety patrol is not on duty at a crossing.

Because of allergies that some of the children have, if you walk the children to school and bring a dog, please be sure the dog is on a leash at all times.

***Under no circumstances are scooters and/or roller blades allowed on school property. Because of traffic congestion and safety, children may not ride bikes to school unless they have special permission from the office.***

## "PROTECTING GOD'S CHILDREN"

Under the auspices of the Archdiocese of Chicago, St. John Fisher participates in the "Protecting God's Children" Program. In addition to specific guidelines for all employees, all school volunteers, chaperones, coaches, room parents, etc. must have a criminal background check, complete Form 7703, and complete the Virtus Training Program.

All school personnel, by law, are mandated reporters of allegations/suspicions of child abuse or neglect and must make reports to the Department of Children and Family Services whenever such circumstances exist.

Unless we are notified in writing, we will allow pictures of the students to be published in the local press and on our web page. However, names will never be used on the web page.

## ACADEMIC AND BEHAVIOR POLICY

*\*\*Modified age-appropriate versions of this policy are in place for students in grades K-4.*

### Academic Policies

St. John Fisher School prides itself on an exceptional academic program that encompasses not only the language arts, mathematics, social studies and science, but religious instruction in all areas of Catholic faith and practice. To provide students with a very well-rounded academic experience, the curriculum also includes music, physical education, art, library and technology. Hard work and academic achievement are expected of all students in all areas of instruction.

### Grading

The St. John Fisher grading scale is listed here. There are many elements that compose grades in various classes. They include tests, quizzes, homework, projects, and participation, among others. Homework is considered a necessary element in allowing students extra time to practice skills learned in school, and to learn self-motivation and the ability to work independently. Failure to complete homework **will not** result in disciplinary measures, but **will** affect a student's grade. In the case of missing homework, teachers will issue homework slips requiring parent signature to be returned the following day with the missed assignment. Homework assignments turned in one day late will earn half credit. Beyond this time, no credit will be issued for late homework assignments. If a student demonstrates a pattern of missed homework the teacher will contact the parent to discuss the situation and ways to improve the student's performance.

A+	99 - 100	C	79 - 83
A	95 - 98	C-	77 - 78
A-	93 - 94	D+	75 - 76
B+	91 - 92	D	71 - 74
B	88 - 90	D-	69 - 70
B-	86 - 87	F	Below 69
C+	84 - 85		

St. John Fisher School has adopted a trimester system, in which report cards will be issued three times a year. Additionally, progress reports will be issued midway through each trimester for students in grades 3-8. Teachers of students in grades PreK-2 will communicate to parents any areas of concern in a timely manner. In addition to report cards and progress reports, parents are encouraged to review tests, quizzes, graded assignments, and other papers that are sent home for parent signatures. All of the above help the faculty and parents stay in close communication with one another and ensure the success of each student. Parents are encouraged to communicate their concerns regarding student progress.

### Honor Roll

An Honor Roll student at St. John Fisher School is held to the highest level of academic achievement and good behavior. St. John Fisher School will publish an Academic Honor Roll in the church bulletin at the end of each trimester for students in grades 5 - 8. Students are named to the Honor Roll based on the criteria listed here. Grades in all subjects including specials will be utilized in the calculation of the grade point average.

Honor Roll	GPA
Straight A	4.0
1st Honors	3.7 - 3.9
2nd Honors	3.0 - 3.6

### Resource Program

St. John Fisher School provides a limited resource program for students with mild learning disabilities or other special needs. At times, an outside evaluation will be recommended. An Educational Evaluation will provide teachers and parents with specific strategies to best address the students' educational/behavioral needs. The evaluation process may result in the development of an Individualized Educational Plan (IEP) or other professional plan designed to provide appropriate accommodations that address a student's specific disability and provide educational accommodations, modifications, and goals. If in the best judgment of the school faculty and review of professional testing it is determined that St. John Fisher cannot provide the appropriate educational setting to meet a student's needs, another environment will be recommended.

## **Strategies for Improving Student Progress**

All students are expected to perform to the best of their abilities. If a student has a D average in two or more classes or an F average in one class at progress report or report card distribution time, that child will be suspended from all extra-curricular activities, including but not limited to athletics, cheerleading, band, student council and ETC. During this suspension from extracurricular activities, the student may not attend games, practices, performances, meetings, etc. ***The student's academic progress will be reevaluated every two weeks thereafter, and as soon as the student obtains a C average or better in every class, he/she may return to the activities.***

## **Behavior Policies**

Good behavior by each student is essential to ensure the best learning environment in the school. Students will be held responsible for their behavior at all times when they are at school or at school sponsored events, athletic events, or field trips. Each student is at all times representative of the St. John Fisher School community. Our goal is to work with parents to help students become thoughtful members of the community and to provide them with a framework of standards, rules, and expectations that will guide them throughout their lives. An outline of the behavioral expectations for our students follows with the consequences for lack of compliance with those expectations.

Behavior Expectations will generally be classified in three groups:

**Level One** is a behavior infraction defined as an act that diminishes the overall learning environment of the school and includes:

- Disruption in the classroom, lunchroom, school corridors; speaking out of turn or when asked to be quiet.
- Violation of school uniform policy.
- Lack of preparation for class including not having materials needed for full participation.
- Inappropriate use of electronic devices including cell phones, walkmen, ipods, etc. If brought to school, these devices must be OFF and left in school lockers. The school will ***not*** be responsible for lost or stolen items. Any device that is misused will be sent by the teacher to the office where a parent or guardian will be required to pick up the device and pay a fine of \$25 that will be donated to the SJF Tuition Assistance Program.
- Chewing gum or eating food outside of the lunchroom.
- Failure to return signed notices or assignments requiring parent/guardian signature.
- Other misbehaviors not mentioned above may be classified as Level 1 infractions.

Students who violate any of the above will be given a student demerit. An accumulation of three demerits will result in a detention. Detentions are served after school on Thursdays. Demerits must be signed by the parent and returned to the school office no later than 7:45 a.m. the following school day. Parents will be notified of demerits and detentions not returned by the student.

**Level Two** is a behavior infraction defined as an act that directly affects the student, his/her peers and/or the total school environment. These infractions include but are not limited to dishonesty, disrespect toward another student, teacher, or others, the destruction or disrespect of school or personal property.

- Verbal or physical disrespect: Aggressive, deceitful, or destructive conduct shown toward peers or adults is unacceptable. Fighting or any form of physical violence will result in an immediate detention. Harassment, slander, bullying, including cyber-bullying, are never tolerated. Direct bullying/harassment includes teasing, taunting, hurtful words, threats, (subtle or implied), misusing email, inappropriate instant messaging or on-line blogging, or writing cruel or threatening notes. *(St. John Fisher School adheres to the policies of the Archdiocese of Chicago regarding bullying).*
- Deliberate misuse of computers and the Internet as defined in the Acceptable Use Policy.

- Dishonesty/Cheating: Includes telling or asking another student or parent for answers that the student is expected to complete on his/her own. It also includes using email, text messaging, or instant messaging to ask or provide answers for homework assignments or sharing answers to accelerated reader and or math tests. Plagiarism (taking credit for someone else's work) is a form of cheating. Classroom instruction on what constitutes plagiarism begins in third grade, so by fifth grade, students are held fully accountable for plagiarism. It is expected that students complete creative projects with minimum assistance from parents. Students will receive a failing grade on any assignments or tests when cheating/plagiarism has occurred.
- Vandalism and Trespassing: Students are expected to show respect for school, parish, and community property. Vandalism and trespassing are strictly prohibited.

*Trespassing is defined as entrance into the school when previously prohibited, entering the school building when school and extracurricular activities are not in session, leaving games or other activities in the gym or Kane Hall to enter the classrooms or hallways after school hours, and remaining on the grounds after receiving a request to leave an activity. Children must be supervised by a parent or guardian at all events in the gym or in Kane Hall. Students should not ordinarily be on school grounds unless at a school sponsored event or activity.*

*Vandalism is defined as the willful or malicious destruction or defacing of school property including graffiti.*

- Other serious misbehaviors not mentioned above may be classified as Level 2 infractions at the discretion of the Disciplinary Board.

**Consequences for Level Two Infractions:** A detention will be issued to any student who violates level two expectations. Misbehaviors classified under Level 2 infractions may warrant more significant consequences based upon their severity. Detention forms must be signed by the parent and returned to the school office no later than 7:45 a.m. the following school day. Parents will be notified of detention forms not returned by the student. The detention schedule will be determined at the grade level. If a student receives three detentions he/she will be removed from ALL SCHOOL RELATED extracurricular activities for a period of two weeks. These activities include: all sports teams, cheerleading, student council, ETC classes, band, etc. Eighth grade events are privileges that must be earned. Eighth graders, responsible for demonstrating leadership qualities to the entire student body, will be unable to participate in the next 8<sup>th</sup> grade event if three (3) detentions are issued. Three (3) detentions also result in that student not being eligible for the Honor Roll. During this time, the student may not participate in or be present at any practice sessions, games, or performances. Depending on the severity of the misbehavior, the student may also be suspended from school-sponsored activities and events such as field trips, dances, etc. If a student demonstrates a pattern of misbehavior, he/she will be required to meet on a weekly basis with a teacher mutually agreed upon between the student and administration who will mentor the student. The mentor will meet with the student to determine interventions that might help change inappropriate behaviors.

**Level Three Infractions** are defined as actions or threats that could lead to serious harm to the student or others. Level three infractions include but are not limited to:

- Talking about, bringing to or using inappropriate objects on the school campus. Inappropriate objects include but are not limited to: weapons, illegal substances, cigarettes, alcohol, matches etc. Any student who has been found to be under the influence of alcohol or other substances at school or at a school sponsored event will be suspended immediately.
- Making serious threats to another
- Other behaviors that may be a serious threat to the school community.

**Consequences of Level Three Infractions** are an automatic suspension and/or expulsion from school and all extra-curricular activities. School work missed while the student is suspended must be completed in full with appropriate deadlines determined by the faculty, and assignments completed during a suspension will be graded on a pass/fail basis.

In serious cases of student misconduct, the principal will convene the school discipline board whose purpose is to hear facts regarding the student's behavior and make a recommendation to the school administration regarding the student's continued status at the school. When it is necessary for a student to appear before the board, the assistant principal will arrange a time and place when all board members, the student and parent/guardian are to be present. After all parties have been heard, in closed session the members of the discipline board will arrive at a recommendation to the school administration.

The administration also reserves the right to place students whose actions have warranted serious disciplinary action on a student contract. Students placed on a behavior contract are not eligible for honor roll during the school year in which it was issued. The student contract is designed to provide the child with a final opportunity to abide by school policy. The terms of the contract may not be violated. Failure of the student to comply with the terms of the contract may result in immediate expulsion. Students who violate a contract in the year it is issued will be placed under a new contract the following school year. Students who adhere to the contract requirements in the second year for a full trimester can have contract status removed.

In some cases, professional testing and/or counseling will be required. If testing is refused or if the professional advice recommended by the clinician is refused, a student will be asked to attend a school that better meets his/her needs.

In establishing guidelines and procedures, we realize that not all disciplinary situations can be handled in exactly the same manner. Certainly, there will be circumstances that require variations in procedure. However, stated guidelines and recommended steps will lead to relative consistency as we work with students on matters of discipline.

**2011-12 Disciplinary Board**

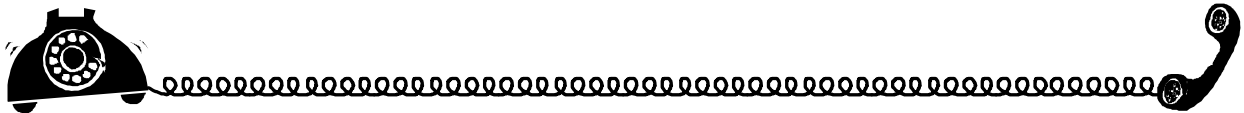
- Sr. Jean McGrath
- Mrs. Pat Reed
- Mrs. Debby Dillon
- Mrs. Maura Grochocinski
- Ms. Meghan Stritch
- Mrs. Kathy Keaty
- Mrs. Phyllis Sullivan
- Mrs. Mary Donna Caffrey

\*\*Designated members of the School Board or Athletic Board may also be asked to participate.

**TELEPHONE USE**

Use of the office telephone by students is ***not allowed***. In the event of sickness or emergency, the office staff will notify the parents/guardians.

***In order to regulate the number of incoming calls, we ask that parents and family members DO NOT call the office asking to speak with their child or asking office staff to relay non-urgent messages.***



**LUNCH ROOM BEHAVIOR EXPECTATIONS**

Because a large number of students eat in the lunchroom, it is essential that order and a pleasant environment be maintained. Students must be respectful of adult supervisors and other students at all times in the lunchroom and on the playground. Violations of lunchroom regulations can result in a one-day suspension from the lunchroom. During that time the student will eat in another area. Frequent violations will result in a longer suspension from the lunchroom and notification to the student's teacher and parent/guardian.

***In fairness to all students, parents are not allowed to deliver fast food lunches to their child(ren).***

***Children are not allowed to call home for forgotten lunches, nor are parents permitted to bring forgotten lunches to school.*** Lunch food items are always available in the Kane Hall lunch room for a nominal fee that can be paid the next day.

## COMMUNICATION

### PROGRESS REPORTS, REPORT CARDS

Strong communication between the home and school ensures the best environment for the student. Regular communication with your child's teacher is encouraged. Parents will be aware of their child's progress through report cards which are issued three (3) times each year, mid-trimester progress reports and through formal and informal parent teacher conferences. Formal conferences are planned for November. At other times, meetings can be arranged when an appointment is made through the school office. Teachers are available before and after school; however, to ensure appropriate time and preparation for the meeting, appointments are recommended. Because of their responsibility for each student in his or her class, unscheduled parent meetings are not encouraged. Questions to individual teachers can also be addressed through the school's email system.

Please check the school's website regularly. Teachers' individual blogs are updated weekly with important class information.

### FOLLOW US ON TWITTER

Please visit our school website (<http://www.sjfschool.net>) for information about following us on Twitter. Parents have the option of receiving short messages and reminders on Twitter. You can configure your cell phone so that these messages can be received via text. Normal text messaging rates determined by your cell phone carrier apply.

### EMAIL

**Please email [preed@sjfschool.net](mailto:preed@sjfschool.net) if your email address changes.** You may provide two (2) email addresses for each student. Every Friday, Sr. Jean provides the "Friday Thoughts" to parents via email to communicate important school news and events. If you have a message from a parish organization that needs to go out to the families via email, please submit to [jmcgrath@sjfschool.net](mailto:jmcgrath@sjfschool.net) by the previous Wednesday for inclusion in that week's Friday Thoughts.

### MONTHLY NEWSLETTER AND CALENDAR

In an effort to keep the lines of communication open between school and home, a monthly newsletter and calendar is posted on the school website. Please take the time to read this each month as it will reflect the most up-to-date information regarding school news and events. Each teacher also has a "teacher blog" that lists important information about activities and assignments that are specific to that class.

### SCHOOLREACH PROGRAM

The SchoolReach Program will also be used to notify school families through phone calls or email if there is an emergency or other important announcement from school. Please check *your personal email* regularly to receive timely school information.

### RETENTION POLICY

The School Board and Faculty have approved the following policy for the retention of students at a particular grade level:

#### General Statement:

A student (grades K – 8) may be retained, with the consent of his parent, when the student's performance is considered to be unsatisfactory. Unsatisfactory performance shall include, but not be limited to:

1. Excessive absenteeism which results in the student's inability to satisfactorily complete required assignments. This inability shall be evidenced by failing of at least three (3) major subjects (math, reading, language arts, literature, science, social studies and phonics).
2. Refusal to complete assignments and/or course requirements which results in a lack of mastery of appropriate skills and failure in three (3) major subjects.
3. Minimum mastery of academic skills coupled with perceived social/emotional immaturity.

A parental position statement should be obtained in all retention situations. This statement is to be placed in the student's cumulative folder at the end of the school year.

A student with poor but passing grades may be promoted to the next grade level on a conditional basis. Summer school may be a prerequisite of promotion for students who, in the best professional judgment of the teacher, have not mastered the work essential for success at the next grade level. Summer school is also recommended for all students having difficulty in school. This student would be re-evaluated before he is assigned to the next grade level.

Second Retention (Grade 8):

Eighth grade students whose refusal to complete course requirements has resulted in the failure of at least three (3) major subjects shall not be allowed to participate in the graduation exercises. Such students shall be issued a "Certificate of Attendance" in lieu of a diploma and matriculated to the local high school. If it is possible for the student to complete course requirements, assignments, etc. over the summer months, efforts shall be made to avail students of that opportunity. A diploma shall be issued upon satisfactory completion of those requirements.

**FIELD TRIPS**

Field trips provide opportunities for students to expand various learning opportunities. Field trip expenses are paid for by the students. Signed parent permission slips are required for the students participating in field trips. Parent chaperones, because of liability, may *not* bring additional siblings on school field trips. All chaperones for school trips must complete the Virtus Training Program.

No refunds will be given to students who do not attend a planned field trip.

**STUDENT ACTIVITIES**

**EXTRA CURRICULAR ACTIVITIES**

Students are encouraged to participate in a wide variety of extracurricular organizations and events that complement the academic program. These include student council, sports programs, yearbook, band, choir, drama and service club.

**STUDENT COUNCIL**

The St. John Fisher Student Council provides student leadership training for elected officers from grades 5 – 8. The group provides various school spirit activities for all of the students. Additionally, they design service opportunities for the students to assist those who are in need.

The 2011 - 2012 Student Council officers are:

Annie Murnane	Commissioner General
Maeve O'Rourke	Assistant Commissioner General
Adam McCarthy	Commissioner of Records
Lucy White	Commissioner of Religious Affairs
Meg Berger	Commissioner of Safety
Daniel Harty	Commissioner of Finance
Teddy Tavrdes	Commissioner of Spirit
Mrs. Caffrey, Mrs. Regnier	Moderators

**YEARBOOK**

The St. John Fisher Yearbook is moderated by volunteers from the Family School Association. The yearbook helps acquaint students with the intricacies of publishing, editing and design and highlights the events of the school year. Pre-sales for the yearbook are taken in spring. The book is delivered in August.

## **BAND**

Students in grades 4 – 8 are invited to become members of the school band. Participation teaches music fundamentals, cooperation and the discipline of practice to achieve a personal goal. Individual lessons and group practice are provided. It is strongly suggested that children who participate in band carry at least a C average in their studies.

Band Instructor

Mr. Ken Stiak

## **GLEE CLUB**

Glee Club is a singing club for any student in 7<sup>th</sup> and 8<sup>th</sup> grades, which meets once a week after school. The club will be singing fun and popular songs – lots of medleys, pop songs turned into part songs, and some Broadway – sometimes adding simple choreography. Each student joining the club will be expected to make as many rehearsals as possible. Glee Club will perform at both choir concerts next year and may decide on other performances as well.

Glee Director

Mrs. Michelle Vander Woude

## **ETC**

The St. John Fisher Enrichment and Tutorial Center is an after-school program designed to offer students a wide variety of school enrichment programs. Classes meet once each week for approximately one hour. Sessions last for three (3) weeks. Flyers describing the courses offered are posted on the school's website in advance of the opening of each session.

## **HOMEWORK CLUB**

The Homework Club is a group of Junior High Volunteers who host a tutoring program to assist younger students who might need academic assistance. The group meets with students after school on two (2) days each week.

## **PARENT SUPPORT PROGRAMS SCHOOL BOARD**

The St. John Fisher School Board acts both to formulate policy and advise the Pastor and Principal in matters concerning the school. All meetings are open and guests are invited to attend. Dates of the meetings are announced on the monthly school calendar. Items for the agenda can be given to the President or the Principal three (3) days before the meeting.

The Principal is an ex-officio member of the School Board. All decisions and policies are subject to the approval of the Pastor. The Principal is the executive officer of the Board. He/She can recommend policy to the Board but does not have a vote.

Any member of the St. John Fisher parish is eligible for appointment to the School Board. Openings are listed in the church bulletin and applications are made available at that time. An interview team, familiar with the work and goals of the School Board, interviews each candidate and makes recommendations to the Pastor. The Pastor appoints members based on the recommendations of the interview team.

School Board members are:

Cheryl Foertsch

Joan Garey-Rogers

Peter Gribble

Jim Hogan

Kerry Kennedy

Dan Mahoney

Mary Jo Neumann

Meg Rooney

Sr. Jean and Fr. Robert Kyfes are ex-officio members of the Board.

## **FAMILY SCHOOL ASSOCIATION**

The Family School Association (FSA) exists to enhance the home/school relationship and to support school programs. The FSA holds regular meetings throughout the year to which all St. John Fisher School parents are welcome. The FSA coordinates several fundraisers and sponsors many programs, including; Special Lunch, Magazine and Wrapping Paper Drives, Roller Skating Party, House Walk, Book Fair, Teacher Appreciation Breakfasts, Uniform Exchange, Confirmation Reception, and the Classroom Parent Program. All St. John Fisher families are encouraged to be active members of the FSA. Information regarding various FSA projects and meetings will be sent home throughout the year.

The FSA officers/executive board for the 2011 – 2012 school year are as follows:

President	Kate Keller
Vice-President	Margie Gallagher
Treasurer	Diane Nichols

The FSA standing committee chairpersons are as follows:

Volunteer	Anne Doligale
Spiritual/Education	Mary Kay Gorman
Social	Maureen O'Boyle
Service	Kate Urchell
Fundraising	Katie Conway

## **ATHLETICS/ATHLETIC ASSOCIATION**

The children of St. John Fisher School are encouraged to participate in the athletic programs at the school. These programs are designed to help each child involved realize personal physical, emotional, intellectual, moral and spiritual growth. The objectives of the athletic program include:

- To develop good sportsmanship and fair play while learning to win or lose
- To develop new skills in a social atmosphere of mutual cooperation
- To develop physical qualities of strength, endurance and coordination
- To serve as a wholesome means of recreation and use of leisure time
- To instill the quality of self-discipline
- To offer participation that teaches Christian citizenship traits such as fairness, cooperation, leadership, acceptance of direction and respect for others
- To help develop school spirit and loyalty.

It is required that any student participating on a school athletic team, maintain a C average in his/her school studies. Poor grades and/or poor behavior may result in a student's suspension from practice and games.

Each participant must play within his/her grade level.

Important information about the school's athletic program is contained in the Athletic Association's Handbook.

### ***Insurance***

Every child must have proof of family or school insurance to participate in any sport activity.

### ***Parental Concerns***

In order to maintain good communication and cooperation with the Athletic Association, any concerns a parent might have regarding a student's participation in a sport should first be addressed to the coach involved. If a parent continues to have concerns, the coordinator of the appropriate sport should be contacted. If there are further concerns, parents should contact a Board member, the President or Moderator of the Athletic Association.

When openings on the Athletic Board occur, they will be announced in the church bulletin and applications will be accepted at the rectory. The applications will be reviewed by the Board and Moderator and a written vote will determine new members.

The Athletic Board publishes a policy book outlining the goals and expectations of team participation and parent involvement. They also hold a mandatory parent meeting at the beginning of each sport season.

Meetings of the Athletic Board are open to the public and are held on the second Wednesday of each month (except June and July) in Kane Hall. If you wish to address the Athletic Association, items for the agenda must be submitted in writing to the President or Moderator three (3) days prior to the meeting.

The Athletic Association Board officers for the 2011 – 2012 school year are as follows:

President	Marty O'Hara
Secretary	Natalie Holder
Treasurer	Joan Alvarez

### **SATURDAY MORNING SOCCER PROGRAM**

Coordinators: Gabby Gribble Sarah Murnane

St. John Fisher School also sponsors a fall intramural soccer program for students in Grades K – 8.

### **MANNA COUPON PROGRAM**

Families may receive tuition discounts by purchasing MANNA coupons through the church and school. Many local merchants and chain stores accept the coupons purchased through the school. A percentage of each purchase is rebated to the family toward tuition for each coupon redeemed. Regular participation in the MANNA program can make a significant difference in the cost of your child's education. We strongly encourage your support.

MANNA chairpersons are as follows:

Terry Berger	Raphael Brandt	Lynn Faculak
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### **MANNA SALES**

Monday	Convent	9:00 to 10:00 A.M.
Wednesday	Convent	7:00 to 8:00 P.M.
Thursday	Convent	9:00 to 10:00 A.M.
Friday	Convent	1:00 to 2:00 P.M.*
Saturday	Church foyer	After 4:00 P.M. mass
Sunday	Church foyer	After 10:00 a.m. mass

\*When school is in session

***Please be sure to check the parish bulletin for holiday and summer schedule of MANNA sales.***

### **INK CARTRIDGE/CELL PHONE RECYCLING**

Ink cartridge and cell phone recycling has been a very successful fundraiser over the last several years. We send all empty cartridges (including laser toners) and cell phones to "Cartridges for Kids", who return rebates that help defray the costs of our technology program. Please send any empty ink cartridges or old cell phones to school. If you are employed by a business that would be willing to participate, we are also grateful for any business sponsors for this program. Ink cartridges can be picked up by RPS from your place of business.

## MARKET DAY

Market Day is a school fundraiser that sells quality brand name meat, family meals, pizzas, breakfast foods, snacks and more. Every month a Market Day flyer will be sent home with your youngest child. Fill it out by the date stated on the flyer and return it to school or drop it off at the church or rectory. You can also order online at [www.marketday.com](http://www.marketday.com) Orders are picked up at Kane Hall from 9:30 to 10:15 A.M. on the assigned Saturday.

The Market Day pick-up dates are as follows:

**September 10**  
**October 8**  
**November 5**  
**December 10**  
**January 14**

**February 11**  
**March 10**  
**April 14**  
**May 12**  
**June 9**

Market Day chairperson is: Norine Vestal

## MASS ATTENDANCE

*The Celebration of Mass is at the heart of our faith community. St. John Fisher families are encouraged to come to weekly Mass with their children.*

<b><i>Weekend Mass</i></b>	<b><i>Mass Time</i></b>
<i>Saturday</i>	<i>4:00 p.m.</i>
<i>Sunday</i>	<i>8:00 a.m., 10:00 a.m., 12:00 Noon</i>

## ACCEPTABLE USE POLICY FOR TECHNOLOGY

St. John Fisher provides access to computers and the Internet to students to enrich the learning environment. Through the St. John Fisher School network, students have the opportunity to access the Internet and obtain information from around the world. Students can collaborate with one another and with persons at other locations. They can find documents that contain pictures and text, and post their own informational items for others to view. The Internet allows people around the world to share information. The ability to communicate electronically with others and to access information is of great value in instruction. Technology resources are provided to students with the sole purpose of improving the instructional climate and to provide new and innovative educational opportunities.

As required by state law, St. John Fisher has in place content filtering that blocks multiple categories of objectionable web content, including violence, nudity, mature sexual content, criminal and illegal activities, gambling, hate and racism. Combined with close supervision by faculty, and education on safe use of the Internet, our students have the opportunity to safely explore a wealth of educational resources available on the Internet. The purpose of this Acceptable Use Policy is to establish guidelines that provide safe and responsible access to resources by all students.

### **Acceptable Uses of Technology**

1. Creating reports and presentations and other visual displays of knowledge
2. Using software to improve academic skills
3. Using the Internet to research topics
4. Viewing educational videos and simulations
5. Communicating with others to share information or to acquire expert information on a particular academic topic.
6. Other technology activities that help the student learn, gain and share information that is educational in nature.

### **Uses of Technology That Are Unacceptable and Strictly Forbidden**

1. Deliberate damage to computer equipment, printers, network, etc.
2. Using technology for activities that are not educational, or without the consent of the teacher.
3. Accessing, attempting to access, uploading, downloading or sharing inappropriate material (violence, nudity, mature sexual content, criminal and illegal activities, gambling, hate, racism, etc.)
4. Using objectionable, impolite, abusive or profane language.
5. Accessing or attempting to access another person's files without the permission of that person.
6. Violation of copyright laws (illegal use/sharing of software or other files).
7. Plagiarism, which is defined as the using of ideas or writings of others and presenting them as if they were original.
8. Falsifying one's identity while on the Internet.
9. Disabling or attempting to disable protective programs on the school network such as virus protection, content blocking, etc.
10. Cyberbullying, which is defined as the use of technology to tease, taunt, hurt, threaten, or be cruel to another individual.
11. Giving out personal information such as name, address or telephone number.
12. Sharing one's password with others, or using another person's password.
13. Intentional sharing or posting of files which are dangerous to the integrity of the network (viruses, etc.)
14. Accessing or attempting to access administrative areas of the school network, or areas not specifically for student use.
15. Use of social networks such as MySpace and FaceBook.
16. Use of chatrooms.
17. Use of instant messaging.
18. Using the network for non-school activities.
19. Food and drinks are prohibited in areas near computers.

### **Consequences for Inappropriate Use of Technology**

Unacceptable uses of St. John Fisher School's technology resources may result in the suspension or cancellation of computer privileges, disciplinary measures noted in the St. John Fisher School Academic and Behavior Policy, as well as monetary and/or legal consequences.

## **Your children are our future – success in the classroom**

Parental support is crucial to a child's success in the classroom. Follow these tips to help your children excel in school.

- Send children to school each day, well rested, well fed and with a positive outlook.
- Ask your children about school; take a genuine interest.
- Be supportive of children in school and of his teacher.
- Set specific time blocks for homework.
- Put deadlines for children's projects on your calendar too.
- Display grades and children's projects in your home.

It's important for children to know parents care about their schoolwork and are involved in their education. Invest in your children's future:

*Spend time with them sharing realistic expectations and goals;  
helping them manage time and priorities; and  
celebrating the success of a task accomplished well.*

