

St. Anthony of Padua Regional Catholic School

September, 2017

Dear Parents,

On behalf of the Faculty and staff of St. Anthony of Padua School, I am happy to welcome you to the 2017-2018 school year! We are looking forward to a productive partnership with you to ensure our children can achieve their highest potential. We recognize that in order to be successful in school, our children need support from both the home and school. We know a strong partnership with you will make a great difference in your child's education. As partners, we share the responsibility for our children's success and want you to know that we will do our very best to carry out our responsibilities. We ask that you guide and support your child's learning by ensuring us that he/she:

- Attends school daily and arrives on time, ready for the day's learning experience
- Completes all homework assignments given by teachers
- Reads daily to develop a love for reading and to improve literacy skills
- Shares school experiences with you so that you are aware of his/her school life
- Informs you if he/she needs additional support in any area or subject
- Knows that you expect him/her to succeed in school

I am attaching a copy of our school rules in this Handbook so that you and your child can review them together. If you have any questions about the rules and expectations, please feel free to contact me or to discuss them with your child's teacher. It is very important that you and your child are fully informed regarding standards related to appropriate behavior for a safe and productive school year.

We look forward to a cooperative and committed home and school partnership. Again, we welcome you and your children to our school.

Sincerely in Christ,

Sr. Mary Esther Carsele

Sr. Mary Esther Carsele, M.P.F.
Principal



The School's Mission Statement

The Mission of St. Anthony of Padua Regional Catholic School, a faith based institution of twenty-first century learners, is to instill within students a personal, loving relationship with Jesus while enabling them to achieve individual success in academia. Within a Catholic culture, committed to the growth of the whole person, students embrace the teachings of Jesus Christ and proclaim the Good News while thriving as service oriented citizens of the global community.

The School's Beliefs/Core Values

Saint Anthony of Padua Regional Catholic School believes that:

- Understanding and appreciation of diversity are critical to world peace and harmony.
- The learning of life-long skills is essential for success in a changing society.
- Good self-esteem is directly related to success.
- Risk- taking and a willingness to learn and change are necessary for continuing growth.
- Children are our community's most valuable asset, and they have a right to a safe, loving and learning environment.
- The culture of an organization is a major factor in shaping individual attitudes and behaviors.
- Effective education develops the whole person: spiritually, intellectually, emotionally, socially, and physically.
- Nurturance of a deep, mature faith and prayer life of individuals spiritually energizes and enriches the entire community.

The School's Profile of Graduates

Upon graduation from St. Anthony of Padua School, our students:

- Will be literate and proficient learners.
- Will be prepared to continue their academic careers at the high school level in all areas of the curriculum.
- Will be critical thinkers, problem solvers, and intellectually disciplined.
- Will make meaningful contributions to not only the Church but also to their local and global communities.
- Will emulate the message of the Gospel.
- Will respect, serve, empathize and respond with compassion.
- Will live a prayer filled life of meaning.

ADMINISTRATION & FACULTY – 2017-2018

ADMINISTRATORS

Pastor	Rev. Nicholas Martorano, O.S.A
Principal	Sr. Mary Esther Carsele, M.P.F.
Vice-Principal	Sr. Carmela Falcone, M.P.F.
Business Manager	Mr. Victor Pomante

FACULTY

Pre-K (3)	Mrs. Janet Smith
Pre-K (4-1)	Miss Krista Alessandrini
K	Mrs. Melissa Moscatelli
1	Mrs. Cecelia Rinaldi
2	Mrs. Joann Amorosi
3	Mrs. Patricia Lafferty
4	Miss Lorinda Fina
5	Mrs. Florence Coley
6	Mr. James Cappelli
7	Mr. David Farina
8	Mrs. Dana Smith-Papp

Computer Teacher	Mrs. Theresa Smith
Gym Teacher	Mrs. Marie DiStefano
Italian	Mrs. Sandra Pilla
Librarian	Sr. Dolores Duffy, OSF
Music	Ms. Siobhan Dotson
7th & 8th Grade Math	Mr. Paul DiIorio
Secretary	Mrs. Susan DiPietro
Title 1	Mrs. Mary Kay DeBerardinis
CORA Speech	Mrs. Lynne Wohlner
CORA Counselor	Mrs. Leni Conrad
CORA	Mrs. Amy Myers
School Phone	215-468-0353
Convent Phone	215-271-1516
Rectory Phone	215-463-1326

SCHOOL AGREEMENT 2017/2018

The School Agreement distributed at the time of registration/re-registration states the Spiritual, Disciplinary, Service and Financial responsibilities of each family. The weekly contribution, which is mandatory, is both a reminder of your responsibility to attend Sunday Worship and also to give financial support to your Parish. Refer to and review this agreement to remind you of your obligation. Parents must support all fundraisers.

PARENT / STUDENT INFORMATION

SCHOOL HOURS

Grades Pre-K – 8

- 8:00 A.M.** Breakfast Program-Free to students-No earlier than 8:00 A.M.
- 8:10 A.M.** Bell rings. School doors open for students. Students enter both buildings through the entrance closest to 9th Street.
- 8:20 A.M.** *First bell.* All children must be settled in their classrooms **before the bell rings.**
- 8:22 A.M.** *Second bell.* Anyone entering the building **after the second bell** must stop in the office for a tardy slip. If a child is tardy three times, a detention after school for ½ hour will be issued to the child at fault.
- 12:00 P.M.** Lunch begins.
- 12:40 P.M.** First bell for afternoon sessions. Any student not entering the building with the class is considered tardy.
- 2:30 P.M.** Pre-K dismissal.
- 2:40 P.M.** Kindergarten dismissal.
- 2:45 P.M.** Dismissal for Grades 1 – 8.

Children should **not** arrive at the school before **8:00 A.M.** or before **12:35 P.M.** The school does not assume responsibility for the children before these times, even on days of inclement weather.

Summer School Guidelines with Regard to Grades

Grades 1 – 8: Students receiving a final grade of **U** or **F** in one major subject or two minor subjects are required to attend summer school.

STUDENT POLICIES

As a student of St. Anthony of Padua School, you must obey the school policies recommended by the administration and faculty. Following these policies will make for a well-ordered, pleasant and successful academic year. The policies are listed below.

1. Respect all people, adults as well as your classmates. Disrespect of another can result in detention or suspension, depending on the gravity of the act of disrespect.
2. Respect school property, books, and property of others. Books must be covered. The use of book bags or backpacks is required for Grades K – 8.
3. You cannot enter the school building (unless requested by your teacher) before 8:00 A.M. and you should not return to school before 12:35 P.M. if you go home for lunch.
4. The first bell in the morning and afternoon signifies silence and immediate preparation for instruction.
5. When returning from lunch, you must remain in the area assigned to your class.
6. Each day before leaving school, your desk and floor area surrounding the desk must be left in good order.
7. After school hours you must leave the school building and school area promptly.
8. Voices during school time should never become boisterous or excessively loud.
9. Quiet should prevail during change of classes, in the school halls and when going from one activity to another.
10. During fire drills, you must move **quickly** and **quietly**.
11. **BOY'S DRESS CODE:**
The proper uniform must be worn for school and for gym classes. This includes proper haircuts, not touching the collar for boys and/or shaved heads, no facial jewelry, no earrings, and no fad bracelets allowed (i.e., gel bracelets, studded leather bracelets). Boys are not permitted to wear the Dickie pants. Pants are not to hang from hips or drag on floor. Navy Blue Pants are to be the proper size and not one, two or three sizes larger, black belt must be worn as part of the uniform. Solid white shirt (tucked into pants), with plaid tie must also be worn.

GIRL'S DRESS CODE REGARDING ATTIRE & ACCESSORIES:

No facial jewelry permitted; earrings must be of modest size-no more than 1” in diameter and no more than 2 earrings per ear; no colored nail polish (clear polish is allowed); no acrylic nails or tips; one chain may be worn around neck; no fad bracelets allowed (i.e., gel bracelets, studded leather bracelets); one simple hair band may be worn (multiple hair bands not allowed); hair must be natural-no color highlighting of any kind permitted; uniform must be of modest length; gym uniform must be worn properly; tight, rolled at the waist pants or shorts are not permitted.

12. Homework assignments must be accomplished at home and done neatly and completely.
13. Fighting with peers in school and in the school area is cause for suspension or expulsion, depending on the gravity of the situation.
14. The eating of candy or chewing gum during school hours or on school premises are not permitted.
15. Electronic games, personal CD players and other items that, in the view of the school, may be distracting or disruptive to the learning environment are not permitted in the school.
16. Cellular phones will be collected from students in the morning by the teacher, placed in closed container and returned to student at the end of school day. If a child is caught with cell phone or using cell phone in class, hallway or school premises, it will be taken away from your child. Parent will have to arrange a time with Principal to pick up cell phone.

NON-PROMOTIONS, TUTORING & SUMMER SCHOOL POLICIES

1. Careful study will be done to evaluate students' learning problems and to decide if retention is beneficial for these students. This close study will begin on the primary level, where retention is most beneficial.
2. A student cannot be retained in the same grade for two consecutive years. A child may be retained once in the primary grades and once in the intermediate or junior high level.
3. The final decision regarding retention will be a joint decision by both the teacher and the principal. Parents will be informed in writing of possible non-promotion by the beginning of the second trimester and each marking period thereafter. Parents will not be permitted to alter a decision made by Administration.

Retention Guidelines with Regard to Grades

Grades 1 – 2: **U** in Reading

Grades 3 – 6: **F** in two major subjects (Reading, Math, English)

Children with frequent absences, children who perform below level, children who are deficient in a specific subject area, or children who have demonstrated an apathetic attitude resulting in poor grades must be tutored by a qualified instructor or be required to attend a Summer School Program, assuming that retention would not be beneficial to the individual. If parents do not follow through once a decision has been made for this special assistance, the parent will be asked to withdraw the child from St. Anthony of Padua School.

ATTENDANCE

Absence from school should not be taken lightly and students should only be absent when truly sick.

Parents are asked to call the school office before 8:00 A.M. whenever a child is going to be absent. Upon returning to school, the child **must present a written note to the homeroom teacher, marking days missing and specifying the reason for the absence.** The school phone number is 215-468-0353.

Doctor appointments, trips and vacations during school time are strongly discouraged. If no other arrangements can be made, the child is held responsible for all the work accomplished during the absence.

If a child is tardy due to unforeseen circumstances, a written note must be submitted the day of tardiness. Anyone tardy more than twice will not be considered for perfect attendance.

Children who are habitually tardy must make up the time after school.

EARLY DISMISSALS

No student can be dismissed during school hours without explicit approval from the Principal. **Requests must be made in written form.** If a child is ill and has been granted permission to return home, parents must come to either the school office or the nurse's office for the student.

LEAVING SCHOOL PREMISES

Students who are staying in school for lunch are not permitted to leave the school premises for any reason without the explicit permission of the Principal.

In addition, **children are not permitted to go to neighboring stores or visit homes of other students without proper permission**

UNIFORMS FOR ST. ANTHONY OF PADUA REGIONAL CATHOLIC SCHOOL

Girls: Grades K – 8

Maroon, Blue, Gray, White Plaid Jumper
White long or short sleeved blouse
Navy Blue knee socks
Navy Blue oxford shoes
Maroon Sweater

Boys: Grades K – 8

Navy trousers – **school style only**
White long or short sleeved shirt
Plaid tie to match girls uniform jumper
Black belt
Black oxford shoes
Maroon Sweater

Gym Uniform

Gray sweat suit with burgundy letters

If children find it necessary to wear a sweater during school hours, only a maroon cardigan or sweater vest is permitted. School uniforms may be purchased from either Boystown/Girlstown, Cramer's on Passyunk Avenue, or from Edie's at 2nd and McKean Street, for your convenience.

Gym Uniforms

Children of Grades K – 8 must wear the prescribed gray sweatsuit as a gym uniform.

All children must wear sneakers.

School Shoes

The prescribed and accepted school shoes may be purchased from Cramer's on Passyunk Avenue. Boys must wear a black oxford and girls, a navy blue oxford shoe. Any child who is not wearing the uniform shoe will be asked to purchase another pair of shoes that conform to the school policy.

Uniforms must be worn from the first day of school in September.

Summer Uniforms (optional)

September 6th to October 13th and
April 16th to June 15th

Girls: Grades K – 8

Maroon, Blue, Gray, White Plaid Jumper
White short sleeved blouse
Navy Blue knee socks
Navy Blue oxford shoes

Boys: Grades K – 8

Navy Blue trousers
White golf shirt
Black belt
Black oxford shoes

Children must bring a written explanation from their parents when they are unable to comply with the school uniform regulations. Consistent disregard of uniform policies will be referred to the Principal.

There are no scheduled detention classes. However, each teacher is free to detain a child after school if deemed necessary. Parents will be notified in advance.

HOMEWORK

Assignments are given in order to insure assimilation of the subject matter taught in class, as well as to provide reinforcement. It should be done at home with some type of supervision.

It is imperative that each student possess a notebook in which he/she enters information about the nature of the assignment and the date on which it is due. Parents are asked to provide a quiet place free of distractions, and are asked to supervise and check their child's studies.

MEDICATION

No medication is allowed to be administered by the school unless accompanied with a note from the doctor's office prescribing the medication. Arrangements are made through the school office when the nurse is not available to administer the medication. A form will be sent home by the school nurse for this purpose. Children may **not** keep medication on their person, in their desks, or in their book bags.

SCHOOL SUPPLIES

Before purchasing supplies, wait for notification from the classroom teacher as to which supplies will be needed for the school year. You are then free to purchase these supplies from the School Store or elsewhere. The School Store is open each day at 8:00 A.M.

EMERGENCY SCHOOL CLOSING

When weather is inclement and you are not certain if school will be in session, please listen to the radio. **Do not** call the school, convent, or rectory.

At times, city schools may open one hour late. This will be announced on the radio – Station KYW – 1060 A.M. Also you will be informed through School Reach and on the school website

VISITING SCHOOL

Parents must first report to the school office before going to an individual classroom. When miscellaneous items are forgotten, the office personnel will deliver them to your child's classroom.

DISCIPLINE

At St. Anthony of Padua School, we stress respect for authority and for one another. Important issues include self-discipline, obedience with regard to school policies and regulations, and interest in academic achievement. We urge the parents to work together with us in these areas. A student guilty of fighting, disrespecting a teacher, vulgar language, truancy, vandalism, smoking, using drugs or other inappropriate conduct is subject to suspension or expulsion, depending on the gravity of the situation.

The discipline code applies to students and parents/guardians both in school and at school sponsored events, as well as in the parish community and outside the school/parish community where the behavior is contrary to Catholic teachings or could bring disrepute or embarrassment to the school.

ASBESTOS

St. Anthony of Padua has developed and maintains an Asbestos Inspection Report and Management Plan as required by the US EPA Asbestos Hazard Emergency Response Act of 1986(AHERA). A copy of the plan is available for your inspection at the school administration office during regular business hours. Keating Environmental Management, Inc. (484-876-2196) is the school asbestos program manager and Keating Management, Inc. (484-876-2196) is the schools consultant. Inquiries regarding the plan should be directed to these organizations.

**ST. ANTHONY OF PADUA REGIONAL CATHOLIC SCHOOL
HOME & SCHOOL ASSOCIATION/FUND RAISERS AND ACTIVITY PROGRAMS**

<u>2017</u>	<u>2018</u>
FEAST OF ST. NICHOLAS Church Celebration Monday, September 11 th , 7:00 P.M.	
SISTERS' CHRISTMAS KIT SALE Wednesday, September 13 th through Wednesday, September 27 th	CATHOLIC SCHOOLS WEEK Sunday, January 28 th through Friday, February 2 nd Pancake Breakfast January 28th 10:00 A.M- 1:00 P.M.
Annunciation Padre Pio Festival Friday, September 15 th 5:00-11:00 PM Saturday, September 16 th , 1:00-11:00 PM	LUNCH WITH TEACHERS Thursday, February 1 st
ST. NICHOLAS OF TOLENTINE ITALIAN FESTIVAL AND PARISH PROCESSION OF SAINTS Sunday, October 1 st – 12:30 P.M.	SPRING CHOCOLATE DRIVE Tuesday, February 6 th Tuesday, February 20 th
<hr/> WALK-A-THON FOR NON PUBLIC EDUCATION Friday, October 20 th – Grades Pre-K(4) – 8 th <hr/> FROZEN DESSERT SALE Wednesday, October 11 th – Thursday, October 26 th FALL BOOK FAIR Wednesday, October 4 th - Thursday, October 5 th	<hr/> BOOK FAIR Wednesday, February 7 th Thursday, February 8 th
HALLOWEEN PARTY Saturday, October 21 st Grades 1 – 4 11:00 A.M. – 1:00 P.M.	Family Bingo Night (Date to be Determined) 7:00-9:00 PM/School Hall
<hr/> NIGHT AT THE RACES (Date to be Determined) 7:00 PM-10:00 PM	
FALL CHOCOLATE DRIVE Wednesday, November 8 th - Tuesday, November 21 st	LUNCH (Karoake) WITH EASTER BUNNY March 10 th 12:00 NOON – 2:00 PM Daycare – Grade 4
LUNCH WITH SANTA Saturday, December 9 th 12:00 Noon – 2:00 P.M. Daycare - Grade 4	WALK-A-THON Friday, May 18 th Pre-K – 8 th Grade
LUNCH WITH TEACHERS Thursday, December 7 th	CLEMENTON PARK Friday, June 1 st
<hr/> SECRET SANTA Tuesday, December 5 th - Wednesday, December 6 th <hr/> SCHOOL SPIRIT NOVELTIES January 8 th - 12 th	<hr/> TEEN DANCES – (GRADES 5 – 8) FRIDAYS: October 20th December 15th February 2nd April 13th

ST. ANTHONY OF PADUA
SCHOOL CALENDAR
2017-2018

<p><u>SEPTEMBER</u> 5th Teacher Orientation Day 6th Opening of School (Grades K-8) 6th – 8th NOON DISMISSAL ALL GRADES 7th Opening of Pre-K(3) and Pre-K(4) 11th Feast of St. Nicholas of Tolentine 19th H.S.A. Meeting – 7:00 P.M.</p>	<p><u>FEBRUARY</u> 2nd First Friday Mass- 11:00 AM NOON DISMISSAL – Faculty Meeting 7th Kindergarten Registration 8th Pre-Kindergarten Registration 19th President’s Day - NO SCHOOL</p>
<p><u>OCTOBER</u> 6th NOON DISMISSAL - Faculty Meeting 20th Progress Notices Distributed</p>	<p><u>MARCH</u> 2nd District In-Service NO SCHOOL 9th Second Trimester ends NOON DISMISSAL-Faculty Meeting 12th Third Trimester begins. 19th – 23rd Terra Nova Testing (Grades 3-7) 20th Distribution of Report Cards H.S.A. Meeting-7:00 P.M 28th Easter Recess Begins-NOON DISMISSAL 29th NO SCHOOL 30th NO SCHOOL</p>
<p><u>NOVEMBER</u> 1st All Saints Day-Holy Day-NOON DISMISSAL 3rd NOON DISMISSAL-Faculty Meeting 22nd NOON DISMISSAL-Thanksgiving Recess Begins 27th NO SCHOOL-FACULTY RETREAT</p>	<p><u>APRIL</u> 2nd NO SCHOOL 3rd Classes Resume 13th NOON DISMISSAL-Faculty Meeting 27th Progress Notices Distributed</p>
<p><u>DECEMBER</u> 1st First Trimester Ends-NOON DISMISSAL 4th Second Trimester begins 8th Immaculate Conception-Holy Day-NOON DISMISSAL 11th Distribution of Report Cards 13th Parent Teacher Interviews- NOON DISMISSAL 21st NOON DISMISSAL-Faculty Meeting Christmas Recess begins-</p>	<p><u>MAY</u> 1st May Crowning 4th NOON DISMISSAL-Faculty Meeting 10th Ascension Thursday HOLY-DAY-NO SCHOOL 22nd Sports Award Night – 6:00 PM 25th Holiday – NO SCHOOL 28th Memorial Day – NO SCHOOL</p>
<p><u>JANUARY</u> 3rd FACULTY IN SERVICE-NO SCHOOL 4th Classes Resume 12th NOON DISMISSAL-FACULTY meeting 15th Martin Luther King-NO SCHOOL 26th Progress Notices distributed 28th – 2nd Catholic Schools’ Week</p>	<p><u>JUNE</u> 1st Clementon Park-NO SCHOOL 6th Pre-K and Kindergarten Graduation 4th – 6th 8th Grade Final Exams 4th – 8th Final exams- Grades 1-7 8th NOON DISMISSAL 13th 8th Grade Graduation 14th Teacher Record Day – NO SCHOOL 15th End of Third Trimester CLOSING OF SCHOOL</p>