

2018-2019 Handbook



SAINT
JOHN PAUL II
~ Regional School ~

Experience, Empower, Excel



"The Future Starts Today..."

"Posterus satus hodie"

55 Warwick Road • Stratford, New Jersey

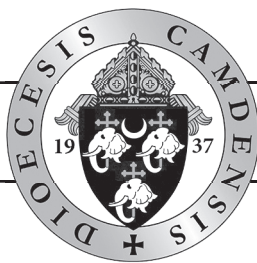
856-783-3088 • www.jp2rs.org

Accredited by the Middle States Association of Colleges and Schools

Introduction

Catholic schools serve a vital role in the Church's mission of providing young people with a strong formation in the Faith; they have a particular goal in helping Catholic children and young people grow in faithfulness and apostolic zeal. Saint John Paul II is open to all who wish to learn in a Catholic environment. By our works and example, we evangelize our students, their families, and the broader school community.

Since humankind is created in the image and likeness of God, all human activity is to image His likeness, and is to be undertaken in an honest and human way, always expressing the will of the Creator. Such activity includes work, sports, hobbies, social interactions and interpersonal relationships. Catholic schools, like all human activity in which the Church participates, should reflect the faith which the Church has received from her divine founder.



Catholic School Environment



As a community whose primary mission is the teaching of the Faith, Saint John Paul II maintains an environment that is true to the teachings of the Church, and it is important that parents/guardians understand this and accept this. By choosing a Catholic school, parents/guardians recognize that they are enrolling their children in a school environment that is shaped by the teachings of the Catholic church and governed according to those religious beliefs. Parents/guardians must accept that certain standards of behavior and comportment are expected, and agree to support these standards and the mission of the school.

If parents/guardians or students oppose Church teaching publicly, or in a way that disrupts or interferes with the Church's teaching mission, they will be engaged pastorally in an attempt to resolve the differences by explaining the Church's teaching and the reasons for the teaching, and kindly encouraging the parent or student to respect such teaching. Parents/guardians are advised that continued opposition may result in disenrollment of the student from the school.



IMPORTANT NOTICE:

The principal has the absolute discretion to interpret and apply any and all of the rules and provisions in this handbook in the manner the principal believes to be correct. Nothing this handbook says limits the principal's authority to interpret and apply the rules.

Even though this handbook explains penalties that can be imposed for certain types of misconduct or prohibited behavior, you should be aware that the principal has the right and the authority to impose different or additional penalties and to impose penalties for offenses that are not specifically listed in this handbook if the principal concludes that the conduct or behavior is harmful to the good order and discipline of the school, its religious mission or its educational objectives. This includes disciplinary action for conduct that occurs on the school premises or at other locations. The penalties may include suspension and/or expulsion.

The principal reserves the right to amend this handbook and the school policies and procedures without prior notice. Every effort will be made to advise students and parents of such changes.

Our Mission

Saint John Paul II Regional School, is dedicated to Christian stewardship and academic excellence, empowers its diverse student body to achieve their academic potential in a faith based environment.

It is our aspiration that through the collaboration of Church, School, and Faculty, our students will lead successful lives rooted in Catholic Christian values and commitment to a better society.

St. John Paul II Regional School believes:

- Christian formation and the development of faith values are essential to spiritual growth.*
- The diversity in our school community enables our children to understand, appreciate, and respect cultural and religious differences.*
- Students must be nurtured to develop an active social conscience.*
- Students have the right to learn and interact with one another in a safe and protected environment.*
- Disciplinary policies applied fairly and consistently lead to self-awareness of social responsibility.*
- Students should be challenged physically to enhance cognitive development and to encourage long-term good health and well-being.*
- Our core curriculum must be grounded by real worked application of the principles of learning.*
- Ongoing assessment and updating of curriculum is essential to our students' academic success.*
- Each student should have the opportunity to learn in the fashion which facilitates achievement of personal academic success.*
- Effective communication among Administrators, Faculty members, students, and their parents or guardians, is the cornerstone upon which educational excellence is achieved.*



Administration

Pastor..... Rev. Vincent Guest
Principal..... Mrs. Helen Persing
Vice Principal Mrs. Lois Schuhl
Administrative Assistant Mrs. Dianette Delgado
Advancement Director..... Mrs. Christine Willard
Bookkeeper Mrs. Paula DiGialleonardo

St. John Paul II TELEPHONE NUMBERS

Our Lady of Guadalupe Parish Office: 856-627-2222
School Office: 856-783-3088
Fax 856-783-9302
Nurse 856-784-8030
Extended Day 856-906-3203

NOTICE OF NON DISCRIMINATORY POLICY

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

ADMISSION REQUIREMENTS

Registration for Pre-K and other new students will be held in the Spring. Information will be provided on our website.

Children registering for PK4 must be 4 years of age by Sept 30.

Children registering for PK3 must be 3 years of age by Sept 30.

Children registering for Kindergarten must be 5 years of age by Sept 30.

Children registering for Grade 1 must be 6 years of age by Sept 30.

At the time of registration the following information is required:

1. Birth or baptismal certificate
2. Proof of immunization and physical exam
3. Non-refundable registration fee per child - \$100

Students entering grades 2 through 8 must present the above as well as health records and academic records that include the most recent report card and standardized testing. The Principal will also interview each new student and his/her parents.

ATTENDANCE

Regular and punctual attendance has a strong influence on scholastic attainment. Frequent absences interrupt the progression of learning.

Family trips should coincide with school holidays. The yearly school calendar is presented in early September to provide the opportunity to plan family holidays.

Acceptable excuses for absences are personal illness, serious illness or death in the immediate family or legal responsibility to attend court.

The parent is required to give advance notice in writing to the school for any other required absence.

ABSENCES

When a child is absent, a parent must telephone the absence to the school's office telephone number (856) 783-3088 - before 9:00 AM. The parent must state the student's name, grade and reason for absence.

When the child returns to school, a **3x5 index card** must be sent in by the parent to the teacher confirming the days absent and reason for absence. If the child does not present an absent note, homeroom teacher will follow up with parent.

If a student is absent more than three consecutive days a doctor's note is also required.

Please note that unexcused absences are the responsibility of the student and the family. The school is not obligated to prepare advanced assignments, but the child will be able to make up the work missed within one week from his/her return.

APPOINTMENTS

Doctor appointments should be made after school hours; however, if it is necessary to take a child out during school time, please send a note to the principal and teacher with the request. The student is required to be signed out by a parent for an early dismissal. Your child must leave with a parent from the office

LATENESS

Promptness is required by all students. When a student is late it disrupts the orderliness of the class. Any student who arrives after **8:00** is considered late for school. Chronic lateness will be addressed as follows: Students are encouraged to be on time and will be limited to **5 latenesses** in a marking period. After the 5th late arrival, you will be notified in writing. Excessive lateness may require a student to obtain summer tutoring before moving on to next grade level. Excessive lateness is more than five times in a marking period. Five latenesses in a marking period will result in students not being able to participate in after school activities such as clubs, band, and/or athletics for 2 weeks. Parents will be notified in writing.

BOOKS/EQUIPMENT

Each student is responsible for the proper care and return of all books and equipment received from the school. Any book or piece of equipment lost or damaged must be paid in full before replacement or the end of the school term.

Books are to be covered and clearly labeled. Book Socks are not permitted as they are damaging expensive books. Hardcover books are not to be covered in contact paper. Every student must carry his/her books to and from school in a book bag. **School bags on wheels are not permitted in the school; if you use a wheeled bag please lower the handle at the door.**

CHANGE OF INFORMATION / COMMUNITY CALL

The school office is to be notified immediately if there is any change of address, telephone number or emergency information. It is imperative that current, pertinent information be on file in the office.

We use a phone tree to communicate with our parents. It is of the utmost importance that we have the correct information to use for both emergency and non-emergency issues.

CONFERENCES/APPOINTMENTS

Formal parent/teacher conferences are held once a year in November. Schedules for these conferences will be sent home in advance.

In addition to these conferences, parents may request a conference with a teacher by calling the school office during school hours.

The school office is open from 7:40 AM to 3:15 PM, Monday through Friday. Any parent wishing to speak to a teacher or the principal may call the office to schedule an appointment.

DISCIPLINE

Discipline in St. John Paul II Regional School is part of the teaching/learning process and the faculty considers it their responsibility to provide individual students with moral guidelines and leadership. The discipline code we have established will help each child to take responsibility for his/her own actions and contribute to the development of a healthy self-discipline which forms the basis of a strong moral character.

While it is not possible to list every type of conduct that may require correction, the following is a list of some of the behaviors that are not acceptable in a Catholic school...all of the students in grades K-8 are expected to follow the same procedures.

- **Bullying is unwanted, hurtful behavior that is done to another person on purpose and is repeated over time. The person being bullied has a hard time defending himself or herself. Bullying can happen in-person, online, or by phone, and can be done with words, actions, or gestures.** Please visit school website for Anti-Bullying Program.
- Proper uniform dress code. **Jewelry is prohibited** except for a watch. Girls are permitted to wear one pair of small post earrings on the ear lobe only. Boys are not permitted to wear earrings. No new piercings should occur during the school year.

- Nail polish is not permitted. Make-up is not permitted.
- Uniform length must be right above the knee for the girls. Shirts must be tucked in at all times. **Shoes** must have non-marking soles. Boys & Girls may wear black leather shoes. **Socks** - crew socks may be worn with the fall and spring uniforms. Black socks **must** be worn with the girls' winter uniform. They may also wear black tights during the cold weather. Stockings are not permitted. Boys may wear white/black crew socks with the fall and spring uniforms. Dark colored or white socks may be worn with the winter uniform. Baseball caps or hats of any type are never to be worn in school.
- Tattoos, permanent or temporary are not permitted.
- Hair styled in an appropriate manner for a student in a Catholic school. Hair may not be bleached, colored, or dyed. (Principal determines appropriateness of hairstyle.)
- Prepared for class (textbooks, copybooks, pens, pencils, etc.)
- Homework satisfactorily completed
- Tests signed and returned.
- Care of school property (books covered and kept clean.)
- Chewing gum is not permitted in school.
- Obey school and classroom rules.

The overall determination of the dress and grooming code resides with the principal and the faculty.

Students who disobey these rules will be dealt with according to the policies outlined by the teachers at the Back-to-School Night in September.

Students are expected to conduct themselves as responsible individuals on the way to and from school, during school hours and in all activities and programs supervised by the school, including field trips, athletic games, assemblies, dances, etc.

Most students are willing to cooperate with their instructors and exhibit maturity and self-control according to their chronological development. Occasionally, students violate classroom or school regulations. When this occurs, the teacher has the right, responsibility and the authority to inform and/or discipline the offender. Depending on the seriousness of the infraction, the teacher may use one or more of the options open to her/him such as reprimanding the student, discussing the situation with him/her and the parents, after-school detention. And if needed, conference with teacher, principal and parent.

Care of Property

We consider any defacement or destruction of property to be a serious offense. Students must pay for all damage to property. Deliberate destruction or vandalism will result in suspension. Covers are required on all books and all students must have book bags. Parents are responsible for replacing any textbook or library book destroyed, damaged or lost by the student.

Detentions

The Administration, faculty and school staff reserves the right to issue a detention for a violation of

- | | |
|-----------------------------------------------------|-----------------------------------------------------|
| - Disrespect to a teacher or other authority figure | - Disrespect or misuse of school or church property |
| - Stealing | - Defacing books, desks, walls, restrooms, gym |
| - Possession of immoral literature or pictures | - Disregard for the safety of self or others |
| - Leaving class or the building without permission | - Excessive number of detentions |

the Discipline Policy, and school regulation/policy or classroom rules.

A written notice will be sent home in advance of the detention period for parental notification and signature. Parents assume responsibility for transportation when their child is serving a detention.

Suspension

Suspension from school may occur for the following infractions:

A student who is suspended will not be readmitted to school until a conference is held and remedial measures are in place.

Expulsion

A student is liable for expulsion for:

- Undesirable conduct which is detrimental to other students or puts any individual at risk
- Possession of a substance of abuse or any dangerous item (tobacco, alcohol, drugs or any object which

DRESS CODE

All children in Grades K-8 are required to wear the school uniform beginning with the first day of school. Children in pre-school must wear the Pre-K T-shirt uniform.

GIRLS K-5

Tunic and white blouse.

Prescott cardigan (*optional*)

Black Knee socks

Girls can wear Black or Charcoal Grey pants from

Flynn and O'Hara Uniform Company

Short or long sleeve monogrammed knit shirt White or Prescott.

**Shoes - Black oxford shoes that tie or
black shoes with strap or velcro.**

GIRLS 6-8

Kilt

Girls can also wear Black or Charcoal Grey pants from

Flynn and O'Hara Uniform Company

Short or long sleeve monogrammed knit shirt White or Prescott

Sweater or Vest (*optional*)

Black knee socks

(*Tights are also permitted, black-Winter Only*)

NO STOCKINGS!

Shoes - Black, oxford shoes that tie or
black shoes with strap or velcro.

**about mid-October until mid-May, girls must wear school blazer with white collard dress shirt
that buttons down the front. Shirt must be tucked in, school tie optional.*

BOYS K-8

Black or Charcoal Grey pants from

Flynn and O'Hara Uniform Company

(*so they are all uniform*)

Short or long sleeve monogrammed knit shirt White or Prescott

V-neck sweater or vest (*optional*)

Belt - Black

Socks - Dark or white crew socks

(*plain, no insignia or advertising, i.e. Nike*)

Shoes - soft soles permitted.

**about mid-October until mid-May, boys in grades 6-8 must wear school blazer with white dress
shirt and school tie. Shirt must be tucked in.*

FALL & SUMMER UNIFORM

Regular uniform may be worn by all students in Grades K-8

Black or Charcoal Grey walking shorts with monogrammed knit shirt White or Prescott.

Black dress shoes are to be worn with the walking shorts

Belts must be worn (black)

Plain White/Black crew socks

GYM UNIFORM

FALL AND SUMMER: Prescott gym shirt and black mesh shorts

WINTER: Prescott gym shirt or Grey sweat shirt and sweat pants

All gym wear must be purchased from: Sandoval Graphics & Printing (*Hi-Nella*).

Students are not permitted to wear yoga pants.

Only tied athletic sneakers may be worn with the gymsuits on scheduled gym days. Sneakers may have colored trim. Plain white crew socks.

The gym uniform is worn to school the day of Physical Education class.

We ask parents to cooperate with these policies by checking that each child is in full uniform when leaving home. As the children grow, provisions should be made for each child to have a uniform that fits comfortably.

It is the parent's responsibility to see that hair is neatly groomed and clean. Hairstyles should be in keeping with the school uniform. Boys' hair should be above the collar in a well-groomed fashion. Hair should not cover eyebrows and or eyes and should be pushed back off face. Shaving hair to the skin, designs and ponytails are unacceptable, as is any variation of a mohawk. Boys are not permitted to have side burns below their ears. **If it is absolutely necessary for a student to wear hair in what is an unacceptable style to us, a written note by the person requiring this will be needed before the school will give permission.**

Boys who have pierced ears may not wear earrings during the school day. (PK-8)

Girls' hair should be neat and kept away from the eyes. Headbands, barrettes, scrunchies, and ribbons should be small and in keeping with the uniform colors. Frosted, dyed, bleached or colored hair is considered inappropriate and not permitted for the elementary school student.

Girls may wear post type earrings. Multiple earrings are not permitted. Make-up is not permitted. Girls may only wear clear nail polish.

Chronic disregard for the Uniform Dress Code will lead to disciplinary action.

EXTENDED DAY PROGRAM

St. John Paul II Regional School has an Extended Day Program which is designed to meet the needs of working parents and to allow students the opportunity to work, play and improve academic skills through individualized attention.

Any student of St. John Paul II Regional School may participate on a daily, weekly or occasional basis, however, you must register before you attend.

Hours:	Before school	6:00 AM to 7:40 AM	\$8.00 first hour
		7:40 AM to 8:30 AM	\$10.00 after 7:40 AM
	After school		
	Regular school days	2:50 PM to 6:00 PM	
	Half school days	12 NOON to 6:00 PM	

Forms are available through the School Office to register for the Before/After School Program. The rate schedule is printed on the registration form.

Extended Day Telephone Number: 856-906-3203

FIELD TRIPS

Periodically, a teacher may plan to take classes on outings during the school day. These trips are a learning experience which simultaneously provide enjoyment. In order to participate in a field trip, the child must bring in a standard "Parent Permission Form for Field Trip Participation" signed by the parent/guardian. A phone call is not permitted. Each teacher has the right to withhold a student from going on a trip because of lack of respect for his/her classmates or for school rules*. The student who does not participate in a class trip MUST stay home from school that day. The teacher is responsible to assign him/her with work assignments for the day.

** Following all field trips, students are to return to class until dismissal.*

EXTRA-CURRICULAR ACTIVITIES

Athletic Programs

In order to participate in any extra-curricular programs, students must qualify academically and fulfill the regulations set up by the administration. Academic qualification means that the student must maintain satisfactory or better grades in all major subjects, conduct and effort.

Under ordinary circumstances, one's participation in athletic or extra-curricular events is contingent on participation in regularly scheduled classroom and school activities that day. Therefore, absence from school eliminates participation in such events unless there are exceptional circumstances as determined by the administration. Generally speaking, students sent home because of illness are not permitted to participate in extra curricular or athletic events that day or evening.

Guidelines for Athletics are available on our school website.

FIRE DRILLS / LOCK DOWN DRILLS

New Jersey Law requires two drills per month in each school. The purpose of these drills is to evacuate the school in the safest and shortest time possible. The drills simulate emergency conditions and last approximately five minutes.

Lock down drills are practiced in order to allow the students to be prepared for crisis situations that may occur in the Stratford area.

St. John Paul II P.T.A. BOARD

President: Kathy Bell | **Vice President:** Mandy Dehaven | **Secretary:** Tim Swann

Room Parent Coordinators: Tom Brzozowski; Nicole Ansert

Volunteer Coordinators: Bernadette Strickland; Susan Wilkerson

Faculty Rep: Audrey Tedesco; **New Parent Liaison:** Lisa Wagner; **Latino Liaison:** Gelen Hernandez

NON CATHOLIC STUDENTS

The purpose of St. John Paul II Regional School is to educate the whole person. Any student, though not Catholic, who has chosen to attend St. John Paul II Regional School, must follow the curriculum and be educated in an environment of Catholic tradition. Therefore, all students will participate in all religion classes and have the same academic requirements.

PARENT VOLUNTEERS

St. John Paul II Regional School relies heavily on the active support it receives from parents who volunteer precious time and talents to the various school programs. We appreciate all that you do for our children. A sign-up list will be handed out on *"Back to School Night"* by the Parent Teacher Association. All volunteers must be fingerprinted and attend a Child Abuse Prevention Presentation.

Forms are available in the school main office and must be processed before volunteer can help out.

EMERGENCY INFORMATION

In case of an emergency, each student is required to have on file in the school office the following information which is taken at time of registration:

- | | |
|-------------------------------|------------------------------------------------|
| - parent or guardian name | - emergency phone number of relative or friend |
| - complete current address | - physician's name and phone number |
| - cell phone numbers | - medical alert information |
| - home and work phone numbers | |

If any of this information changes during the course of the year, please notify the school office immediately to keep our records current.

EMERGENCY CLOSING OF SCHOOL

School is cancelled only in case of extreme emergency such as poor weather, equipment failure and public crisis. Announcement of emergency closings are made on KYW 1060 and other television stations. **Listen for school closing number 566.**

If school must be canceled during the day, the parent and/or emergency contact will be notified. No student will be permitted to leave until proper transportation and supervision at home can be insured.

PARKING LOT

For the safety of the children, please follow the guidelines below when dropping off and picking up your child:

MORNING DROP OFF:

ENTER THE PARKING LOT USING THE WARWICK ROAD ENTRANCE... *Do not park in the fire zone.* Make a Right and drive along the Church and Rectory sidewalks. The children may be dropped off near the main entrance. **The students will go to their homerooms at 7:40 AM.** Do not block the flow of traffic by stopping and exit the parking lot using the Warwick Road Entrance.

AFTERNOON PICK UP:

ENTER THE PARKING LOT USING THE WARWICK ROAD ENTRANCE... *Do not park in the fire zone.* Exit the parking lot using Warwick Road Exit. Parents of students in Grades 5-8 may park in lot by the Church. Parents of students in Grades K-4 may park in the Vassar Avenue lot. Older students with younger siblings will be dismissed to the Vassar Avenue lot. Students will be brought to you by a teacher.

While the buses are loading, walkers will be dismissed. Parents are asked to remain in their cars until the buses have left the property.

The gates on Vassar Avenue will be closed in the afternoon. Anyone picking up a child must enter the Warwick Avenue entrance.

Please be patient and take the time to be cautious for the safety of the children. Please do not call the office for dismissal instructions for individual students. No student will ever be left unattended outside.

If children are not picked up by 3:00 PM, they will be sent to the Extended Day Program and a fee will be charged. Children are never permitted to sit in the foyer unattended.

PHYSICAL EDUCATION

A gym instructor directs the Physical Education Program for all the students in grades Pre-K through 8. Physical Education is a requirement and no child may be excused unless the school nurse has received a note justifying the child's absence from these classes. There is a **required** gym uniform and all students must wear sneakers that can be tied for the gym classes. Any student not in regulation uniform will not participate in gym class. Any student habitually forgetting his/her gym apparel will be graded accordingly.

PLAYGROUND

Students are expected to follow the rules for the playground at all times.

The playground is supervised at lunch time by staff and volunteer members. Children are to respect the authority of those who supervise the playground.

The playground is not supervised after school. Children are expected to go home immediately following dismissal.

REPORT CARDS

Report cards are distributed four times during the year at the end of each marking period. The purpose of the report cards is to inform the parents about the academic and social development of the child. Parents are urged to review the report card carefully and contact the teacher if there are any questions concerning the report. Parents can review grades through Ren Web.

Letter grades and their equivalents, as approved by the Diocese of Camden, are as follows:

A+ 97-100	B 85-88	D+ 74-76
A 93-96	C+ 81-84	D 70-73
B+ 89-92	C 77-80	F Below 70

Any child who receives an F in the final marking period must be tutored during the summer by a certified tutor. Twelve hours of tutoring are required.

Honor Roll grades 6th - 7th - 8th	Principal List	1st Honors	2nd Honors
ALL MAJOR SUBJECTS	93 and above	89 and above	85 and above
<i>Honor roll students may not have NI or U in special subjects and or conduct.</i>			

BUS CONDUCT

Students are expected to observe the rules set by the bus company to insure the safety of all. The following rules should be obeyed:

- Use only assigned bus
- Orderly behavior at bus stops
- Remain seated and facing front while on the bus.
- Talk quietly
- Keep head and arms inside bus
- Do not litter or throw anything out of windows
- Obey bus driver and safeties
- Do not use improper language

Infractions of the rules will be brought to the immediate attention of the parent. Repeated refusal to conform with the transportation regulations might result in the loss of the child's right to transportation.

Application for transportation **must be made** each year by the date in March set by the school districts.

PROMOTION/RETENTION POLICY

A cumulative passing average in the major subjects is the basic requirement for promotion to the next grade. Decisions concerning repeating a grade is the final responsibility of the Principal in consultation with the teacher. If a student, based on unsatisfactory performance during the first semester, is being considered for retention, the parent will be notified in writing by the end of the second marking period.

A parent conference will be scheduled to discuss the weaknesses of the student and to outline a plan for student improvement.

SCHOOL CALENDAR

The official school calendar is issued by the Office of Superintendent of Schools with the approval of the Bishop. The calendar meets or exceeds the 180 days required by the State of New Jersey for public schools. A yearly calendar published by the school is given to parents in September. Any changes to the calendar will be communicated in writing by the principal.

SCHOOL HOURS

3 yr. old Preschool	Full Day: Mon. - Fri.	8:30 AM - 2:30 PM
	Half Day: Mon. - Fri.	8:30 AM - 12:30 PM
4 yr. old Preschool	Full Day: Mon. - Fri.	8:30 AM - 2:30 PM
	Half Day: Mon. - Fri.	8:30 AM - 12:30 PM
Kindergarten through Grade 8		8:00 AM - 2:50 PM
Half Day Schedule		8:00 AM - 1:00 PM

Eighth Grade Students will NOT be permitted to participate in Graduation Exercises unless ALL obligations have been met by May 31st.

SCHOOL SUPPLIES

Most supplies required for use in the classroom are available through the School. Items are available for purchase Monday through Friday, 8:10 – 8:30AM.

REMEDIAL SERVICES

Examination and Classification – Services of a Child Study Team, Learning Disabilities Consultant, Social Worker and School Psychologist, are available through Camden County Educational Services Commission for students who are recommended for testing and evaluation.

Comprehensive Education Classes - Remedial instruction is offered to qualifying students in the areas of Reading, Writing and Mathematics. An instructor from Camden County Educational Services teaches these classes in an on-site trailer during the school day. Homebound Instruction - Individual instruction may be provided in lieu of regular classroom instruction to a student who is unable to attend school because of illness or injury. Application must be made through St. John Paul II Regional School to the Camden County Educational Services Commission.

Special Education - St. John Paul II has special education classes. Primary, intermediate, and middle school are housed at St. John Paul II Regional School. Students are mainstreamed into the regular classes according to individual needs. Application for these classes is made through St. John Paul II Regional School.

Speech Classes - A Speech-Language Specialist is available from Camden County Educational Services Commission for students who are identified as needing Speech Related Services including language, articulation, voice and fluency.

Title I Remedial Services - Are available through the resident school district for children who do not meet the Minimum Levels of Proficiency on the Iowa Tests of Basic Skills in Reading, Writing and Mathematics. The extent of these services varies each year based on available funding.

SAFETY

The safety of our children is our first priority. To assure this the Diocese of Camden and the Camden County Prosecutor's Office have entered into a Modified Agreement.

School officials and law enforcement officials need to cooperate and share information involving weapons, drugs, sexual assault, criminal sexual contact, hate crimes, bias-related acts, and significant acts of violence. It is a crime to have a weapon in or upon the school building or property. "It is understood and agreed that the commission of these types of offenses on school property, whether

directed at students, school employees, or school property, not only undermines the educational environment, but can directly endanger the safety and well-being of members of the school community and thus requires an appropriate and decisive response.” We have a zero tolerance policy regarding weapons. Police will be notified immediately and parents will be contacted.

Violence is defined as actual or threatened infliction of bodily harm that may occur both on or off school property, during school hours or at times other than the regular school day. Victims are not limited to members of the school community.

Hate Crime means any criminal offense where the person/s committing the offense acted with a purpose to intimidate an individual or group of individuals because of race, color, gender, disability, religion, sexual orientation, or ethnicity.

Bias-Related Act means an act (not necessarily a criminal act) that is directed at a person, group of persons, private or public property that is motivated in whole or part by racial, gender, disability, religion, sexual orientation, or ethnic prejudice. Note that all hate crimes are also bias-related acts, but not all bias-related acts will constitute a hate crime.

In 2002, the United States conference of Catholic Bishops issued the Charter for the Protection of Children and Young People. Bishop Joseph Galante has approved the Criminal History Background Check Policy. Every adult who has regular contact with minors will be fingerprinted. This applies not only to all employees but to volunteers as well.

ELECTRONICS

The use of cell phones is prohibited. If you must bring a cell phone to school, it must be turned off and placed in the box on the desk of your homeroom teacher for the entire school day. **Students are not allowed to make/receive calls, text/receive text messages and may not take pictures.** If a teacher or staff member has to repeatedly warn a student, the phone will be taken and arrangements will need to be made for a parent to pick it up at the school. Also, students may not bring electronic equipment to school. These items are expensive and the school is not responsible if the item is lost or stolen.

STUDENT GOVERNMENT

The purpose of the Student Council is to provide students with experience in the procedures of a democratic government. The student council sponsors various activities during the school year. These activities support both the academic and the social dimensions of student life.

Student Council elections are held in June. A class representative is elected in September. The general election is held for the president, vice president, secretary, treasurer. All members of the student body are encouraged to participate in student council sponsored activities.

SUPPLEMENTAL PROGRAMS

Art - Weekly instruction is given to all children in Kindergarten through 8th grade.

Music - Weekly instruction is given to all children in Kindergarten through 5th grade.

Library/Media Classes - Weekly classes in Computer Literacy are held for all students in grades Kindergarten through Eighth. Each classroom, Preschool through Eight, is equipped with an instructional computer which is used to supplement the curriculum. All computers have internet access. All users of technology equipment and services at Saint John Paul II Regional School are required to sign the Acceptable Use Policy.

Spanish - Weekly instruction Grades K through Fifth. Students in grades 6, 7, 8 may select Spanish as an elective.

Middle School Program - will introduce our Sixth, Seventh and Eighth Graders to a variety of exploratory classes that are part of our academic program.

St. John Paul II Regional School is responding to the challenge of providing young adolescents with a well-balanced educational experience that will prepare them for the future. Our goal is to offer the students various opportunities for learning, to have the students accept responsibility for their own choices and actions, to prepare them to become thoughtful and productive citizens, and to reinforce the values, ideals and principles of our Catholic faith.

TESTING PROGRAM

Testing is administered each March to students in Grades 3-8 in the Diocese of Camden. The testing program measures student mastery of academic skills acquired in school and through educational experiences and personal reading. The results of the testing report students' strengths and weaknesses. It aids the teachers in selecting appropriate teaching materials and strategies for the students. The results are reported to the parents in May of each year. Teachers are available to help interpret testing results.

VISITS TO SCHOOL

Visits to school are encouraged; however, an appointment is needed to meet with a teacher or the principal.

Keep in mind that teachers are not permitted to leave classrooms while classes are in session - either to answer the phone or to confer with parents. Accordingly, **no one is permitted to go to a classroom without the permission of the principal.** Precious learning time must be safeguarded. If it is necessary to bring articles of clothing, lunches, etc., to the school during the day, these should be left in the School Office with the child's name and grade clearly visible on the item. This should occur on an emergency basis only.

All visitors are required to sign in and out and wear a Visitor's Badge while in the building.

TUITION and FEES

Tuition is collected through the FACTS Program. A variety of plans is available to meet the needs of each family. The tuition schedule is submitted to the Diocese each year and is subject to approval before parents are notified. A yearly re-registration fee of \$100.00 per child must be paid by the date given to ensure a student's place for the coming year.

Various fees are charged by school to assist in defraying some of the costs incurred by school programs. We ask that parents adhere to the deadline dates given.

Parents/guardians are obligated to pay tuition and registration and other fees in order to obtain educational services for their children. It is the parent's/guardian's responsibility to maintain their financial commitments to the school. The school may, but is not obligated to, send reminders or other notices regarding outstanding bills. Failure to make payments when due, or to make arrangements with the school for payment of delinquent obligations, may result in discontinuation of educational services to your child, possibly leading to disenrollment. Unpaid bills may be referred to a collection agency. Costs associated with collection will be added to the parent's/guardian's fees.

WITHDRAWAL

An application for transfer must be completed by the parents of a student who is withdrawing from St. John Paul II Regional School. The teachers and Administration will summarize the student's progress and prepare the file for transfer to the next school.

The student must return all books that are part of the textbook loan. Library books must be returned. All fees must be paid. The student's desk is to be cleaned and in order for the next student.

Parents will receive a photocopy of the transfer card at the time of withdrawal. All other records will be forwarded by mail when the receiving school requests them.

**ANY AND ALL FINANCIAL OBLIGATIONS MUST BE MET
BEFORE RECORDS WILL BE FORWARDED.**

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