

Saint Michael School

“Faith in every Student” since 1855

275 High Street
Brookville, IN 47012
Phone: 765-647-4961 Fax: 765-647-6802
Website: sms.smsbrookville.org

2020-2021

St. Michael School Staff

Principal
Administrative Assistant

Mr. Ashley Meyer
Mrs. Michelle Gramman

Maintenance Mr. Dave McKinney
Cafeteria Manager Mrs. Cindi Kettler

St. Michael School Teachers

Mrs. Wendy Harpring Pre-School, 3 year old program
Mrs. Pamela Holman Pre-School, 4 year old program
Miss Kelsey Greve Kindergarten
Mrs. Melanie Back Grade 1
Mrs. Amy Kersey Grade 2
Mrs. Misty Thompson Grade 3
Mrs. Rae Ann Crain Grade 4
Mrs. Emily Schneider Grade 5
Mrs. Krista McKinney Grade 6
Mrs. Pamela Kolb Grade 7
Mrs. Victoria Hoff Grade 8
Sr. Mary Ellen Gillman Music
Mr. Dave Amrhein Computer/IT
Mrs. Connie Stirn Math/P.E.
Mr. Richard Huff Art
Mrs. Paula Reeder Aide
Mrs. Dina Marshall Aide
Mrs. Karlee Murray Aide
Mrs. Ali Sacksteder Aide/Librarian

Catholic Mission and Primary Goal	3
Academic Expectations and Keys to Success	3
Admission Requirements and Procedures	4
Tuition, Fees, and Financial Responsibilities	4-6
Refund for Registration fee/tuition	6
Lunch, Morning Milk and Fees	6
Allergens/Snack Time	6
Medication and Medical Information	6
Health and Wellness Policy	7
Safety	7
Telephone Access and Messages	8
Delivery of Items to School	8
Attendance and Tardiness Policies	8
Before/After School Care Program	8
Discipline Policy	8-9
Alcohol, Tobacco, and other Illegal Substances	9
Severe Clause	9-10
Anti-Bullying Policy	10
Uniform Dress Code	10-12
Out-of-Uniform Days	11
Consequences for Violation of the Uniform Dress Code	12
Playground and Recess	12
Playground Rules	12
Transportation	12
Cancellations and Early Dismissal	13
Grading Scale	13
Homework Policy	13
Extra Credit Policy	13
Moving Up a Grade Level in Math	13
Parent Teacher Organization	13
Responsible Use of Technology	13-14
Library Resources	14
Physical Education	14-16
School Sponsored Special Programs	16
Sports Participation	16
Insurance Coverage	16
SMS Monthly Calendar 2020-2021	16-18

Areas Highlighted in Yellow are updates for the 2020-21 school year

Catholic Mission and Primary Goal

The mission of Catholic education is to assist parents in fostering, promoting, and forming children in the teachings and Tradition of the Catholic Church and to pass on the Faith so the entire person is nurtured in his or her physical, moral, and intellectual talents. This education is centered on the life, death, and Resurrection of Jesus Christ. Thus, the primary goal of St. Michael School is to provide a truly Catholic education to all students in accordance with the teachings and Tradition of the Roman Catholic Church as passed down to us from Christ as aligns with our Archdiocesan mission, policies, curriculum, and guidelines.

Students are expected to participate in all programming, including religious instruction, Catholic formation, and Christian service, offered at the school except those that are intended only for Catholics (e.g., reception of the sacraments). In response to the religious practices of some faiths, it is important to note that the school will retain the right to limit or prohibit the wearing of any item that is considered by the school to be a violation of school policy. The school reserves the right to make definitive decisions concerning whether the wearing or possession of any item is to be considered a violation of school policy.

ARCHDIOCESE OF INDIANAPOLIS: *The Church in Central and Southern Indiana* ARCHDIOCESAN "MISSION" POLICY.

Policy Statement :

The primary purpose of a Catholic school education is to form students in the values of Jesus Christ and the teaching of the Catholic Church.

Catholic schools are distinctive religious education institutions operated as ministries of the Catholic Church; they are not private schools but are administered and supported by the sponsoring parish(es), the archdiocese, or a religious community. Attending a Catholic school is a privilege and a choice, not a right. As such, we welcome you as a member of our school family who is committed to the mission of our Catholic school. We are grateful that you, as the first teacher of your child, choose this Catholic school! While academic excellence and involvement in extracurricular activity (i.e., sports, clubs, etc.) are important, fidelity to the Catholic identity of the school is a fundamental priority. We strive to integrate our faith into all aspects of our school culture and curriculum. The school and its administration have the responsibility to ensure that Catholic values and moral integrity permeate every facet of the school's life and activity. Such is reflected in our policies, practices, and protocols. In all questions involving faith, morals, faith teaching, and Church law, the final determination of admission in our Catholic schools rests with the Archdiocesan bishop.

As a parent/guardian desiring to enroll my child in a Catholic school, I pledge support for the Catholic identity and mission of this school and by enrolling my child, I commit myself to uphold all the principles and policies that govern a Catholic school. In turn, I understand that we are now part of a Catholic school family that will do all they can to help in the formation and education of my child.

Dated on this 28th day of May, 2020.

Most Reverend Charles C. Thompson, D.D.,

J.C.L. Archbishop of Indianapolis

Annette "Mickey" Lentz Chancellor

Covid-19:

Please see the most recent Covid-19 school re-entry plan located on the St. Michael School website for detailed information.

Academic Expectations and Keys to Success

Making schoolwork a priority is important to the success of every student. Students are expected to listen and participate actively in class, as well as complete classroom projects and homework assignments on time. Parents need to be actively involved in the education of their child(ren). Students benefit when parents show interest in their school activities and progress. Parents should see that there is a regular time set aside for completing homework in a quiet place. Students often have the opportunity to work on homework assignments during the regular school day.

Parishioner Status

Regular attendance at mass and faithful and consistent stewardship of Time, Talent and Treasure to the Parish is expected of

Catholic families who have students attending or wishing to attend St. Michael School. Lack of reasonable commitment and effort towards tithing will result in classification as a Non-Stewardship parishioner. All families of St. Michael School will be deemed Stewardship Parishioners or Non-Stewardship Parishioners based upon the following criteria:

Stewardship Parishioners -

- 1) Be a registered member of St. Michael Church with a history of tithing for the minimum of one full school year as well as a current stewardship intent card completed and on file with the parish office. Review the actual cost of education at St. Michael's and agree to be as generous as possible in financial support of the parish.
- 2) Attend mass on Sundays and Holy Days of Obligation.
- 3) Pray regularly for the success of St. Michael School and students.
- 4) Complete at least 40 hours of volunteer service that benefits St. Michael School or Parish.
- 5) Attend mandatory parent meetings annually or as scheduled.

Stewardship Parishioners fulfilling these criteria will receive a tuition discount and will pay only the school fee.

Non-Stewardship Parishioners -

- 1) Non-members of St. Michael Church.
- 2) Catholic families who have recently joined the church or previously been non-participating/non-stewardship parishioners. These families will pay tuition and school fee for one full school year before consideration is given to Stewardship Parishioner status in subsequent years.

Non-Stewardship Parishioners will pay tuition plus the school fee.

Admission Requirements and Procedures

Children ages three and four (and fully potty trained) may attend Pre-School and children five years old on or before September 1st may begin school in Kindergarten at St. Michael School. Registration for incoming students is held each spring. A baptismal certificate is required if the child was baptized in a church other than St. Michael Church. Birth certificates, health, and shot records are required for any new student. Because space and resources are limited, priority for **admission to any class, K-8, at St. Michael School is given in this order:** Returning students, family members of current students, children of St. Michael parishioners, children of St. Peter's parishioners, children of other Catholic parishioners, and non-Catholics. Depending on the class size, a waiting list system is used when needed. Class cap size is: Preschool 3 and 4 year olds is 20 students per class. K-8th grade is 30 students per classroom. In all cases, admission discretion rests with the Principal. Each year, parents of current students are asked to submit a form indicating their intention for their child(ren) to return to St. Michael School for the following school year. It is important that parents complete this intention form so that their child's place in the class can be reserved for the next school year. If a family/student leaves St. Michael School, they will not be permitted to return to St. Michael School for 3 years, except at the discretion of the principal. At the completion of 3 years, their return will be at the discretion of the principal.

*If the school becomes aware of additional information after the student has been admitted that impacts the school's ability to service the student, the school can change its admission decision.

*If a family decides to apply for a Voucher, the final decision for admission will not be made until after the Lottery. The Lottery will be after the letters of intent go out, or April 15. (whichever is earlier).

Students from St. Peter's Catholic Church may attend St. Michael School. These students are charged tuition plus school fees. St. Michael School receives a subsidy from St. Peter's Catholic Church to help offset the cost of tuition for these students. All Non-Catholic and non-participating parishioner students pay tuition plus school fees.

Tuition, Fees and Financial Responsibilities

Fees: The School Fee for the 2020/2021 school year is \$950.00 per student.

Tuition –Tuition for the 2020/2021 school year is \$3,150.00 per student. Maximum family tuition is \$6,300 plus school fees.

St. Michael School offers two enrollment contracts for the 2020/2021 school year:

- 1) Stewardship Parishioner enrollment contract, or
- 2) Non-Stewardship Parishioner enrollment contract.

Based upon Parishioner Status (as defined in the Parishioner Status section of this handbook), each family will be enrolled under either the Stewardship Parishioner Enrollment Contract or the Non-Stewardship Enrollment Contract.

Stewardship Parishioner Enrollment Contract:

Families fulfilling the criteria to be a Stewardship Parishioners will receive a tuition discount and will pay only the school fee.

Non-Stewardship Parishioner Enrollment Contract:

Those families that do not meet the criteria to be a Stewardship Parishioner will be considered Non-Stewardship Parishioners. These families will pay tuition and school fees. Maximum family tuition is \$6,300 plus school fees.

The parish is committed to ensuring that any family that wants their child to receive a Catholic education at St. Michael School can do so. Financial assistance is available for those families who meet the requirements for the State of Indiana Choice Scholarship and/or SGO program. Please direct questions to the Business Manager in the parish office.

Tuition and Fees Payment Options

Tuition and school fees must be paid online through FACTS Management Company (FACTS). All families shall be expected to make tuition and fee payments according to one of the following payment plans, unless the student's tuition and fees are paid in full by a state funded voucher. **Every family** is required to go online to <https://online.factsmgmt.com/Signin> and enroll in one of the payment plans offered. There is a \$50 annual FACTS enrollment fee applied to accounts that choose payment plan options 2, 3, or 4. The \$50 enrollment fee is deducted from the bank account or charged to the credit card within 10 days of enrolling. Each family may choose either the 5th or the 20th of the month to have the payment withdrawn from the bank account or charged to the credit card.

Option 1 – Payment in Full: ALL Families – Payment due by August 5th or 20th. Invoice reminders are sent out as a reminder from FACTS either via email or regular mail, depending on how you have your FACTS account setup. Payments must be made online. There is no enrollment charge for this payment option. Payments are made via ACH from a bank account or charged to a credit card.

Option 2 - 4 Month Plan: K-8 Families ONLY – First payment due by August 5th or 20th, second payment due by September 5th or 20th, third payment due by October 5th or 20th and fourth payment due by November 5th or 20th. There is a \$50 enrollment fee by FACTS for this payment option. Payments are made via ACH from a bank account or charged to a credit card.

Option 3 – 7 Month Plan: K-8 Families ONLY – First payment due by August 5th or 20th, second payment due by September 5th or 20th, third payment due by October 5th or 20th, fourth payment due by November 5th or 20th, fifth payment due by December 5th or 20th, sixth payment due by January 5th or 20th and seventh payment due by February 5th or 20th. There is a \$50 enrollment fee by FACTS for this payment option. Payments are made via ACH from a bank account or charged to a credit card.

Option 4 – 10 Month Plan: PRESCHOOL Families ONLY – Payments will be withdrawn from the bank account or charged to the credit card on the 5th or 20th of each month starting in August through May. There is a \$50 enrollment fee by FACTS for this payment option. This payment plan is only available for a child in Preschool. All K – 8 students must choose options 1, 2 or 3.

Insufficient Funds – A returned payment fee is incurred when a payment fails due to insufficient funds in the bank account or when a credit card is used for a scheduled payment and the credit card is either invalid or the credit limit is exceeded. Should a payment fail to process on the scheduled withdrawal date due to insufficient funds in the bank account or not able to charge to the credit card, you will be notified from FACTS of the failure (either email or regular mail). The notice will tell you the date on which a \$30 returned payment fee will be processed by FACTS and the date on which the failed payment will be rescheduled (unless you take action in the meantime to make the payment). If the \$30 returned payment fee fails, it will be rescheduled. In addition to the \$30 FACTS returned payment fee, a \$20 late payment fee will also be accessed to the account for a late payment.

Late Payments - All payments will be withdrawn from the bank account or charged to the credit card on the date the family selects (either the 5th or the 20th of the month). There will be a \$20 late payment fee assessed to the account if the payment is not made on the scheduled date. This late fee is in addition to any other fees that may be imposed by FACTS (i.e. returned payment fee, etc.)

The School shall be entitled to recover all costs of collection for tuition and school fees, including all court costs, reasonable attorney fees and administrative costs. Legal action to recover such costs may be initiated if tuition or fees remain unpaid as of the end of the school year. The School reserves the right without prejudice to recover tuition and fees owed by Parent(s) and to deny all privileges of enrollment to the Student in the event tuition and fees are not timely paid, including the withholding of education and progress reports/report cards/transcripts.

Non-Admission of Students Due to Tuition Delinquency - School families failing to pay tuition and related fees according to the enrollment contract which they have made with the parish or who have been unwilling to make suitable alternative arrangements with the parish will be informed that their child/children will not be re/admitted to our school.

All families must be current in their payment of tuition fees by the last day of school. If not, students will not receive report cards and permanent records will not be released by the school administration. In addition, the student will not be allowed to register for the next school year. If payment is not possible, suitable arrangements must be made with the Pastor.

Refunds on Registration fee and tuition-Should a student leave during the course of the school year, the registration fee is not refundable. Tuition will be charged on a pro rata basis for the portion of the school year that the student attended St. Michael School.

Lunch, Morning Milk and Fees

Students who eat lunch in the school cafeteria have the option of packing a lunch or eating the hot lunch prepared by school personnel. The menu for the school cafeteria is printed in advance on the back of the monthly school calendar and is posted on the school website. Students in grades Pre-K-8 may choose to purchase morning milk in addition to lunch. Lunch price is \$2.50 a day or \$12.50 per week, and milk is 50 cents a day or \$2.50 per week. Lunch/milk money is due in advance. We will be introducing a new way to pay for your student's cafeteria fees. We will be utilizing FACTS, our current online tuition and registration fee payment vendor, to now accept online payments to fund cafeteria accounts. We will be utilizing the PREPAY ACCOUNT in FACTS to track your family's Cafeteria prepaid balance. This section appears on your FACTS home screen on the right hand side, separate from your tuition and registration fees and is titled "PREPAY ACCOUNT". Your family cafeteria account prepaid balance from the last day of school, March 13, 2020, has already been credited into your PREPAY FACTS ACCOUNT. Going forward you will be able to log into your FACTS account and track what your student is purchasing in our cafeteria. When your prepaid account balance reaches \$10.00 or below, you will receive an email that it is time to fund your PREPAY Cafeteria account. Funding your account is as easy as logging into FACTS and entering the amount you want to pay on your account. FACTS will then transfer the money directly from your bank account or credit card to St. Michael's bank account. This will eliminate the student bringing the money to school and streamline our process, just as we did when we implemented FACTS to pay tuition and registration fees. With this change, **we will be eliminating the weekly notices that were previously sent home each Friday showing your family's cafeteria balance.** Lunch accounts need to be kept current. In the event of unpaid negative balances, alternative lunches (cheese sandwich and milk) will be served. St. Michael School is pleased to be able to participate in the National School Lunch Program. Parents may apply confidentially for free or reduced price lunches any time during the school year by contacting the Principal.

***A child must order a lunch by 10 a.m., otherwise he/she must pack a lunch.**

Allergens/Snack Time:

Each teacher will designate a specific time(s) during the school day for students to eat their snack they brought in from home. This is the only time that students are allowed to have food items out in the classroom. Immediately after snack time, the classroom desks must be wiped down to ensure all potential allergens are removed from the surface. Students may not have drinks or snacks out in the hallway areas at any time. The classroom teacher, with approval from the principal, may choose to make a classroom an "allergy free zone" for example: Nut Free Classroom, based on a student's Allergy Plan on file with the office. During lunch there will be a table marked "Allergy Free Zone" in the cafeteria. Any student may sit at the table, but must ensure that they are not bringing any potential food allergens to the Allergy Free Zone. The Allergy Free Zone will be clearly marked with signs on the surface of the table.

Medication and Medical Information

Parents are required to submit emergency contact information in writing to school office personnel prior to the beginning of each school year. Parents should be sure to update this information if it changes during the school year. Information required includes:

- Emergency contact phone numbers where parents can be reached during school hours.
 - At least one secondary (backup) phone number of a relative, babysitter, or friend in case the parent cannot be reached in an emergency.
- The name of the child's physician
- Hospital preferences
- Any medication the child takes on a regular basis
- Allergies the child has – especially those to food and medications
 - Special medical conditions and instructions important for medical and school personnel to know in case of an emergency

All medications including cough medicines, cough drops, inhalers, and other over the counter medications are to be stored in the school office and dispensed by school personnel. All medications shall be clearly labeled with the child's full name and dosage instructions. School personnel will not administer medications in any dosage other than that indicated on the label. Parents are to send authorization and instructions for the dispensing of any medicine to students. Students are not to keep medications with them in the classrooms.

Health and Wellness Policy

The following health screenings are conducted at the school during school hours:

Vision screening	Grades K, 1, 3, 5, 8, and new students
Hearing screenings	Grades 1, 4, 7, and new students
Head Lice screenings	Will be performed when deemed necessary by the school. Any child identified with head lice must be checked by the county health department before returning to school. They must have a signed note from the county nurse.

State law mandates that every student entering the 6th grade shall be immunized with 1 dose of Tdap (Tetanus and Pertussis) and 1 dose of MCV4 (Meningococcal) prior to the beginning of the school year. Verification of the immunizations is required.

Preschool, Kindergarten and any new students who do not present proof of immunization by the first day of school will not be able to attend school.

Students with a fever of 100° or higher will be sent home and cannot return to school until they are fever free for 24 hours.

*There is a wellness policy filed in the school office.

Safety

Every effort is made to keep St. Michael School students safe and secure. St. Michael School cares deeply about the safety of our children. Doors are kept locked during the school day. Classroom doors are kept in the locked position, in order to lock down quickly if needed. All staff participate in safety training, and regular safety drills are done with students and staff. All visitors **MUST** report to the school office immediately upon entering the school building to sign in and get a visitor's badge. Parents and others who come to school to pick up a student, to give an item or message to a student, or to speak with a classroom teacher **MUST** first report to the school office. They are **NOT** to go directly to the classroom.

Lockdown

Lockdown is called when there is a threat or hazard inside the school building. Students move away from sight and maintain silence. Teachers lock classroom door, turn lights out, move away from sight, take roll and account for students, maintain silence, and wait for First Responders to open door. No person shall exit or enter the building except for emergency personnel/ law enforcement.

Lockout

Lockout is called when there is a threat or hazard outside of the school building. Students return to inside of building and carry out business as usual. Teachers recover students and staff from outside building, increase situational awareness, take roll and account for students and carry out business as usual. No person shall exit or enter the building except for emergency personnel/ law enforcement.

Please note that St. Michael Catholic School follows the Standard Response Protocol Extended guidelines. These guidelines are posted on our school website and are also available in the school office upon request. They contain further information about situations such as Evacuate To A Location, Shelter For A Hazard Using Safety Strategy, and Hold In Your Classroom.

Child Abuse

In accordance with Safe and Sacred and Indiana Law, any report or suspicion of child abuse and neglect will be reported to the appropriate authorities for their investigation.

Seclusion and Restraint

St. Michael School believes a safe and healthy environment should be provided in which all children can learn, develop, and participate in instructional programs that promote high levels of academic achievement. The purpose of this policy is to insure that all students and staff are safe in school, and that students who may have behavior crises are free from inappropriate use of seclusion or restraint. A copy of the Seclusion and Restraint Plan is in the school office.

Racial Non-Discrimination Statement:

All schools operated by schools and parishes under the guidance of the Roman Catholic Archdiocese of Indianapolis 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 at the school. The schools do not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs.

Pesticide Registry

A letter goes home so that parents may choose to be notified ahead of time when pesticides are applied on the school property.

Telephone Access and Messages

Students are not permitted to use the telephone including the phones in the classrooms except when they have permission from a school official and only to make emergency calls. School personnel will place emergency calls for the student. Office personnel will not call teachers or students out of the classroom for telephone messages except for emergencies. Office personnel shall receive non-emergency telephone messages before 2:45 p.m. to allow ample time for the messages to be delivered before the dismissal bell. Please do not call the school office between 2:45 p.m. and 3:15 p.m. unless it is an emergency.

Delivery of Items to School

Because delivery of items such as flowers and other gifts causes practical problems and raises security issues, we request that you do not have such items delivered to students at school.

Attendance and Tardiness Policies

School begins at 8:25 a.m. and dismisses at 3:20 p.m. for K-8 grade. *Times subject to change dependent upon Franklin Co. Community School Corporation.

Those students who do not ride a school bus are not to arrive at school before 7:50 a.m. Students arriving between 7:50 and 8:00 a.m. should report to the cafeteria. Students not being supervised by an adult are to leave the school grounds immediately after dismissal.

When a student must leave school early for an appointment or other legitimate reason, a written note stating the reason and the time the student plans to leave shall be presented to the teacher in the morning. Parents shall report to the school office to sign the student out and to pick up the student.

Students are not to leave the school grounds during the school day without permission from the principal.

Tardy Policy

Students arriving after 8:25 a.m. (except in cases of late school buses or medical excuses) are considered tardy and shall report to the school office to sign in before going to class. Upon the 3rd unexcused tardy to school per quarter, the student will be assigned lunch detention. A two hour after school detention will be assigned on the 6th unexcused tardy and continue to be assigned for each unexcused tardy thereafter. If excessive tardies to school occur, the student may be expelled.

Attendance Policy

If a student misses school parents must call, email, or send a written note to report the absence to the school and it will be recorded as unexcused. Students are allowed five days of unexcused absences per semester. Doctor visits with a provided medical excuse, funerals, and other extenuating circumstances as determined by the principal are considered excused absences. All missed class work is to be made up within a reasonable time (generally, one day for every day missed). Excessive absences may be reported to appropriate authorities and result in a suspension or expulsion.

*Refer to the most recent Covid-19 School Re-entry plan for covid-19 related absence situations.

Absences

- Arriving after 10:30 A.M. is half day absent
- Leaving prior to 1:30 P.M. is half day absent

Before/After School Care

St. Michael Catholic School offers a before/after school care program for students in preschool and kindergarten through eighth grade. Information about this program can be found on our school website and can also be picked up from the office.

Discipline Policy

The philosophy at St. Michael School is to help children reach their full religious and academic potential. Not only does this philosophy require giving each child a solid foundation of religious and academic experiences, but it encourages each child to achieve these ideals by being able to develop responsible behavior in a structured, yet caring atmosphere. The St. Michael discipline policy promotes responsible behavior in each person's daily life.

Responsible behavior includes respect for self and others, trust, justice, service to others and following school, classroom, and bus rules and policies. Cell phones, Smart watches, radios, laser lights, iPods, any gaming devices, or other such equipment are to remain turned off and in storage pockets provided by teachers during school hours. If found outside of the storage pocket, during the school day all electronic devices will be confiscated, taken to the office and available for pick-up by the student's parent/guardian. Students who choose responsible behavior will be acknowledged in various ways.

Students who do not choose responsible behavior will face the following consequences:

- | | |
|---------|---|
| Level 1 | Faculty, staff, or principal will be responsible to verbally remind, warn and/or reprimand the student for the misconduct. |
| Level 2 | In cases when the student's misconduct is repeated, the student will be assigned to a lunchtime detention. The parents and the principal will be notified verbally or in writing of the misconduct, the consequences, and possible future consequences. Documentation will be entered into Jupiter gradebook under discipline. |
| Level 3 | If student's misconduct persists the student will be referred to the principal. Students will receive lunchtime and/or an after-school detention(s). Documentation will be entered into Jupiter gradebook under discipline. |
| Level 4 | For persistent/on-going or severe misconduct, the student may be referred to the principal and may be subject to the following progressively more severe consequences: <ul style="list-style-type: none">● After-school detention● In-school suspension● Out-of-school suspension● Expulsion from school Documentation will be entered into Jupiter gradebook under discipline. |

On days of in-school or out-of-school suspensions, the student will not be permitted to participate in any extracurricular activities.

Any schoolwork completed on days of in-school or out-of-school suspension may receive reduced credit on schoolwork.

Alcohol, Tobacco and other Illegal Substances

The use or possession of tobacco, e-cigarettes, alcohol or any other illegal substances is strictly forbidden on school property and while participating in school sponsored activities away from school property. Violation of this policy will result in immediate and automatic suspension and possible expulsion of the student from school. Law enforcement agencies shall be contacted. Adults should also take note that St. Michael School property is considered "smoke free" and they are asked not to smoke on school grounds or in any part of the school building during the school day.

Severe Clause

In case of a severe disregard for a school rule or policy, the principal may use any of the below consequences.

The following acts are considered serious in nature and, therefore, may result in suspension or expulsion:

- Extreme vandalism or destroying of school and/or church property or property belonging to others.
- Bringing to school any implement with the intent to frighten or cause danger to the students or others.
- Leaving school grounds without permission from school officials.
- Behaving in such a manner as to cause serious injury to another person.
 - Deliberate and intentional profanity or criticism and disrespect of school personnel or students whether it is verbal, written or sent to the principal.
- Threats, harassment, or bullying whether they are physical, verbal, written, or sent.
- Sexual misconduct, including harassment whether it is verbal, physical, written, or sent.

This includes the deliberate shunning of students, which may be a form of harassment.

- Stealing of school property or property of others.
 - Possession, use, passing, or sale of controlled substances or drugs including alcohol, tobacco, and e-cigarettes (vapes)
- Possession of any weapon on school or church property.
- Any other incident deemed to be serious by the school administration.

*Students who feel harassed, threatened, bullied, shunned, or sexually harassed in any way shall report the incident(s) to their

homeroom teacher, the principal or other school personnel.

Students involved in any of the above activities may also be recommended for counseling in order to help them overcome any problems that may have been a contributing factor to the activity. In some cases, counseling may be a requirement for continued enrollment at St. Michael School. Some student misconduct may be cause for involvement of legal authorities.

Anti Bullying Policy

The Archdiocese of Indianapolis and the Office of Catholic Schools believe that all of our Catholic schools must be aware that their purpose is rooted in the mission of the Church and the message of Jesus Christ. It is essential that a safe, positive and productive educational environment be established where students can achieve the highest academic standards, and where no student shall be subjected to bullying, intimidation or harassment. Such an environment is expected in all aspects of school life, including extra-curricular and co-curricular activities and programs.

*For a more detailed policy and plan, see the school office.

Uniform Dress Code

The dress code for St. Michael School students is intended to encourage a neat appearance consistent with our values and appropriate to a learning environment. Parents are expected to assume responsibility for making sure their students are dressed appropriately for school. The Principal shall make final decisions regarding appropriateness of dress and grooming issues.

Shirts

Solid red (not burgundy, maroon, or other shades) or solid white polo with or without the Trojan logo.

White tailored (oxford cloth or pinpoint oxford) shirt or blouses with collar and buttons.

Plain navy blue crew or v-neck sweater (no cable stitch, designs, buttons, etc.).

Plain navy blue button up cardigan sweaters (no hoods or zippers).

Navy quarter zip fleece from Around the House Fundraising Apparel with St. Michael logo.

Navy quarter zip fleece from Schoolbelles with St. Michael logo, purchased prior to 2019-2020 school year.

Trojan sweatshirt is permitted.

Sweatshirts with or without hoods:

Solid black, red, navy blue, gray, or white Trojan sweatshirts are permitted.

Screen printed logo or embroidery from Around The House Fundraising Apparel is permitted.

May contain students' first and/or last name.

May have "St. Michael", "St. Michael School", "St. Michael Catholic School", or "St. Michael Trojans".

NOT acceptable- sports teams logos

NOT acceptable- student nicknames on front or back

Students wearing any other sweatshirt to school will have to remove it.

You may NOT wear:

A shirt or blouse with no collar Turtleneck sweaters

A shirt or blouse with no buttons. Severely faded or worn garments

Sleeveless shirt or blouses

Denim or chambray

Sheer material

Shimmery or Shiny material

Long-sleeved T-shirt under a short-sleeved blouse or shirt

Ribbed or textured materials

Notes about tops:

All shirts and blouses are to remain tucked into pants, skirts, and shorts at all times. Coats are not to be worn in the classroom; students are to wear an acceptable sweater, the quarter zip fleece or sweatshirt that is part of the uniform if the classroom is cool.

Pants, Shorts, Skirts, and Jumpers

Tailored khaki or navy dress or uniform slacks, Capri Pants, or Shorts. No outside pockets are allowed. No stretch pants. No elastic waist.

*Shorts and Capri pants may be worn only on specifically designated days**

Plaid –Schoolbelles #523 jumpers or skirts

You may NOT wear: Denim or blue jeans
Stretch material or stretch polyester
Royal Blue
No "cargo" or "carpenter" styles
Khaki skirts

Notes about pants:

Pants, shorts, and skirts must be worn at the waistline – hip huggers and low-riders are not permitted.
Skirts, shorts, and jumpers are to be no shorter than 1 inch from the floor, measured while the student is kneeling.

Belts

Solid black or brown belt must be worn by grades 3-8 with all pants and shorts with belt loops
Must buckle – no ties
No scarves

Socks, Hose, Tights, and Leggings

Solid St. Michael Red (not burgundy, maroon, or other shades)
Solid Navy blue (not royal blue)
Solid White, Light Blue, Khaki, and Black
You may wear: Plain knee socks, Plain anklets or tights, Plain crew socks
You may not wear: Prints
Socks are mandatory with all shoes.

Shoes and Sandals

- Shoes must cover the heel of the foot.
 - Shoe heel height can be no higher than 2 inches measured from the floor to the top of the heelpiece at the back of the shoe.
- Shoes with lights, wheels, etc. shall not be worn.
 - Sandals may NOT be worn.

Miscellaneous

- Watches and jewelry that make disruptive noise are not acceptable.
- Boys are not permitted to wear earrings.
- Boys' hair shall be above the eyebrows and off the collar.
- Boys' hair shall not cover more than the upper ½ of the ear.
- Boys are to have no facial hair, and if needed, shave daily.
- 7th and 8th grade girls may wear modest makeup.
- Tattoos and writing of any kind on the skin are not acceptable.
 - Any fads that the Principal and/or staff deem inappropriate for school will not be permitted (for example: extreme hairstyling or jewelry, etc.)
- All official Scouting Uniforms are acceptable on official meeting days.
- Schoolbelles Plaid #523 is the only acceptable plaid.
- All tops and pants shall be free from holes.
 - Violations of the School Uniform Dress Code will be handled as outlined in inappropriate school policies.

Out-of-Uniform Days

For out-of-uniform days, the school dress code policy will be followed. In addition, the following exceptions are permitted:

- T-shirts or other shirts that do not have offensive messages.
- Shirts may be un-tucked.
- Denim, blue jeans, or sweat pants may be worn as long as they are not ripped, torn, or holey.
- Lettering on the backside of sweat pants and jeans is unacceptable.
- No Yoga pants

Guidelines for Modest Dress

These guidelines must be followed on all school days/ school functions including dances and should be followed in and out of school.

Guidelines for the Spring Dance are in the office.

Coverage

- Pants should be worn around the waist and not expose the behind or be excessively tight.
- Skirts should extend to the top of the knee (no more than 1 inch above the knee when kneeling)
- Front necklines should not show your bra or cleavage.
- Back necklines should not go below the back strap of an ordinary bra.
 - Strapless and spaghetti strap gowns are usually not appropriate and never appropriate for any school or church function.
 - No portion of the stomach, lower back, or buttocks should be visible.

Tightness

- Check both your front and your back.
- Clothes should not cling so tightly that the underwear or bra lines can be seen.

Transparency

- Pants and skirts should not allow undergarments to show through.
 - Pants and skirts should not allow the outline of legs to show through in front of light (they must be opaque).

Consequences for Violation of the Uniform Dress Code:

Dress code violations will follow the school discipline policy with the following addition; students in violation of the dress code may be required to change into appropriate clothing.

Playground and Recess

All students will participate in recess and should be dressed appropriately for all weather conditions. Students may be excused from going outside to recess for a specific day if the parent sends the request in writing to the teacher. No child is excused from recess for an extended time-period without a written physician's statement specifically prohibiting recess activities or following a principal-parent conference. At the principal's discretion during inclement weather or if the temperature is below 32° F, all students will be kept inside during recess and will take part in indoor activities under adult supervision in classrooms/gym.

*Refer to the most recent Covid-19 School Re-entry plan for covid-19 recess information.

Playground Rules

1. Students are allowed to use the parking lot and the backfield. Students are not permitted to be in front of church, on the north or south side of church, in the street, or between the church and garage.
2. Some acceptable activities include wiffle ball, foursquare, rope jumping, tag, basketball; kick ball, and hackey sack.
3. Touch football is not permitted.
4. Dodge ball and wall ball are not permitted.
5. Balls must be kept on the back parking lot or field. No balls are permitted in front of the rectory.
6. During recess, students are to stay outside and may not re-enter the building unless given permission by playground staff.
7. Students should play fairly without fighting or using foul language.
8. **Students should show respect for and obedience to adult supervisors.**

*Refer to the most recent Covid-19 School Re-entry plan for covid-19 recess information.

Transportation

St. Michael students may ride to and from school on Franklin County Community School Corporation school buses. The FCCSC determines the school bus schedules and routes. Rules for bus riders are set by the FCCSC and students are subject to those disciplinary actions in addition to those imposed at St. Michael for misbehavior on the bus. Parents who have questions or concerns regarding student transportation should contact the FCCSC administration at (765) 647-4128. Once assigned to a school bus route, students are not permitted to ride a different school bus without permission from the Principal. This includes students who seek transportation from St. Michael School to sports practices, etc. after school. In cases when students will be going with another student after school, the parents of both students shall send notes to the Principal indicating their permission for such activity. The student who will be riding a different bus will need a bus ticket. The permission bus ticket shall be presented to and signed by the Principal before being forwarded to the school bus driver. School buses drop off and pick up students on the west side of the school (near the new playground). Car riders shall be dropped off ONLY on the south side of the building (the side facing the St. Francis Center.) This will help eliminate conflicts with the school buses.

*Refer to the most recent Covid-19 School Re-entry plan for covid-19 transportation information.

Cancellations and Early Dismissal

Severe weather or other unusual circumstances may make it necessary to delay school's opening in the morning, to send students home early, or to cancel school and/or extracurricular activities. St. Michael School follows the decisions made by

the administration of the Franklin County Community School Corporation. Announcements of school related delays, early dismissals, and closings are broadcast on Cincinnati and local radio and television stations. They are announced as "Franklin County Community School Corporation, Indiana." St. Michael School is not announced separately. When students are sheltering in their weather emergency safe zones due to a weather emergency (ie: tornado warning), and this is occurring during normal school dismissal time, the Franklin County Community School Corporation will not dismiss buses until after the warning has been lifted. It is our protocol to allow parents/guardians to join their students in the safe environment of the school as opposed to signing them out of the building.

Grading Scale

- A 93-100 percent
- B 85-92 percent
- C 76-84 percent
- D 70-75 percent
- F 69.99 percent and below

Homework Policy

Homework is an out-of-school assignment that contributes to the educational process of the student and is expected to be completed at home. Failure to complete homework will result in the following actions:

- Noon detention. (Missing assignment)
 - 1 hour after school detention (After two consecutive detentions for the same incomplete assignment or three noon detentions for missing assignments in a quarter)
- 2 hour after school detention (After the fifth incomplete assignment in the quarter) and parent(s) and student will conference with teacher and/or principal.

**Noon and after school detention that will be served at the discretion of the teacher.

Extra Credit Policy

No outside projects may be given as extra credit, such as research reports or displays. No more than fifteen points may be awarded each quarter per subject. Extra credit may be given to the whole class at the teacher's discretion.

Moving Up a Grade Level in Math

Students who meet the following criteria will be recommended to move up one grade level in math. Students must meet at least one of the two criteria #1 or #2 and have a Teacher Recommendation.

1. Above Grade Level in Math on NWEA
2. Score Pass + on ILEARN
3. Teacher Recommendation

Parent Teacher Organization

Every parent of a St. Michael School student is a member of the Parent Teacher Organization. Parental involvement in the Parent Teacher Organization is a major factor in the success of St. Michael students. The Parent Teacher Organization plays a vital role in the ongoing success of the school through generous financial and volunteer support. It is important that all parents participate in the PTO. The meetings are held the second Monday of every month at 6:00 P.M. Parents are encouraged to attend meetings, to be aware of PTO activities, and to participate in fundraisers.

Responsible Use of Technology

St. Michael School, the School Commission, and network administrators are released from all claims that may arise because of inappropriate use of the technology or the failure to use the technology within the guidelines set forth in the Network and Internet Access Agreement.

The purpose of this policy is to protect the users and St. Michael School from inappropriate use of all computing resources. Due to the cost and sensitivity of technology and because of the unregulated nature of the Internet, the rules of usage shall be understood and complied with.

The parents and students who utilize St. Michael School technology (i.e. all computers and computer related resources) shall sign a Network and Internet Access Agreement. This agreement only has to be signed one time unless changes are required and will be binding for the duration of the student's career at St. Michael School. Failure to submit a signed copy of the agreement will result in the inability of the student(s) to use the computing resources until a signed copy is made available to St. Michael School personnel. As stated in the agreement, improper use of the technology will result in computing privileges being revoked for the user as well as other disciplinary actions as determined by the principal.

The agreement includes the following information:

- Technology is defined as all computing hardware (networked or stand-alone), software, user data, and peripherals. Such hardware and software include but are not limited to scanners, printers, the Internet, projectors, PCs, ipads, monitors, keyboards, mice, mice pads, and data stored either on the local machines or on the network.
- The use of technology at St. Michael School is a privilege. Therefore, irresponsible use of the technology is cause for privileges being revoked.
- Students shall not be permitted to install unauthorized software or download

unauthorized information on school computers. Authorized materials shall be determined on a case-by-case basis by the principal.

- The technology shall be used only for schoolwork as directed by St. Michael School faculty and staff members.
- The same rules that apply with regard to courtesy and respect for people and property also apply with regard to the use of technology.
- The students shall only use the Internet under the supervision of a teacher or staff member.
- The network administrator, teachers, and principal have the right to monitor all technology activities including, but not limited to, e-mail correspondence, Internet searches and all material created using school technology and/or stored on school equipment.

Library Resources

Students have adequate access to the library. Rules have been developed for the use of the library, and these are shared with students and classroom teachers in advance of library visits. Students are responsible for treating library books with care and are expected to return borrowed items on time and in good condition. Lost or damaged books will result in the student being assessed a fine and/or replacement of the book.

Physical Education

Due to the activities involved in physical education, students should wear gym shoes for class.

School Sponsored Special Programs

St. Michael School offers students a wide variety of activities and special programs. Many are funded through the Parent Teacher Organization and rely on parent volunteers for success. Following are brief descriptions of some major school sponsored activities that may be offered:

Academic Team/Speech Team

Grades 5 & 6 will form a team and participate in the Deanery Academic and Speech Meets

Book Fair – Grades PK-8. Sponsored by the school. Book Fairs are held in the fall, winter, and spring. Books are on display for purchase by students, teachers, parents and anyone else interested. Proceeds go directly to the school.

Buddies – Students in grades 6, 7, and 8 share their time and talents with PreSchool, Kindergarten and 1st grade students to engage in fun, social, and learning activities.

Catholic Schools Week – Grades PK-8. This national event held each January is a weeklong celebration of the contributions and excellence of Catholic Schools across the country. Many different activities are planned for students and teachers including Parents' Day when parents visit classrooms, have refreshments with their children, and attend a special Mass.

Class Dances – Grades 7-8. Sponsored by the school. Students in the 7th and 8th grade who wish to organize a dance shall request permission from the Principal in writing. The Principal shall decide whether to have the dance based on a number of factors including other school related activities and the number of dances scheduled. The Principal may require that school personnel screen music for appropriateness for the dance. Dances shall be held on Friday nights and will generally be limited to two hours. The students and chaperones planning the dance shall be responsible for clean up of the gym after the dance.

Class Parties – Grades PK-8. Sponsored by the PTO. Class parties are held for Halloween, Christmas, and Valentine's Day. Parent volunteers come to the classroom for these parties.

Class Trips – Various classrooms take educational trips throughout the school year as arranged by the classroom teacher. Parent volunteers are needed for each trip to serve as chaperones and/or drivers. Students shall have a signed parental permission form for each specific outing before being allowed to go with the class.

Everybody Counts – Grades PK-8. Sponsored by the PTO. This school wide program enables children to see, feel, and

experience disabilities in a comfortable environment. The experience builds empathy and helps students understand the value of all people.

Families – Grades K-8. Sponsored by the school. Each student is a member of a St. Michael School “family.” Each family is composed of a mix of students in grades K-8 with the 8th graders serving as family leaders. Families meet together about once each month and for special occasions and participate in a variety of activities.

Field Day – Grades PK-8. Sponsored by the school. In late spring, students participate in Olympic-style field games such as sack races, tug-o-war, basketball shoot, relay races, etc. The school families compete in these games as teams.

Geography Bee – Grades 4-8. Sponsored by the National Geographic Society. Each winter, students progress through various levels of competition in knowledge of geography, with a final level of competition at the National Geography Bee.

Grandparents’ Day – Grades PK-8. Sponsored by the school. Each fall, students’ grandparents are invited to join us to visit their grandchild(ren)’s classrooms, attend a special Mass and have refreshments with the students in the cafeteria.

Honors and Awards – The honor roll is determined by calculating Grade Point Average, GPA, in all subjects for grades 4-8. The special classes (art, computer, music/Spanish, and physical education) are averaged together for one grade to be calculated into the honor roll. First honors ranges from a 95% to a 100% GPA and second honors will range from 88% to 94%. Percentages are not rounded. Additionally, all subject grades must be 76% or above, and students may not have more than 3 behavior or homework marks in a quarter to be on honor roll. After each quarterly report card, students whose grades have earned them a spot on the honor roll will be notified of this achievement and their names will be published in the local newspapers.

Math-A-Thon – Grades K-8. Sponsored by St. Jude’s Hospital. This is a program in which participating students help raise money for children with cancer by completing math problems.

Mental Health Programs — Grade 2: Kids on the Block, Grade 4: Think Smart Stay Safe, Grade 8: Sexual Abuse Presentation

Mission Day – Grades PK-8. Sponsored by the school. Students have fun in the spring participating in an afternoon of carnival-type games and activities planned by the 8th graders. Money collected from the games is donated to the Missions.

Science/Art Fair – Grades 1-8. This fair is held during second semester. Students have the opportunity to explore a science topic or problem of their choice.

School Pictures – Student pictures are taken professionally in the fall and spring of the school year.

SMS Charity Walk – Grades PK-8. Sponsored by the SMS Student Council. Students and their families walk to raise money for a local charity.

Spelling Bee – Grades 4-8. Sponsored by the Cincinnati Post and Enquirer. The annual Spelling Bee begins in the winter and students progress through various levels of competition with the final level being the National Spelling Bee.

Spring Dance -- The 7th and 8th grade Spring Dance at St. Michael School is a special social event, and it is not intended to be a formal dance or a prom. As a special dance, there are several expectations for student attire: Boys are expected to wear dress pants, dress shirts with a collar and ties. Since this is not a formal occasion, tuxedos are not appropriate. Girls are expected to dress for a special occasion but not for a formal occasion. Strapless gowns and high-heeled shoes are not appropriate. Dresses with spaghetti straps may be worn as long as they are covered with a shawl or similar garment. (A dress with at least a 1.5” strap needs no shawl.) Dresses/Skirts shall be at least as long as the ends of the fingertips of the wearer when the arms are extended downward. Flowers and limousines are not allowed at the dance.

After School Programs

Teachers, parents, and parish members sponsor activities such as drama club, scouts, and cheerleading squads as after school programs for students.

Sports Participation

St. Michael School students fifth through eighth grades are eligible to participate in a variety of sports including boys’ and girls’

basketball, girls' volleyball and cheerleading. Fourth graders are permitted to participate in cases when the number of fifth graders is insufficient to field an adequate team. In addition, the Franklin County Community School Corporation sponsors wrestling, football, and track. All students participating in an organized athletic/cheerleading activity must have a physical examination completed before participating in any practice or game. The appropriate physical examination form is to be signed by a physician and submitted to the principal's office no later than one week prior to the beginning of the program. No student will be allowed to participate until the signed physical examination form is completed, fees are paid, and submitted to the principal's office.

Students who are absent from school for more than one-half of the school day for illness or reasons other than to attend a funeral or a doctor's appointment are not eligible to participate in any game that same day. The Athletic Director, under the direction of the principal, is responsible for obtaining, organizing, and supervising coaches and clean-up committees, scheduling games and general oversight of athletic events. Policies regarding eligibility and sportsmanlike play are distributed in writing to all coaches and players.

Students attend school primarily for an education, and athletic activities are secondary to academic goals. A student's participation in sports is an extracurricular activity, which is a privilege, earned through good behavior and academic work. Players are ineligible to participate in games or practice for St. Michael School or Franklin County Community School Corporation for a period of two weeks any time a grade of "F" or "U", based upon the St. Michael School grade scale, is received on a progress report or report card. If progress is unsatisfactory, the student will complete a second probationary period. If there is still unsatisfactory progress or classroom work is still unacceptable, the student will be removed from the athletic squad or team. Students become ineligible to participate in the next practice or game anytime a student's behavior is inappropriate at school or on the team. A student who receives an in-school suspension will not be permitted to participate in the next scheduled game for the season, i.e. the game immediately following the suspension. Violation of this rule will result in an additional one-week suspension and ineligibility to participate in practices or games during that time. The principal will notify the parents and the athletic director of a student's ineligibility to participate in athletics.

Insurance coverage

The Archdiocese of Indianapolis purchases accident medical insurance that is intended to cover costs not covered by your primary health insurance carrier. You are eligible to file a claim for accidents involving your child that occurred during a school-related activity.

What/who is covered? All enrolled students of St. Michael School during school time, while participating in school sponsored and supervised activities, including group travel, including athletics, and football. Coverage extends to participants in the CYO activities including enrolled and non-enrolled students. Coverage also extends to Volunteer Workers of St. Michael School while involved in duties at the direction of the Policyholder.

St. Michael School Calendar 2019-2020

August

- 3rd Open House Event (cancelled due to covid-19)
- 5th 1st Student Day

September

- TBA Walk-a-thon Fundraiser
- 7th Labor Day-No school
- 9th Early Release Day Dismiss @ 2:47 p.m.
- 15th PTO Meeting 6:00 p.m.

September
Cont.

- Grandparents' Day, Mass at 8:35 am (cancelled due to covid-19)
- Scholastic Book Fair (cancelled due to covid-19)

October

TBA	Peelers Fundraiser
7th	Living Rosary 7 pm SMC
5, 6, 7	Conferences-1st Quarter Report Cards
9th	No school (Public school conferences)
14th	Early Release Day. Dismiss @ 2:47 p.m.
TBA	School portraits CYO Retreat for 8th grade-Camp Rancho Framasa (cancelled due to covid-19)
26th-30th	Fall Break Classroom Halloween Party 2:15-3:00 pm (cancelled due to covid-19)

November

TBA	Turkey Supper
11 th	Early Release Day. Dismiss @ 2:47 p.m.
17 th	PTO Meeting 6:00 p.m.
26th & 27th	Thanksgiving Holiday-No school

December

9th	Early Release Day. Dismiss @ 2:47 p.m. Christmas Program (cancelled due to covid-19) PTO Christmas Parties/Movies (cancelled due to covid-19)
25th	Christmas Day-Happy Birthday, Jesus!
21st-Jan. 1st	Christmas Break

January

4th	School resumes
6th-20th	Magazine and Cookie Dough Fundraiser
13th	Early Release Day Dismiss @ 2:47 p.m.
18th	MLK Day- No school
19th	Parent Teacher Organization Meeting @ 6 pm
31st-Feb.6th	Catholic Schools Week

February

Jan. 31st-Feb. 6th	Catholic Schools Week
1st-5th	Scholastic Book Fair (possibly cancelled due to covid-19)
4th	Parents' Day, Mass at 8:35 am (possibly cancelled due to covid-19)
4th	Everybody Counts Program (possibly cancelled due to covid-19)
TBA	Father/Daughter Dance (possibly cancelled due to covid-19)
TBA	Jump Rope for Heart/Hoops for Heart

February cont.

10th	Early Release Day Dismiss @ 2:47 p.m.
TBA	Laundry Fundraiser Classroom Valentine Party 2:15-3:00 pm (possibly cancelled due to covid-19)
12th	
15th	Presidents' Day- No School

March

17th	Ash Wednesday
TBA	Skyline Chili Fundraiser (possibly cancelled due to covid-19)
10th	Early Release Day Dismiss @ 2:47 p.m.
16th	PTO Meeting 6:00 p.m.
TBA	IREAD Testing-3rd Grade
TBA	Kindergarten and Preschool Registration Day
22nd-26th	Spring Break
29th-April 2nd	Buy one get one free Book Fair (possibly cancelled due to covid-19)

April

2nd	Good Friday- No School
3rd	Children's Toy & Clothing Sale (possibly cancelled due to covid-19)
4th	Easter
14th	Early Release Day Dismiss @ 2:47 p.m.
TBA	ILEARN Testing
25th	First Holy Communion @ SMC 12:00 noon

May

2nd	May Crowning 10:30 a.m. Mass SMC
3rd-7th	Teacher Appreciation Week
TBA	May Crowning for Student Mass
TBA	Conservation Shoot & Raffle (possibly cancelled due to covid-19)
12th	Early Release Day Dismiss @ 2:47 p.m.
16th	Corporate Communion at SMC
18th	PTO Meeting @ 6:00 p.m.
20th & 21st	Awards Day/Field Day (possibly cancelled due to covid-19)
21st	Last Student Day-Report Cards
31st	Memorial Day-No School

****eLearning will be used whenever school is closed due to inclement weather.**