

From St. John's Catholic School Student/Parent Handbook:

L. DISCIPLINE

1. GENERAL

The ultimate goal of discipline at St. John's is to teach students to become effective modifiers of their own behavior. Good order and self-discipline are expected. The classroom teacher is responsible for developing age appropriate rules, rewards, and consequences, which are clearly conveyed to students verbally and in writing. Emphasis will be placed on positive values rather than negative. A disciplined person consistently reflects correct attitudes and respect for the rights of others. For the individual's own good, and for the good of the nation, the school will aim at producing disciplined citizens. Students must be intent on mastering subject matter, and this is best accomplished in an atmosphere conditioned by discipline. Every student and parent will be held accountable for any disorderly conduct in school, on the school's entire campus (includes church, parking lots and playgrounds), or at any school function. A grade-level discipline policy will be read and signed by parents and students.

OFF-CAMPUS CODE

Students remain St. John's students at all times, on and off campus, and their behavior reflects on themselves and the school. A student will be held accountable for behaviors that are detrimental to the reputation of St. John's School. Parents also have a responsibility to St. John's School and are expected to maintain positive behavior and a cooperative relationship with the school and its employees. If parents fail to support this relationship, their child may be removed from the school.

2. REWARDS/PUNISHMENTS

Emphasis is placed on positive values, rather than punishments. When violations do occur, each case will be dealt with patiently, respecting the personal dignity of the student, the teacher, and all who have been offended by the student's misconduct. Means of coping with problem situations include, but are not limited to:

- a. focusing on virtue-based, restorative solutions,
- b. providing appropriate consequences to the misbehaving student,
- c. talking to the student in private,
- d. informing parents or guardians,
- e. seeking positive help for the student, and/or
- f. assigning the student to detention.

Serious or continuous disciplinary problems will be referred to the Principal and Pastor, and parents will be notified of the infractions and of the disciplinary actions taken. If a student cannot be helped through these actions, the Principal will follow the procedure for suspension and/or dismissal.

Examples of types of conduct not tolerated:

- a. Any disorderly conduct or destruction of property. Students will pay for any damage to school or parish property.
- b. Fighting

- c. Defiance of school authority
- d. Disrespect or any type of abuse of school staff, volunteers, or other students
- e. Possession of firearms or other weapons
- f. Any behavior that threatens the safety of others
- g. Consistent lack of cooperation, both within and outside the class
- h. Theft, cheating, plagiarism
- i. Possession of or use of alcohol/drugs (See ALCOHOL/DRUGS Section)

***St. John's School reserves the right to search and seizure if necessary.**

3. DISMISSAL OF STUDENTS—SUSPENSION

Suspension is defined as “the temporary exclusion of a student from school for disciplinary reasons.” Suspension from the school will be the decision of the Principal in consultation with the Pastor. Students may be suspended for serious reasons by the Principal, for a period of time not to exceed ten (10) days. Some infractions would not rise to the level of suspension. In such cases, an In-School Suspension would be considered. The Principal will notify the student and the student’s parents or guardians of the reason for the suspension, the time of the suspension, and the requirements for reinstatement, which are to be determined by the Principal and the Pastor and are not negotiable.

4. DISMISSAL OF STUDENTS—EXPULSION

Expulsion is defined as “the permanent dismissal of a student from the school.” Expulsion from the school will be the decision of the Principal in consultation with the Pastor. Notification of this expulsion will be sent to the School Board President. A written report containing reasons for the expulsion will be sent to the student’s parents or guardian and to the Diocesan Superintendent’s office. The written report to parents will contain the information concerning the process of appeal.

5. COMPLAINTS

Any parent or guardian feeling aggrieved concerning any matter connected with the school will contact the individual involved before discussing with other patrons. Complaints should be handled in the following manner:

1. If a person has a complaint, the individual will go to the employee who is most directly involved in the situation to seek a solution to the problem.
2. If the matter cannot be resolved satisfactorily at that level, the person will contact the Principal for an appointment and discussion.
3. If the issue is still not resolved, the person will submit a written complaint to the Pastor who will then determine the best course of action.
4. If no solution is found to the problem, the matter will be referred to the superintendent.

It is not the responsibility or authority of the School Board members or PTO officers to resolve school matters. If board members or PTO officers are approached with complaints, they are to refer the aggrieved person to the above procedure.

APPENDIX 5: PARENT COVENANT

St. John's Catholic School Parent/School Covenant

St. John's Catholic School, serving as an evangelical ministry of the Catholic Church, strives to provide a nurturing Catholic Christian environment to all of our students. The goal of this ministry is to teach children to be strong in faith, serve society, and take an active part in the life of the church. In order to be successful in this goal, we must enter into a partnership with the parents who are the first and foremost educators of their children.

Parents have the first responsibility for the education of their children in the faith, prayer, and all the virtues. They have the duty to provide as far as possible for the physical and spiritual needs of their children (Catechism of the Catholic Church #2252).

St. John's Catholic School believes that each student is a child of God deserving respect, who should be developed spiritually, intellectually, and physically. St. John's is committed to providing instruction that integrates Catholic values, fundamental truths, and academic excellence while building on the Christian foundation begun at home.

By enrolling your child in St. John's Catholic School, your family is entering into an agreement to support and reinforce the teachings, traditions, and sacraments of the Catholic Church. This includes but is not limited to:

For Catholic families:

- Attending Sunday Mass and Holy Days of Obligation
- Sharing in the Sacramental life of the Catholic Church
- Modeling and supporting your child's practice of the Catholic Faith
- Involvement in Parish Ministries
- Communicating moral and ethical values

For non-Catholic families:

- Providing regular family prayer, and worship opportunities for your child, and involvement in church or service ministries
- Providing a faith-based example for your child
- Communicating moral and ethical values

The Parent/School/Church partnership is an integral part to the success of your child's development. The greatest single factor in building a child's spiritual, intellectual, cultural, and moral attitude is the example you provide in your home. Without the commitment by

the parents and the support from the school and church, your child's faith formation will not be reached.

By signing the *Acceptance of Handbook Policies*, I/we agree to uphold the requirements of this covenant.

School Responsibilities

The St. John's School will:

- Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the State's student academic achievement standards as follows: Students who are eligible for Title I assistance will meet with the Title I teacher twice weekly. Students will work on skills in reading and/or math to help the students achieve success and to help build a good self-image in each student.
- Hold parent-teacher conferences at the end of the first quarter and the end of the third quarter during which this compact will be discussed as it relates to the individual child's achievement. If a conference is deemed necessary between designated conference times either by the teacher or parent, a meeting time will be arranged.
- Provide parents with frequent reports on their children's progress. Specifically, the school will provide reports as follows: Communication envelopes go home with students every Wednesday. Papers, reports or communications to parents will be sent home in these envelopes. The school newsletter will be published on the St. John's School RenWeb website.
- Provide parents reasonable access to staff. Specifically, staff will be available for consultation with parents as follows: Staff is available every day after school for consultation with parents. Either teacher or parent may set up a time for consultation regarding a student or student progress. Provide parents opportunities to volunteer and participate in their child's class, and to observe classroom activities as follows: All parents are invited to volunteer in the school programs. A letter is sent home listing the many ways parents may participate in the various school activities and ways parents can assist in the child's classroom. If a parent wishes to observe in a classroom, they may make arrangements through the school office.

Parent Responsibilities

We, as parents, will support our children's learning in the following ways:

- Monitoring attendance.
- Making sure homework is completed.
- Monitoring amount of television our children watch.
- Volunteering in my child's school.

- Staying informed about my child's education and communicating with the school by promptly reading all notices from the school and responding as appropriate.

Student Responsibilities

I, as a student, will share the responsibility to improve my academic achievement and achieve the State's high standards. Specifically, I will:

- Do my homework every day and ask for help when I need it.
- Read at least 30 minutes every day outside of school time.
- Give to my parents or the adult who is responsible for my welfare all notices and information received by me from my school every day.
- Always do my best.