



BACK TO SCHOOL

2019



Dear Parent:

Being a parent comes with many delights and ever-changing challenges. This year we want to focus on common, modern issues that are important to you, your child, and the school experience. We will discuss how to approach difficult situations, how to inspire your children to be more confident and motivated, and why faith plays such an important part in the family.

To start off, let's talk about going back to school. Some children may have their backpacks prepared and their uniforms ready for the first day of school, whereas others may be dreading the day the alarm clock rings and they have to leave the comfort of home. Regardless of their enthusiasm for the start of school, it's always helpful to talk with your children about school and help prepare them for the year.

Here are a few tips to help get your children ready for an excellent school year.

- Find a way for your children to feel comfortable leaving you. For many, the hardest part of going back to school is saying goodbye to you. Develop a ritual every day such as, "Have a great day! I love you. I will see you at 2:35!" This may help them feel at ease. You could also give them a small token to keep with them during the day that will remind them of you.
- Calm their fears. Anxiety can play a big role when returning to school. Talk with your children about some of their worries. This may help ease some of the fears they may be experiencing.
- Help your children learn how to express their needs and feelings. Have conversations about the importance of asking questions when they are unsure of class material or are in difficult social situations.

Wishing you and your child a blessed school year,

Nancy Ann Andrasco, Principal



It is in this spirit of anticipation that I warmly welcome back our returning faculty and staff members for the 2019-20 school year:

Mrs. Maureen Kurtovich-Secretary
Mrs. Therese Provenzano-Pre School
Mrs. Sandra Ramirez—P3/P4 Aide
Mrs. Mary Kay Ambrose—P3/P4 Aide
Mrs. Anne Spiguzza—Kindergarten
Mrs. Laura D’Oronzo—Kdg. Aide
Mrs. Erica Allicino—Grade 1
Mrs. Melissa Gillespie—Grade 2

Mrs. Linda Kent—Grade 3
Ms. Michelle Mahoney—Grade 4
Mrs. Christine Oquendo—Grade 7
Mrs. Danielle Stephens--Computers
Mrs. Kristin Akella--Music
Mr. Robert Schab—Maintenance

I am pleased to welcome Ms. Alexandra Jacobs as the new 6th Grade Homeroom Teacher and the Grades 5-8 Science Teacher. Ms. Jacobs is a graduate of the University of Illinois, has an endorsement in Science, and has teaching experience in both Catholic and public schools. She is looking forward to sharing her love for Science with the SJS students.

Mrs. Helen Kaminski is going to retain her duties as the Jr. High Social Studies Teacher but will be the 8th Grade Homeroom Teacher. Mrs. Laura D’Oronzo is going to be the Library Aide on Tuesdays and Thursdays while continuing her Kindergarten Aide position the other three days.

The Grade 5 Homeroom and Grades 4-8 Math Position has not been filled yet. I will share that information with you once the hiring process has been completed.

As of this writing the teachers are busy preparing their classrooms for the arrival of the students. In order to be prepared to meet the challenges of the 2019-20 school year, faculty members are involved in professional development concerning continued growth in the teaching of Religion, administering the i-Ready Tests, analyzing the Aspire scores, developing a Continuous School Improvement Plan, understanding Social Emotional Learning, and renewing CPR/AED certification. Professional Development days are being held Tuesday, August 13; Thursday, August 15; Friday, August 16; and Monday, August 19 for the faculty. Hopefully, the energy and excitement of these days continues throughout the coming year.

All are looking forward to working with you and your children. As those smiling faces walk through the halls of St. Jane once again, they are a source of joy to all who see them. It is our hope that this will be an exciting and interesting and productive year for you and your child(ren). It is in this spirit of anticipation that I warmly ring in the 2019-2020 school year.

RELIGION NEWS

SCHOOL LITURGY—The 2019-20 school year is being kicked off with a “Welcome Back” Liturgy, which is being celebrated **Wednesday, August 21**, at 8:30. At this time all students and their families are to gather as we celebrate a Mass of the Holy Spirit. Following this, all are to proceed over to school for the “Meet & Greet” in the classrooms. What a great way to begin the year.

CATECHETICAL SUNDAY—This annual commitment Liturgy is being celebrated on **September 15**, at 9:30 Mass. At that time, teachers from the Parish School as well as the Religious Education Program, gather to publicly commit themselves to the religious education of the children who have been placed in their care. The P3/4 and Kindergarten students and their families are also invited to attend this Mass as we welcome these families into our Parish.

SCHOOL NEWS

ARCHDIOCESAN HOT LUNCH PROGRAM-All students are expected to bring a lunch **Wednesday, August 21, through Friday, August 23**. Hot Lunch begins **Monday, August 26**, for those students who ordered their September lunches through the Spring into Fall Program. Representatives from FSP plan to be at Family Folder Night to take additional orders. October lunch orders will be available after school starts. Please check your child’s order carefully and make certain that he/she brings a lunch to school if an order has not been placed. Thank you for your cooperation in this matter.

VOLUNTEER REQUIREMENTS—According to an Archdiocesan mandate all volunteers are expected to complete an online Criminal Background Check, sign a Code of Conduct Form, and attend a Virtus Training Workshop. In addition, coaches are expected to complete Mandated Reporter Training which can be found on your Virtus Account. Once you have completed the training, it is necessary for you to print a copy of your certificate and send it to school. Instructions for the Criminal Background Checks are included in the Volunteer Handbook. (While many of you may have completed background checks for your jobs, we do not have access to that information so it is necessary for you to complete the Background Check in your Virtus Account.) A Virtus Training Workshop is being held at St. Jane **Thursday, September 12, 6:30-9:30**. All volunteers must fulfill these requirements by November 1, 2019 in order to work with children in any capacity, including those who chaperone field trips. If you have already fulfilled these requirements, it is not necessary for you to do anything further at this time. Annually volunteers must complete a CANTS Form, which is included in your Family Folder. Thank you in advance for your cooperation as we work to comply with these Archdiocesan Guidelines. All parents are encouraged to become Fully Qualified Volunteers so that when a volunteer opportunity, such as field trip chaperone, presents itself you are able to serve in that capacity.

PROMPT ARRIVAL—The beginning of the school year is a good time to remind students and their families about the importance of being prompt and punctual for school each day. Tardiness is not only disruptive to those who arrive late, but also to the rest of the class. Therefore, it is important that all students are prompt. The first bell rings at 7:55 and the tardy bell rings at 8:05. Classes are to begin at 8:05, so all students are expected to be in their seats ready to begin the day. Promptness and punctuality are important life skills which adults must model for children.

Perhaps it is necessary to get up earlier or to get those lunches and backpacks organized the night before so that your child(ren) arrive at school on time. A demerit, which requires a one-hour after school stay, is to be issued to those students who are late 3 times in a trimester. Further tardies may result in other demerits being issued. Your cooperation in this matter is most appreciated.

UNIFORM REMINDERS—Please refer to the Handbook for the Uniform Policy—p.25 **Only the 1/4 zip or full-zip fleeces are to be worn to school.** Students are also expected to wear their uniform blouse or shirt under these fleeces. **Any other sweatshirt which is worn to school must be removed and placed in the locker for the day.** Girls in Grades 5-8 are reminded that the vest is part of the uniform and that they are expected to wear the vest or a fleece at all times. Spirit wear items may be worn on Gym Days or days which are designated as Spirit days. Please also check the length of your daughter's skirt. While fashion may dictate that short skirts are in, uniform skirts are not making a fashion statement. Therefore, skirts should be no shorter than 2 inches above the knee. **Only oxford or loafer style shoes are to be worn to school.** Shoes with unusually high heels or clogs are not considered dress shoes. Out-of-Uniform Slips will be issued to students who do not conform to the Uniform Policy. Three Out-of-Uniform Slips warrant a demerit. Thank you in advance for your cooperation in this matter.

SCHOOL WEB SITE— A new St. Jane website, which is in the process of being created, should be up and running soon. You can look forward to pertinent information related to the school and its events being posted/updated on the website. Remember to surf the web for calendar information, supply lists, and pictures of recent events, etc. Beginning in October, monthly calendars/highlights and SCRIPT Forms are to be posted on the website. SJS information is also available on an updated St. Jane de Chantal Facebook page. In addition, the Archdiocese of Chicago has adopted a new email system through Office 365. Families can expect to receive a new email address from their child's teacher(s) once school begins.

PARISHIONER/NON-PARISHIONER STATUS—The 19-20 Tuition Agreement defines an active parishioner as “a registered family living and practicing the Catholic faith, attending Sunday Mass, contributing \$300 to the parish finances through weekly use of the offertory envelopes by May 15, 2020, and involved in the required formational programs.” Non-Parishioners are required to pay a \$500 surcharge on their tuition.

MEDICATION—If medication is necessary to maintain the student in school, the parent must adhere to the regulations which are detailed in the School Medication Procedure. Please read the information carefully and fill out the necessary pages.

ST. JANE PENCIL CASES—Each student K-8 is expected to purchase a red leatherette pencil case for use during the school year. The cost is \$4.00.

SCRIPT PROGRAM—Through the efforts of the rectory staff, the Cash and Carry part of this program continues with Certificates being available in the rectory Monday-Friday, 9:30-5:30. Weekly orders are also taken during the school year. Orders must be turned in to the office no later than **Monday** each week. These orders are then sent home on Thursday of that week. This program is a win-win situation as the school makes a percentage and the families earn their \$600 fund raising commitment. All are encouraged to take advantage of this program. A Script representative is to give a brief presentation and be available at Back to School Night to assist families with the enrollment and registration process.

STUDENT PLANNERS—Due to the generosity of the St. Vincent de Paul Society, each student in Grades 1-8 is being given a Student Planner. This has the days/dates for the entire year imprinted in it and also includes various charts and study skills suggestions. Hopefully, daily use of this planner promotes continued emphasis on organizational skills for the students. We're grateful for the continued support of the St. Vincent de Paul Society.

IMMUNIZATIONS—Students who are entering Pre-School, Kindergarten, and Sixth Grade (effective Sept. 09) are required by state law to undergo physical examinations. First Graders who fulfilled this requirement last year are exempt now. Students entering Pre School and Grade Six are also required to show proof of Hepatitis B vaccination. Children entering into any school-operated program for the first time at the Kindergarten level or below are required to show proof of having one dose of chicken pox vaccine on or after their first birthday. New this year is a requirement that all students entering Grade 6 must show proof of a TDAP vaccine. A physician can confirm past disease history in lieu of vaccination by having examined the infected child, documenting the parent description of the child's history, or reviewing laboratory evidence. As of January, 2006 students in Kindergarten, Grades 2 and 6 are required to have dental examinations. Beginning in 2008-09, a vision exam is required for students entering Kindergarten. All medical forms are due in the office by the first day of school.

NEW FAMILY ORIENTATION—Families whose child(ren) are attending St. Jane for the first time are invited to attend New Family Orientation on **Thursday, August 22**, at 7:00 P.M. in the Lunchroom. Further information is forthcoming.

WEDNESDAY FOLDERS—Monthly calendars and items which require a signature or are to be returned to school will continue to be sent home on Wednesdays. Monthly Newsletters and SCRIPT Forms will appear on the website. Once again there is a space for parent signatures on the inside pocket. When your child brings this folder home, it is important that you sign stating that you have received this information. Hopefully, this greatly reduces the number of items that disappear between school and home. Anyone who wishes to send a note home through the Wednesday Folders must bring it to the office for approval on Monday and if it is approved it can then be copied and distributed to students on Wednesday. All items which are sent home must be approved in the office prior to distribution. Your cooperation is requested, as effective communication between home and school is essential for success.

ITEMS RETURNED TO SCHOOL—Please establish a routine for your family which assures the prompt and neat return of items to school. It is important the Wednesday Folder and other items are returned to school by the stated date and without being soiled or food-stained. Many items are required to be retained in a student's file, so they should be in their original form. If there is a mishap with a form, please request another copy. Thank you for your assistance as we work together to develop good life skills for the SJS students.

GYM CLASSES—Students in P3, P4, Kindergarten, Grades 1, 2, & 3 have Gym on Tuesdays and those in Grades 4-8 have Gym on Wednesdays. If for some reason it becomes necessary to change the Gym Schedule it will be noted on the monthly calendars. Gym Days are listed on the September calendar and will be listed each month thereafter. Students are reminded to write the schedule change in their planners. Gym clothes are being sold at Family Folder Night and during the first week of school. Gym uniforms are available now and in January only! So please make sure that your current gym uniform lasts until January.

PHYSICAL PLANT UPDATE—Special thanks to the Maintenance Crew: Bob Schab and Bob Beets for their work in preparing the building for the arrival of the students. In addition, thanks to the tenacity of the new pastor, Fr. Ted, several long-awaited projects have been completed: resurfacing and line striping of the parking lots, replacing the cement curb along the East Parking Lot, and a new roof on Ward Hall. These improvements increase SJS “curb appeal” greatly.

SUMMER BRIDGE BOOKS (SBA)—Completed SBA Books are to be turned in by **Friday, August 23**. Invitations to the Ice Cream Social, which is being held **Friday, August 30**, at 1:45, will be sent to those students who have returned completed books by the due date.

CARNIVAL RECAP—Special thanks is extended to the “Hooray for Hollywood” Carnival Committee for their time, effort, and diligence in coordinating this 4-day event, during which we were blessed with beautiful weather. Whether you volunteered or attended and enjoyed the event, you contributed to its overall success. As of this writing final figures are not available. You can expect to be notified once final figures become available.

WALLY WORLD FOR EDUCATION FUNDRAISER—Thanks to everyone who supported the Wally World for Education Fundraiser. As a result, \$10,728 was raised and then divided between the four schools which means that SJS is anticipating a check for \$2,682. We are extremely grateful for the community support provided through this fundraiser. Please continue to support Grand Prix, Minuteman, Dunkin Donuts, and Wally World Car Wash.

POPSICLE PARTY—Anne Spiguzza (Kindergarten), Erica Allicino (Grade 1), and Michelle Mahoney (Grade 4) are to be commended for their efforts in organizing the Popsicle Party for children ages 3-7 which occurred on Thursday, August 8. A happy group of children and their parents/grandparents gathered for bubbles, sidewalk chalk, washable tattoos, and popsicles. Special thanks to the 8th Grade girls who assisted the teachers. Preschoolers and their parents had a chance to meet one another as well as their teacher, Mrs. Therese Provenzano. Mateo Anguiano was the winner of a contest to guess how many erasers were in a jar. Overall, it was a great Back to School Event.