

# **WELCOME TO ST. LUKE SCHOOL!**

Dear St. Luke School Parents and Students,

The purpose of this handbook is to give you and your child a general overview of St. Luke School. We realize that this booklet will not begin to answer all of your questions about the school, and we hope that you will feel free to call or come by when questions arise. You may also check on updates and school events on our website at <http://school.stlukeum.com>.

St. Luke School encourages your interest and your involvement in your child's education. We need your support in order to ensure that your child will achieve to his or her fullest potential.

Without question, a child's home environment has a major influence on their learning attitudes and achievement. Factors such as expectations for school success, student's attitude toward hard work, parent/teacher cooperation, and parental involvement in classroom, church, and school activities have a positive influence on student achievement.

Welcome to a new school year as we expand our program, staff, and student body to provide an enriching experience of academic achievement through faith based learning - reaching the mind, body, and spirit.

Sincerely,



Ann McDuffie  
Headmaster / Principal

**This Handbook is the Property of:**

**Name:** \_\_\_\_\_

**Grade:** \_\_\_\_\_ **Teacher:** \_\_\_\_\_

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## **Mission Statement**

The mission of St. Luke School is to provide each student with an excellent academic education that is faith-based; by challenging and nurturing the mind, body and spirit; and by developing responsible servant leadership.

## **Admissions Statement**

St. Luke School is open to academically qualified students without regard to race, religion, creed, sex, or national origin.

**St. Luke School Faculty and Staff**  
***Academic Excellence Through Faith Based Learning***

The St. Luke School faculty and staff are deeply committed to ongoing efforts to improve all aspects of our instructional program. To do so, we have established specific goals which are based on our beliefs about education.

**St. Luke School Beliefs**

We believe:

- All children can learn
- Learning can and should be enjoyed
- All children should be challenged
- Everyone can learn and do more than they think they can
- In setting high expectations for ourselves as well as our students
- As educators we must model the change we want to see
- In a risk-free teaching and learning environment
- Life long learning leads to world wide changes
- The whole child must be served (mental, physical, social, emotional, and spiritual)
- In a faith-based education
- Students should explore the world around them in concrete /hands on ways
- Little steps can take you a long distance
- Learning is incremental
- Styles of learning must be considered
- Excellence in education includes home, church, and community
- It is the teachers' job to inspire and motivate children
- All children within the academic environment are both learners and facilitators
- In the importance of prayer
- In developing high self esteem

**Message from the Counselor**

The counseling program consists of various services to include classroom guidance lessons, individual counseling and small group counseling as needed. Topics for classroom guidance lessons are often guided by the imminent needs of students at each grade level. These lessons cover such topics as the Good Touch/Bad Touch Program in grades 1, 3, and 5, personal and social domains, academic support skills, and career awareness. Services are available to all students in grades K – 8. Individual services are offered to students through self referral and teacher or parent referrals. Additional services provided by the counselor include parent/teacher consultation and coordination of services for students. These services are provided by a Nationally Board Certified and state licensed professional school counselor.

## *Message from the Media Centers*

The Media Centers at St. Luke School are open daily during regular school hours and operate on a flexible schedule to allow students and teachers access as needed. The centers house books and resources which support the instructional programs and objectives of St. Luke School. The Media Centers are staffed by a full time, state certified Media Specialist and a Media Assistant. All students who attend St. Luke School are welcome in the Media Centers and each will be given a library card to use to check out books. The centers are fully automated and students are encouraged to become familiar with the location of available books and materials in order to become independent users of the Media Centers. Students may come to the Media Centers with their entire class, in small groups, or individually.

The Media Centers are one part of the total Media/Technology Program at St. Luke School. The Media Program provides for a wide range of reading, writing, research, production, and literature experiences. The Media Centers contain both standard and Christian reference books, periodicals, computer lookup stations and over 6500 print volumes. The main objective of the Media Centers is to promote reading and to instill the love for books and literature in all students of St. Luke School!

## *Technology at St. Luke School*

St. Luke School classrooms each have a teacher computer station and two student stations. Each classroom also houses a large screen mounted monitor and scan converter to allow teachers and students to project to the large group what is on the computer screen. The media centers, offices, and classrooms have Internet connection capabilities. There are three twenty-unit computer labs for whole group instruction and individual use. Other technology items available to our teachers and students include scanners, digital cameras, digital camcorders, Renaissance Neo2 laptops, laser printers, and color printers. The school is data networked which allows for access to the Internet from every computer station. Daily morning announcements are made school wide through a live video broadcast. The SLS Broadcast Team is made up of 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> grade students. Join us in the lobby of the 318 Building or the Middle School any morning at 8:30 as WSLs goes on the air!

Students at St. Luke School will not be allowed independent access to the Internet. We believe that the Internet is a valuable tool for research and communication and we do have the technology to use on-line services. Such activities will always be under the supervision of an adult.

## *St. Luke School Website*

St. Luke School maintains a website with up-to-date information and announcements. Our web address is:  
**<http://school.stlukeum.com>**

Our website includes a password protected section called the Lion's Lair, which is the only area where we include articles with student names or pictures with identifying information. The Lion's Lair includes our student directory. The Lion's Lair password is periodically emailed to St. Luke School families or may be obtained by calling the school office. The website also includes an up-to-date school calendar, the current lunch menu, current events, field trips, PTO information, the Masterpiece of the Week, information about our sports program and much more. The following forms can be printed from the website for your convenience:

Field Trip Travel Permission Slip  
Field Trip Driver Liability Form  
Reading Logs  
Medication Form  
Student Absence Approval Form  
Physical Form for Sports Participation  
Georgia Ear, Eye, Dental Form  
Before and After School Registration Form  
Counselor Request Form

## **Tuition and Fees 2009-2010**

- Annual Registration Fee\* ..... \$375
- Annual Tuition\* (Kindergarten - 8th)..... \$5320
- Annual Tuition\* (ROAR Program)..... \$8900
- Tuition may be paid in full by August 17<sup>th</sup> for a \$150 discount or may be paid in 10 monthly payments of \$532 per month
- **Monthly tuition payments are due on the 1<sup>st</sup> of each month beginning in August and ending in May. Tuition payments are delinquent after the 15<sup>th</sup> of each month which may result in late fees, records held, or administrative withdrawal.**
- Registration fees are non-refundable and school records will not be released if tuition and other fees are not current  
\*These fees include lunch, field trips, textbooks, web access to Accelerated Reader and Accelerated Math, Math Facts in a Flash, HomeConnect, Lion Keeper notebooks for Kindergarten – 4<sup>th</sup> grade, planners for 5<sup>th</sup>-8<sup>th</sup> grade, and grade-appropriate periodicals for each student.

## **Extended Day Fees\***

- Before and After School Care.....\$47 weekly
    - Hours are from 7:30 a.m. - 8:15 a.m. and from dismissal until 6:00 p.m.
    - Breakfast is included for children arriving before 8:00 a.m.
  - Drop in rate ..... \$24 per day or \$47 per week
  - 45 Minute Care for Kindergarten and 1<sup>st</sup> graders.....\$20 per week
    - Hours are from 2:30 - 3:15 daily
    - A snack is provided
- \*Fees are subject to change in January 2010 with ELC Board Approval

## **School Hours**

Kindergarten & 1<sup>st</sup> Grade: 8:30 – 2:30                      2<sup>nd</sup> – 8<sup>th</sup> Grades: 8:30 – 3:15

We are concerned for every child’s safety. We ask that you cooperate and see that your child does not arrive at school prior to **8:10** and that they are picked up promptly in the afternoon. Teachers are not on duty to provide supervision of students before 8:10. In the afternoons, teachers are regularly scheduled for meetings and conferences. For your convenience, the St. Luke Early Learning Center operates a before and after school program. You can register your student by contacting the Early Learning Center at 322-2703. **Students not picked up by 3:30 will be taken to the after school program and the parent will be charged the drop in fee of \$24 per day.**

## **Arrival and Dismissal Information**

Please notify your child’s teacher of dismissal arrangements as soon as possible. If there is a change to these arrangements, the school requires that you notify the teacher in writing or by email. Children should enter and exit vehicles only at the designated places where a staff member or SLS Student Ambassador will be on duty. Parents should drop students off at the appropriate building beginning at 8:10 when a staff member will be available to greet students. For safety reasons, students should NOT be dropped off early or let out of the car and sent up the sidewalk. Students should not be dropped off anywhere other than the designated covered entrances to each building. At dismissal, parents are asked to remain in their vehicles and allow staff members to load students into the cars. Students attending the after school program will be escorted by staff members to the Early Learning Center (lower grades) or St. Luke School Building (upper grades).

## **Absences, Tardies, and Withdrawals**

The St. Luke School Board Policy on student absences and tardies is as follows:

*Students will be allowed excused absences only for student illness or serious illness or death of immediate family members. Makeup work will be given only for excused absences. Students will be given three days or a period of time prescribed by the classroom teacher to turn in all makeup work.*

*Any absences in excess of twenty days (excused and/or unexcused) may result in a student being with drawn from St. Luke School. When a student reaches twenty days of absences during a school year, a letter of appeal to the Headmaster will be required to allow promotion or credit for the grade/class where the absences occurred.*

*Students are considered tardy for school if they do not arrive in the classroom by 8:30 A.M. Admission to class after that time will require a written tardy slip. Parents will be contacted if tardiness to school becomes a problem.*



In order to maintain compliance with the board policy, the following procedures should be followed: Students arriving after 8:30 must sign in and receive a tardy slip. A parent or adult should come in with the student to sign them in. Students who are consistently tardy will be subject to disciplinary action and/or a parent/headmaster conference. Students are required to attend school regularly. As stated in the board policy, the only excused absences are personal illness or serious illness or death of immediate family members. St. Luke School asks that students not return until they are fever free or have a doctor's permission to return to school. Upon returning to school, a student must present an excuse for the absence. This can be a written excuse signed by the parent or an email from the parent to the teacher or office stating the cause of the absence. Makeup work is given upon the student's return to school only in the case of an excused or approved absence. **TEACHERS SHOULD NOT BE ASKED FOR MAKEUP WORK AHEAD OF TIME FOR STUDENT ABSENCES.** If students will miss school for reasons other than those listed, e.g., travel, parents should submit an **Absence Approval Form** directly to the homeroom teacher at least one week prior to the absence. The headmaster will then determine if the absence is excused or unexcused and if make-up work will be given. This form is available on our website or from the classroom teacher. Students leaving during the day for appointments, or in the case of illness, must be signed out in the office. Identification may be required of persons checking out a student. Students will only be released to individuals listed by the parent on the Check-Out Authorization section of the registration form. Please send a note or come by the school if changes in our records are necessary. If a student is to be withdrawn from St. Luke School, we request that **parents notify the school office TWO DAYS IN ADVANCE** in order that records such as grades, textbooks, tuition, library books, etc. can be completed.

In order for students to participate in extracurricular events, the student must be in attendance the entire day of the activity. An exception may be made by the Headmaster or designee.

**Attendance Grade:** Unexcused absences, tardies, and early checkouts will cause a deduction in points towards the Attendance grade. Honor Roll and Principal's List criteria require satisfactory grades in attendance and conduct.

Attendance Grading Scale\*:

Unexcused absence = 3 point deduction, Unexcused tardy/check-out = 2 point deduction

S = 85-100    N = 70-84    U = 69 and Below

\*Students start each nine week grading period with 100 points. Point deductions accumulate during each nine weeks in accordance with the attendance policy.

Locations for tardy check in and early check out:

- Kindergartens in ELC – ELC Front Desk
- Kindergartens, 3<sup>rd</sup> & 4<sup>th</sup> grades at St. Luke Church – Church Reception Desk
- St. Luke School (1<sup>st</sup>-3<sup>rd</sup>) – School Reception Desk at Front Entrance
- St. Luke Ministry Center (5th) – Ministry Center Reception Desk
- St. Luke Middle School – Middle School Reception Desk at Main Entrance

## **ABSENCES**

1. Upon returning to school from an absence, a student must present a written note or an email from a parent or guardian explaining the reason for the absence. This note will be used to determine whether the absence is excused or unexcused. **All absences will be considered unexcused until a note is received.**

### Excused Absences

- Personal Illness
  - Illness or death of an immediate family member
  - Pre-approved excused absences
2. If a student misses in excess of three school days in a row, a doctor's written excuse will be required upon the student's return to school.

## **TARDIES**

1. Most tardies are unexcused. Please make every effort to be punctual. Tardiness interrupts and distracts classes already in session.
2. Tardies are defined as the following and are based on the student arriving in the classroom after 8:30:

### Excused Tardy (must be accompanied by a written note by a legal guardian)

- The car in which the student is riding breaks down or is involved in an accident in route to school.
- The student experiences temporary illness and reports to the office before going to the classroom.
- Mass traffic or weather related circumstances (Administrator's discretion)
- Doctor's/Dentist's appointment with a written excuse from the doctor's office.

### Unexcused Tardy (unexcused tardies include, but are not limited to the following list)

- Oversleeping
  - Everyday traffic flow
  - Carpool
  - Poor planning on the student's part
3. The administration will provide an excused tardy slip if the situation warrants it.
  4. For doctor and dental appointments, please furnish the forms from the doctor's office as your written excuse.

## **EARLY CHECKOUTS**

1. Most early checkouts are unexcused. Please make every effort to have your child remain in school for the full day. Early checkouts disrupt the class and the student misses instructional time.

### Excused Checkouts

- Doctor's/Dentist's appointment
- Student illness or injury
- Family Emergency
- Approved school function

### Unexcused Checkouts (unexcused checkouts include, but are not limited to the following list)

- Appointments other than medical/dental
  - Travel (other than approved/excused travel plans)
2. There will be certain days during the year that early checkouts will be excused for an entire class or the entire school. This would be the case following events such as Field Day, full-day field trips, afternoon celebrations, and other events to be determined by the administration.

The intent of these Absence and Tardy Policies is not to cause hardships on students. It is quite the contrary. We feel it benefits the students. Missed classroom discussions and interactions cannot be made up and will be detrimental to the student. We hope, through these policies, to encourage attendance as well as promptness and to decrease interruptions and thus improve learning.

## Visitors

Visitors to St. Luke School are welcome! We require that ALL visitors check in through the office and be properly identified before visiting a classroom, another location within the building, or a location on the grounds. Visitors will be given a clip on pass to visit our school/campus and this pass must be worn at all times while visiting. Passes should be returned as visitors leave campus. A Columbus City ordinance bans unauthorized visitors from driving on to or parking on campus during the school day. Being in the building without permission of the headmaster/principal/director is against the law.

Parental visitation in the classrooms is encouraged although there may be times when classroom visitation is inappropriate. In order to maximize instructional time, we ask that parents walking students to the classroom in the morning leave before the morning announcements signal the beginning of the day. This will allow the teacher to begin instruction promptly.

## Telephone Usage

School.....	706-256-1301	ELC Fax .....	706-324-6358
School Fax.....	706-256-1307	Ministry Center.....	706-256-1017
Church .....	706-327-4343	Ministry Center Fax.....	706-256-1024
Church Fax .....	706-327-4345	Middle School .....	706-256-3020
ELC .....	706-322-2703	Middle School Fax .....	706-256-3021

The school telephone is a business phone and can be used by the students only in the case of illness or emergency. The following suggestions are made for parents:

1. Feel free to call the school to deliver a message to your child in case of an emergency or a real need.
2. Have an understanding with your child in the morning as to what to do in the afternoon (parent pick-up, car pool or after care). If your plans change, please notify the school as early as possible.
3. Students will not be allowed to call to ask if they may go home with a friend. If you wish your child to go home with someone that arrangement should be made ahead of time and a note sent to the teacher.

## Home and School Communication

School-wide announcements and reminders will be emailed to parents on a regular basis. This information will be included in classroom newsletters and PTO newsletters when appropriate.

All students in Kindergarten-4<sup>th</sup> grade will have a three ring notebook that is called their “Lion Keeper”. This notebook will contain notes to and from home, a place for graded papers, homework assignments and other information for parents. Each grade level and/or teacher will use the Lion Keeper as is appropriate for their grade level and class.

## Conferences

From time to time, you may be invited to school for a conference concerning your child. This does not necessarily reflect a problem, but is an attempt on the part of the school to better the education of your child. Parents should feel free to initiate a conference at any time by calling the school to schedule an appointment. **Please make arrangements to send students to the after school program or provide other supervision.** Students may not be left in the Media Center or office during conferences.

## Curriculum

St. Luke School uses a variety of resources to support the SLS Curriculum Perspective. The SLS Curriculum is based on age appropriate activities as well as opportunities for authentic individual and group learning projects. The curriculum was also developed to meet individual student needs. A complete copy of the SLS Curriculum Perspective is available in both SLS Media Centers for review.

### Textbooks and Curriculum Support Materials

	Bible	Math	Social Studies	Reading/ Literature	Science	Phonics	Handwriting	Language Arts – Grammar/ Writing	Vocabulary/ Spelling
Kdg	Biblical Choices “The God of Creation”	Saxon 2004	Trade Books	Big Books, Leveled Readers, Accelerated Reader	Big Books, Trade Books	Saxon	Zaner-Bloser		
1st	Biblical Choices “The God of Impossibilities”	Saxon 2004	Trade Books	Big Books, Leveled Readers, Scott Foresman, Accelerated Reader	ACSI Purposeful Design Science, Big Books, Trade Books	Saxon	Zaner-Bloser	Scott Foresman	Teacher selected, Saxon
2nd	Biblical Choices “The God of Freedom”	Saxon 2004	Harcourt Brace 2000	Scott Foresman 2000, Accelerated Reader	ACSI Purposeful Design Science	Saxon	Zaner-Bloser	Scott Foresman	Teacher selected, Saxon
3rd	Biblical Choices “The God of Choices”	Saxon 2004 Accelerated Math	Harcourt Brace 2000	Scott Foresman 2000, Accelerated Reader, class novels	ACSI Purposeful Design Science		Zaner-Bloser	Scott Foresman	Houghton-Mifflin Spelling Level 4
4th	Biblical Choices “The God of History”	Accelerated Math/ Macmillan McGraw Hill/ Everyday Math Reference Text	Silver Burdett Ginn “Our United States”	Scott Foresman 2000, Accelerated Reader, Class Novels	ACSI Purposeful Design Science			Writer’s Express 2000	Houghton-Mifflin Spelling Level 5
5th	Biblical Choices “The God of Faith”	Accelerated Math/ Macmillan McGraw Hill/ Everyday Math Reference Text	Silver Burdett Ginn “Our United States”	Scott Foresman 2000, Accelerated Reader, Class Novels	ACSI Purposeful Design Science, Scott Foresman 2003			Writer’s Express 2000	Houghton-Mifflin Spelling Level 6
6th	The Rock/ Comp. Religion	Glencoe McGraw-Hill Connections 2001 Course 1 and 2 & Accelerated Math	Prentice Hall 2003 Western Hemisphere	Prentice Hall Copper, Accelerated Reader, Class Novels	Glencoe 2005 Earth Science			Prentice Hall Copper	Prentice Hall
7th	The Rock / Comp. Religion	Glencoe McGraw-Hill Connections Course 2 2001, Pre-Algebra and Pre-Algebra/Algebra & Accelerated Math	Prentice Hall 2003 Eastern Hemisphere, Ancient World, Medieval World	Prentice Hall Bronze, Accelerated Reader, Class Novels	Glencoe 2005 Life Science			Prentice Hall Bronze	Prentice Hall
8th	The Rock / Comp. Religion	Glencoe McGraw-Hill Pre-Algebra and Algebra 2003 & Accelerated Math	Clairmont Press 1999- Georgia	Prentice Hall Silver, Accelerated Reader, Class Novels	Glencoe 2005 Physical Science			Prentice Hall Silver	Prentice Hall

## Grading

All students will receive progress reports as noted in the school calendar. Progress reports are sent home mid-way through the grading period and report cards are issued at the end of each nine-week grading period. Parents should sign and return both the progress report and the report card.

The Kindergarten report card is a check list of skills including language arts, math, social skills, and fine and large motor skills. Kindergarten students will also receive a grade for attendance.

The 1<sup>st</sup> – 8<sup>th</sup> grade report cards and progress reports will use the following grading scale:

A = 90-100	S = Satisfactory
B = 80-89	N = Needs Improvement
C = 75-79	U = Unsatisfactory
D = 70 – 74	*Conduct, Attendance, and work study habits will also be noted on the report card.
F = 69 and below	

The following advance placement classes will use a modified grading scale: 7<sup>th</sup> grade Pre-Algebra, 7<sup>th</sup> grade Pre-Algebra/Algebra, and 8<sup>th</sup> grade Algebra. The grading scale will be modified as follows:

A = 88-100
B = 78-87
C = 70-77
F = 69 and below (No D on this scale)

Students in grades 1 – 8 receive a grade each nine weeks in conduct and attendance. Please note the report card for a checklist of study habits, behaviors, personal development characteristics and unexcused absences and tardies which are the basis for these grades. Students who receive a “U” in conduct or have an academic average below 75% may be placed on probation and risk removal from St. Luke School. Students may not achieve Principal’s List or Honor Roll status with **any** grade below a “B” or an “S”, which includes conduct and attendance.

## Homework

The school policy on homework is that Wednesday nights are free from assignments which are due on Thursday except in the case of long term assignments. No homework is to be given during the week of ITBS testing to encourage rest and reduce stress during that week.

## Student Testing and Assessment

During the spring of each year, all students in grades 1 – 8 are required to take the Iowa Test of Basic Skills (ITBS). Grades 3, 5 and 8 will take the full battery of the ITBS to include Reading, Language Arts, Math, Science and Social Studies. Grades 1, 2, 4, 6 & 7 will take only the Reading, Language Arts and Math portions. These are nationally-normed tests taken by students across the country. We are able to compare our students against the norms established in each subject area and in each grade using percentiles, normal curve equivalents and grade equivalents. Our most recent scores are available on the school website. These tests are NOT intended to measure progress on any specific curriculum. Regular testing and achievement will be reported to parents using the report cards and progress reports. Those reports are a specific indicator of student progress on the taught curriculum.



**ACT Explore test for 8<sup>th</sup> grade students:** St. Luke 8<sup>th</sup> grade students take this test in the fall of each year. This test is an early indicator of college readiness, an effective tool for planning high school coursework, and a useful career exploration and planning program. Learn more at [www.act.org/explore](http://www.act.org/explore).

## **Dress Code – Uniforms**

Student dress at St. Luke School is expected to reflect self-pride and pride in our school.

- The St. Luke School uniform requires collared shirts with the Steeple logo. Polo shirts are available in red, white or gold. Students in grades 6 – 8 may wear a blue polo shirt in addition to the red, white, or gold uniform shirts. White oxford shirts are available for all grades.
- An undershirt worn under a uniform shirt must be white and the sleeves of the undershirt may not be longer than the sleeves of the uniform shirt. White turtlenecks may be worn under long sleeved uniform shirts, but not under short sleeved shirts.
- Girls may also wear the Red mesh polo dress with the steeple logo. This dress is available with either short or long sleeves.
- A khaki jumper with a white Peter Pan blouse is available for girls. The Jumper must be embroidered with the steeple logo. The Peter Pan blouse may be worn with khaki bottoms as long as the shirt contains the steeple logo.
- Bottoms must be **plain khaki pants, shorts, skirts, skorts, or capris**. Bottoms must be AT LEAST **fingertip length** and must be **worn at the waist**. No cargo pants or shorts are allowed. No corduroy bottoms are allowed.
- Shirts must be tucked in.
- Belts must be worn if the bottoms have belt loops. Belts must be plain brown and can be up to 2” wide. No oversized belts or buckles will be allowed.
- Footwear must be one of the board approved shoes available from an approved vendor or any 100% white, whole foot tennis shoe with white soles, trim and shoe laces. Shoes are to be worn with **white socks** or white tights. No light-up shoes and no skate shoes are allowed. Solid white Keds tennis shoes are allowed. The only colors allowed on the Keds shoes are the gum colored soles and blue Keds logo on the back of the shoe. For information on ordering shoes from our vendor, please visit our website at <http://school.stlukeum.com/Uniforms.htm>.
- Jewelry is limited to small earrings for girls (no large hoops), watches, small necklaces (no chokers) for boys or girls, and school spirit bracelets or one small decorative bracelet. Parents are reminded that students participate in daily physical activities and that these restrictions are for safety and uniform purposes.
- Students are not to wear extremes in hairstyles, hair colors, nail lengths, or nail colors. Administration reserves the right to define “extremes”.
- Hats and caps may not be worn in the building or classrooms except for on special hat days.
- All outerwear which is worn inside the buildings must be approved St. Luke School outerwear with either the lion or steeple logo. Students are advised to bring uniform sweaters or jackets for cool classrooms. Please put the child’s name in all outerwear.

**Dress-Up Days** – Special combined chapel and other dress-up days will be announced when students are asked to dress up. On these special days, students will be allowed to dress in their **Sunday best**. On these days, appropriate dress for boys is a dress shirt with dress pants (**no shorts**) and dress shoes. Appropriate dress for girls is dresses, skirts, or dress pants (**no shorts**) with dress shoes. Dresses and skirts should be at least finger-tip length. No t-shirts, spaghetti straps, tank tops, halter-tops, or strapless tops or dresses will be allowed. Students may wear their regular school uniform on these days with the exception of shorts. Other dress up days will follow these guidelines except students will be allowed to wear shorts, e.g., spring pictures.

**School Spirit Days** – We will have regular “school spirit days” when students and staff are encouraged to wear their St. Luke School t-shirts! On these days, students may wear any St. Luke School T-shirt or sweatshirt with their regular uniform bottoms. We will also have monthly Jeans Days when students and staff are allowed to wear jeans and a St. Luke t-shirt, sweatshirt, or uniform shirt. Students must still wear white tennis shoes on these days. On these days, students will be asked to donate \$1.00 for this privilege. The money will be used to support mission projects. **Jeans worn on these days must be blue jeans that are plain and without decoration.**

**Other Out of Uniform Days** – There may be occasions when other out of uniform days are scheduled. The specific uniform requirements on those days will be announced with each event. In order for us to continue to offer these opportunities, it is important that every student follow the specified guidelines.

All of these special days are still intended to allow for an atmosphere of learning and classroom activities. Please remember that even on these days the requirements for length of bottoms, tucking in, belt-wear and basic good grooming should remain in effect.

## **Middle School PE Uniforms**

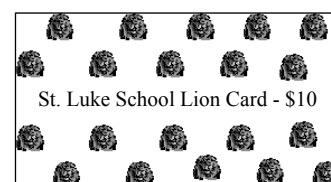


Students in grades 6 - 8 are required to wear uniforms for Physical Education. These uniforms consist of gold t-shirts and red shorts, each with the school logo. Red warm-up pants are also available for cold weather. PE uniforms are available from True Grits and through the St. Luke School PTO at the middle school desk.

## **School Food Services**

A good breakfast and lunch are vital for success in school. The meal service program at St. Luke School is planned with the welfare and health of each child in mind. Lunches with milk are available and included in the tuition cost. Students whose classrooms are in the Church, Ministry Center, or Middle School will eat in Stockwell Hall and will have a salad bar option available each day in addition to the regular posted menu. The salad bar schedule for Stockwell Hall will be: Soup and Salad on Mondays, Nachos and Salad on Tuesdays, Pizza and Salad on Wednesdays, Baked Potato and Salad on Thursdays and Salad on Fridays. Students in the 318 building and the ELC will eat in the ELC cafeteria and will have pizza available on Tuesdays and Thursdays in addition to the regular posted menu.

Students must choose either the regular menu items or the optional menu item each day. Students may bring a lunch from home. Students may not bring carbonated drinks for lunch. Breakfast is available to students enrolled in the before school program who arrive by 8:00. Lion cards are available for \$10 which will allow students, staff, and visitors to prepay for lunches, extra drinks, and special desserts. Visitors who are purchasing a lunch must have a lion card. Lion cards are available at each reception desk. Visitors pay 8 punches (\$4.00) for lunch and should make prior arrangements to visit for lunch.



**No fast food or vendor food may be brought into the school cafeterias.** The lunch menu is posted on the St. Luke School web site for your reference.

## **Classroom Parties and Birthday Celebrations**

A specific amount of time each day must be used for instruction purposes. This time allows for physical education time, lunch time, and a variety of other instructional activities. There will be a variety of celebrations conducted during the year which support and enhance the instructional program. Class parties will include Christmas, Valentine's Day, Easter and an End of the Year party. As much as we would like to have the time to celebrate each child's birthday with a party, the time needed for instruction will not allow this. Please limit birthday celebrations to cupcakes, cake, or cookies which can be served in the lunchroom as part of the regularly scheduled lunch time. Please feel free to visit for lunch on your child's birthday and any time it is convenient for you.

***Party invitations may not be distributed at school unless all students in the class are invited. Students violating this request are subject to possible disciplinary action.***

## **Drug and Smoke Free School Zone**

Legislation enacted by the General Assembly of Georgia makes it unlawful to manufacture, distribute, dispense, or possess a controlled substance in, on, or within 1000 feet of a school. Violation of this law is punishable by up to 20 years in prison and/or up to a \$20,000 fine.

The St. Luke School Board has enacted a policy making all school grounds smoke free zones. Smoking is not allowed on campus by school employees, students, or visitors.

## *Health Services*

First aid is given in the classroom or school office. If there is a serious injury, parents or emergency contacts are notified and/or the family physician is called. Parents will be notified if a student becomes ill at school. Medication is administered to students and logged in the office. **A release form is available on our website and must be filled out and signed by a parent for ALL medication.** Medicine will be given only when a release form is signed and sent along with the medication in its original container with the original label (including name, type of medication, physician's name, dosage, and instructions regarding medication to be administered).



Non-prescription medications must also remain in the original container with the student name on the container. Students may not self-administer medication (prescription or non-prescription) and no medication will be given to students without the signed form.

If you want Tylenol or other over-the-counter medications to be available for your child on an as needed basis, please complete the medication form and send the medication in its original container. This will be kept in a locked medicine cabinet and administered per your instruction.

All St. Luke students are required to have a current Certificate of Immunization on file. This form is required by the Georgia Department of Human Resources (Form #3231) and is available at the local Health Department or from your private physician.

## *Emergency Procedures*

Fire and disaster drills are a necessity and are not to be treated lightly. These drills will be held at irregular and unannounced intervals. All signals and procedures are rehearsed with students to provide the safest actions in the case of an emergency. In the event that Muscogee County is placed under a TORNADO WARNING, we ask that parents NOT try to pick up students or call the school during the WARNING. Emergency procedures will be followed to the best of our ability. Shelter areas have been assigned to each classroom and all St. Luke School personnel know what to do in an emergency. The parking area in front of the school and the telephone lines must both be clear for emergency use during a tornado WARNING. St. Luke School has emergency/crisis management plans in place. In case of severe weather, St. Luke School will follow the decision made by the Muscogee County School District unless we announce otherwise. We will inform the radio and television stations of our decision.

## *Field Trips*

Field trips are scheduled during the year to support and enhance our curriculum and servant leadership opportunities. You will find an up to date list of the exciting trips on the school web site. Most trips are taken using the fourteen passenger church buses that are driven by our staff. These buses are equipped with seat belts and have all the safety equipment suggested by the Department of Transportation. On occasion it may be necessary to ask parents to assist us with transportation using their personal vehicles. In this case, the parent driver will be required to fill out the appropriate form and submit a current copy of their driver's license. Students riding with the parent will also need to have parent permission to ride in a private vehicle. Teachers will inform parents when these forms are needed.

Field trip pointers and reminders:

- Students must wear red uniform shirts or sweatshirts on all field trips.
- Students must arrive at school in time to depart with the class or parents will need to take them home until the class returns to school.
- Only students at St. Luke School in the designated grade for each trip will be allowed to participate in field trips. Please do not bring younger or older siblings on field trips.
- Student conduct on all field trips should be the same as we would expect while at school.

**St. Luke School Alma Mater and Fight Song**

St. Luke School Alma Mater  
By Steve and Adley Scott

St. Luke Fight Song  
By Adley Scott

Proudly now, our hymn we raise,  
In our Alma Mater's praise  
St. Luke School, we'll ever cherish,  
We will honor thee always.

Faith and love and charity  
Friendship through eternity

St. Luke, you're our second home.  
From Red and Gold, we'll never roam,  
We're mighty lions, hear us roar!  
True and loyal evermore.



We are the lions, fearless and bold!  
We are the lions, the red and the gold!  
We have strong bodies, spirits, and  
minds!  
We are the St. Luke Lions!  
Fight, fight, fight!

**Co-curricular Activities**

Students in grades 5-8 may participate in the interscholastic sports of cheerleading, cross country, tennis, basketball, volleyball, golf, track and field, dance, and soccer. All sports will require a signed physical form which is available on our website.

The SLS Sports and Fitness Council consists of parents, teachers, and administrators whose purpose is to promote school sports and fitness activities.

St. Luke School offers a variety of extracurricular activities for students of all ages. Some of the activities include:

The St. Luke Pep Squad.....	2 <sup>nd</sup> – 4 <sup>th</sup> Grades
Odyssey of the Mind Club.....	4 <sup>th</sup> – 5 <sup>th</sup> Grades
Math Club/Math Team.....	5 <sup>th</sup> Grade
Student Council.....	4 <sup>th</sup> – 8 <sup>th</sup> Grades
National Junior Honor Society.....	6 <sup>th</sup> – 8 <sup>th</sup> Grades
Math Counts/Middle School Math Team.....	6 <sup>th</sup> – 8 <sup>th</sup> Grades
SLS Ambassadors.....	6 <sup>th</sup> – 8 <sup>th</sup> Grades
Velocity.....	7 <sup>th</sup> – 8 <sup>th</sup> Grades

This list is subject to change as we continue to expand the extracurricular activities that are offered in order to meet the needs of our students.

Like many schools, St. Luke is keeping its primary focus on academic success. Student/athletes will remain students first and athletes second. To participate in any sport or co-curricular activity at St. Luke School, students must maintain C's or better in academic classes and S's in Conduct and Attendance.

## *Servant Leadership Opportunities*

"It is more blessed to give than to receive." Acts 20:35

As parents and educators, we set high expectations for our children in the areas of academics, sports, music, and career. We should also expect our children to strive for excellence in Godly characteristics too. Through religion classes our school will guide our students to be the givers God wants us all to be, but it is the parents at home that will instill the desire to be lifelong givers. In order to teach our children to be givers we should encourage them to be givers. Throughout the school year our children will be involved in many mission projects. Three projects that will begin our school year and continue throughout the school year are:



**Chapel Change** - Students are invited and encouraged to bring a monetary gift to their weekly Chapel. Children may bring any amount of money to donate on Chapel days. Parents are encouraged to have their children earn their offering. All money collected will go to charities selected by the students, faculty, and/or parents of St. Luke School.

August.....	Muscogee County Autism Support Group, Inc.
September.....	Juvenile Diabetes Research Foundation
October.....	St. Luke's December First Saturday Mission Project
November.....	Begin Again Farms
December.....	March of Dimes
January.....	Cystic Fibrosis Foundation
February.....	Make a Wish Foundation
March.....	Ann Elizabeth Sheppard Home
April.....	Pastoral Institute's Children's Department
May.....	SLS Needs Based Scholarship Fund

**Jeans Day** - On the last Friday of each month students bring a \$1 donation to wear blue jeans with any St. Luke School T-shirt or uniform shirt. Jeans should be plain and neat in appearance. All money collected will go to charities selected by the students, faculty, and/or parents of St. Luke School.

August.....	St. Luke Meals on Wheels
September.....	Alzheimer's Association
October.....	St. Luke Respite Care Program
November.....	Heifer Project International
December.....	Children's Miracle Network
January.....	Empty Bowl Project
February.....	Open Door Community House
March.....	Relay For Life
April.....	Mission Columbus
May.....	Free Jeans Day

**St. Luke Food Pantry Food Collection** - Our students collect nonperishable food items to give the St. Luke Food Pantry each month. Students may bring in their food offering anytime during the month. The Food Pantry assists families in the community with a bag of groceries which will feed a family of four for three days. The Food Pantry is funded by donations from four downtown churches.

August.....	Canned Fruit
September.....	Breakfast Cereal
October.....	Thanksgiving Baskets
November.....	Thanksgiving Baskets
December.....	Canned Vegetables
January.....	Canned Soup
February.....	Dental Health Items
March.....	Boxed Macaroni and Cheese
April.....	Tea
May.....	Soap

# Guide to Successful Student Conduct

The purpose of the St. Luke School Code of Conduct is to help the students, parents, and teachers have a ready reference regarding rules and regulations of our school. It is understood that every act of possible misconduct cannot be covered. Therefore, some areas of the code are general in nature and cover a wide variety of possible areas of misconduct. The headmaster is the final authority in the interpretation of the code.

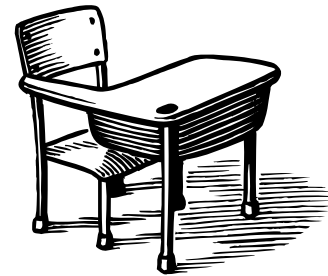
It is the belief of the faculty at St. Luke School that proper behavior is a must for learning to be possible. It is impossible to do an effective job of teaching unless the students develop responsibility for self control, good manners, and respectful consideration for the rights and property of others. Therefore, for teaching to be effective, students are expected to conduct themselves in an orderly manner at all times, follow rules and procedures that will be listed in this code of conduct, as well as other rules that will be established from time to time as the need arises.

## GENERAL GUIDELINES

- walk at all times in the halls and on the sidewalks
- respect all school property and help keep it attractive
- do your part to keep the restrooms clean
- listen attentively during assemblies and show proper respect to the person providing the program
- cross streets only with adult supervision and while listening to their instructions

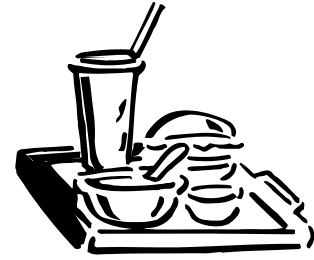
## CLASSROOM GUIDELINES

- use your time wisely
- work quietly
- speak courteously to others
- bring necessary materials to class
- respect the rights of others
- come to class in the proper school uniform
- assume individual responsibility for personal and school property
- concentrate on class activities
- stay in the room until permission is given to leave
- refrain from chewing gum, eating candy, or drinking soft drinks at school
- refrain from wearing hats, caps, gloves, etc. in the building or classroom
- refrain from bringing **electronics, iPods, toys, etc.** to school
- cell phone use is prohibited at school



## CAFETERIA GUIDELINES

- enter and leave quietly in a single file line
- practice courtesy and good manners while eating
- speak in a low, conversational tone
- remain seated until dismissed
- help keep the cafeteria neat and clean
- speak politely to cafeteria personnel
- eat a cafeteria prepared meal or a lunch brought from home and not simply junk food



## EMERGENCY GUIDELINES

- follow the fire drill procedures  
(We practice every month – no talking or running!)
- follow the tornado/bad weather drill procedures  
(We practice twice each year!)



## MEDIA CENTER GUIDELINES

- enter the library quietly and in an orderly manner
- take care of all borrowed books
- return all borrowed books on time



## CHAPEL GUIDELINES

- participate in the music and songs
- listen to the message of the minister
- sit reverently and pray for our school, family, and country



## P.E./GYM GUIDELINES

- listen attentively to instructions
- practice safety during P.E.
- practice good sportsmanship during P.E. activities



## SCHOOL EVENTS

- no cell phone usage during designated school events
- appropriate dress as designated for each event



# St. Luke School Conduct Plan

St. Luke School's discipline plan is a progressive plan for discipline, extending from teacher detention, administrative detention, office time outs, temporary removal from school, parent/principal conferences and other actions deemed helpful in working with parents and students.

## **GOALS**

1. To ensure that each student will have a place to learn and grow that is free from mental and physical threat, and to ensure that staff members have a school in which they are safe.
2. To pursue a course of parental involvement that will make parents partners in achieving goals of a safe and well disciplined school.

**RATIONALE** – In order to provide a safe and drug free environment in which students and adults can attain their potential both academically and socially, St. Luke School will enforce the following reasonable expectations of student conduct.

**CONDUCT PROGRAM** – All teacher and administrative interventions will take in to consideration the age and circumstances of each individual child and situation. Parents are a vital part of the process of working toward improving student conduct and will be included in all levels of consequences.

**REPORTING VIOLATORS** – SLS students are required to report Level Two or Level Three violations to a teacher or another adult. 5<sup>th</sup> – 8<sup>th</sup> grade students not reporting level two/three misconduct will be considered in violation of the conduct code.

## **LEVEL ONE VIOLATIONS**

The following are violations handled by the teacher and include but are not limited to:

1. Horseplay, wrestling, clowning, acting out
2. Verbal exchanges not involving profanity or threats
3. Excessive talking
4. Throwing objects in class (other than those which could cause injury)
5. Pencil pops, spitballs
6. Minor hall disruptions
7. Name calling (other than profanity or racial slurs)
8. Possession of unauthorized objects (other than drugs or weapons)
9. Inappropriate behavior in the lunchroom (loud talking, playing in the food, cutting in line, etc.) or bathroom
10. Continuous lack of instructional materials

## **INTERVENTIONS**

Handled by the teacher as appropriate for the age and individual needs of the child

1. Verbal warning
2. Low profile intervention
3. Change in student seating
4. Private conference with the teacher
5. Telephone call/conference/written communication with parents
6. Formulation of a behavioral contract/action plan
7. After school detention with the teacher
8. Time out period in another classroom/silent lunch table
9. Referral to the Student Support Team/Counselor

## **LEVEL TWO VIOLATIONS**

The following are violations that cause serious disruptions and require more serious consequences:

1. Major disruptive behavior
2. Failure to serve detention
3. Fighting, hitting, bullying
4. Forgery or altering school forms/documents
5. Leaving school grounds without permission
6. Inappropriate physical contact
7. Obscene or inappropriate language, gestures, or acts
8. Theft, attempted theft, or possession of stolen property
9. Leaving class or designated area without permission
10. Refusing to appropriately participate in fire drills, weather drills, or other crisis practices
11. Willful or dangerous acts such as possession/use of firecrackers, smoke bombs, etc.
12. Insubordination, disrespect to adults
13. Refusal to follow directions or school rules
14. Vandalism
15. Trespassing
16. Repeated dress code violations
17. Unauthorized possession of dangerous instruments
18. Providing false information
19. Sexual harassment
20. Verbal abuse (to include racial slurs)
21. Continuous disregard for school rules
22. Plagiarism/cheating (will result in an automatic zero on assignment or test)
23. Participation in exclusive groups, clubs, or gangs at school
24. Use of Internet or other technology which creates disruptions of the school atmosphere, even if the use originates off campus
25. Cell Phones in school (other than those belonging to 5<sup>th</sup> – 8<sup>th</sup> graders that are turned off during the school day – phones must be off, not just silenced)\*  
\* Use of cell phones during the school day will result in a one day suspension. Cell phones that are brought to school by students below the 5<sup>th</sup> grade or cell phones that are found turned on will be held by the principal until the end of the year and at that time will only be released to a parent.

## **INTERVENTIONS**

Handled by the principal, or designees as appropriate for the age and individual needs of a child

1. Counselor Intervention
2. Parent contact and/or conference
3. Detention
4. Office time out
5. In School Suspension
6. Out of School Suspension

## **LEVEL THREE VIOLATIONS**

The following are the most serious misbehaviors and may result in an automatic dismissal from St. Luke School:

1. Possession of a firearm or deadly weapon
2. Possession/use of drugs, alcohol, controlled substances, tobacco, or related products or paraphernalia
3. Verbal threats or physical assaults
4. Use of a dangerous weapon/instrument to intimidate or injure
5. Substantial damage to personal or school property
6. Issuance of a bomb threat
7. Arson
8. Sale, attempted sale, or distribution of alcohol, tobacco, or controlled substances

## PTO Information

**President** – Jennifer Wellborn (jenniferwellborn@synovus.com)  
**Immediate Past President** – Amy Smith (amysmith@knology.net)  
**President Elect** – Jay Jay Williams (jjwilliams@tsys.com)  
**Secretary** – Barbara McKoon (bemckoon@aol.com)  
**Treasurer** – Jill Hester (thehesters@charter.net)

### St. Luke School PTO Goals

- To promote the personal, intellectual, and spiritual growth of the children at St. Luke School
- To strengthen the relationship between parents and teachers
- To support the school through fundraising activities
- To assist parents in developing the skills they need to raise and protect their children
- To encourage parental involvement in the school



The St. Luke PTO will sponsor several opportunities for parents to be active participants in our school such as PTO Meetings, a Spaghetti Supper, Thanksgiving Lunches, Book Fairs, a Fine Arts Show, and Field Day. Many of the fundraisers to support these efforts have been consolidated in to “The Mane Event” which is an evening of dinner, silent auction, and live auction on February 26, 2010. Make plans to attend! PTO fund raisers are varied to appeal to the different family needs and ability to participate. We encourage you to choose any or all of them.

PTO Membership dues are **\$20.00 per family** and include two passes to all SLS home athletic events. PTO class dues are **\$25.00 per student**.

## Student Recognition



**“Lions are the Greatest Students Anywhere!”**



**Christian Citizen of the Month** – Selected monthly (September – April) by each classroom teacher. These students have lunch with the principal in the Ministry Center and are featured on our school website.

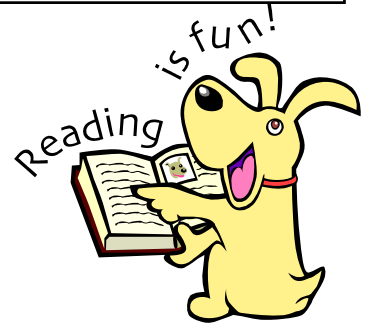
**Honor Roll** – Awarded each nine weeks (1<sup>st</sup> – 8<sup>th</sup> grades) – Students must have all A’s and B’s with no other grade below an “S”

**Principal’s List** – Awarded each nine weeks (1<sup>st</sup> – 8<sup>th</sup> grades) – Students must have all A’s with no other grade below an “S”

**End of the Year Awards include:** Dr. Hal Brady Servant Leadership Award, Lion’s Pride Award, Christian Citizen of the Year, Christa McAuliffe Award of Excellence, Outstanding Author, Outstanding Reader, Top Accelerated Reader, Outstanding Math, Outstanding Science, Outstanding Social Studies, Art, Music, PE, All Year Honor Roll, All Year Principal’s List, Bible Award, Presidential Academic Awards, Presidential Fitness Awards, Outstanding Attendance, Promotion Certificates, Athletic Awards, and several other special awards!

## Reading at Home

One of St. Luke School's goals for 2009-2010 is to encourage reading at home in order to help children develop a life-long habit of reading for pleasure and information. Reading at home will also reinforce reading strategies learned at school and allow parents to interact with children in an activity which fosters increased achievement.



Students are required to read or be read to a minimum of 10-20 minutes four times per week. Self selected books, newspapers, magazines, or textbooks that can be read independently will develop confidence and reading will become automatic. Students who are not yet reading will benefit from being read to during these times and this will encourage and motivate students to begin reading on their own. Research has shown that reading 16.9 minutes each day may help a student score at top levels on standardized tests.

Reading Logs, which will be distributed by teachers, are to be filled out each time your child reads independently or each time you or someone else reads to your child. Teachers will collect these forms regularly to become a permanent part of the language arts portfolios and to be integrated into grades in language arts each nine weeks.

Let's help students realize that reading brings pleasure. There will be many positive, far-reaching results from the time your family spends reading. Happy Reading!

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### Accelerated Reader and Accelerated Math Home Connect

With Home Connect, you can link the school and home to make reading and math practice even more effective. By logging on from your home computer students and parents can:

- See progress toward Accelerated Reader and Accelerated Math goals.
- Conduct book searches.
- Review quiz results.
- View number of quizzes passed.
- Have the option to receive emails at home when a quiz is completed

# Student Absence Approval Form

We believe that school attendance and promptness are essential components for student success. Please note that to this end, our Honor Roll and Principal's List criteria require satisfactory attendance and conduct. Please refer to the Student/Parent Handbook for details on this policy.

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Parents, please complete the top portion of this form and turn it in to the homeroom teacher. Please submit at least one week prior to requested absence.

Student Name: \_\_\_\_\_ Date Submitted: \_\_\_\_\_

Teacher: \_\_\_\_\_ Grade: \_\_\_\_\_

Requested date(s) of student absence: \_\_\_\_\_

Reason for absence: \_\_\_\_\_

---

To be completed by homeroom teacher:

Absences to date: \_\_\_\_\_ excused \_\_\_\_\_ unexcused

Tardies to date: \_\_\_\_\_ excused \_\_\_\_\_ unexcused

Current Attendance Grade: \_\_\_\_\_

Current Academic Average: \_\_\_\_\_ Language Arts \_\_\_\_\_ Science \_\_\_\_\_

\_\_\_\_\_ Math \_\_\_\_\_ Social Studies \_\_\_\_\_

---

To be completed by headmaster:

- Unexcused – no makeup work will be given
- Unexcused – makeup work will be given upon return (due within 3 days of return)
- Excused –makeup work will be given upon return (due within 3 days of return) + Travel related assignment

Total Points deducted from Attendance grade (for this request): \_\_\_\_\_

Headmaster's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Attendance Grading Scale:

**Unexcused absence = 3 point deduction, Unexcused tardy/check-out = 2 point deduction**

**S = 85-100    N = 70-84    U = 69 and Below**

Comments:

Please note: St. Luke School Board policy on student absences allows for "Excused absences only for student illness or serious illness or death of immediate family members. Makeup work will be given only for excused absences." Policy effective: July 29, 2003

August 2009						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<p><i>*Note* - Field Trips and other events will be added to the calendar as they are scheduled. Please check the online calendars for the most up-to-date information.</i></p> <p>Current as of August 6, 2009 – Subject to Change</p>						1
2	3	4	5	6 Back to School Meet & Greet	7	8
9	10 First Day of School!	11 QSP Magazine Sale Kick-off	12 Opening Convocation	13 QSP MagNet Turn in date	14	15
16	17 Sally Foster Sale starts	18	19	20 QSP Turn in date	21	22
23	24 Stevi B's Night	25	26	27 QSP Turni in date	28	29
30	31					

September 2009						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
6	7 No School Labor Day Holiday	8 Sally Foster Sale ends	9 Progress Reports	10 PTO Open House (7 PM)	11	12
13	14	15	16	17	18	19
----8 <sup>th</sup> Grade ACT Explore Test----						
20	21	22	23	24	25	26
27	28 Stevi B's Night	29	30			

October 2009						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<i>*Note* - Field Trips and other events will be added to the calendar as they are scheduled. Please check the online calendars for the most up-to-date information.</i> Current as of August 6, 2009 – Subject to Change				1	2 CCOM Luncheon	3
4	5	6	7	8 Meet the High Schools	9 ½ day End of First Nine Weeks	10
11	12 Second Nine Weeks Begins	13	14 Report Cards	15	16 CSU Theatre Production	17
18	19	20	21	22	23	24
25	26 Stevi B's Night	27	28	29	30 Harvest Party	31

November 2009						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6 CCOM Luncheon	7
8	9	10	11 No School Veteran's Day	12 Progress Reports	13	14
-----8 <sup>th</sup> Grade Trip-----						
15	16 Stevi B's Night	17	18	19	20	21
22	23	24	25	26	27	28
-----Thanksgiving Break-----						
29	30					

December 2009						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Current as of August 6, 2009 – Subject to Change		1	2	3	4 CCOM Luncheon	5
6	7	8	9	10 PTO Meeting (7 PM)	11	12
13	14 Stevi B' Night	15	16	17	18 Last Day of Second Nine Weeks	19
20	21 Christmas Break Begins	22	23	24 Christmas Eve	25 Christmas	26
27	28	29	30	31		

January 2010						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 Last Day of Christmas Break	2
3	4 Kindergarten Round Up	5	6 Report Cards	7	8 CCOM Luncheon	9
10	11	12 Geography Bee	13	14	15	16
17	18 No School MLK Holiday	19	20	21 PTO Spaghetti Supper	22	23
24	25 Stevi B's Night	26	27	28	29 Father/ Daughter Dance	30
31						

February 2010						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4 Progress Reports PTO Movie Night	5 CCOM Luncheon	6
7	8	9	10	11	12 No School Winter Break	13
14	15 Mo School Winter Break	16	17	18 PTO Meeting (7 PM)	19	20
21	22 Srevi B's Night	23	24	25	26 Mane Event	27
28	<p><i>*Note* - Field Trips and other events will be added to the calendar as they are scheduled. Please check the online calendars for the most up-to-date information.</i></p> <p>Current as of August 6, 2009 – Subject to Change</p>					

March 2010						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5 Grandparents Day End of 3 <sup>rd</sup> Nine Weeks Noon Release	6
7	8	9 Report Cards	10	11	12 CCOM Luncheon	13
	-----Science Fair-----					
14	15	16	17	18	19	20
21	22 Stevi B's Night	23	24	25	26	27
	-----ITBS Testing for Grades 1-8-----					
28	29	30	31			

April 2010						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
*Note* - Field Trips and other events will be added to the calendar as they are scheduled. Please check the online calendars for the most up-to-date information. Current as of August 6, 2009 – Subject to Change				1 PTO Meeting and Art Show	2 Good Friday Noon release	3
4 Happy Easter!	5	6	7	8	9	10
-----Spring Break-----						
11	12	13	14	15	16 CCOM Luncheon	17
18	19 NJHS Induction Practice	20 NJHS Induction	21	22	23 SLAM	24
25	26 Stevi B's Night	27	28	29	30 Musical Production	
-----Teacher Appreciation Week-----						

May 2010						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1 Musical Production
2	3 Middle School Orientation	4	5	6	7 CCOM Luncheon Sports Banquet	8
9	10 Stevi B's Night	11	12 Soul Survivor	13 Honors Day	14 Last Day of School! Noon Release	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					