

# St. John Fisher Parent & Student Handbook

St. John Fisher School 10200 S. Washtenaw Chicago, IL 60655

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Office of Religious Education: 773.238.1851

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www.sjfschool.net

# **Table of Contents**

PAGE
3
4
5-6
7
8
8-9
9-11
11
12-13
14-16
17
18-20
21
22
22
23-25
26-31
31-33
33-34
35-37
37
38
38
39
40-41

# 2025/2026 Administration & Faculty

Pastor	Rev. Kenneth Budzikowski		
Principal Principal	Ms. Colleen Dunlavy		
Assistant Principal	Mrs. Claire Larmon		
 Director of Student Services	Mrs. Karen Brogan		
Director of Religious Education	Dr. Elena Chermak		
School Office Support	Mrs. Kristine Houston		
Technology	Mrs. Karen Ade		
Pre-School Teacher/Teacher's Aide	Ms. Lindsey Surin/ Mrs. Lisa Healy	107	
The content reaction, reaction of the	Mrs. Brigid Bullington	114	
	Mrs. Moira Garza/ Mrs. Molly Fitzgerald	108	
	Ms. Katie Fadden/Mrs. Diane O'Grady	109	
	,	110	
	Ms. Nicole Condon/Mrs. Annmarie Lindgren	110	
Teacher's Aides	Mrs. Beth Paluch, Mrs. Maureen Sullivan & Mrs. Phyllis Sullivan		
Kindergarten	Mrs. Laura Kovatch	112	
	Mrs. Colleen Clarke	113	
Grade 1	Ms. Emily Sullivan	111	
	Mrs. Judy Vittori	115	
Grade 2	Mrs. Meghan Kellam	214	
	Mrs. Katie Ball	210	
Grade 3	Mrs. Therese Regnier	218	
	Mrs. Sally Caulfield	219	
Grade 4	Mrs. Kristin Reyes	202	
	Mrs. Vicky Argyropoulos	206	
Grade 5	Mrs. Molly Cummings	203	
	Ms. Annabelle Hladik	204	
Grade 6	Mrs. Amy Schiller	201	
	Ms. Krista DiBennardi	205	
Grade 7	Mrs. Carole Scannell	101	
	Ms. Rita Walsh	102	
	Ms. Noreen Higgins	106	
Grade 8	Ms. Cathy Browne	103	
	Mr. Ted Meehan	104	
	Mrs. Kristine Condon	105	
Art	Mrs. Megan Corley		
Library	Mrs. Kate Keller		
Physical Education	Mrs. Margie Sefcik		
Spanish	Mrs. Isabel Flores		
Extended Day Care	Mrs. Diane O'Grady		
All School Sub	Mrs. Christine Enright	215	

#### ST. JOHN FISHER SCHOOL MISSION

St. John Fisher School is a Catholic educational community that facilitates the intellectual, academic, social and emotional growth of each student. A rigorous academic curriculum, robust Religious Education program and comprehensive student support services work together in cultivating critical thinkers and curious minds, compassionate Christian leaders and socially intelligent citizens prepared for the world today and the future.

#### We Believe:

That all persons have equal dignity and the right to education.

That all persons have God-given talents and the ability to think, judge and make free and responsible decisions that enhance his or her self-worth.

That education evolves not only from what is taught, but also from the spiritual and ethical values that students see modeled.

#### 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.

Our falcons are brave, kind, smart, important and loved.

#### **ADMISSION**

#### Policy ES 130.1

Archdiocesan schools admit students of any race, color, national and ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students in these schools. Archdiocesan schools do not discriminate on the basis of gender, race, color or national and ethnic origin in administration of educational policies, loan programs, athletic or other school administered programs.

#### **Priority of Admission**

The priority of admissions is as follows:

- 1. Parishioner applicants
- 2. Non-parishioner applicants with siblings already enrolled in St. John Fisher School
- 3. Transfer students from another Catholic school who are parishioners
- 4. Transfer students from public schools who are parishioners of other parishes
- 5. Transfer students from other Catholic schools who are non-Catholic
- 6. Transfer students from public schools who are non-Catholic

#### **Considerations**

- 1. Acceptance of new students is contingent on maintaining optimal class size for instruction.
- 2. Each student who has been accepted will be on Academic/Behavioral probation after his/her acceptance. Academic is defined as maintaining at least a C average, being responsible for assignments/homework, and possessing a desire to learn. Behavioral is defined as adhering to the behaviors on the subsequent pages.
- 3.St. John Fisher School requests the right to inspect former school records in the case of transfer students before admission. Transfer students are expected to be in good academic standing and owe no debts to the previous school.
- 4.St. John Fisher School may require an interview of parents and students to determine special needs. A student may not be accepted if St. John Fisher School is unable to meet these special needs.
- 5. Students transferring to St. John Fisher School who are accepted must sign and abide by a Probationary Transfer Agreement.

Non-Catholics are accepted under the following conditions:

- 1. Parents participate in informational orientation regarding the Catholic instruction offered at St. John Fisher Parish.
- 2. No student is required to become a baptized Catholic, but all students participate in religious instruction and worship activities.

#### **School Tours and Shadowing**

Families interested in enrolling their child/children at St. John Fisher School may schedule a tour and/or a shadow day. Interested families should reach out to Mrs. Kris Houston in the School Office, khouston@sjfschool.us.

#### Requirements

A child entering St. John Fisher School must be in compliance with the age and admission requirements. Registration in the preschool program requires that the child be three years or four years old on or before September 1st of the current year. Registration in the kindergarten program requires that the child be five years old on or before September 1st of the current year.

During the month of January, enrollment forms are given to families in preschool through 8th grade requesting the names and grades of family members who will be returning to St. John Fisher and new to St. John Fisher the next year. Kindergarten and pre-school enrollment requires a deposit and is always dependent upon space and availability.

For the admission of a Preschool, new Kindergarten, or transfer student, a parent shall present:

- A copy of the child's birth certificate.
- A baptismal certificate (if applicable).
- · A record of compliance with local and State of Illinois health requirements.
- Upon written request from St. John Fisher School, all records from the previous school, including health records, shall be transferred. New admissions are tentative until information from the previous school is received.
- A copy of a students' individual educational support plan (if applicable).
- St. John Fisher may require written documentation from a student's Early Intervention Team.

Each registration deposit includes a \$100.00 non-refundable processing fee.

#### **Expectations**

All students at St. John Fisher School are expected to:

- Attend school daily.
- · Understand, accept, and support the philosophy and goals of the school.
- Attend and participate in daily religion class, which is an integral part of the life of the school. Non-Catholic participants may or may not accept the message of faith but will be graded on the materials covered in class.
- · Attend and participate in school liturgies.
- Participate in programs of service sponsored by the school.

St. John Fisher School strives to educate all students, within the limits of our school's educational program. The pastor, in consultation with the principal and leadership team, may consider exceptions to the written Admissions Policy as stated.

<u>Falcon Facts</u>: Did you know that SJF offers morning care, after care, and after-school intervention and enrichment programs?

#### 2025-26 TUITION & FEES SCHEDULE

K-8 Tuition	25-26	Total Per Family	Discount
1st Child	\$6,975	\$6,975	0%
2nd Child	\$5,525	\$12,500	20.79%
3rd Child	\$4,775	\$17,275	31.54%
4th Child	\$3,295	\$20,570	52.76%

PreSchool Tuition	25-26
5 Day Full-Day	\$6,975
3 Day Full-Day	\$5,300
5 Day Half-Day	\$4,240
3 Day Half-Day	\$3,180

"Book Day" Fees	25-26	
Registration	\$50	Per Family
Books, curriculum, supplies	\$250	Per Student
Technology	\$250	Per Student
Lunchroom Supervision	\$50	Per Student
Arch Assessment	\$50	Per Student
FSA Membership	\$75	Per Family
Manna Fundraising Requirement	\$400	Per Family

Prompt payment of all school bills is essential to the smooth operation of the school. Tuition bills must be paid by the fifteenth (15th) day of each month. St. John Fisher uses FACTS Management System. The finance committee of the School Advisory Board and the Director of Operations, as directed by the Archdiocesan Office of Catholic Schools, have initiated the following regulations for delinquent tuition:

- Report cards will be withheld for families who have an outstanding tuition balance, past due 30 days or more, at the end of the trimester. 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. Eighth grade graduate balances must be paid in full by May 15th.
- 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 30 days or more past due, unless other arrangements have been approved.
- After June 1st any family that has an outstanding tuition balance will not be considered registered for the following school year.
- Because school fees cover the cost of consumable materials, fees paid on your first installment in August are non-refundable once the school year has begun.
- Tuition cannot intentionally be withheld due to a disagreement with a school policy.

These policies will be strictly enforced unless a family has made an appointment with the Director of Operations for payment arrangements. Report cards will not be given to students who have overdue books from the school library.

#### **MANNA**

#### MANNA Sales Hours at the Convent (Corner of 102nd and Fairfield):

Wednesdays: 6:00 – 7:30 p.m.Saturdays: 8:00 – 9:00 a.m

- MANNA has historically been SJF's #1 School Fundraiser. Tuition alone does not cover the school's expenses. SJF proceeds from MANNA help to make up the difference between operating costs and tuition. Participation is necessary and appreciated to balance school budget and maintain competitive tuition rates.
- Each family doing their part and meeting their requirement will raise \$100,000 annually for the school and will directly benefit the students of SJF.
- The school fundraising requirement per family is to raise \$400 FOR THE SCHOOL through MANNA sales. Meeting this requirement would result in about a \$450 tuition credit for you each year. For every \$1 you earn for the school, you also earn \$1.50 credit toward your tuition bill. It's a Win-Win!
- Any shortage to the minimum \$400 MANNA contribution will be billed to the school family by May 15th in FACTS.
- Get your other family members involved in the program! It's free money for you and the school and is a much better value than your credit card! Full participation = \$100,000 for SJF. Parishioners can donate the full rebate to SJF School.

#### SCHOOL HOURS AND SECURITY

#### **School Security**

Every door is locked at all times at St. John Fisher School. All visitors must enter through the main entrance on Washtenaw Avenue and ring the bell. Visitors must sign-in at the Main Office and receive a visitor's badge. For your child/children's safety, it is imperative that we know who is in the building at all times. Access to the school building must be limited to the main entrance for all visitors. Staff and students are trained not to open the doors for any individual. Students may not enter the building without adult supervision and may never be left unattended for any reason in all areas of the school or before and/or after school activities. Faculty and staff are trained in the school's crisis management plan. A communication plan is in place to notify faculty, staff and students in lockdown situations or in police, fire, or other emergencies.

#### **School Hours**

Kindergarten through 8th Grade 7:55 a.m. - 2:55 p.m.

#### **Preschool Hours**

Tues./Wed./Thurs. a.m.: 7:55 a.m. - 11:15 a.m.

Daily Part Time: 7:55 a.m. - 11:15 a.m. Daily Full Time: 7:55 a.m. - 2:55 a.m.

#### Staggered Arrival for Pre-K-8th Grade

\*Last Name A-L: 7:45 a.m. \*Last Name M-Z: 7:50 a.m.

#### **Arrival at School and Safety**

Parents are responsible for the safety of their students traveling to and from school. The School Safety Patrol will assist with the safe conduct with students to and from school, however, by providing this service St. John Fisher and Catholic Bishop of Chicago accept no liability for the safety of students. There may be times, due to circumstances beyond the control of the school, when a student patrol guard is not on duty at a crossing.

Students must cross at intersections protected by crossing guards and/or by safety patrol guards. Walking in the street or down alleys and crossing in the middle of the block are safety violations. Parents are asked to help students understand the seriousness of cooperative behavior.

#### **Grade Level Doors for Arrival & Dismissal**

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

**Preschool Rooms 107, 109, 114:** Door # 6 Under the bridge on the west side

Preschool Rooms 108, 110: Door # 7 Fairfield side south door/across from convent

**1st & 2nd Grade:** Door # 9 Fairfield entrance/north of main Church Doors

**Kindergarten Rooms 112, 113:** Door # 8 East side of church foyer/rectory driveway

**5th & 6th Grade:** Door # 2 Library Entrance Doors off of 102nd Street

**3rd & 4th Grade**: Door # 4 Kane Hall Doors

**7th & 8th Grade**: Door # 1 Main Office Doors/10200 S. Washtenaw

#### **DRESS CODE**

There are several purposes for an enforced dress code:

- It fosters a sense of community which allows students to focus on learning instead of what anyone is wearing
- It allows focus on the educational process instead of on clothing that may distract from learning
- Research has shown that students generally behave better when there is a consistent dress code
- Teachers will perform a uniform check daily and the policy will be enforced

#### **Dress Code Violations**

Parents are asked to make sure that their child(ren) are in uniform before leaving home. Students will be reminded of the uniform expectations in their morning homeroom, after which time a violation of the uniform policy may result in a consequence including, but not limited to, a behavior check or parent communication. This is for grades 1-8. It is also the responsibility of the parent to monitor the child's cleanliness in dress and personal hygiene.

<sup>\*\*</sup>Tardy after 7:55 a.m.- report to Main Office

#### Girls:

- Grades K 2: Plaid jumper and blouse/polo (white, navy, or light blue)
- Grade 3: Plaid jumper or skirt and blouse/polo (white, navy, or light blue)
- Grades 4 8: Plaid skirt and blouse/polo (white, navy, or light blue)
- Grades K 8: Sweater (solid white, navy, or hunter green) or SJF gray fleece or navy performance quarter zip, quarter zip sweatshirt or crewneck
- SJF gym sweatshirt (school issued only)
- Socks or tights (white, navy or hunter green)
- Pants (navy or khaki slacks may be worn Oct. 1 to May 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. Leggings (black, navy or gray) may be worn under shirts and jumpers.
- 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 or khaki dress pants and white, navy or light blue polo shirt
- SJF gym sweatshirt or gray school fleece/navy performance quarter zip (school issued only)

#### **General Guidelines for Boys:**

- · Belts are encouraged but optional.
- · Shirts must always be neatly tucked into pants.

#### Shoes:

Loafers, buckle or tie oxfords, or clean gym shoes are allowed as part of the school uniform. Sandals, moccasins, clogs, "Crocs", "flip-flops," and boots are not permitted during the school day.

#### General Guidelines for All Students:

Administration retains authority for what is appropriate.

As part of our dress code, hair styles must be appropriate for school. Hair should be neat, clean and well groomed. Extreme hairstyles are not allowed in school and will be addressed on an individual basis.

As per Illinois PA 102-0360, St. John Fisher School does not prohibit hairstyles that are historically associated with race, ethnicity, or hair texture, including but not limited to, protective hairstyles such as braids, locks, and twists.

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. During the warm weather months, (Aug/Sept and May/June) students may wear khaki or navy walking shorts/skorts or capris as part of the school uniform. Nylon shorts are not permitted. Shorts cannot be more than two (2) inches above the knee.

#### **Out of Uniform Days:**

The school sponsors out-of-uniform days approximately once each month; however, even on out-of-uniform days, students' apparel should be appropriate for school. Revealing tops, shorts, skirts and dresses are not permitted. No sandals or crocs are permitted; gym shoes are recommended for safety. A clean and neat appearance is expected at all times.

#### **Gym Uniforms:**

- On their assigned gym day, all students must wear the official gym uniform.
- Students must wear clean gym shoes with laces or Velcro closings. No slip-on gym shoes are allowed for gym class. Students will not be allowed to participate in gym activities nor call home if they forget their gym uniforms.

#### Girls and Boys Grades K - 8:

- SJF gym shorts or gym sweatpants
- · SJF gum tee shirt
- Socks
- Gym shoes

T-shirts and/or sweatshirts from school activities and school sports teams are not part of the gym uniform, however can be worn on Fridays with his/her uniform bottoms for SJF Falcon Fridays!

#### **LUNCH AND RECESS**

Children remain at school during lunchtime under the supervision of teachers and staff. This time together supports both the social-emotional wellbeing and physical activity that promote children's development. St. John Fisher is excited to offer Country House at Gilhooley's School Lunch Program! Students may carry their own lunches to school or order from the school hot lunch program. Orders are completed online. Students will eat lunch together in Kane Hall with the exception of our full-day preschool students who eat in his/her classroom. Children will have outdoor recess when weather allows. The lunch period is split into two sessions with alternating eating and recess times.

#### **Lunch Room Rules**

Students must behave appropriately during lunch to provide a pleasant environment for all students. Students should speak with an indoor voice, remain seated and ask permission to leave their seat. Students must clean all garbage on tables and floor and deposit it in the waste can when instructed by lunchroom teachers and staff.

In fairness to all, the school discourages parents from bringing fast food lunches to school. *Please note that delivery services (i.e., Uber Eats, Door Dash, etc.) are prohibited!* 

#### **ATTENDANCE**

#### **Absences**

School attendance is fundamental to the academic success and spiritual growth of our students. For this reason, students are expected to attend school on a daily basis for the school term, unless an absence is excused. A student is absent from school when he/she is not physically present on a required student attendance day. A student is tardy when he/she is not physically present at the posted opening of a regular required student attendance day. If a student exceeds 30 days of absence for the year, the student will not be promoted to the next grade.

Any day that a student is absent from or tardy to school, the student's parent/guardian must notify the school within 30 minutes of the opening of a regular student attendance day to report the student's absence or tardy. If a parent/guardian fails to report a student's absence, it will be recorded as unexcused. The school will contact the parent/guardian if a student is absent and a notice of absence is not received within 60 minutes of the opening of the student attendance day. There are two options for reporting an absence:

- 1. Call the school at 773-445-4737. Absence can be reported to voicemail before 7:30 a.m.
- 2. Email <u>attendance@sjfschool.us</u> to verify, confirm and excuse their absence.

Parents are <u>required</u> to keep children home if there has been an episode of vomiting, fever, rash or diarrhea in the <u>24 hours before the school day begins</u>. If there are symptoms of a communicable disease (reddened eyes, sore throat, fever, headache, rash) please do not expose other children and staff to the possibility of sickness. Emergency forms should list a contact that is available during the school day.

#### Tardy Policy

Being on time is an important life skill we strive to reinforce with students. If a student arrives after the 7:55 a.m. bell has rung, they are late for school and consequently, this disrupts their class. All students arriving after 7:55 a.m. must enter through the main entrance with an adult and report to the main office. The adult must sign them in at that time. If a child enters without an adult, a parent/guardian will be called to return to school to sign-in the child. Students will be marked tardy if they are not in their homeroom by 7:55 a.m. Tardy slips will be issued by the Main Office. *Excessive tardiness indicates a lack of effort to improve the behavior and will result in an administrative review*.

#### **Vacations**

The school discourages vacations or trips taken during the school year. Valuable instruction time is lost and the quality of school work 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(ren) 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**

A parent/guardian must call the school office at 773-445-4737 if a student must leave school during the school day. Students will need to be signed out of the Main Office. NO child may walk home for an early dismissal. If a student becomes sick while at school, the school will notify a parent or the person listed on his/her emergency card. Please confirm that your emergency contacts can be available to pick up your child. In this case, the child must be signed out of school by a parent or an authorized party. Please make sure to have a backup plan if your child becomes sick at school.

#### **Excessive Absenteeism**

Excessive absenteeism means absences that total 10% or more of school attendance days in the current school year including both excused and unexcused absences. We will periodically review our student absence data to determine if any students are excessively absent and, if so, we may call the parent/guardian to discuss the reasons for the excessive absences. If appropriate, the school may provide the parent/guardian with a list of resources where they may obtain counseling or social services that will encourage daily attendance and promote success. If there is not improvement in attendance or cooperation by the student or parent/guardian with its efforts for their child, the student may be withdrawn from the school.

#### Homework when absent

Ordinarily, daily assignments will not be sent home on the first or second day of an 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 child returns to school, arrangements should be made with the teacher for this accommodation. Parents must request homework materials by 11:30 a.m. and pick them up from the Main Office by 3:00 p.m. Siblings can also bring homework materials home.

#### **Field Trips**

Field trips provide opportunities for students to expand learning opportunities. Field trip expenses are paid for by the students and will be billed through FACTS. 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. Any parent who wishes to be a chaperone or volunteer must have completed the "Protecting God's Children" training mandated by the Archdiocese. Directions for completing the program can be found on the school website. No refunds will be given to students who do not attend a planned field trip.

#### **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 charity. **PLEASE REMEMBER to label all belongings**, especially gym uniforms and school sweaters/sweatshirts.

#### **EMERGENCY, SHADOW DAY & HEALTH INFORMATION**

#### **Emergency Cards**

Emergency cards are to be filled out on Packet Pick-Up Day in August. It is extremely important to have updated information on file in the event of an emergency. The emergency card must have the name and phone number 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 School Messenger Program which uses a system of email and telephone notification for parents should there be a school emergency or other important school alert. Emergency closings and important messages will also be posted to the SJF social media accounts. Please do not call the school office on these mornings as the lines must be clear to make emergency closing arrangements.

#### **Inclement Weather**

St. John Fisher School will be open on all days listed on the school calendar. If there is any reason for school to close, parents will be notified by phone and email via the School Messenger System. Closings will also be posted on our school website and school social media page.

#### eLearning

The Archdiocese has adopted eLearning Days. eLearning Days are defined as days that include online instruction, independent research projects, and other document-based learning. Students in grades PreK-2 will have some planned academic requirements on these days but will be limited in scope. Students can be expected to watch videos on educational websites, view leveled readers, or complete tasks using materials that are developmentally appropriate to their grade level. Teachers will be available to answer questions via email throughout the day until 3 p.m. Students in grades 3-8 will complete assignments posted on Google Classroom. All assignments will be posted by 9:00 a.m. with teachers available to answer questions via email throughout the day until 3:00 p.m. It is understood that students will have a wide variety of responsibilities at home during eLearning Days and that some may not have access to the internet. Teachers understand this and will be flexible with those situations. However, the expectation is that students will complete the work in a timely manner as developed between student and teacher.

#### **Shadow Day Policy**

8th grade students will be allowed two excused absences, and 7th grade students will be allowed one excused absence for the purpose of "shadowing" at high schools of their choice. We strongly discourage sixth grade students from taking shadow days. Students will still be allowed to attend after school activities if they are excused for a shadow day. Anytime students are aware of a planned absence, it is good practice to let their teachers know in advance. As with any absence, it is the student's responsibility to complete any missing work within the agreed upon time. It is the parent's decision when to use a shadow day, but in order to miss the least amount of instructional time we suggest students take advantage of any scheduled days off.

#### Health/Immunization

State Health Policies mandate children in Illinois shall present proof of having had a health examination and received such immunizations against preventable communicable diseases as required by the Department of Public Health. These records are to be presented to the school before the first day of school. If a child is not in compliance with the health and immunization requirements by the first day of school, the child shall be excluded from school until the child presents proof of having had the health examination and presents proof of having received required immunizations.

#### Health Examinations and Proof of Immunization

All children in Illinois shall have a health examination as follows:

- Immediately prior to or upon entrance into any public, private or parochial preschool or transferring from outside the State of Illinois (including all new Preschoolers).
- Prior to entering Kindergarten or 1st grade (1st grade if the child did not attend St. John Fisher School for Kindergarten).
- Upon entering 6th grade.

#### **Dental Exams**

The State of Illinois requires dental examination records for students in Kindergarten, 2nd and 6th grades be submitted to the school by May 15th. Report cards will be held if the student is not in compliance with this regulation.

#### **Vision Examinations**

State law requires students entering Kindergarten and those new to the school must submit eye examination records to the school by October 15th. Report cards will be held if the student is not in compliance with this regulation.

#### Medication

Ordinarily, the school office personnel or teachers may not dispense medication to any student. If a student does need regular medication, arrangements must be made in writing between the principal and a parent/guardian and accompanied by a properly completed, **Physician's Medication Authorization**. This form is available in the school office and parents are required to fill this form out at the beginning of the school year.

Medication must be brought to the school in the original container, appropriately labeled by the pharmacist. Children with asthma, who use inhalers, are encouraged to keep an extra inhaler with them at all times. Children with severe allergies should also keep an Epipen in their classroom; please notify the school office and the classroom teachers if a student carries an Epipen. The school allows the self-administration and/or self-carry of diabetes/epilepsy medication provided the Medication Authorization Form is completed.

<u>Falcon Facts</u>: Did you know that our Falcons participate in over 3,200 hours of service each school year?

**Diabetes:** Care of Students with Diabetes Act

A school employee who has agreed to receive training in diabetes care and to assist students in implementing their diabetes care plan is referred to as a "Delegated Care Aide." To become a Delegated Care Aide, a school employee must enter into a written agreement with the student's parent/guardian and the school. It is important to note that the position of Delegated Care Aide is voluntary; no school employee can be compelled to become a Delegated Care Aide. The school is not expected to hire additional personnel to serve in the position of Delegated Care Aide. A school may not take disciplinary action against a school employee who chooses not to serve as a Delegated Care Aide.

#### **Asthma Guidelines**

Parents must provide to the school written authorization for the self-administration of an asthma inhaler by the student. This authorization must include the prescription label with the name of the medication, the prescribed dosage, and the time at which or circumstances under which the medication is administered. Under new Illinois law, students are allowed to keep asthma inhalers with them. In order for a student to carry an inhaler, parents must request and complete a Medication Authorization Form. This authorization is kept in the office and is effective during the school year for which it is granted. The authorization must be renewed each school year; Medication Authorization Forms can be obtained in the school office. Inhalers may still be kept in the school office or teacher's desk if you prefer. The safety of all students remains a priority.

The school cannot administer medication in the absence of the Medication Authorization Form. If the school does not receive the Medication Authorization Form, parents/guardians must make other arrangements for the administration of medication to students, such as arranging for medication to be administered before or after school.

#### **EpiPens**

Students who require that an emergency epinephrine auto-injector (EpiPen) in school must have a Medication Authorization Form completed by their physician to accompany the EpiPen. If a student requires the injection of epinephrine, the following procedures will be followed:

- Emergency medical services will be immediately contacted, regardless of the continuance of symptoms.
- Parent/guardian will be contacted to inform them of the student's reaction.

#### **Lice Prevention**

A parent must notify the school immediately if their child is diagnosed with head lice. Similarly, a parent will be notified if head lice or nits are identified on their child. Children must be treated and lice or nits removed before returning to school.

#### CONCUSSION PROTOCOL SECONDARY AND ELEMENTARY SCHOOLS

Illinois House Bill 0200, which recognizes the dangers associated with head injury and concussion, became effective on July 1, 2011. The legislation requires Illinois High School Association (IHSA) member schools to adopt a policy regarding student-athlete concussions and head injuries that is in compliance with the protocols, policies, and bylaws of the IHSA. Information on the school's concussion and head injury policy must be included in any agreement contract, code, or other written permission or request that a school requires a student athlete and his or her parents or guardian to sign before participating in practice or interscholastic competition. Furthermore, the Illinois General Assembly in House Bill 0200 requires that the Illinois High School Association make available to all school districts, including elementary schools, education materials, visual presentations, and other written materials that describe the nature and risk of concussions and head injuries.

Each school shall use educational materials provided by IHSA to educate coaches, student athletes, parents and guardians of student athletes about the nature and risk of concussions and head injuries, including continued play after a concussion or head injury.

# IHSA Protocol for Implementation of National Federation of State High School Associations (NFHS) Sports Playing Rule

#### CONCUSSIONS

Any secondary or elementary athlete who exhibits signs, symptoms, or behaviors consistent with a concussion (such as loss of consciousness, headache, dizziness, confusion, or balance problems) shall be immediately removed from the contest and shall not return to play until cleared by an appropriate health care professional. NOTE: The person who should be on alert for such signs, symptoms, or behaviors consistent with a concussion in athletics includes appropriate health-care professionals, coaches, officials, parents, teammates, and, if conscious, the athlete him/herself. In addition, St. John Fisher School and school staff will refer to training materials, provided by the IHSA and the Archdiocese of Chicago regarding concussion protocols relative to students and student athletes. All families should review the IHSA Protocols for NFHS Concussion Playing Rule document, found at sjfschool.net for further information on concussion symptoms and action plans.

<u>Falcon Facts</u>: Did you know that St. John Fisher offers 16 extra-curricular activities including sports, theatre, band, service and our nationally ranked Math Team?

#### **Civil Immunity (105 ILCS 145/45)**

- 1.A school or a school employee is not liable for civil or other damages as a result of conduct, other than willful or wanton misconduct, related to the care of a student with diabetes.
- 2.A school employee shall not be subject to any disciplinary proceeding resulting from an action taken in compliance with this Act, unless the action constitutes willful or wanton misconduct.

#### **Child Abuse**

School personnel at St. John Fisher School are mandated reporters of child abuse and/or neglect. Allegations or suspicions of child abuse and/or neglect will be reported to the State of Illinois Department of Children and Family Services (DCFS).

#### Insurance

St. John Fisher School no longer offers the student accident insurance policy. Parents must sign to indicate that their child does have other insurance coverage.

#### **ACADEMIC AND BEHAVIOR POLICIES FOR 4TH – 8TH GRADERS**

Modified age-appropriate versions of this policy are in place for students in grades K-3.

A+ 99-100	C 79-82
A 95-98	C- 77-78
A- 93-94	D+ 75-76
B+ 91-92	D 71-74
B 87-90	D- 69-70
B- 85-86	F Below 69
C+ 83-	-84

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 physical education, art, library, Spanish, Social Emotional Learning and technology. Hard work and academic achievement are expected of all students in all areas of instruction.

<u>Falcon Facts</u>: Did you know that 25 our faculty members hold an advanced degree or license?

#### **Grading**

The St. John Fisher grading scale is listed above. There are many elements that compose grades in various classes. These include but are not limited to: tests, quizzes, homework, projects, and participation. Homework is considered a necessary element in allowing students extra time to practice skills learned in school and learn self-motivation and the ability to work independently. Homework should be completed and turned in on time. Late homework assignments will be graded on a case by case basis and at the discretion of the student's teacher. Extra credit may be given at the discretion of a teacher with a small point value. Students/Parents should not request extra credit at the end of a marking period to change a child's grade. Parents are advised to check PowerSchool regularly. 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.

St. John Fisher School has adopted a trimester system, in which report cards will be issued three times a year. Additionally, student grades will be monitored by the school administration at the midpoint of each trimester. 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 helps ensure the success of each student. Parents are encouraged to communicate their concerns regarding student progress.

#### PROGRESS REPORTS, REPORT CARDS & PARENT-TEACHER CONFERENCES

Strong communication between the home and school ensures the best educational 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.

St. John Fisher School also uses PowerSchool, which provides parents of students in second through eighth grade continual online access to their child's grades. Teachers will post grades for all routine homework, quizzes, class work, etc. within one week of the assignment due date. Missing assignments will be indicated in a teacher's grade book. Certain lengthier assignments will be posted within two weeks of the due date. These would include major projects and writing assignments, and homework packets that comprise one to two weeks of homework. Grades are weighted by category and teachers will notify parents of the weighting at the start of the school year. Special classes for 6<sup>th</sup> - 8<sup>th</sup> grade students are graded Pass/Fail.

Formal parent-teacher conferences are planned for October and February. At other times, meetings can be arranged when an appointment is made with the teacher or through the school office. All students must be represented by a parent at the mandatory fall conference. Parents should not wait until conferences to discuss a concern they have about their child.

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. For safety reasons, parents are not allowed to go to classrooms at any time without an appointment.

Please check the school's website regularly. Teachers utilize ClassTag/School Status Connect as well as Google Classroom to inform parents/guardians of weekly class information.

#### **Specials Classes**

Art, Physical Education, Spanish, Library, Technology (pre-K - 6th)

#### **Progress Reports and Report Card Dates**

#### **First Trimester**

Marking Period Begins- 8/20/25 Progress Check 1- 10/3/25 Progress Check 2-10/30/25 Marking Period Ends- 11/14/25 Report Cards- 11/19/25

#### **Second Trimester**

Marking Period Begins- 11/17/25
Progress Check 1- 1/16/26
Progress Check 2- 2/20/26
Marking Period Ends 3/3/26
Report Cards 3/6/26

#### **Third Trimester**

Marking Period Begins- 3/4/26 Progress Check 1- 4/17/26 Progress Check 2- 5/15/26 Marking Period Ends 6/4/26 Report Cards 6/4/26

#### **Honor Roll GPA**

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

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 above.

#### Gaining Independence

By fifth grade, students should be becoming self-sufficient students who can manage their assignments and workload with little assistance from parents. If there are questions regarding understanding content or expectations, making up work or missed assignments, students should request a meeting with a teacher to discuss these questions. Parents should allow their children to gain independence in this way whenever possible.

#### **Testing**

All students in K-8th grades in the Archdiocese of Chicago will be tested using the iReady computer-based tool, which is administered three times yearly (fall, winter and spring). Subjects tested include math and reading.

#### Retention

In the case of possible retention, each child is considered individually. Any decision concerning promotion vs. non-promotion must be made after considering all facts related to the child's development (emotional, physical, social, intellectual, and academic). A student may be retained, with the consent of the parent, when the student's performance is considered to be unsatisfactory. This would include, but not be limited to:

- Excessive absenteeism resulting in the student's inability to master required content.
- Refusal to complete assignments or course requirements.
- A student with poor but passing grades may be promoted to the next grade level on a conditional basis.
- Summer school or tutoring may be required.

The procedures for considering retention are:

- · Consultation between teacher and principal during the first trimester.
- Conference with parent no later than the beginning of the second trimester to advise of the possibility of retention and to discuss possible remedial actions.
- Follow-up conferences to evaluate the child's progress.

#### Graduation

Diplomas will be awarded to those students who:

- · Completed the school's academic requirements.
- · Adhered to the school's Code of Conduct.
- Achieved a passing grade on the Constitution of the United States and the State of Illinois examination.
- · Return all school materials.
- Settled unpaid tuition/fees.

#### **Buckley Amendment**

St. John Fisher School abides by the provisions of the Buckley Amendment with respect to noncustodial parents. In the absence of a court order to the contrary, our school will provide a noncustodial parent with 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, it is the responsibility of the custodial parent to provide the school with an official copy of the court order.

#### **Equal Opportunity**

St. John Fisher School is operated under the auspices of the Catholic Bishop of Chicago, in the Archdiocese of Chicago. It is the policy of our school to provide equal opportunity in employment to all employees and all applicants for employment. No person shall be discriminated against in employment by reason of that individual's race, color, sex, national origin, age, military discharge, marital status, mental or

physical handicap unrelated to the ability to perform the duties of the position, except when one of these characteristics is a necessary qualification of the position. St. John Fisher does not discriminate on the basis of sex, race, color or national and ethnic origin in the administration of educational policies, financial aid programs, athletic, or school administration programs.

#### **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 professional student evaluation might be recommended. This evaluation combined with teacher observation and resource personnel input, will provide teachers and parents with specific strategies to best address the student's 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.

#### STUDENT ACTIVITIES

#### **Extracurricular Activities**

Students are encouraged to participate in a wide variety of extracurricular organizations and events that complement the academic program. These include: SOAR, sports programs, yearbook, band, newspaper, Drama Club, National Junior Honor Society, Children's Choir and homework club.

#### **Student Organization and Reach-Out**

Student leadership at St. John Fisher is developed through participation in SOAR, an organization that consists of 7th and 8th graders who provide spirit building and service opportunities for the student body.

#### **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 typically last for three (3) weeks. Flyers describing the courses offered are sent home 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 two (2) days each week.

### <u>Saturday Morning Soccer</u>

Saturday Morning Soccer is a recreational soccer program offered to grades K-5 and played in the fall at Beverly Park. Coordinator: Bridget McGinnis

#### **Extended Day Program**

Extended Day is available for all students, PreK-8th grade, enrolled at St. John Fisher School. Children are welcome every day as needed. See our website for more details.

#### COMMUNICATION

#### **School Home Partnership**

School-home communication is critical to student success. Teachers will communicate to parents minimally on a weekly basis. This communication will vary depending on the teacher but will usually be in the form of an emailed newsletter. The principal will send weekly newsletters via email, which are archived on the school website. Emails, phone calls and notes are answered within a 24-hour period. The school utilizes School Messenger for all email, phone and text blasts.

#### **School Telephone Use**

Ordinarily, students are not allowed to use the office phone. In the event of sickness or emergency, the office staff will notify the parent/guardian. Please refrain from calling the office to deliver personal messages unless there is a real emergency. See Electronic Communication Devices for information on the school's personal cell phone and smart watch policy.

#### **Guidelines for Communicating Parent Concerns**

The direction of the school is delegated to the principal. The direction of the classroom is delegated to each classroom teacher. A parent/guardian who has a question or concern regarding a situation involving their child should follow these guidelines:

- 1. Contact the student's teacher first to discuss the concern and work with the teacher to arrive at possible solutions. Appointments with the teacher will be made by writing a note, emailing the teacher or by calling the school office to make an appointment.
- 2. If the concern cannot be resolved with the teacher, the parent/guardian should then contact the assistant principal. After discussing the situation with both parties, the assistant principal will act as a facilitator in making every effort to resolve the issue.
- 3. If a solution is not reached, the issue will be elevated to the principal. A request for mediation from the pastor or OCS may be requested by the principal.

#### **Parent-School Conduct and Communication**

Mutual trust and understanding of common goals is the cornerstone of effective communication between the school and home. A strong and consistent value system is the foundation of a Catholic School. Children can best understand and experience that value system when expectations for behavior are clear, fair and strongly supported at home. No school can be wholly effective in teaching religious values such as integrity, honesty, respect for authority and consideration of the rights and property of others unless these values are established, upheld and modeled both at home and at school. By cooperating with the school and instilling respect for the integrity and authority of the teachers and administration, parents model positive attitudes for their children. We kindly ask that all emails directed to teachers, staff, and administrators maintain a tone that is respectful and constructive. Using courteous and respectful language helps ensure that concerns are addressed effectively and collaboratively.

#### Parents are asked to take an active role in their child's education by:

- Understanding, supporting and reinforcing all school policy.
- Assisting the child in his/her academic activities by carefully reviewing class work, test
  results, progress reports and home study habits. Homework should be reviewed but
  never done for a student.

- Insisting on regular school attendance and punctuality. Parents should also be sure that students learn to be responsible for arriving at school each day with his/her assignments, school supplies, lunch, uniform, etc.
- Teaching each child to respect appropriate authority and the rights and property of others. Parents and teachers must never tolerate cheating in any circumstances.
- Working with school personnel in an environment that is cooperative, respectful and
  focused on the well-being of every student. Parents are NOT ALLOWED to utilize social
  media such as Facebook or Twitter to question school authority or to voice complaints
  about school policy or personnel. Concerns should be brought directly to the teacher or
  to the school administration.
- Supporting school recommendations that are in the best interest of student success including, when necessary, those related to educational evaluations and student counseling.
- Careful monitoring of their children's use of cell phone, social networking sites and computer usage.

#### As a parent/guardian of an SJF student, you agree to the following:

- It is expected that all students, staff, parents and school community members will not use any disparaging words either verbally or via social media that are directed at or in reference to any teacher, administrator, priest or the SJF community at large.
- It is expected that all students, staff, parents and school community members exhibit good judgment and behave in a way that embodies personal integrity and reflects well on the school.
- It is expected that all students, staff, parents and school community members follow the school's cyberbullying policies.

#### Cyberbullying includes but is not limited to:

- Sending or posting threatening, hurtful, hateful, derogatory, or harassing messages to another's cell phone, e-mail, social media account(s) or webpages or about another St. John Fisher community member on their social media account(s) or webpage(s).
- Sending personal or embarrassing information about or pictures of others all with the intention of intimidating, frightening, ridiculing, or harming someone else.
- Spreading rumors online or through texts.
- Stealing a person's account information to break into their account and send damaging messages, post pictures, etc.
- Pretending to be someone else online to hurt another person or assuming another person's picture as your own profile picture.
- Taking unflattering pictures of a person and sharing them through text messages or the Internet.
- Regardless of your privacy settings, assume that all information shared within a social network is public information.
- Always treat others in a respectful, positive and considerate manner.
- Share and interact in a way that will enhance your reputation, the reputation of others, and the reputation of the school, rather than damage them.

Parents choosing Catholic Schools for their children often cite the structure and discipline that students experience as a major reason for their investment in Catholic education. Both parents and teachers should expect that students will conduct themselves appropriately at all times, both in school and at any event where the school is represented. If a student violates school rules or policy, he/she must understand the consequences of that behavior. While the school encourages strong communication, it cannot engage in debate about the fairness of school policy or accept excuses for misbehavior. St. John Fisher faculty and school administration reserve the right to speak to your child(ren) without your permission during the school day. By enrolling a child in this school, the parent agrees to and is supportive of the rules and regulations that we believe are critical to the spiritual, academic and behavioral growth of each student.

#### **Archdiocesan Policy on Parent/Guardian Conduct:**

408.03 Withdrawal of Students Based Upon the Conduct of Parents/Guardians Parents/Guardians are expected to demonstrate behavior consistent with the Catholic values at all times with faculty, administration, support staff, students, and volunteers, whether on or off school grounds or at school-related events.

Unacceptable behaviors include, but are not limited to: acts/behavior that is not aligned with the Catholic values and mission of the school, disrespectful, threatening, harassing, abusive behaviors/language, acts of intimidation, battery, assault, or other threats to the faculty, administration, staff, students, and volunteers of the school.

When a parent/guardian engages in any of the behaviors outlined above or in the school's parent code of conduct and, in the judgment of the Principal and of the pastor, such behavior negatively impacts the teaching, learning, or school environment, he/she may, after consulting with their assigned regional director:

- Inform parents that the right of the parent/guardian to be present on school grounds is temporarily or permanently suspended.
- Dismiss the child(ren) AND/OR the parent/guardian temporarily or permanently from the local Catholic School.

#### **Email**

A monthly calendar is posted on the website that reflects the most up-to-date information regarding school news and events. "Friday Falcon Flyer" is also emailed each Friday and contains a weekly calendar of important dates and reminders. Teachers utilize an app called School Status Connect that lists important information about activities and assignments that are specific to that class. Teachers are not required to respond to email or messages on the weekend. During the week, teachers are required to respond to a parent/guardian email or message within 24 hours.

Prior to sending your inquiry, please refer to the Chain of Command posted weekly in the "Friday Falcon Flyer" to ensure your question or email is going to the correct party and address.

#### **CONDUCT CODE & DISCIPLINE**

#### **Expectations**

The primary purpose of discipline at St. John Fisher School is to educate all of our children in a Christian atmosphere, to ensure the safety of our children, and to act with respect to all. Enrollment at St. John Fisher School is a privilege. We believe that in order for our students to meet the challenges that he/she will face in our society, the development of self-discipline and individual responsibility are essential.

In order to learn in the excellent educational climate each student deserves, St. John Fisher School has discipline policies in place. Students are expected to respect these rules as well as the people responsible for carrying them out. It is essential that the school and parents work as partners to help each student learn decision-making skills related to their own behavior. Our goal is for each student to learn to be responsible for their own actions. Appropriate behavior is expected of every student at St. John Fisher School. Students who are respectful and considerate of others do not have conflicts with teachers or other students.

The discipline policies will be enforced while going to and from school, during any function or activity involving St. John Fisher School or parish, regardless of the location or time of the event. A student's behavior reflects on our school at all sporting events, field trips, drama rehearsals, productions, etc. Parents/guardians of students involved in behavior that is inappropriate, disrespectful or harmful to themselves or others shall be notified as soon as possible.

Junior High faculty will distribute a more detailed explanation of expected behaviors and the consequences at the beginning of the school year. Please refer to this when necessary. Additional disciplinary action may be imposed, if deemed necessary, by the administration. In compliance with Archdiocesan policy, corporal punishment is never used.

A teacher's basic right is the freedom to teach in a cooperative environment. The student's basic right is a good education. The right of each is the responsibility of the other and can be achieved only in a climate of mutual respect, self-control, and cooperation. A basic code of conduct students are required to follow includes:

- 1. **BEING CONSIDERATE** by being considerate you will help create and maintain the proper atmosphere for learning.
- 2. **BEING RESPECTFUL** your fellow students and your teachers deserve your respect, just as you deserve respect from them. Being respectful also means that obscene language is never acceptable.
- 3. **BEING COOPERATIVE** we are all here to work and learn together. Follow the rules of your teachers and the school.
- 4. **BEING COURTEOUS** being courteous creates a friendly atmosphere in the school. This includes paying attention in all classes and assemblies.
- 5. **BEING RESPONSIBLE** you alone are responsible for your behavior. Don't make excuses

for your mistakes. Do what is right and then take credit for it. Accept responsibility and the consequences when you make a poor choice.

Unacceptable behaviors may include, but are not limited to:

- Engaging in behavior that disrupts the teaching/learning environment.
- Engaging in any unacceptable physical contact as determined by the teacher or principal.
- Flagrant and/or habitual disregard for uniform policy.
- · Eating candy or chewing gum.
- · Disrupting the guiet of the school, including all classes, hallways, lunch, and recess.
- · Leaving the classroom without permission.
- Inappropriate behavior on a field trip.
- Disrespect of any school personnel, including volunteers.

The actions listed above will be handled on an individual basis by the teacher or administration. Disciplinary action may include notifying parents to come and immediately remove their child(ren) from the school setting.

The pastor, administration, and staff of St. John Fisher School believe that all students and employees are entitled to work and study in an environment that is Christ-centered and free from harassment. The school will treat complaints of harassment seriously and will respond to such complaints in a prompt, confidential, and thorough manner. Harassment of any type will not be tolerated and appropriate disciplinary action will be taken. Disciplinary action may include suspension, expulsion, or termination.

Behaviors which risk the safety of others are more serious offenses and will be handled accordingly. Such behaviors include, but are not limited, to:

- Exhibiting any hostile actions or threats, either in action, writing, or electronically
- Using profane, obscene, or offensive language and/or gestures
- Possession of pornography or indecent material
- Serious or persistent acts of disobedience or disorderly behavior
- Damaging or defacing school, parish, or student property
- Discrimination, intimidation, or coercion against any student or school personnel, including volunteers

#### Illegal activities include:

- Truancy
- · Possession of matches, lighters, tobacco, vaping devices, pepper spray
- Possessing or using fireworks
- · False activation of a fire alarm
- Stealing
- Possessing and or using a weapon, including look-alikes
- Assault and/or battery on any student, teacher, or school personnel, including volunteers

Consequences may include immediate suspension, expulsion, and/or notification of law enforcement authorities.

#### **Social Media and Student Passwords**

According to School Code (105 ILCS 75/15): An elementary or secondary school must provide notification to the student and his or her parent or guardian that the elementary or secondary school may not request or require a student to provide a password or other related account information in order to gain access to the student's account or profile on a social networking website. An elementary or secondary school must provide notification to the student and his or her parent or guardian that the elementary or secondary school may conduct an investigation or require a student to cooperate in an investigation if there is specific information about activity on the student's account on a social networking website that violates a school disciplinary rule or policy. In the course of an investigation, the student may be required to share the content that is reported in order to make a factual determination. Notification under this code must be published in the elementary or secondary school's disciplinary rules, policies, or handbook or communicated by similar means.

#### **Bullying Behaviors**

As Catholics, we believe in the dignity and respect of each individual created in the image of God. Bullying is contrary to Gospel values and has no place in the Catholic school community. Bullying is:

- Any intentional, repeated, hurtful act or conduct (physical, verbal, emotional, or sexual) including communications made in writing or electronically
- · Occurring on campus or off campus during non-school time
- Directed toward another student or students that has or can be reasonably predicted to:
- Expose a student to harm, or the fear of being harmed (themselves or their property);
- · Cause a substantially detrimental effect on the student's physical or mental health;
- · Interfere substantially with the student's academic performance;
- Interfere substantially with the student's ability to participate in or benefit from the services, activities or privileges provided by the school.

Bullying can take many forms, including violence, harassment, threats, intimidation, stalking, cyber stalking, theft, public humiliation and retaliation for asserting or alleging an act of bullying. Cyber bullying can include all of the above as well as the use of electronic tools, devices, social media sites, blogs and websites to harm a student with electronic text, photos or videos.

Bullying acts or conduct described above can include, but are not limited to, the following:

- Physical acts, which include, but are not limited to, punching, poking, stalking, destruction of property, strangling, hair pulling, beating, biting, spitting, stealing, pinching, and excessive tickling
- Verbal acts, which include, but are not limited to, name-calling, teasing, taunting, gossip, and threats, either in person or through any form of written or electronic communication and the Internet
- Emotional acts, which include, but are not limited to, intimidating, rejecting, terrorizing, extorting, defaming, humiliating, blackmailing, rating/ranking of personal characteristics such as race, disability, ethnicity, perceived sexual orientation, manipulation of friendships, isolating, ostracizing and peer pressure

 Sexual acts, which include, but are not limited to, many of the emotional acts or conduct described above as well as exhibitionism, voyeurism, sexual propositioning, sexual harassment and abuse involving actual physical contact or sexual assault

No student shall be subjected to bullying during any school-sponsored education program or activity, while in school, on school property, on school buses or school vehicles, at school-sponsored or school-sanctioned events or activities, through the transmission of information from a school or home computer network, or other similar electronic school or home equipment.

All members of the Catholic school community, including parents/guardians, teachers, staff, administrators and others, are expected to work together in preventing bullying and promoting Gospel values in a Christ-centered environment. Students are expected to participate in age-appropriate educational programs developed by the school that address bullying and teach respect for all. Bullying by a student or students may result in suspension and/or expulsion from the school.

#### **Academic Dishonesty**

Cheating, plagiarism, forgery and giving another child answers, including homework, are considered academic dishonesty. The first time a student is involved in academic dishonesty, a grade of zero may be recorded for the assignment, a detention will be issued and parents will be notified. Repeated displays of academic dishonesty will result in suspension. NJHS eligibility is dependent on academic and behavioral conduct.

#### **Unacceptable Contact**

Pushing, punching, poking, pinching, play fighting, slapping, etc. other students is inappropriate and unacceptable behavior and will not be tolerated at St. John Fisher School. Teachers or administration will use their discretion in determining if the contact was unacceptable and apply the appropriate consequences. These actions will be handled on an individual basis by the teacher or principal/assistant principal. Disciplinary action may include notifying parents to come and immediately remove their child(ren) from the school setting.

#### Sexual Harassment

Sexual harassment by one employee of another, by an employee of a student, by a student of an employee, or by one student of another student is unacceptable conduct. Employment/enrollment is subject to appropriate discipline, including suspension and/or dismissal. Retaliation in any form against an employee or student who exercises his/her right to make a complaint under this policy is strictly prohibited, and will itself be cause for appropriate disciplinary action. Any employee or student who knowingly makes false charges against an employee or student in an attempt to demean, harass, abuse, or embarrass that individual shall be subject to the sanctions for misconduct set forth above. The school will determine the facts regarding all allegations of sexual harassment in as prompt and confidential manner as possible and will take appropriate action that is warranted.

#### Search and Seizure

All property of the school, including the students' desks and lockers, as well as their contents, may be searched at any time without notice. School personnel have an unrestricted right to search this property as well as any containers, book bags, purses or articles of clothing that are left unattended on the school campus. The search of a student's person or personal property currently being carried is permissible when there is any suspicion that the student may be carrying contraband. Contraband, for purposes here, shall be defined as any weapon, illegal drug paraphernalia, or other item, the possession of which is prohibited by law and school policy.

#### **Substance Abuse by Student**

It is unacceptable for any student to possess, use, or sell any type of illegal substance, drug paraphernalia, or alcohol. This policy includes:

- · During school, on school or parish property
- Attendance at any school-related event or activity

The procedures to be followed for a violation includes:

- Suspension from school pending investigation
- Conference with principal/assistant principal, parent/guardian, child, pastor and the appropriate persons as determined by the principal. Confidentiality will be maintained
- Treatment and counseling provided by the parent/guardian
- Possible expulsion
- · State police notification will be made at the appropriate time, as directed by law

#### Weapons

To uphold the dignity of the human person, the sacredness of human life, and to provide a safe, secure environment:

- students shall not carry, possess, or use weapons in school, or on the school premises
- weapons include, but are not limited to the following: knives, handguns, pepper spray, brass knuckles, billy clubs, bats, pipes, sticks and any other object that causes bodily harm

School authorities have the right to inspect and search lockers, desks, parking lots and school property. Parents/guardians of the student involved shall be notified as soon as possible. Students who violate these directives are subject to suspension and/or expulsion. School officials are required to report weapon violations to the Chicago Police and the weapon is turned over to the Chicago Police jurisdiction.

#### **School Incident Reporting System (SIRS)**

Illinois Compiled Statutes mandate that certain types of incidents (drugs, weapons, and attacks on school personnel if we are notified in writing) occurring in or on school property be reported to local law enforcement authorities and the Illinois State Police (ISP) within one to three days of the occurrence of the incident. In order to satisfy the reporting of incidents to the ISP requirement, the Illinois State Board of Education (ISBE), in conjunction with the ISP, have created the School Incident Reporting System (SIRS). The SIRS is a web-

based application used by schools to report incidents electronically but which also requires schools to report incidents to local law enforcement authorities.

#### Suspension

Suspension is the exclusion of the student from some or all school activities. Suspension is ordinarily imposed to prevent disruption of the school environment or to assist the affected student in overcoming a disciplinary problem. Suspension may take place in school where the student continues schoolwork on an independent or private study basis, or at home where the student is barred from school.

A student who is suspended may NOT participate in any extracurricular activities while serving their suspension. Extracurricular activities are understood to mean any school sponsored activities that take place outside the classroom curriculum. This includes, among other activities, participation in all sporting events sponsored by St. John Fisher School, as well as participation in our drama production.

Two suspensions will result in exclusion from extracurricular activities for four weeks from the date of the second suspension.

#### **Expulsion**

Expulsion is the termination of the student's privilege to attend St. John Fisher School and requires transfer of the student to another school.

#### STUDENT ACCEPTABLE TECHNOLOGY USE POLICY

St. John Fisher School provides computers, iPads, software and Internet access to students for the purpose of enhancing learning. It is our policy to promote the use of technology in a manner which is responsible, legal and appropriate. Student use of technology at St. John Fisher School is a privilege. However, the inappropriate use of technology at St. John Fisher School may subject the student to disciplinary action. Inappropriate use of technology may include, but is not limited to, harassment of others, inappropriate use of the school name, remarks directed to or about teachers and staff, offensive communications including videos/photographs and threats, and accessing or transmitting inappropriate material. Emails are not considered a confidential means of correspondence and may be accessed by designated school personnel.

Users are prohibited from:

- violating student rights to privacy/confidentiality, or unauthorized disclosure, use and dissemination of personal identification information;
- attempting any unauthorized access, including hacking of any computer system;
- accessing or downloading unacceptable or obscene materials;
- reposting personal communication without the author's prior consent;
- violating copyright laws;
- using school technology resources for financial gain, credit card fraud, electronic forgery, other illegal activity and political purposes;

- downloading, installing or storing software on a school computer without the approval of appropriate school personnel;
- changing or attempting to alter any configuration, program or password on any computer or system (approved school personnel may be permitted to change their own passwords at the discretion of the principal);
- using a school computer without knowledge/approval of school personnel responsible for the computer;
- using inappropriate language, pictures, and gestures in any form on the Internet;
- using the Internet for entertainment or limited-discovery function;
- · using the Internet for unauthorized purchases.

A student's failure to adhere to the "Student Acceptable Use Policy" that must be signed will result in the revocation of the student's privileges. Any violations of this policy will result in disciplinary measures.

#### iPads K-2nd Grades

Students in K-2 are issued an Apple iPad for use during the school year. Specific policies are in place for students regarding proper use and expectations and can be found in the Technology Agreement that is provided to each family.

#### **Chromebooks 3rd-8th Grades**

Students in grades 3-8 are issued a Chromebook for use during the school year. Specific policies are in place for students regarding proper use and expectations, and can be found in the Technology Agreement that is provided to each family.

#### **Electronic Communication Devices**

Students may bring a personal cellular device to school. However, it must be turned off and kept in the designated area while at school unless specific permission is given by a staff member. All other personal hand-held electronics, including but not limited to DS Games, iPods, iPads, digital cameras and all other portable media players are prohibited in school. If a student is found with any hand-held electronic without staff permission, it will be immediately taken from the student and a parent may pick up the item the following school day. Exception: 6-8th grade teachers MAY occasionally allow student access to personal SMART devices (i.e., SMART phone/ipad) in order facilitate academic instruction. This limited access is only allowed under direct teacher supervision. If a student violates this in any way, his/her cell phone privilege may also be revoked. \*See Cell Phone Policy on sifschool.net.

#### **Smart Watches**

Students may bring a smart watch to school; however, it must be turned off and kept in their locker while at school.

<u>Falcon Facts</u>: Did you know that SJF teachers, reading specialists and math specialists collaborate to provide supportive plans for students' success?

#### **Technology Use Outside of School**

Parents/guardians are primarily responsible for the student's appropriate and ethical use of technology outside of school. However, the inappropriate use of technology outside of the school may subject the student to disciplinary action. Inappropriate use of technology may include, but is not limited to, harassment of others, inappropriate use of the school name, remarks directed to or about teachers and staff, offensive communications including videos/photographs and threats. Unauthorized costs incurred for online purchases charged to the school are the responsibility of the student and their family. The school will not request or require a student to provide a password or other related account information in order to gain access to a student's social networking profile. The school may conduct an investigation or require a student to cooperate in an investigation if there is sufficient evidence to suggest the student's social network account violates the school's disciplinary policy, and the school may require a student to share content in the course of such an investigation.

#### **Archdiocese of Chicago Mental Health Protocol and Assessments**

St. John Fisher School takes all indications of self-harm, suicidal thoughts and other significant mental health concerns seriously. When we have concerns about a student's emotional well-being, we will ask for the student to receive a mental health assessment from a licensed mental health professional (licensed clinical professional counselor, licensed clinical social worker, licensed psychologist or licensed psychiatrist) prior to the continuation of academics and co-curricular activities at St. John Fisher School. Below are the steps parents/guardians follow when a student displays a threat of harm to themselves or others:

- 1. Require the child undergo a crisis mental health assessment in the community by a licensed mental health professional as soon as possible. The school can help provide referrals to clinicians, agencies, hospitals and services who may be able to assess the student.
- 2.Parents/guardians are expected to follow the recommendations provided by the clinician, which may include outpatient therapy, partial or inpatient hospitalization, and/or medication management.
- 3. Parents/guardians are expected to sign a consent for release of information, and arrange for the clinician to share the recommended treatment plan with the school to determine the student's reentry.
  - a. Treat information received from the student/family/treating medical provider confidentially.
  - b. All documentation should be faxed or emailed to the attention of the principal or school designee.

<u>Falcon Facts</u>: Did you know that 80 Jr. High Students are members of SJF's National Junior Honor Society and maintain a 3.5 GPA or higher each trimester?

#### POST-ASSESSMENT FOLLOW UP

- 1. If the assessment and recommended treatment plan result in an immediate return to school, please see step 3.
- 2.If the assessment results in a recommended extended absence, defined as more than five days (or as designated by the school), the parent/guardian should contact the school principal or designee to communicate the preliminary treatment plan as outlined by the treating clinician. The principal or designee will communicate with any treatment facility and school faculty to collaborate on the therapeutic and academic needs for the student. The principal or designee will coordinate the provision of necessary information for the student's return to school in a sensitive and confidential manner. The principal or designee should utilize the assessment information to determine whether the school has the resources available to meet the child's needs and, if it is able to do so, to begin drafting the student support plan that will be finalized at the reentry meeting.
- 3. Reentry back to St. John Fisher School academics and co-curricular activities requires the following written statements from the evaluating clinician, which can be shared via fax or email to the principal and/or designee:
  - a. Evaluation date and crisis mental health assessment results
  - b. Safety statement: The student is not at risk of self-harm or of harming others, and it is appropriate for the student to return to St. John Fisher School.
- 4.Upon receipt of documentation, the principal or designee will review the documentation of assessment and any relevant treatment plans to determine if the school has the resources to provide a safe learning environment for the student based on their demonstrated needs. If additional information is needed to make this determination, the school will obtain such information from the treating mental health professional.
- 5. If the school determines it has sufficient resources to support student, schedule a meeting to discuss the student's potential return.
  - a. The purpose of this meeting is to review the recommendations from the assessment and treatment plan and to inform the family whether it has the resources to meet their child's needs. If it does, a draft student safety plan will be shared with the family. If necessary, this plan will include a plan to make up missing homework, tests, and other academic supports. The school may, but is not required to, revise this plan based on information presented by the parents during the meeting. The parents/guardians must indicate their approval with the plan by signing it and committing to implementing the plan (e.g., ongoing therapy, etc.) as a condition of continued enrollment. If the parents/guardians agree with the school's student safety plan, a date will be scheduled for the child's return to school. If the school does not have the resources to meet the child's needs, the child will be excluded for such reason.
  - b. Once all aspects of the reentry meeting are accomplished and meet expectations, the student will be authorized to return to classes and co curricular activities.
- 6. Following the child's return to school, the principal or designee will schedule a meeting to review the student support plan and determine what, if any, changes are necessary

#### PARENT SUPPORT PROGRAMS

#### **SCHOOL ADVISORY 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 Advisory Board members are:

Matt Carlson Sean Doheny Dan Broderick Matt Hermanson Maura Grochocinski Ken Callham Joe Stazzone Amanda Barracca

Shannon Scanlan

Ms. Dunlavy, Mrs. Larmon and Fr. Ken are ex-officio members of the Board.

#### **FAMILY SCHOOL ASSOCIATION**

Membership in the FSA is automatic when you enroll your child(ren) at St. John Fisher. The FSA sponsors several important and spirit building events throughout the school year. Committees will be formed throughout the year for each event. These events cannot exist without the time and talent of our parents who volunteer.

The 2025-2026 FSA Officers/Executive Board:

Co-Coordinators: Maggie Barry, Kate Clam, Sara Moran

Treasurer: Katie Gotto

Secretary: Kathryn Schneider

Please contact the FSA at sjf103@gmail.com

<u>Falcon Facts</u>: Did you know that our Falcons' iReady growth exceeds the national average?

#### 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. Student athletes with 2 D's and/or an F average in any class at progress report check or report card distribution time, must sit out of sports for 2 weeks.

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.

(NEW) As per Illinois PA 102-0360, St. John Fisher School allows student athletes to modify their athletic or team uniform for the purpose of modesty in clothing or attire that is in accordance with the requirements of their religion, cultural values or modesty preferences. If a student chooses to modify his or her athletic or team uniform the student is responsible for all costs associated with the modification of the uniform and the student shall not be required to receive prior approval from the school for such modification.

#### Insurance

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

#### **Sports Physicals**

The Archdiocese of Chicago requires that all students in grades 3-8 who wish to compete in athletics must have a sports physical on file each year.

#### **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.

#### **Athletic Board Policy**

When openings on the Athletic Board occur, they will be announced in the church bulletin and the "Friday Falcon Flyer" and applications will be accepted at the rectory and/or the School Office. 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.

The 2025-2026 Athletic Association Board Officers:

President: Katy Collins V.P.: Maureen O'Hara

Treasurer: Stephanie Guinane

Secretary: Kristen Fahey

Executive Director: Bob Kellam

Please contact the Athletic Board at stjohnfishersports@gmail.com

#### PHOTO/ACADEMIC WORK PERMISSION FORM

On occasion, St. John Fisher School publishes photos and/or academic work of students in school/parish publications (website, yearbook, newsletters, parish bulletin, local newspapers, etc.) to share information about the school and to keep parents and the community up-to-date on the many activities, events and accomplishments of our students and to showcase student work. Many of the recent technologies used by our students and teachers utilize some sort of online forum for sharing of work/projects and photos. These include Animoto, Storybird, Glogster, Mathletics, iMovie, YouTube, Khan Academy, Edmodo, and others.

We strive to maintain the safety and confidentiality of our students and parents. We do not utilize student last names in association with pictures, and we utilize group photos only in our online publications.

You may request in writing that your child(ren)'s photos and/or work not be included in any print or online publications. To do so, please email khouston@sjfschool.us. 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.

#### "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.

#### 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.

Weekend Mass Saturday: 4:00 p.m. Sunday: 8:00 a.m. and 11:00 a.m.

#### Saint John Fisher Parent Prayer

God of Promise and Possibility,

give us wisdom and strength to model your unconditional love for our children.

Bless them with strong bodies, bright minds,

kind and compassionate hearts, and an infinite sense of wonder and inquiry. As they become more independent,

may they use their unique

talents to reach out to those who might

need a kind heart or a helping hand.

May all that they learn from me, from books, from teachers, from friends and from life experience deepen their sense of gratitude for their unique place in creation.

Thank you for the joy that our children bring to our lives.

Amen.

#### Saint John Fisher Student Prayer

Thank you for the gift of parents.

I am grateful that their love and generosity encourages me to become my best self. I am thankful

for their patience, their willingness to give second chances,

and for the sacrifices they make each day so that

I can be happy, healthy, and open to the blessing of each day. I am grateful for the dreams my parents have for me

and for the wisdom and experience that help me grow. With them as a guide, may I learn to

be a

strong Christian,

a good neighbor, and a responsible citizen.

Amen.



### Embracing curious minds. Nurturing compassionate hearts.

\*Below is a list of important dates for the **2025-2026** school year.

These dates are subject to change.

- Packet Pick-Up: 8.14 5-7 p.m.
- Meet the Teacher and Supply Drop-Off: 8.19 4-6 p.m.
- First Day of School: 8.20, 11:30 a.m. dismissal
- · Labor Day No School: 9.1
- School Picture Day: 9.2
- Fisher Fest: **9.19-9.21**, 11:30 a.m. dismissal on 9.19
- Archdiocese Professional Development Day, No Classes: 9.26
- Homecoming at Beverly Park: 9.27
- Parent Teacher Conferences: 10.9, 11:30 a.m. dismissal, 1-7 p.m. Conferences
- No School: 10.10 & 10.13
- · School Picture Retakes: 10.14
- Smart Families Parent Presentation: 10.17, 7 p.m.
- Archdiocese Professional Development Day, No Classes: 11.7
- Thanksgiving Break No School: 11.26-11.28, Classes resume 12.1
- Christmas Break Begins 12.19, 11:30 a.m. dismissal
- · Christmas Break No School: 12.22-1.5, Classes resume 1.6
- First Reconciliation: **1.12 & 1.13**, 6 p.m.
- Dr. Martin Luther King Day No School: 1.19
- Parent Teacher Conferences: 2.5, 11:30 a.m. dismissal, 1-7 p.m. Conferences
- Archdiocese Professional Development Day, No Classes: 2.6
- 8<sup>th</sup> Grade Confirmation: **2.7 OR 2.28**, 11 a.m. (TBD)
- President's Day No School: 2.16
- Internal Planning Day, No Classes: 3.16
- Easter Break Begins 4.1, 11:30 a.m. dismissal
- Easter Break No School: 4.2-4.10, Classes resume 4.13
- First Holy Communion: **5.2**, 1 p.m.
- May Crowning: 5.8, 10:30 a.m., 11:30 a.m. dismissal
- Memorial Day No School: 5.25
- Last Day of School for 8th Grade: 5.28, "Clap-out"
- Graduation: **5.31**, 1 p.m.
- · Last Day of School: 6.4, 10:30 a.m. dismissal

\*1:30 p.m. dismissals are scheduled for the following dates for faculty meetings, PLC work and council collaboration: October 15th, January 28th,

April 29th, May 27th



## 2025-2026 St. John Fisher School Contacts

If you have a question or concern about...



- Assignments
- Homework
- Class Activities

Contact Classroom Teacher by email or note.

- Discipline
- Classroom & Academic Support after contacting the teacher
- Behavior/Specific Incidents

Start by contacting the Classroom Teacher for an appointment.

If further assistance is needed, contact SJF Assistant Principal, Mrs. Claire Larmon@sifschool.us

Reporting Attendance

E-mail attendance@sjfschool.us

- Schedules
- Calendar
- Arrival/Dismissal
- Miscellaneous Questions

Mrs. Kris Houston: khouston@sjfschool.us

- Registration
- Admissions
- MedicalForms

Contact the school office at 773-445-4737, or Mrs. Kris Houston: khouston@sjfschool.us

- Tuition & Fees
- FACTS
- Technology
- Chromebooks

Mrs. Delphine Maxwell: dmaxwell@sjfschool.us

Mrs. Karen Ade: kade@sjfschool.us

- Virtus Training and Compliance
- Religious Education
- Extended Day Program
- · Manna Program

Virtus, Mrs. Redmond: mredmond@sjfschool.net
Religious Education, Dr. Chermak: echermak@sjfschool.us

Extended Day, Mrs. O'Grady: dogrady@sjfschool.us

Manna Team: sjfmanna@gmail.com

Student Services

Assistant Principal, Mrs. Claire Larmon:

clarmon@sjfschool.us

Director of Student Services, Mrs. Karen Brogan:

kbrogan@sjfschool.us

Student Accommodation Plans

Mrs. Karen Brogan: kbrogan@sjfschool.us

(more information on the back page)



## 2025-2026 St. John Fisher School Contacts

If you have a question or concern about...



Math Intervention

Ms. Molly Cummings: mcummings@sjfschool.us

 Public Relations, Social Media, Marketing

Ms. Krista DiBennardi: kdibennardi@sjfschool.us Mrs. Megan Corley: mcorley@sjfschool.us

- Parent Newsletter
- Financial Aid Applications
- School Procedures
- Administrative Matters
- Policy
- Further assistance on any matter listed above
- Academic/Classroom support following communication with Mrs. Larmon

Contact SJF Principal, Ms. Colleen Dunlavy: cdunlavy@sjfschool.us

- Band
- School Board
- Athletic Programs
- Family School Association
- Women's Club
- Holy Name Society

Mr. Bill Gula: mr.gula@aol.com

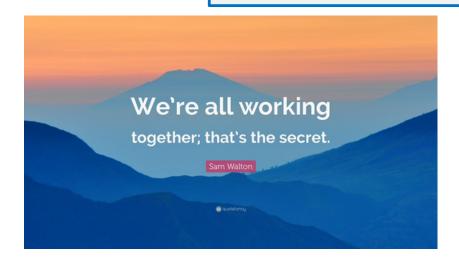
School Advisory Board: sjfsab@gmail.com

Athletic Association: stjohnfishersports@gmail.com

FSA: sjffsa103@gmail.com

Women's Club: SJFWomensClub@gmail.com

HNS: SJFHNS@gmail.com



# Handbook Acknowledgement

By enrolling their child(ren) at St. John Fisher School, parents and guardians acknowledge that they have read, understood, and agree to comply with all policies, procedures, and expectations outlined in this Parent Handbook. Continued enrollment at St. John Fisher constitutes a commitment by both students and families to uphold the values, mission, and guidelines of the school community. The administration reserves the right to make updates or changes to this handbook as needed and will communicate any revisions in a timely manner.

