St. Dominic
SCHOOL

Our Foundation. Their Future.

Parent/Student Handbook
2026-2027



Last Updated: 8/2022

Table of Contents

History	General Admission Policy	School Closing
Mission Statement	Grading	School Organizations
Philosophy	Grievance	School Personnel
St. Dominic Goals	Guiding Principals concerning Human Sexuality and Gender Identity	School Pictures
Accreditation	Health Screening	School Chemical Use Policies
School Website and Directory	Homework	School Records
Admission	Homework Responsibilities of Teachers	School Supplies
Arrival	Homework Responsibilities of Students	Separated families
Athletics	Homework Responsibilities of Parents	Sexual Harassment
Attendance	Illness during the day	Situations of potential violence
Band	Immunizations	Social Media and Personal Devices
Bullying	Invitations and Birthdays	Specialists
Care of books, equipment and property	Lost and Found	Special Education
Communication	Lunch program and milk	State and Federal Programs
Conferences	Mass	St. Dominic Discipline Policy
Crisis Intervention	Medication during School Day	Student Conduct
Curriculum	Money sent to school with students	Suspensions
Cyber Bullying	Non-Discrimination Policy	Tardiness
Daily Schedule	Parents. Roles and Responsibilities	Telephone Usage
DARE	Parish Investment	Technology and Acceptable Use
Detention Policy	Patrol	Tobacco
Dismissal	Possession/Selling Chemicals	Transportation
Discipline Policy	Promotion and retention	Transfer Students
Dress Code	Recess and playground	Tuition and Financial Assistance
ELC	Registration	Valuables
Emergency Information	Religious Education	Visitors
Expulsion	Report card	Volunteers
Fees	Reporting Child Abuse	Waiting list
Field Trips	Sacramental program	Website
Finance and Fundraising	Safety Drills	
Food Allergies		

St. Dominic School History

Though the first parish church was dedicated in 1869 by Bishop Grace and given the name of St. Dominic, it was not until 1925 that a site was chosen for a parish school. Ground was broken for the new school in 1926 with the cornerstone being laid at a service held August 7, 1927. The School Sisters of Notre Dame from Mankato was put in charge, and the school opened with an enrollment of nearly one hundred students.

In addition to the grades, there was a curriculum for the first two years of high school. The two-year high school was maintained until 1942. The department of music offered an excellent course of instruction in vocal and instrumental training, specializing in violin and piano.

In 1928, at the request of the Bishop, a diocesan boarding school was opened to accommodate boys of the diocese. The following year, the boarding school was expanded to include local girls. Rooms were provided in the convent and school for this purpose until the boarding school was officially closed in 1947.

By 1959, the enrollment totaled nearly 300 students. The rooms were taxed beyond capacity. Consequently, an addition, built by Father Dillon and designed by architect William E. Brodersen was added to the original school building. This new facility contained four classrooms for primary grades, a large gymnasium, cafeteria, office, faculty room and other rooms. The gymnasium reflected the concern of the pastor for the physical development of the children, a concern which was rewarded later as the basketball teams of St. Dominic School established prep records. Bishop Leonard Cowley dedicated the addition on Sunday, May 24, 1959. To clarify the affiliation between St. Dominic Church and Rosary School, the school name was officially changed to St. Dominic School the same year.
In 1978, an agreement was signed for shared classes at the Northfield MIddle School for St. Dominic students in grade 7 and 8. This program with the Middle School provided math and science daily, while art, music, family life and industrial technology were provided on a quarterly basis. This program continued until the 2019-2020 school year. Beginning with the 2019-2020 school year, St. Dominic School dissolved the partnership agreement. Currently the seventh and eighth grade students are full time at St. Dominic School for all content areas.

A Kindergarten with morning and afternoon sessions was added to the program in 1991. A full day program began in 2004.

A before and after school program, St. Watch, was implemented in 2006. The program is supervised and structured for healthy snacks, free time to play and quiet opportunities for homework. Both indoor and outdoor activities are planned.

In the fall of 2007, St. Dominic began offering a Christian preschool to the community, providing both full day classes for 4-5 year olds and half day classes for 3-4 year olds. Today, our preschool program offers 2, 3, or 5 full day options to 3-4 year olds and our Pre-Kindergarten program offers 5 full days to our 4-5 year olds.

Our staff consists of 10 full time teachers, 1 administrator, three part time teachers who teach Spanish, Music and Art, 1 Administrative Assistant, 1 Director of Development, 2 part-time educational assistants, 1 full-time educational assistant, 1 custodian, 2 food service staff and 1 volunteer librarian.

St. Dominic School Mission Statement

St. Dominic School inspires children to excel as confident leaders, critical thinkers and responsible citizens in a Catholic, values-based community.

St. Dominic School Philosophy

We believe education fosters growth in all dimensions: spiritual, intellectual, social, physical and emotional. We believe in the importance of:

- Learning the values of the Gospel and encouraging students to use their gifts in service to the Church, community and the world
- Respecting the dignity and differences of each person
- Lifelong spiritual development and learning

Catholicity

At St. Dominic School, our Catholic identity is not just an aspect of who we are, but the very essence of our mission and purpose. Rooted in the teachings of Jesus Christ and the rich traditions of the Catholic Church, our educational approach is holistic, nurturing the spiritual, intellectual, and moral development of each student. Every aspect of our curriculum, activities, and community life is infused with Catholic values, guiding our students to grow in faith, knowledge, and love. We are dedicated to fostering an environment where the Gospel message is lived and witnessed daily, creating a foundation for lifelong discipleship.

As Pope Benedict XVI said, "First and foremost every Catholic educational institution is a place to encounter the living God who in Jesus Christ reveals his transforming love and truth (Benedict XVI, Address to Catholic Educators, 2008). This profound understanding underscores our commitment to excellence in education, while also ensuring that our students experience the love and truth of Christ in every aspect of their school life. At [SCHOOL], our Catholic faith is the heart of all we do, inspiring us to cultivate a community where each person is valued, and every student is prepared to contribute meaningfully to the world.

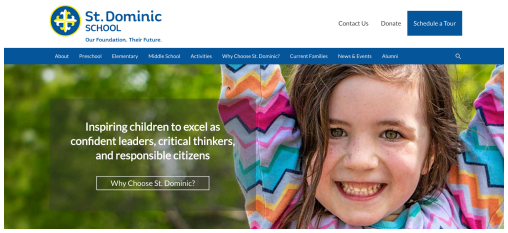
St. Dominic School Goals

1. To help students understand, appreciate, develop, live and actively participate in the Catholic faith
2. To assist students in developing the ability to make moral decisions and enable them to reduce violence in attitude and action
3. To provide a quality educational program meeting the individual needs of students and enabling them to reach their full potential
4. To enable students to develop an appreciation for and the acceptance of their own worth, as well as, the cultural diversity of our nation and world by promoting global education and fostering understanding of the interdependence of all people
5. To foster attitudes of responsible stewardship of the interdependence of all people
6. To maximize technology into learning
7. To promote communication between school, home, parish and the broader community

St. Dominic School Accreditation

St. Dominic School is **nationally** accredited by Lumen Accreditation through Catholic University of America in Washington, DC. Curriculum evaluation is an ongoing process at our school. Programs are selected after careful study and consultation on the part of the teaching staff.

School Website (click below)



St Dominic School

300 St. Olaf Avenue
Northfield MN 55057
(507)645-8136

Parish Office Contact Information

Fr. Louis Floeder:	Parochial Administrator	fr.louie@churchofstdominic.org

School Central Office

Shawn Dudley	Principal	shawndudley@schoolofstdominic.org
Sharon Wilson	Director of Development	sharonwilson@schoolofstdominic.org
Stephanie Wilson	Administrative Assistant Safe Environment Coordinator	stephaniewilson@schoolofstdominic.org

Teachers

Andrea Redder	Preschool	andrearedder@schoolofstdominic.org
Deb Loe	Prekindergarten	prekindergarten@schoolofstdominic.org
Jamie Larson	Kindergarten	jamielarson@schoolofstdominic.org
Alaine Nelson	1st Grade 2nd Grade	alainenelson@schoolofstdominic.org
Sohair Abboud	3rd Grade	sohairabboud@schoolofstdominic.org
Mary Carson	4th Grade	marycarson@schoolofstdominic.org
Clinton Vlasak	5th/6th Grade	clintonvlasak@schoolofstdominic.org
Scott Broughton	7th/8th Grade	scottbroughton@schoolofstdominic.org
Melodi VanRoekel	Music	melodivanroekel@schoolofstdominic.org
Nick Bornhauser	Phy Ed.	nickbornhauser@schoolofstdominic.org
Tiffany Matlock	Art	tiffanymatlock@schoolofstdominic.org
April Cunningham	Spanish	aprilcunningham@schoolofstdominic.org

Staff

Annabelle Grieger	Kindergarten Assistant	annabellegrieger@schoolofstdominic.org
Kari Vogel	PreK Assistant	
Athletic Director	Nick Bornhauser	nickbornhauser@schoolofstdominic.org
Librarian	Shayla Kimpton	library@schoolofstdominic.org
Nurse	Samantha Shimota	nurse@schoolofstdominic.org
Maintenance	Danny Dudley	dandudley@schoolofstdominic.org
Food Service	Mary Lazaro-Hefer	marylazarohefer@schoolofstdominic.org

Saint Watch

Lynn Ziegler	PM Saint Watch	stwatch@schoolofstdominic.org

St. Dominic School Procedures

Parental Roles and Responsibilities

This handbook provides parents/guardians with programs, regulations and policies of the school. In assisting your child, please provide the following:

1. Become familiar with information contained in the handbooks and other newsletters from the school.

2. Inform the school of:
    a. Student illness or absence with reason given for recording purposes
    b. Parental status and custodial constraints
    c. Change in transportation routine
    d. Change in address, phone, email, emergency contact, child care, etc.
    e. Arrangements that might affect communication with the school

3. Meet the financial obligations of tuition, lunch accounts or other accounts that apply.

4. Meet admissions regulations.

5. Comply with:
    a. Policies and Regulations
    b. Goals and objectives of the Catholic school as identified in this parent handbook.

6. Provide permission (via written note, email or phone call) for your child to leave school.

Arrivals

Arrival by bus:

- Drop off for students arriving by bus is on St. Olaf Avenue.
- Students walk up the sidewalk to the main entrance on the playground side.
- Students who would like to eat breakfast, may go to the cafeteria to eat breakfast.

Morning Arrival for Breakfast.

- School starts promptly at 8:15 AM.
- Students who would like to eat breakfast, may arrive by 7:45 AM (not earlier) and go to the cafeteria for breakfast. Parents may escort their children to breakfast.
- Students who ride a bus to school and who would like to eat breakfast may go to the cafeteria to eat breakfast.
- All students eating breakfast should be in their classroom by 8:15 AM.

Morning Arrival for School (without breakfast)

- School starts promptly at 8:15 AM.
- Students arriving by car and who are not eating breakfast, may begin arriving at 8:00 AM and go to their classroom.
- Students dropped off prior to 8:00 AM who are not eating breakfast, will be signed in for St. Watch and TADS accounts will be charged accordingly.
- Parents dropping off their child should use the “drop lane” and briefly stop in the left lane. DO NOT LEAVE YOUR VEHICLE IN THE LEFT LANE. Do not drop your child on the grass area, please wait until you can be one of the first four cars on the pavement to let out your child, then drive off carefully in the order you arrived. Please DO NOT pass other cars in the middle of the two lanes.

Escorting students into school and walking to class:

- School starts promptly at 8:15 AM.
- Prior to 8:10 AM, parents may park and walk their child to the classroom if they so choose. After 8:10 AM, parents should drop students off.
- At 8:10 AM, parents are asked to exit the building, unless they are a volunteer or staff member.

Parking:

- Please do not park in the handicap spaces or those under the basketball hoops.
- If you are walking your child into school, please park in the parking lot. All cars must be cleared from the parking lot area by 8:15 AM to ensure deliveries, etc. can be made.

Attendance and Tardiness

It is St. Dominic School's policy to adhere to all State of Minnesota regulations concerning school attendance. All work missed by students who were absent must be made up as soon as possible after returning to school (also discussed in the Section School Procedures of this handbook).

Excessive absences often result in poor schoolwork. When an absence is necessary due to illness, these steps are to be followed:

1. Parents/Guardian will call or email the school office by 8:30 AM each morning of the student's absence.
2. Upon returning to school, a student will make immediate plans to do all missed work.
3. The teacher, student and parent/guardian will work together to schedule make-up homework upon return to school.

During the school year, our teachers are prepared and excited to instruct each and every student each and every school day. The only exception for missing school should be for reasons of illness or family emergencies. Removing children from school for vacations should be a rare occurrence. Whenever possible and appropriate, teachers will prepare homework in advance with at least two weeks advance notice of the absence. When the child returns to school, he or she will work with the teacher to schedule completion of work (approximately two weeks). An extension may be requested.

Students who arrive at school after 8:15am (with the exception of a late bus) will be considered tardy and will be expected to report to the school office for attendance and lunch check-in. Excessive tardiness for any reason removes the students from the primary learning environment and has an impact on student achievement. Students continually absent or tardy without sufficient cause will warrant a call by the school office to the parent/guardian and the student must make up the time missed. Several unexcused tardies will cause working with the county truancy coordinator.

Students arriving late with an excuse such as a doctor appointment, must be escorted by their parent/guardian to the school office. The parent/guardian must sign the student into the school on the log.

Minnesota truancy law states that any elementary school child missing three full days without a valid excuse is considered "continually" truant. If a middle school student misses three or more class periods on three days without a valid excuse, he or she is considered "continually" truant.

A "habitual" truant means a child under the age of 16 years who is absent from attendance at school without lawful excuse for seven days if the child is in elementary school, or for one or more class periods on seven school days if the child is in middle school. The names of truant children must be referred to the designated public school official. Children arriving late must report to the school office. Excessive tardiness (more than three times per month) will result in the parent/guardian being called and the student must make up the time missed. Excessive unexcused tardiness is also considered truancy and will be dealt with in accordance with the county truancy regulations

Athletics

The mission of athletics at St. Dominic School is to provide a program for its students to develop skills and an appreciation for athletic activities.

The Athletic Committee sponsors fundraisers to cover the cost of the program in addition to a fee that is collected from participants in each sport. Students in grades 4-8 may participate in girls' volleyball, girls' basketball and boys' basketball. Students in grade 6-8 may participate in sports at Northfield Middle School that are not offered at St. Dominic School.

The Athletic Handbook contains detailed information about the athletic program. This is available in the school office.

Band

Students at St. Dominic School (grades 5-8) may participate in the various performing music programs offered at the Northfield Schools such as Band and Orchestra, including lessons and rehearsals. These activities, however, must take place in facilities owned by the District. Therefore, rehearsals are held during the school day and lessons are held before or after school hours at one of the public school buildings. Transportation arrangements are the responsibility of the parents/guardians, with possible partial reimbursement from the District. Students must be responsible for making up any work from classes missed while attending rehearsals.

Care of Books, Equipment and Property

All books and electronic devices are to be carried back and forth between school and home in a backpack or school bag. All school issued electronic devices must remain in the school provided case at all times. Failure to keep the case on the device will void the service warranty of the device. If a student damages or loses a book, device or other school issued equipment, he/she will be expected to pay for the repairs or replacement cost of the article at current pricing. Damage to desks, rest rooms or other places in the school required restitution when done through carelessness or malice.

Communication with Parents/Guardians

The school has established ways of communicating with parents/guardians of its students in order to increase the understanding of the school's mission, programs and goals in general. The following means of communication are used to share information with parents/guardians concerning the functions of the school and progress of their child(ren).

Communication Newsletter

A designated family member, usually the youngest student, will take home a communication folder each week. It will include notes of upcoming events, activities, etc. The weekly school newsletter, Saintly News, is emailed to all families, friends, alumni and other school supporters on Thursday of each week. This is your "one stop shop" for all pertinent information. It is expected that all parents/guardians read each week's newsletter in a timely fashion.

Communication Procedures

To help with the lines of communication between teachers and parents/guardians, the following actions should be taken:

- If the parent/guardian has a concern about what is happening in the classroom, please make an appointment with the teacher. Communicate with the teacher directly.
- If you have met with the teacher and are not satisfied, make an appointment with the principal. At that time, a meeting with the teacher, student, principal and parent/guardian may be called.
- If you are still not satisfied with the results of the meeting with the principal, then make an appointment with the School Board Chair and the Pastor.

- If you are still not satisfied, a written statement may be filed with the St. Dominic School Board, who will decide whether to pursue the concern.

Conferences

Parent/Teacher conferences are scheduled in the fall (October) and winter (February) of each year. Special conferences can be set up with a specific teacher as arranged by the teacher and parent.

Curriculum

The curriculum at St. Dominic School is based on Archdiocesan and MN State recommendations. Students have scheduled classes in: Religion, Social Studies, Spanish, Literature, English/Writing, Math, Music, Art, STEM, Science/Health and Physical Education.

Daily Schedule

7:00-8:00 AM	Morning Saint Watch
8:00-8:10 AM	Students admitted into the school and into their homerooms
8:10-8:15 AM	All students make their way to class, parents exit the building.
8:15 AM	Classes Begin/Morning Announcements begin, Attendance taken
11:00 AM-Noon	Lunch and Recess
2:25 PM:	Preschool and PreK Dismissed
2:30 PM	K-8 Dismissed
2:30-5:00 PM	Afternoon Saint Watch

D.A.R.E. (Drug Abuse Resistance Education)

D.A.R.E. is a 10 week program to help students in Grade 5 recognize and resist the pressures that may influence them to experiment with tobacco, alcohol, drugs, or other risky behaviors. D.A.R.E. also helps the students learn how violence hurts everyone. The parents/guardians are involved through the students' workbooks. The program's instructions are provided by the Rice County Sheriff's office.

Dismissal Procedures

- Preschool/PreK Students- Parents should meet their student outside the front door of the school. The teachers will bring their students outside to meet their parents.

- Bus Students- Students riding the bus home will be called to the front entrance to meet the two staff members supervising that day. The staff members will then walk the students out to the bus on St. Olaf Avenue.

- Saint Watch Students- Students attending afternoon Saint Watch should report to the cafeteria at dismissal time. The Saint Watch staff will take attendance and verify against their list of expected students.

- Parent Pick-Up Students- Students being picked up from school will meet at the front entrance when called. Two staff members will escort the students out to the parking lot.

- For the safety of all students during dismissal time, please use the right lane is for stopping to get out of your car to walk up to school to get your child. The left lane is for parents remaining in their car to pick up their child.

- Teachers may meet with parents after school by appointment only.

Emergency Information

All emergency contact information for students is entered by parents in their TADS online account. Parents are responsible for updating this information as it changes. Current information is important for efficient communication.

Environmental Learning Center (ELC)

This is a three-night field trip for all of our Middle School students. Participation in learning at an Environmental Learning Center is an integral part of the curriculum, and it is an expectation that all middle school students attend. All middle school students are also expected to participate in planned fundraisers designed to defray the costs. Scholarships are available, based on need.

Trinity Woods Faith and Science Camp in Trego, WI is the site where our students will participate in this experience.

Fees

In addition to tuition, some programs/activities require an additional participation fee. The programs may include but are not limited to athletics, band, clubs and field trips.

Field Trips

Field trips are part of educational programming. These trips are designed to support the curriculum and introduce the students to community resources. Students are expected to participate in field trips and parents/guardians will be notified of the scheduled field trips in advance. The cost, if any, is divided equally among each student. There is no extra "cushion;" therefore, if a child does not attend, due to illness for example, he or she is still expected to pay.

Insurance regulations of the Archdiocese require the use of the parent/guardian authorization form EACH TIME the student participates in a field trip. Failure to return the completed form means that the student may not go on the field trip and must stay at school. **PHONE CALLS TO OR FROM THE PARENT/GUARDIAN DO NOT FULFILL AUTHORIZATION REQUIREMENTS FOR PARTICIPATION.** Whenever possible, field trip participants travel by bus. Should it be necessary to use transportation provided by parents in private vehicles, parents/guardians will be notified. All private vehicles used to transport students must have documented current registration and proof of insurance. All paperwork must be completed and on file prior to transporting students. The volunteer driver must comply with volunteer requirements. All students are expected to travel to and from the field trip with their class.

Finance and Fundraising

Fundraising is an important and integral part of our school and our community. Of course it provides much needed financial support for our school, but throughout special events, it also increases the camaraderie within our school community and increases our presence in the greater Northfield community. Fundraising draws people together for a common cause, creating a feeling of purpose and atmosphere for success. Annual fundraisers include the Marathon for NonPublic Education, the Annual Fund/Hope Scholarship Drive, and our gala Saints' Night Out. Please see the Tuition, Fundraising, and Fees agreement that is part of the registration process in TADS. Your participation is greatly appreciated.

Budget Process (Archdiocesan Policy #4210)

The school's budget planning is a process that coincides with the parish's budgetary process. The budget preparation process shall include direction from the school principal, along with the pastor and other members of the School Board of Special Jurisdiction and its sub-committee for Finance. Budget planning considers annual goals and objectives as well as the long-range plan.

When reviewing the budget, it is important to keep in mind that school tuition revenue does not cover the whole cost of educating a child at St. Dominic School. We have a number of major funding sources that include:

- Tuition: Tuition is the largest portion of our school budget and is paid by parents. Tuition is determined based on the cost of education minus other funding sources available to supplement this cost.
- Assistance from the Church of St. Dominic: The Parish generously pays 100% of the building utilities, maintenance, financial services, and security. The Parish supports the school annually through a parish investment.
- Fundraising: Fundraising is a part of our operating budget and is one method we use to help fill the gap between the cost of education and tuition. Our current fundraisers include: Marathon for NonPublic Education, Annual Fund/Hope Scholarship Drive, and Saints' Night out. Parents also have the opportunity to raise funds for their own tuition through the Spring Flower Sale. There are family level requirements for the Marathon and Saints' Night Out Fundraisers. Please see the current Tuition, Fees, and Fundraising agreement.
- Grants: St. Dominic School has been very fortunate in receiving several grants over the past years. These grants have included tuition assistance, programming, technology and recruitment/retention. Grants are typically awarded with parameters agreed upon prior to disbursement. However, within some of these grants, we have some flexibility to make decisions as needs arise. Donations: Occasionally the school receives donations from alumni, parishioners, or individuals who are interested in supporting the school. This includes donations identified in bequests.
- St. Dominic School Endowment Fund: St. Dominic School has a healthy endowment fund that contributes to the operating budget annually by using a formula to determine the contribution. At times, the Endowment Committee approves additional funding to support new initiatives.

Food Allergies

Parents/guardians are responsible for notifying the school office and school kitchen of any food allergies for their child. Notification should be in writing and done annually. We are a nut free school.

Grading Information

Our Kindergarten-4th Grade students are on a standards based grading system. Parents/guardians will be given a grade level standards rubric at fall conference. This will list the MN State Academic Standards for each content area for which their child will be assessed that year. Then, the Semester 1 and Semester 2 report cards will reflect assessed standards.

Our Middle School Students in grades 5-8 are assessed on a A-F grading scale as follows.

A	94-100	C	74-76
A-	90-93	C-	70-73
B+	87-89	D+	67-69
B	84-86	D	64-66
B-	80-83	D-	60-63
C+	77-79	F	59 or lower

Grievance Policy

If a grievance between parents or a student and teacher or school administrator should arise, the following grievance procedures shall apply:

1. The parent or student (grievant) will meet with the teacher or school administrator (respondent) to discuss resolution of the grievance.
2. If the grievance is not resolved, the grievant will meet with the school administrator (if the grievance involves a teacher) or with a person designated by the School Board Chair or Pastor (if the grievance involves the school administrator).
3. If the grievance is still not resolved, a Grievance Committee will hear the grievance.
4. The Grievance Committee will be made up of three persons: one designated by the School Board, one designated by the respondent and one designated by the grievant.

5. The Grievance Committee will meet to receive the evidence. It shall have the discretion to determine whether such evidence shall be written, oral or both.
6. At the conclusion of the meeting, and upon due consideration, the committee will make its recommendation to the School Board. The committee shall not have the power to alter or amend parish or school policies.
7. The School Board or their designee will then decide the grievance.
8. The grievance procedure should be completed in 30 days.
9. If the grievance procedure determination is not resolved to the satisfaction of either party, a referral to the Archdiocesan Due Process may be made. Nothing contained herein shall obligate either party to consent to conciliation or arbitration under the Archdiocesan Due Process procedures.

We offer the following guidelines to assist families in their communication with the administration and staff:

Concern Dealing With:	Communicate First:	Involve Next:
Student's Performance	Student/Teacher	Principal
Teacher	Involved Teacher	Principal
Discipline	Staff Member who disciplined student	Principal
Assignments/Projects	Teacher	Principal
School Commission Issues	Principal	School Board Chair/Pastor
School Rules/Procedures	Principal	School Board Chair/Pastor

Guiding Principles Concerning Human Sexuality and Sexual Identity

St. Dominic School is committed to providing a safe environment that allows students to flourish academically, physically, and spiritually. Our school provides an education and resources consistent with Catholic teaching. The starting point for Catholic education is a deeply held understanding that affirms the God-given irrevocable dignity of every human person. St. Dominic School] will relate to each student in a way that is respectful and consistent with each student's God-given sexual identity and biological sex.

Health Screening

The school nurse conducts vision and hearing examinations for grades 1, 3, 5, and 7. The school nurse for girls in grade 5 conducts scoliosis examinations annually. The nurse for boys and girls in grade 7 conducts scoliosis examinations annually. If any results warrant follow up, the nurse will contact the student's parent/guardian.

Homework (Archdiocesan Guideline #6540)

Homework refers to tasks that the student is assigned to do on his or her own time after school hours. In order for homework to be effective, each participant - teacher, student, parent/guardian- must understand and be committed to carrying out his or her responsibility. If any of the three do not fulfill their responsibilities, the positive effects of homework will be reduced and may cause a negative impact on the student's learning.

Homework Responsibilities of Teachers:

1. Communicate to students and parents/guardian homework goals and expectations.
2. Set clear and concise expectations concerning assigning, returning and evaluating homework.
3. Coordinate homework assignments with other teachers with whom students work and who may assign homework, too.
4. Assign appropriate homework according to students' needs.

Homework Responsibilities of Students:

1. Know and understand the purpose of the homework assignment.
2. Responsible for copying assignments into assignment notebook, understanding directions, and knowing what is required for completion of the assignment.
3. Responsible for completing Homework and returning assignments.
4. Understand when some assignments are to be completed independently, and other assignments are a team effort.
5. Complete assignments neatly.
6. Do quality work.

Homework Responsibilities of Parents/Guardians:

1. Maintain a positive attitude towards learning and the value of homework.
2. Be aware of the homework policy and individual teacher requirements.
3. Help your child find a study area that is quiet and relatively free from distractions.
4. Be patient with your child and praise him or her for any effort made.
5. If the child has trouble understanding directions, help him or her with explanations.
6. DO NOT DO THE HOMEWORK FOR THE CHILD.
7. Look over the assignment to affirm completion and quality
8. Support the teacher and child.
9. Get both sides of the story before making a judgment.

Illness/Injury During the School Day

The principal, the school nurse, or the administrative assistant approves the dismissal of a student who becomes ill or hurt during the school day. Parents/guardians are notified when a serious illness or injury is assessed. If they are unable to come for the student, they must make other arrangements for a relative or other authorized person to pick up the student from the school office.

If a parent/guardian cannot be reached, the person listed as the Emergency Contact will be called.

Immunizations (Archdiocesan Policy #5810

St. Dominic School follows the requirements of the Minnesota School Immunization Law (Mn Statutes Section 123.70).

No child shall be allowed to enter St. Dominic School until that child has submitted a statement from a physician or public health clinic, or a record maintained by the parent/guardian, that the child has received complete immunizations or is in the process of completing them. This policy became effective August 1, 1980.

Note: All immunization information is on the child's health record that we receive from the public school. If there is a question about your child's immunizations, the nurse will call you.

Invitations and Birthdays

Invitations to a party may be sent through school only when the entire group (all the boys or all the girls in the homeroom) are invited. It becomes quite hurtful to children when a select sub group (certain girls or boys) is singled out.

Students may bring a birthday treat to share with their homeroom. The treat must follow our Wellness Policy Healthy Food in Schools Guidelines per our participation in the Federal Lunch Program. The homeroom may celebrate in the traditional manner by sharing the treat and singing to the student. If gifts, such as flowers, balloons or packages are delivered to school on a birthday or any other occasion, the student will be informed of the delivery and the gift will be kept in the school office until the end of the day. The student will be asked to pick it up on his/her way out of the building. Likewise, if

a student brings in a gift of any kind for another student, the recipient will be asked to pick it up from the school office on his/her way out of the building.

Lost and Found

Lost items will be kept in an identified place. Encourage students to check for lost items in the Lost and Found area when something is missing. Items not claimed are discarded or donated 1-2 times per school year.

Lunch Program and Milk

All students eat lunch in the cafeteria at school. St. Dominic School participates in the Federal School Lunch Program. Information concerning eligibility for free and reduced meals is available in the school office. If a family's financial status changes during the school year, the school office may be contacted and another application form will be sent.

Hot Lunch is free for all grades and includes one carton of milk. Students who prefer to bring a cold lunch may purchase milk. . A monthly meal menu is located on the school's website and emailed to families at the beginning of each month.

Applications for Child Nutrition Services (Free and Reduced Meals) are also available by clicking here. Applications will be reviewed on a timely basis; however, it may take 7-10 days for an application to be reviewed and a response sent to the parents/guardians. Benefits from the previous year will be carried over until mid-October. Applications may be completed at any time throughout the year; however, any family that has not responded by October 15 will be changed to full-priced meals.

Each family's TADS account will be billed at the end of each month for any extra lunch or milk charges incurred during that month. The bill for the lunch fees beyond the free lunch must be paid by the 15th of the month after the charges were incurred. It is requested that all payments are made online through the family's TADS account. If you wish to pay by check through the school office, please send the payment clearly marked as "Lunch Payment" to school. When a family's lunch balance exceeds $50 unpaid, they will be contacted by the Parish Bookkeeper, Principal, or Kitchen Manager.

Mass

Every Wednesday morning, with a few exceptions, all PreS-8 students and staff walk to and from church for mass. Each grade takes a turn to coordinate the Mass with readings and songs. Preschool and PreK students join us for mass on one Wednesday per month. The weekly newsletter posts which class is leading mass each week, and the schedule is also available on the calendar on the school website. Mass begins at 8:20am, unless otherwise noted.

Students are expected to dress appropriately for Mass. Please follow the guidelines in the approved Dress Code Policy found on the school website. K-4 students are in school uniform, and 5-8 students should be dressed nicely, no jeans, for school mass. Please be sure your child(ren) is dressed appropriately for rain or cold. On rare occasions we may need to hold school mass in the school building, for example: extreme cold or dangerous weather conditions. If you drop your child at mass instead of school, please inform the school office before 8:15 AM or your child will be considered tardy. If you arrive at school after 8:15 AM on a Mass day, please bring your child directly to the church, as all classes leave the building between 8:10-8:15am to walk over to church for Mass.

Typically on a Holy Day of Obligation, the students attend Mass on the Holy Day in lieu of the regular Wednesday Mass. This too will be announced in the weekly newsletter and on the school's website calendar.

Medication During a School Day (MN Statute 126.202)

St. Dominic School follows the policies of the Northfield School District and MN Statutes.

Students may not carry medications with the exception of asthma inhalers and Epipens and then only if parent/guardian has documented the use of these medications and the student's ability to self-administer.

The parent/guardian must present a signed authorization giving dose and reason for use for any medication, prescription and over the counter. Forms are available from the school nurse. Medication must be in its original labeled container. The nurse, administrative assistant, principal or teacher will administer it.

Money Sent to School with Students

For your benefit and for accuracy in our bookkeeping, we ask that many money brought to school be in an envelope marked with the student's name, amount enclosed, and its purpose. One envelope, completely marked, is sufficient for the entire family. All fees associated with tuition, lunch program, field trips, Saint Watch, and other school fees are billed directly to a family's TADS account and should be paid accordingly.

Parish Investment

Since the entire parish benefits from Catholic education programs, the entire parish shares in the financial responsibility for the education of children. Parish investment is that amount contributed by the parish annually to the school. The percentage of parish investment is determined at the local level.

Promotion/Retention

Promotion/retention will be based on academic achievement and physical, emotional, psychological, and developmental maturity. In the case of retention, parents/guardians will be notified of their child's situation as soon as possible. If a recommendation is made to retain a child and the parent/guardian rejects it, parent/guardian must sign a written acknowledgement of the school's recommendation. That acknowledgement shall serve to release the school from any responsibility for failure to follow the school's recommendation.

Registration

Enrollment for the next school year starts the week after Thanksgiving. We use automatic enrollment through our TADS system here at St. Dominic School for our current students who are returning for the following school year. Families will be notified in early December of the automatic enrollment date (usually around January 31). The registration fee for the following school year will be billed to their TADS account on this date. This is a non-refundable fee of $100 per student and maximum of $250 per family. If a family is choosing not to return to St. Dominic School for the following school year, they must notify the Principal or Director of Development in writing before the date the registration is set to be charged to their TADS account.

Religious Education

The formal study of the Catholic religion, as well as curriculum which reflects Catholic values and traditions, are integral parts of our total education. It is St. Dominic School policy that all students, including non-Catholics, attend religious instruction and liturgies.

Classes at St. Dominic School take turns preparing for the weekly school Mass. Masses are held at the church, with few exceptions, Wednesday at 8:20am. Information regarding changes and which class will lead each Mass will be posted in the weekly school newsletter and on our school website calendar. Parents/guardians are invited to attend school Masses. On the Holy Day of Obligation, the students attend Mass on the Holy Day in lieu of the one regularly scheduled Mass for the week

Recess/Playground

The purpose of the recess period is to provide the students with an opportunity to get exercise, to learn group cooperation, to interact with children in other grades, and oftentimes to develop skills in various games and sports. During cold weather, the children are expected to dress warmly; wearing snow pants, boots, hats, mittens are a requirement for snow activities. Students will go outside during cold weather unless the temperature and/or windchill is below zero. When temperatures are borderline, the decision to go outside is left to the discretion of the principal.

Report Cards

Report cards are issued at the end of each semester (January and June) for students in grades K-8. Progress is reported at the October and February parent-teacher conferences and as needed during the school year.

Reporting of Child Abuse/Neglect (Archdiocesan Guidelines #5640 Appendix B)

The staff members of the school are legally required to follow the requirements of Minnesota law pertaining to reporting child neglect and/or abuse which may be summarized as follows.

Staff members are required to report a suspected case of child abuse/neglect to the local law enforcement agency or social service agency. This must be done if they know of or have reason to believe there is abuse or neglect presently, or has been within the past three years. A written report must be filed within 72 hours of the verbal report.

NEGLECT is defined as the failure to provide food, clothing, shelter or medical care and prenatal exposure to a controlled substance. ABUSE can be physical or sexual abuse or emotional maltreatment.

Sacramental Programs

In collaboration with the parish religious education program, children in Grade 2 are prepared to receive the Sacraments of Reconciliation and Eucharist. In addition to classroom instruction, family meetings and activity days for parents.guardians and children are organized by the parish religious education program.

Safety Drills

Each room has a written procedure for the efficient and safe exit of all persons present in the school in case of a fire. If conditions warrant an evacuation site, the church will be used. Regular fire drills are held throughout the year.

Procedures for Stay-Put drills, Duck and Cover drills and tornado drills are also reviewed with staff and students. They are held throughout the year.

School Closing (Emergency or Inclement Weather)

In case of emergency or severe weather, please listen to WCCO, KYMN, and WCAL for school closings. When available, we will also send out an email to families and post on the school Facebook page. No announcements means that school is in session. St. Dominic School follows the closing and early dismissal of Northfield Public School.

If there is a late start called by Northfield District, we will not have morning Saint Watch. If there is an early dismissal called by Northfield District, we will not have afternoon Saint Watch.

School Organizations

Development Committee
The Development Committee oversees the Annual Fund and all fundraisers at the school.

Enrollment Committee
The Enrollment Committee oversees retention and recruitments of students at the school.

Facilities Committee
The Facilities Committee oversees building projects and enhancements at the school.

Finance Committee
The Finance Committee reviews, oversees and sets the school budget.

Athletic Committee
The Athletic Committee is organized to develop and implement an athletic program for the school.

Parent/School Association (PSA)
All parents/guardians are members of the St. Dominic School Parent School Association. The organization is responsible for organizing new events, annual functions and promoting parent involvement in the volunteer work for the school.

Saints' Night Out (SNO) Committee
This committee is responsible for our school's largest fundraiser held annually. It is responsible for planning, organizing and implementing the event. The SNO Committee reports to our Director of Development.

School Personnel
The following is a brief job description of our various school personnel. These positions include: school principal, administrative assistant, nurse, teachers, substitute teachers, aides/tutors, athletic director, maintenance and kitchen staff.

- ### Principal (Archdiocesan Guideline #2301.2)
  St. Dominic School employs a full time principal. The principal's major responsibilities include: faith leader, instructional leader, supervisor of personnel, director of school programs, development of policy, management of the daily operations of the school and chief financial officer of the school. The parish employs the principal and is supervised and directly accountable to the School Board.

- ### Director of Development
  St. Dominic School employs a full-time Director of Development. This person's responsibilities include: development, recruitment and current student retention, and marketing and public relations. The parish employs this position and is supervised and directly accountable to the principal.

- ### School Administrative Assistant
  St. Dominic School Administrative Assistant's primary responsibility is to handle the day-to-day operations of the school office as they pertain to parent, guardian, student and teacher needs in keeping with our mission and Catholic values. The School Administrative Assistant will assist the principal in the administration of the school through various tasks, which include office and project management. The parish employs the Administrative Assistant and is supervised and directly accountable to the principal.

- **Faculty/Teachers**
  The faculty of St. Dominic School is made up of both full-time and part-time teachers. All teachers are employed by the parish and are supervised by and directly accountable to the principal.

- **Educational Assistants**
  When the classroom size requires additional staffing, St. Dominic School will employ a part-time Educational Assistant to assist in designated classrooms/grade levels. The Educational Assistant works with individuals and small and large groups. The parish employs the Assistant and supervised by the classroom teacher and principal.

- **Substitute Teachers**
  When a teacher is out of school due to illness or personal business, a qualified substitute teacher will be hired. In the case of family leave or extended illness, it may be necessary to hire a long-term substitute. Every effort will be made to hire a teacher familiar with our school's philosophy, programs, and students. The substitute will work closely with the classroom teacher and principal to ensure a smooth and consistent transition. Substitutes are supervised by and directly accountable to the principal.

- **School Nurse**
  St. Dominic School receives health services through the school district. The School Nurse maintains school health and immunization records, conducts periodic health screenings, handles all emergency medical situations, and oversees the general good health of the student body. The School Nurse is employed, supervised and directly reports to the school district.

- **Athletic Director**
  The Athletic Director oversees all athletic and intramural programs in the school. The Athletic Director's major responsibilities include: hiring and supervising coaching personnel, overseeing the athletic budget, scheduling all practices and games, recording all insurance and necessary medical information, equipment purchase and inventory, and development and administration of athletic policies. The Athletic Director is supervised and directly accountable to the principal and Athletic Committee.

- **Maintenance Staff/Custodian**
  The custodian is employed by the parish and supervised by the principal and pastor. The school principal and chair of the Facilities Committee coordinate all building maintenance needs.

School Pictures and Retakes

Individual school pictures are taken each year in August with retakes in October. Notification of this will be given well in advance (newsletter, school calendar, classroom teacher emails) of the photography session. For Preschoolers who are on a two or three day schedule, you may come to school to have your picture taken on picture day even if it is not your school day. We will schedule picture day and retake day on opposite schedules to ensure all Preschoolers have the opportunity to have their picture taken on a school day.

School Records

The school shall collect and maintain records of students while they attend the school. To transfer records, parents/guardian is asked to inform the school office as soon as possible when transferring a child to another school. Parents/guardians may ask to review the contents of records or data on their child(ren). "Records or data" is defined by any or all of the following:

- Identifying data
- Academic work completed
- Level of achievement (grades, standardized achievement test scores)
- Attendance data
- Scores on standardized testing
- Health data (separate records kept in nurse's office)
- Family background information
- Teacher or counselor ratings and observations
- Verified reports of serious or recurrent behavior patterns

No one except appropriate school personnel, parents, guardians of minors, and students who have reached legal age shall have access to individual pupil records without either a subpoena or appropriate written authorization from the parent/guardian, or from the adult student or former student.

School Supplies

Parents/guardians will provide school supplies for their child(ren). A list of school supplies is posted on the school website.

Separated Families/Parental Right

In the case of separated/divorced parents, the school will request in writing:

- The name of the person who has custody and or guardianship of the child.
- Who has the right to the records and communications regarding the child.
- To whom the child would or would not be allowed to be released to during the school day.

This information will be kept on file and confidential.

Special Education

The special needs of students in the non-public school are addressed through the public school district in three ways:

1. Classroom teachers see the needs of their students and consult with the Special Education teacher assigned to their building. Interventions may be suggested to meet the needs of the students. The needs may be in the areas of academics, behavior, health, or motor skills.
2. If the interventions are not successful, the school or the parent/guardian may refer the students for assessment either. If the assessment is initiated by the school, written parental/guardian permission will be required. Once the assessment is complete, a meeting is set up to report on the results and possibly develop an Individual Educational Plan (IEP).
3. The IEP may be written with the goal to help improve the areas of need. The services may be direct or indirect. Indirect service is done at the non-public school. Direct service is often done off-site and transportation is provided by the public school.

Social Media and personal devices

Students are not allowed to engage in Social Media while at school, either on school-owned devices or personal cell phones. Students are not allowed to use their personal laptop or chromebook while in school.

St. Dominic School recommends students leave cell phones at home. However, there may be compelling reasons why, as a family, you want your child to bring a cell phone to school. Thus, Middle School Students may bring cell-phones to school as per parent permission, **but phones are to be off and stowed away in a back-pack or pocket from 8:15 AM- 2:30 PM**. Any student with a phone on, texting, engaging in social media on their phone will bring their phone to the office. Parents will need to retrieve the office phone.

Specialists

Art Education

St. Dominic School provides art classes for all students, preschool through 8th grade. It is our goal to interrelate art lessons with major themes being presented throughout the year in their regular classrooms. This creates connections between subject matter and reinforcing concepts through art.

Technology and STEM

St. Dominic School is a 1:1 device school in K-8 classrooms. K-4 students use iPad devices and grades 5-8 students use Chromebooks. Our technology is filtered in compliance with the CIPA (Children's Internet Protection Act) and safe for all of our students and staff while on the internet. Students are only allowed to access the internet at school after parent permission is granted.

We also have a STEM Lab which students use a class 1-2 times per week.

Counseling Services

We contract with Phoenix Counseling Service and have a counselor onsite two days per week to work with individual students, groups of students, parents and staff. Please contact the school office for contact information or to make an appointment with the school counselor.

Music Education

We believe singing and listening to various kinds of music widens culture by providing insight into the thoughts and feelings of other people. All students in preschool through 8th grade attend music class 1-2 times per week.

Physical Education and Health Education

The physical education program is an instructional program that helps students optimum growth and development through psychomotor and cognitive learning. Skill development, social development, building of positive self-esteem, personal value development, physical fitness and participating in recreational activities are all a part of the overall program. Grading of physical education is based on the MN State Standards for sportsmanship, behavior, participation, and skills tests.

Students in grade 5-8 also participate in Health class 1-2 days per week. We follow the MN State Standards for Health.

Every child needs a pair of tennis shoes designated for class as inside tennis shoes, which must be worn on the gym floor at all times. Please mark the shoes in some way with your child's name or initials. A change of t-shirt or shorts is required for grades 6, 7 and 8.

A child must have a written excuse from a doctor or parents if he or she is not able to participate in physical education classes. The excuse should be shown to the physical education teacher. The child will attend class as an observer or scorekeeper if unable to take an active part.

Technology and Acceptable Use Policy

St. Dominic School offers students access to the internet and other technology resources, which are essential learning tools in 21st-century education. Our school is committed to improving students' educational experience using technology. Student use of technology is a privilege and must be consistent with the school's mission and values. Using digital tools correctly and responsibly is very important. All student policies, including this policy, apply to all students using school technology resources, including computers, tablets, and the internet.

Given the well-documented risks of internet-capable devices, the school maintains a responsibility as an educational institution to teach students how to become discerning users of the internet and Smart Devices to bring about God's glory and is taking steps to minimize these risks. We believe the best way to prepare children to flourish in a digital world is to teach them the intellectual and moral virtues, skills, and habits that our children need to have so that they can use digital tools in a way that makes them more human, not less.

Parents are encouraged to discuss this policy with their children and to monitor their technology use at home. Ensuring that students understand and adhere to these guidelines is a shared responsibility between the school and families. Violations of this policy may result in disciplinary action, including but not limited to loss of technology privileges, detention, suspension, or expulsion.

General Guidelines

- Educational Use: Technology must be used to support learning and adhere to Catholic values. Students must follow all school policies when using technology, including appropriate language and respectful communication.
- Behavior: Users are expected to act respectfully, responsibly, ethically, morally, and legally. Respect for others is paramount.
- Internet Safety: Filtering software may be installed to block inappropriate content. Users must report access to inappropriate sites immediately.
- Equipment Care: Treat all technology equipment with respect. No food or drink near devices.
- Supervision: When possible, staff will supervise student use of technology to ensure it is appropriate for their age and aligned with educational goals.
- Personal Information: Do not share personal addresses, passwords, or phone numbers.
- Privacy: Users have no expectation of privacy in their use of school technology. The school reserves the right to monitor and review all technology used to ensure compliance with this policy or in conjunction with any disciplinary matter or investigation.

Unacceptable Uses

- Illegal or Unethical Behavior: Engaging in activities that are illegal or violate school policies.
- Inappropriate Content: Accessing, downloading, or distributing material that is inappropriate, offensive, or immoral.
- Off-Task Use: Using technology for non-educational purposes during instructional time.
- Inappropriate Communication: Sending or receiving messages that are harassing, threatening, obscene, or that use offensive language.
- Plagiarism and Cheating: Using others' work without proper attribution or engaging in academic dishonesty.
- Unauthorized Access: Attempting to access restricted areas or other users' accounts.
- Tampering, Security: Disabling filtering software, altering device settings, or installing unauthorized software. Attempting to bypass or undermine network security measures, including unauthorized access to restricted areas of the network, the introduction of malware, and other activities that could compromise network integrity.
- Privacy and Misuse Violations: Sharing personal information or accessing others' information without permission or using another person's password or device.
- Misuse of Resources: Misusing or damaging technology resources. This includes physical damage to devices and tampering with software or hardware configurations.
- Personalization: Altering school devices without explicit permission from staff.
- Harassment: Using technology to harass, bully, or mistreat others.
- Commercial Use: Using school technology for commercial or political purposes.

- Malware: Introducing or spreading viruses or other malicious software.
- Copyright Infringement: Copying or distributing copyrighted material without permission.
- Violations: Engaging in activities that violate laws or school policies.
- Encouraging Misconduct: Helping others violate these guidelines.

Telephone Usage, Cell phones and Texting/Social Media:

Telephone use during school hours will be limited. Typically, students will not be allowed to call for forgotten items or to make after school arrangements. As a rule, neither teachers nor pupils are called to the phone during the hours of class. Messages may be left with the school Administrative Assistant if it is necessary to contact either a student or teacher. Children will be allowed to use the phone in case of an emergency.

- Students are not to make or receive personal calls or texts on their cell phones during the school day.
- St. Dominic School recommends students leave cell phones at home. However, there may be compelling reasons why, as a family, you want your child to bring a cell phone to school. Thus, Middle School Students may bring cell-phones to school as per parent permission, **but phones are to be off and stowed away in a back-pack or pocket from 8:15 AM-** 2:30 PM. Any student with a phone on, texting, engaging in social media on their phone will bring their phone to the office. Parents will need to retrieve the phone from the office.

Testing

Students in Kindergarten through 8th grade participate in the NWEA/MAP Growth Test three times per year.

- Fall: K-8 takes Math and Reading tests. 3rd-8th also takes the Language Usage Test.
- Winter: K-8 takes the Math and Reading tests.
- Spring: K-8 takes the Math and Reading tests. 3rd-8th also takes the Language Usage Test.

Results are shared with parents at the Fall parent-teacher conference, Winter parent-teacher conference and sent home in the final report card at the end of the school year.

Transfer Students

In general, students will be accepted at the school after the beginning of the school year on a case-by-case basis. Admission to the school is contingent upon having met all financial obligations at the previous private school. Prior to admission, the school and parent/guardian of the students should agree to the tuition and other expense obligations, and other expectations concerning completion of that school year.

All students transferring to St. Dominic School for disciplinary reasons during the school year will be on a probationary period for two weeks. After two weeks, the student's academic and behavior standing will be reviewed and a determination made as to whether the probationary period will be extended to one month. After one month, another determination will be made as to whether the student is able to abide by the rules of the school and whether his or her academic needs can be met by the school.

Transportation

Role of the Public School District

The local public school district handles bus arrangements. Bus transportation is a privilege. Students must behave properly and respect the rights of others. The school bus driver is the authority on the bus and has been directed to maintain order to ensure the safety of passengers. Therefore, parents/guardians and students need to support the rules and guidelines regarding the safe transportation of students from home and school. Parents/guardians whose children do not follow the

bus rules will be notified as to the appropriate behavior expected of the child. Teachers are not responsible for student behavior on the bus when riding to and from school.

Instruction and Training for Bus Safety

Instruction and review of bus and pedestrian safety is required each year. Instruction and review of materials appropriate to grade levels are provided by Benjamin Bus Company.

Misconduct

Denial to ride the bus may be given for misconduct on the bus. Parents/guardians are notified when such action is necessary.

Tuition

The School Board determines tuition rates annually. The tuition charged represents only a portion of the actual cost of educating each student. Parish subsidy, fundraising and minimal state funds provide the remainder of the costs. Ordinarily, tuition rates for the new school year are available at the time of registration which generally begins in December. A policy for tuition collection is agreed to by parents in the TADS system each August when annual tuition agreements are made available in the TADS system.

Possible reduction in tuition:

- Multi-Child Discount: Families with more than one child enrolled full-time in Kindergarten-8th Grade qualify for a $580 discount.
- Parishioner Grant: Families with a child in Kindergarten-8th Grade, who are registered parishioners at St. Dominic Church, qualify for a $500 discount per enrolled student.
- Need-Based Assistance: Families who apply for financial assistance in the TADS system by the required due date (in February for current families and in August for new families), will be eligible for private scholarships given to our school as well as our SDS Hope Scholarship.
- Free and Reduced Lunch: Families must complete an application in order to qualify and receive services. These applications are available at any time during the school year. For more information, please contact our Kitchen Manager at kitchen@schoolofstdominic.org.
- Spring Plant Sale: Families have the opportunity to receive a tuition credit based on sales during this spring fundraiser. A portion of the proceeds from the sale of each plant will be credited to the family's TADS account.

Valuables

School insurance does not cover loss of personal possessions; therefore, we recommend students refrain from bringing cameras, cell phones, electronic devices, etc. to school.

Visitors

All parents, guardians, and visitors must sign in at the school office. Parents walking their children to breakfast and/or class in the morning, can receive a visit sticker when entering the school.. Parents, guardians, and visitors are welcome for open houses and special programs without the need to sign in at the school office. Those who wish to observe in a classroom are asked to make an appointment with the appropriate teacher and sign in at the school office before going into the classroom. Persons not reporting to the school office will be considered trespassing and will be asked to leave or reported to the local authorities.

Volunteers

Volunteers are an intricate part of our school. One of the better-known benefits of volunteering is the impact on the community. Unpaid volunteers are often the glue that holds a community together. Volunteering allows you to connect to your community and make it a better place. We ask that you find something that interests you to volunteer. Families have required volunteer hours. K-8 families are required to complete 15 hours per school year. Preschool/PreK only families are required to complete 10 hours per school year. Families who do not complete their required hours and submit them through the online form found on the school website by May 31 of each year, will be billedVi $20 per unworked hour.

Volunteers who may be unsupervised with students and/or are regularly scheduled, must have a background check on file and have attended a VIRTUS training session before being allowed to volunteer with children. Please contact our school's Safe Environment Coordinator for details.

Waiting List

Waiting lists are established when grades are filled. Parents/guardians will be informed if a vacancy occurs.

School Policies

General Admission (Archdiocesan Policy #5510)

- Preschool students must be 33 months old by the date of enrollment and be toilet trained.
- PreKindergarten students must be one year away from Kindergarten.
- Kindergarteners must be 5 years old by September 1st of the calendar year in which they intend to begin our program.
- First graders must be 6 by September 1st of the calendar year in which they intend to begin our program.

Non-Discrimination Policy

It is the policy of St. Dominic School to comply with the state and federal laws prohibiting discrimination, to the end that no person(s) shall be denied or excluded from enrollment or participation in any educational program or activity operated by the school on the basis or race, color, national or ethnic origin, gender, age, marital status, status with regard to public assistance or disability.

State and Federal Programs

There are several state and federal programs that nonpublic students may participate on an equal basis with public school children. These programs are administered through the local public school district. St. Dominic School received state and federal entitlements allocated on a per pupil basis.

State Programs

- Education Aids for Nonpublic School Children- Provides textbook and related individualized materials, health services and secondary guidance and counseling.
- Transportation- Minnesota public school districts must provide "equal transportation" within district boundaries. The public school shall have sole discretion, control, and management of scheduling routes, bus stop locations and discipline.

- The school district may admit Shared Time Program- Nonpublic school students to public school programs for part of the school day.
- School Breakfast and Lunch Program- State funds are matched with federal funds to assist families who qualify for free or reduced lunch, as well as providing Kindergarten students with at least one serving of milk each day.
- State Income Tax Deductions- Taxpayers may itemize deductions per dependent in grades Preschool-8 for books, tuition, and transportation costs. This amount may vary from year to year. Please refer to your State Income Tax Manual directions. (Effective January 1, 1998)

Federal Programs

- Special Education- Districts shall identify students and make available special education to all who are disabled, regardless of whether they attend a nonpublic school. The district must provide assessment, periodic observation, review of progress and establish an Individual Education Plan (IEP) which generally involves instruction by a special education teacher.
- Title I- This program provides supplementary instruction in math, reading and language arts to students who have been identified as "at risk." Computer-aided instruction may be an acceptable alternative to direct services.
- Title IV - Safe and Drug-Free School- Nonpublic school receives monies, on a per pupil basis, for programs which address drug and safety issues.

School Chemical Use Policy

St. Dominic School recognizes that for the safety, well-being and welfare of students and employees, a policy needs to be adopted committing the school (community) to establishing a procedure to aid students and employees in seeking help to correct possible chemical dependency and/or abuse problems.

The misuse of alcohol and other drugs by one student or staff may endanger the safety and well-being of all other students and faculty. Also, the misuse of drugs and alcohol can create a diseased state of dependency, in which case the school system has a responsibility to provide channels for help and assistance to students and staff whose health may be in jeopardy. Beyond these hazards, the school has a clear responsibility to maintain an atmosphere which will promote a quality learning environment which can be deeply undermined by reckless or pathological misuse of alcohol or drugs. This program is designed to aid in effectively dealing with chemical problems affecting either student or school personnel. The program outlines below encourages concerned individuals to "log" behavior which may indicate more specific educational and health problems. This program is designed to provide a caring means of dealing with real and prevalent problems as well as focusing on prevention of these problems.

Step 1: Concerned Person

The teacher or other school personnel will log all irregular behavior that affects personal progress. Forms will be provided for this documentation. The observer is not in the position to diagnose or make allegations. His or her only responsibility is to observe and log behavior.

Step 2: Contact Phase

After observing and logging irregular behavior in a person, the observer should work with the person on a one-to-one basis. He or she should also contact the designated school personnel: principal. The concerned person should continue logging procedures until the situation is either solved or moved to the pre-assessment phase.

Step 3: Pre-Assessment Phase
If the one-to-one technique fails, or an emergency situation or crisis arises, the individual is referred back to the principal. A conference will be held with the principal, the individual, parent/guardian, and or professional (where applicable), and the concerned person(s).

If it is determined that the individual may have a chemical related health problem, sufficient cause will warrant another conference to discuss the person's future behavior and performance.

Step 4: Re-Entry
Upon completion of treatment, the individual will be required to follow the aftercare plan recommended by the treatment program.

Crisis Intervention (Chemical Use)
Any student found on St. Dominic School grounds or on the school buses under the influence of alcohol or any other chemical will be subjected to the following:

1. The student will be required to go through an assessment (designed by the school) for his or her chemical use in order to remain in school. Efforts to set up this assessment must be taken within 24 hours of the offense.
2. The student must also follow recommendations made by the assessing agency in order to remain in school.
3. If a student is acting erratically, due to suspected chemical use, the student will be isolated from others while parent/guardian is being contacted to pick up the student. A faculty member will stay with the student who is brought in for a chemically related medical problem until parent/guardian arrives. If a parent/guardian cannot be contacted, police will be called.

Possession/Selling of Chemicals
Any student found in possession of alcohol or chemicals while on St. Dominic School grounds, on Northfield Public School grounds or on the school buses will INCUR IMMEDIATE SUSPENSION. Parents/guardians must meet with the principal in order for the student to return to school. Legal action may be taken.

Procedures 1 and 2 under "Chemical Use" will be followed.

Tobacco
Any student found using tobacco on St. Dominic School grounds, on Northfield Public School ground, or on the school buses will be subject to immediate suspension. The parents/guardians must meet with the principal in order for the student to return to school. The student will be placed on probation for the remainder of the school year.

Sexual Harassment
I. **General Statement Policy**
Sexual harassment is a form of sex discrimination while violates Section 703 Title VII of the Civil Rights Act of 1964, as amended, 42 U.S.c 2000e, et seq., and Minnesota Statute 363.01-14, the Minnesota Human Rights Act.

It is the policy of St. Dominic School to maintain a learning and working environment that is free from sexual harassment. It shall be a violation of this policy for any student or employee of St. Dominic School to sexually harass a student or employee.

II. The school will act to investigate all complaints either formal or informal, verbal or written, of sexual harassment and to discipline any student or employee who sexually harasses a student or employee of the school.

III. Sexual Harassment Defined

A. Sexual Harassment consists of unwelcome sexual advances, requests for sexual favors, sexually motivated physical conduct or other verbal or physical conduct or communication of sexual nature when:

1. Submission to that conduct or communication is made a term or condition, either explicitly or implicitly, of obtaining or retaining employment, or of obtaining an education; or
2. Submission to or rejection of that conduct or communication by an individual is used as a factor in decisions affecting that individual's employment or education; or
3. That conduct or communication has the purpose of effect of substantially or unreasonably interfering with an individual's employment or education, or creating an intimidating hostile or offensive employment or education environment.

Any sexual harassment as defined in Section II, Statement A, when perpetrated on any student or employee or by any student or employee, will be treated as sexual harassment under this policy.

B. Sexual Harassment may include but is not limited to:

1. Verbal abuse;
2. subtle pressure for sexual activity;
3. inappropriate touching or pinching;
4. intentional brushing against a student's or employee's body;
5. demanding sexual favors accompanied by implied or overt threats concerning an individual's employment or educational status;

6. demanding sexual favors accompanied by implied or overt promises of preferential treatment with regard to an individual's employment or educational status;
7. any sexually motivated unwelcome touching.

IV. Reporting Procedures

Any person who believes he or she has been the victim of sexual harassment by a student or an employee of the school, or any third person with knowledge or belief of conduct that may constitute sexual harassment shall report that alleged acts immediately to an appropriate school official as designated by this policy.

A. The building principal is the person responsible for receiving oral or written reports of sexual harassment at the building level. Upon receipt of a report, either oral or written, the principal must notify the pastor without screening or investigating the report. A written report will be forwarded simultaneously to the pastor. If the report was given verbally, the principal shall reduce it to a written form within 24 hours and forward it to the pastor. Failure to forward any sexual harassment report or complaint as provided herein will result in disciplinary action as outlined in the faculty handbook. If the complaint involves the building principal, the complaint shall be filed directly with the pastor.

B. The School Board hereby designates the pastor as the person to receive the reports or complaints of sexual harassment from any individual, employee or victim of sexual harassment and also, from the building principal as outlined above. If the complaint involves the pastor, the complaint shall be filed directly with the School Board.

V.

The school shall post in a conspicuous place, the name of the pastor including a mailing address, email address, and telephone number.

C. Use of formal reporting forms is not mandatory. The school will respect the confidentiality of the complaint and/or individual(s) against whom the complaint is filed as much as possible,

consistent with the school's legal obligations and the necessity to investigate allegations of sexual harassment, and take disciplinary action when such conduct has occurred.

VI. Investigation and Recommendation

By authority of the School Board, the pastor, upon receipt of a report or complaint alleging sexual harassment shall immediately order an investigation. This investigation may be conducted by school officials or by a third party designated by the School Board. The investigating party shall provide a written report of the status of the investigation within 10 working days to the Chairperson of the School Board, the principal, and the pastor.

*Note: If the subject of the complaint is the pastor, principal, or Chairperson of the School Board, the report shall be submitted to an alternate individual as designated by the School Board.

In determining whether alleged conduct constitutes sexual harassment, the school should consider the surrounding circumstances, the nature of the sexual advances, relationships between the parties involved and the context in which the alleged incidents occurred. Whether a particular action or incident constitutes sexual harassment requires a determination based on all facts and surrounding circumstances.

The investigation may consist of personal interview with the complainant, the individual(s) against whom the complaint is filed, and others who may have knowledge of the alleged incident(s) or circumstances giving rise to the complaint. The investigation may also consist of any other methods and documents deemed pertinent by the investigator.

VII. In addition, the school may take immediate steps, at its discretion, to protect the complainant and alleged perpetrator, students or employees pending completion of an investigation of alleged sexual harassment.

The pastor shall make a report to the School Board Chairperson upon completion of the investigation.

VIII. School Action

A. Upon receipt of recommendation that the complaint is valid, the school will take such action as appropriate based on the results of the investigation.

B. The result of the investigation of each complaint filed under these procedures will be reported in writing to the complainant by the school.

IX. Reprisal

The school will discipline any individual who retaliates against any person who reports an alleged act of sexual harassment or who retaliates against any person who testifies, assists or participates in an investigation, proceeding or hearing relating to a sexual harassment complaint. Retaliation includes, but is not limited to, any form of intimidation, reprisal or harassment.

X. Right to Alternate Complaint Procedures

These procedures do not deny the right of any individual to pursue other avenues of recourse which may include filing charges with the Minnesota Department of Human Rights, initiating civil action or seeing redress under state criminal statutes and/or federal law.

XI. Sexual Harassment as Sexual Abuse

Under certain circumstances, sexual harassment may constitute criminal sexual conduct or abuse under MN Statute 609.341, sub., 10 - 609.345; MN 609.321 - .324; or MN Statute 671.246. In such a situation, the school shall comply with MN Statute 626.556, Reporting of

Maltreatment Minors. Nothing in this policy will prohibit the school from taking immediate action to protect victims of alleged criminal sexual conduct or abuse.

XII. Discipline

Any school action taken pursuant to this policy will be consistent with Minnesota Statutes and school policies. The school will take such disciplinary action it deems necessary and appropriate, including warning, suspension or immediate discharge to end sexual harassment and prevent its recurrence.

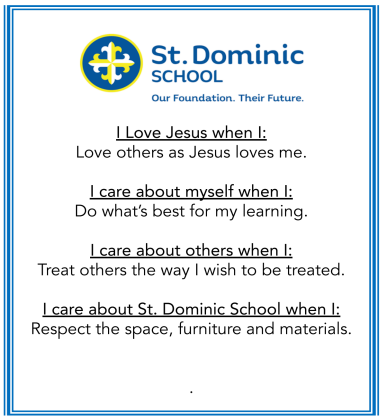
Student Conduct

To maintain a Catholic, Christian learning environment, it is necessary to have a Code of Conduct which provides a safe and secure setting for students, faculty and administration. Students are given clear and specific expectations as they are led toward becoming self-disciplined individuals. Students are responsible and accountable for their behavior and must accept the consequences for their actions.

Guiding Principles:

- Everyone is entitled to respect (faculty, staff, students, parents/guardians, etc.).
- Students will be held accountable for all behavior.
- Both the severity of the misbehavior and the age of the child will be given consideration in deciding an appropriate consequence.
- Each child's behavior will be dealt with individually. Group consequences due to the inappropriate actions of a few are discouraged.
- Consequences will be determined after each incident.
- Discipline will be based on fairness.

School Wide Expectations:



In addition to school rules, each teacher may have their own individual classroom rules.

St. Dominic School Discipline Policy

St. Dominic School believes each student is responsible for his or her own behavior and in maintaining a Catholic, Christian atmosphere within the school. The goal of our behavior code is to promote self-discipline. Respect for one's self, other's authority and property, and the maintenance of a safe and healthy environment in which to learn is at the heart of St. Dominic philosophy of discipline. Students are to behave in a manner which is morally responsible and brings credit to themselves, their families, and St. Dominic School. Parental support is an important part of the school's discipline policy.

Infractions (Archdiocesan Policy #5310)

Minor Misconduct

Guidelines for classroom behavior will be established by your child's teacher and discipline for minor misconduct or infractions will be managed by the classroom teachers. Discipline for minor misconduct may include verbal warning, written conduct referral form, and detention. Samples of minor misconduct include, but are not limited to: unprepared for class, running in the halls, violation of the dress code, gum or candy during class. Repeated occurrences will result in parent contact and may result in detention or suspension. Repeated minor misconduct actions may result in consultation with the principal, counselor, teacher, parents and pastor to formulate a plan of action for resolution.

Major Misconduct
Student conduct, which in the opinion of the school constitutes major misconduct, may cause detention, removal from class, out-of-school suspension, or expulsion. Major misconduct includes, but is not limited to, the following: inappropriate or profane language, any willful conduct which violates or may violate any rule of conduct or school policy, any willful conduct which endangers or has the potential to endanger the student or other students, faculty, administration or the property of the school, other conduct or behavior on the part of the student which, in the opinion of the school, adversely affects the desirability of continued enrollment. All major misconduct actions will result in consultation with the principal, counselor, teacher, parents, and may include the pastor to formulate a plan of action for resolution.

Detention:
Time spent in the school as a disciplinary consequence in addition to the regular school day. Detention is typically served before or after school.

Removal from class:
Removal from class is any action taken by a teacher, administrator, or the school to prohibit a student from attending school for a period of not more than 10 days. While at home, work will be assigned and must be completed by the student.

Out-of-school suspension:
Out-of-school suspension is an action taken by the school to prohibit a student from attending school for a period of not more than 10 days. While at home, work will be assigned and must be completed by the student. The student will not be allowed to return to school until the student and the parents/guardians have had a conference with the principal.

St. Dominic School Suspension Process:
1. Investigation, including an informal conference with the student to inform the student about the violation. The conference will not be held if it appears that the student will create an immediate and substantial danger to themselves, other persons, or property.
2. Prepare written notice of suspension which outlines grounds for suspension and period of suspension.
3. Provide the student with written notice of suspension at or before the time the suspension is to take effect. Parents/guardians will be notified in writing of the student's violation and resulting suspension.
4. A conference may be scheduled with the student and/or parents/guardians to discuss the incident.

Suspension may occur for behavior such as:
- Continued use of vulgar language and/or vulgar drawings, writing, etc.
- Repeated refusal to do the assigned work
- Fighting on the school grounds
- Persistent name calling, ridiculing, harassing, etc. of other students or employees
- Constant (continuous) class disturbance
- Defiance
- Jeopardizing the reputation of the school

Immediate suspension may occur for such behaviors as:

- Possession and/or use of weapons, alcohol, unprescribed drugs by a student on school property or at a school-sponsored event
- Theft and/or extensive destruction of school property
- Serious injuries to students or employees

St. Dominic School Expulsion Process:

Expulsion:
Expulsion means action taken by the school to prohibit an enrolled student from further attendance at the school.

1. Conduct prompt investigation
2. Notify the student and parents/guardians in writing of the punishable violation, proposed expulsion, and date, time, and place of hearing on expulsion (must be scheduled within 10 days of notice).
3. Arrange for a consultation of appropriate school personnel (teacher, counselor, etc.)
4. Hearing: record the statements, examine the witnesses and documents. Student cannot be required to testify.
5. Make recommendations to the pastor or canonical administrator
6. The pastor or canonical administrator takes action on recommendations within two (2) working days of the hearing.

Reasons for which such actions may be taken include:

- Consistent refusal to obey reasonable rules
- Chronic, willful absence or tardiness
- Immoral conduct
- Continuous disruptive behavior
- Characteristics extremely offensive to other pupils
- Serious misbehavior that jeopardizes the reputation of the school
- Possession and/or use of weapons, alcohol or unprescribed drugs by a student on parish/school property or at a parish/school sponsored event
- Theft and/or extensive destruction of school property
- Threat of or serious injuries to students or employees

*Note: The Saint Watch Before/After School Care program has its own behavior policy with consequences. If a student is enrolled in this optional program, parents will be presented and need to agree to that policy.

Situations of Potential Violence

No person (student or non-student, juvenile, or adult) will have in their possession or use a weapon within St. Dominic School or on school grounds. This prohibition is applied to all other buildings or premises and within all school leased or contracted vehicles where St. Dominic School students are present in connection with a school activity.

“Possession” refers to having a weapon on one’s person or in an area subject to one’s control on school property or at a school activity.

“Weapon” means any device or instrument that through its use is capable of threatening or producing bodily harm or death or that can be used to threaten to cause bodily harm or death. Examples of weapons include, but are not limited to, any firearm (loaded or unloaded), pellet guns, nonfunctioning guns, look-alike guns that could be used to threaten others, knives, clubs, metal knuckles, nunchucks,

throwing darts, explosives, lighters, stun guns, or ammunition. Possession of a weapon by a student at St. Dominic School may result in any or all of the following: the immediate involvement of the student's parents/guardians, an initial suspension of up to five days, confiscation of the weapon by the police liaison officer or another officer, and a recommendation to the pastor that may result in the student being expelled from school for the remainder of the year.

Bullying Policy

Any type of bullying behavior will not be tolerated at St. Dominic School. The faculty, staff, and administration have worked together to implement various strategies to discourage this type of negative and unwanted behavior. If this behavior occurs, school administration will follow the student discipline policy.

Cyber Bullying

The use of bullying behavior in any means or medium to perpetrate the harm or harassment of other students or staff members is cyberbullying. The school may impose disciplinary consequences for students who use technology or off school premises in a way that threatens or results in harm to persons within the school (students or employees), that causes the disruption to the normal learning environment of the school, or that negatively reflects on the reputation of the diocese, the school, the employees, students, and/or stakeholders. In addition, individuals who misuse technology may be subject to legal action under civil or criminal statute. If this behavior occurs, school administration will follow the student discipline policy.

Dress Code

St. Dominic School Dress Code Policy

(approved by the School Board 10/21/2020)

	Boys (K-4)	Girls (K-4)
Bottoms Mondays-Thursdays and Mass Days **Other than Plaid, bottoms may be purchased at any store.	Dress pants, twill pants, or corduroy pants • Solid: Navy Blue or Khaki	Dress pants, twill pants, corduroy pants, skirts, skorts, dresses, or jumpers. • Solid: Navy Blue, Khaki, or Lands End "Clear Blue Plaid" (Skirts, skorts, dresses, and jumpers must be longer than fingertip length.) Solid white or navy blue leggings may be worn under a dress, jumper or skirt only, never alone.
Tops Mondays-Thursdays and Mass Days **Tops may be purchased at any store.	All tops may have but are not required to have the SDS logo on them. All shirts must be a solid in color and plain without writing: Navy Blue, White, or Charcoal Gray • Short or Long Sleeve Collared Polo Shirt • Sweatshirt • Sweater • ¼ Zip Pullover Students are encouraged to wear a collared	All tops may have but are not required to have the SDS logo on them. All shirts must be a solid in color and plain without writing in: Navy Blue, White, or Charcoal Gray • Short or Long Sleeve Collared Polo Shirt • Sweatshirt • Sweater • ¼ Zip Pullover • Polo Dress

	dress code shirt under a non-collared shirt. Solid color white or navy blue long sleeve shirts may be worn under short sleeve dress code shirts if needed.	Students are encouraged to wear a collared dress code shirt under a non-collared shirt. Solid color white or navy blue long sleeve shirts may be worn under short sleeve dress code shirts if needed.
Shorts Mondays-Thursdays	Shorts may be worn when weather permits & with parent approval. They must be longer than fingertip length. • Solid Navy Blue or Khaki Twill Material Shorts may not be worn to school mass. Students may bring another dress code bottom to change into after Mass.	Shorts may be worn when weather permits & with parent approval. They must be longer than fingertip length. • Solid Navy Blue or Khaki Twill Material Shorts may not be worn to school mass. Students may bring another dress code bottom to change into after Mass.
Friday Dress Code	Students may wear either a regular SDS dress code top, SDS T-Shirt or SDS Sweatshirt (Spirit Day) Students may wear either jeans or dress code bottoms on Fridays. The regular dress code applies for school mass that is on a Friday. The last Friday of each month will be an 8th Grade Choice "Dress Up Theme" day.	Students may wear either a regular SDS dress code top, SDS T-Shirt or SDS Sweatshirt (Spirit Day) Students may wear either jeans or dress code bottoms on Fridays. The regular dress code applies for school mass that is on a Friday. The last Friday of each month will be an 8th Grade Choice "Dress Up Theme" day.
Shoes	Athletic shoes are required for Gym class and recess (boots in winter). Open-toed shoes, open-backed shoes, light-up shoes, and roller shoes are not allowed.	Athletic shoes are required for Gym class and recess (boots in winter). Open-toed shoes, open-backed shoes, light-up shoes, and roller shoes are not allowed.
Socks	Socks of any color may be worn to school.	Socks of any color may be worn to school.
Hair	Hairstyles should not draw undue attention, and hair must not be artificially dyed a different color.	Hairstyles should not draw undue attention, and hair must not be artificially dyed a different color. Girls may wear any color hair bands, headbands, or bows, as long as they do not distract from learning in the classroom.

Preschool/PreK Dress Code

Preschool students may wear clothing of their choice. We encourage students to wear comfortable clothing that better facilitates independent use of the restroom, ie. no belts please.

Purchasing SDS Logo Tops

Twice a year, families will be able to order SDS logo clothing through the school.

Purchasing Dress Code Bottoms

Families may purchase dress code approved clothing at any store, with the exception of the Lands End "Clear Blue Plaid." Please make sure that the items you purchase for your child to wear to school match the dress code policy as described above. If at any time you have questions, please contact the school office.

Administration of the Dress Code Policy
It is desirable that teachers and administrators spend their time teaching and leading the school, not enforcing the Dress Code Policy. Therefore, parent/guardian support and management of this policy is expected.

Students who do not adhere to the Dress Code Policy will experience the following steps to correct the problem:

1. At the first occurrence, a warning will be given to the student, and a note will be sent home to the parents.
2. If the situation is not remedied after a warning is issued, the school will verbally notify the parents.

Boy's and Girl's Dress Code Examples:
You can find examples of the approved dress code clothing on the school website under the *Current Families* menu. For questions, please contact the school office.

Middle School Dress Code
The students in Grades 5-8 are not required to wear the K-4 school dress code. The Middle School dress code, however, must conform to the dictates of modesty and proper attire for all. The following Dress Code has been approved:

- Pants must be neat and clean. Pants must be free from holes or not show signs of excessive wear. Popular torn jeans may be worn only if the tears are below the knee or have a fabric underlay. These 'torn jeans" may not be worn on school Mass days.
- Dresses, skirts, and shorts should be no higher than approximately 6" above the knee.
- Halter-tops, tank tops or tube tops are inappropriate types of dress in an academic setting and therefore will not be allowed. Bare stomachs and/or bare shoulders are not acceptable.
- Girls may not wear tight stretchy pants such as leggings, yoga pants, jeggings and the like without wearing a long shirt that covers the student's body past the torso area. Tights are never acceptable unless under a dress and may not be substituted for leggings.
- Any clothing displaying alcohol, controlled substances, sexual connotations or firearms and violence is prohibited at any time.
- Athletic shoes are required for all field trips and physical education classes.

Special Event Clothing
(For Archdiocesan special events, some special school Mass days, and other events that come up throughout the year.)

For 6th-8th Grade students- These items can be of a variety of styles purchased from regular clothing stores or from the uniform companies

- Khaki long pants for boys and girls
- Khaki skirt or skort for girls
- Navy blue or white collared polo shirt for boys and girls
- Navy blue or white button down dress shirt for boys and girls
- Navy blue or white blouse with collar and sleeves for girls – no decals, logos or lace

Mass Attire for Students in Grades 6-8
Students in grades 6-8 are expected to wear clothing appropriate for Mass.

- Boys: Long pants or nice dress shorts – No sweatpants and No Jeans
- Boys: Dress shirt, polo shirt or sweater – No sweatshirts or t-shirts

- Girls: Long pants or nice dress shorts with nice top/shirt – No sweatpants and sweatshirts or t-shirts.
- Girls: Skirt/Skort or Dress with an appropriate style and length for Mass
- Students wearing any other type of clothing judged by the Dress code policy, principal or classroom teacher as unacceptable for school will be sent home for a change of clothing or will be given an appropriate alternative item to wear from the staff.