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St. Louis Catholic School Mission Statement

St. Louis Catholic School is dedicated to the teachings of Jesus Christ as revealed in His life and proclaimed by the Catholic Church. We base our program upon methods that provide our students with opportunities to reach their potential.

We strive to meet their academic, physical, psychological, social and spiritual needs enabling them to become caring, productive members of an ever-changing world.

St. Louis Catholic School is a living experience of justice, love, forgiveness, peace, union with God and service of neighbor, so that the students may be in an environment with Christianity in action.

Philosophy and goals of St. Louis Catholic School

The philosophy of St. Louis Catholic School is to help each child reach full religious and academic potential. This philosophy requires giving each child a solid foundation in Catholic doctrine and heritage, a setting in which he/she can grow in faith, hope and charity, a set of high expectations in accord with one's potential and a setting to develop responsible behavior in a relaxed atmosphere.

This philosophy is being realized by implementing the following concepts and goals:

Concepts

- Mastery learning, which ensures that the entire class covers and learns each topic well.
- Stranding, which groups students by ability and helps give each student a positive school experience.
- Class time on fundamentals consistent with the past.
- An emphasis on writing skills and the reading program.

Goals

1. Faith Community

To develop a sense of Faith Community in the school, in the faculty, staff, students and parents.

2. Christian Message

To ensure the Christian message (scripture, dogma, prayer, moral decision-making) is taught and lived.

3. Positive Discipline

To provide each child a positive setting to develop responsible behavior in a relaxed atmosphere for living and learning.

4. Academic Excellence

To ensure academic excellence at St. Louis Catholic School.

School Improvement Goals

All students will improve written language across the curriculum.

All students will improve math problem solving skills across the curriculum.

All students will live and learn our Catholic faith.

Personnel

Office of Catholic Education – Archdiocese of Indianapolis

Mrs. Mickey Lentz – Executive Director – 800-382-9836 – Ext. 1440

Mr. Ken Ogorek – Director of Religious Ed. – 800-382-9836 – Ext. 1446

St. Louis Church Personnel

Parish Office

934-3204

Pastor

Fr. Randy Summers – Ext. 265

Associate Pastor

Fr. Stephen Akange – Ext. 266

Associate Pastor

Fr. Bernard Varghese Ext. 280

Parish Secretary

Mrs. Ellen Eckstein – Ext. 251

Parish Secretary

Mrs. Michelle Wachsmann – Ext 277

Director of Religious Education

Mrs. Terri Meyer – Ext. 249

Business Manager

Mrs. Dawn Krekeler – Ext 221

Development Director

Mrs. Juanita Kaiser – Ext. 222

St. Louis School Personnel

Faculty/Staff

School

934-3310

Principal

Mr. Chad Moeller - Ext. 239

Administrative Assistant

Mrs. Nicki Wuestefeld - Ext. 235

Administrative Assistant

Mrs. Janicee Miller - Ext. 236

School Nurse

Mrs. Amy Ertel - Ext 283

Cafeteria Managers

Mrs. Tammi Wintz - Ext. 224

Mrs. Carla Prickel - Ext. 224

Cafeteria Assistant

Mrs. Denise Wintz - Ext. 224

Maintenance

Mr. Wade Ryle - Ext. 271

Maintenance

Mr. Brian Lamping – Ext 231

Athletic Director

Mr. Jon Temple

Technology Support Specialist

Mrs. Jessica Imel – Ext. 272

Teachers

Kindergarten

Miss Cecilia Volk

Rm. 104

Mrs. Staci Schutte

Rm. 101

1st Grade

Mrs. Marilyn Amberger

Rm. 109

Mrs. Missy Cooper

Rm. 110

2 nd Grade	Mrs. Jan Narwold	Rm. 111
	Mrs. Tammy Roell	Rm. 112
3 rd Grade	Mrs. Jean Bossert	Rm. 204
	Mrs. Mary Beth Linville	Rm. 205
4 th Grade	Mrs. Amy Weigel	Rm. 201
	Mrs. Jill Hollins	Rm. 203
5 th Grade	Mrs. Amy Bryan	Rm. 211
	Mrs. Beth Emsweller	Rm. 212
Jr. High	Ms. Tara Salatin	Rm. 214
	Gr. 6 Language Arts, Science, Social Studies, Religion	
	Mrs. Diane Kellerman	Rm. 115
	Science	
	Mrs. Jenny Lents	Rm. 117
	Language Arts	
	Mrs. Kateri Paul	Rm. 216
	Religion/Computers	
	Mrs. Janet Wilson	Rm. 217
	Social Studies	
	Mrs. Sherri Kirschner	Rm. 116
	Literature	
	Mrs. Linda Ortman	Rm. 114
	Math	
Specials K-8	Miss Hilary Neu	Rm. B-16
	Art	
	Miss Christy Kushman	Rm. 215
	Music	
	Mr. Kyle Jolly	Activity Center
	P.E.	
	Miss Kristina VanDyke	Rm. 105
	Spanish	
Resource	Mrs. Karen Kretschmann	Rm. 213
	K-4	
	Mrs. Mary Jo Reer	Rm. 210
	K-5	
	Mrs. Missy Bowman	Rm. B-1
	5-8	

E-mail address for teachers – first initial and last name @ st.louisschool.org

Example: cvolk@st.louisschool.org

St. Louis School Commission

Kelly Poltrack– Chair

Jill Koch

Autumn Hurm – Vice Chair

Traci Rowlett

Susan Gigrich - Secretary

Amy Tonges

Tony Gutzwiller

Role of the School Commission

The St. Louis School Commission is comprised of seven parishioners who have been elected by the parish or appointed by the pastor to serve on the commission. The primary function of the school commission is one of policy and planning. The school commission is responsible for the following:

1. Developing the annual operating budget for the school in conjunction with the Finance Commission of St. Louis Parish.
2. Achieving through the Principal, Archdiocesan and Parish goals for Catholic school education.
3. Reporting on the status of the School in the Parish.
4. Directing the implementation of Archdiocesan and Deanery educational policy in the School program
5. Participating in the performance appraisal of the Principal by providing input to the Pastor regarding how the Principal has administered Commission policy and met the goals set by the Commission.

Unlike a public school board, the School Commission has no administrative authority. The administration of the school is the responsibility of the Principal under the supervision of the Pastor.

Goals of the School Commission

1. Enhance the Catholic Identity of St. Louis Catholic School
2. Increase accessibility of St. Louis Catholic School for any parishioner who values a Catholic education.
3. Continuously improve the academic achievements and personal development of each St. Louis Catholic School student.

St. Louis Calendar 2010 - 2011 School Year

Mon	Aug 9	Parent Orientation and Open House 6 PM – 8 PM
Mon-Tue	Aug 9-10	Teacher In-Service days
Wed	Aug 11	First Student Day
Tue	Aug 24	Jr. High Open House
Mon	Sep 6	Labor Day – No School
Tue	Sep 14	School Pictures
Sun	Sep 19	St. Louis Catholic Church Festival
Tue	Oct 5	St. Louis Night at Classic Pizza
Tue	Oct 12	End of Grading Period (44 days)
Sun	Oct 17	Super Sunday Bingo
Mon	Oct 18	Report Cards sent home
Mon-Tue	Oct 18-19	Parent/Teacher Conferences
Thu-Fri	Oct 21-22	Fall Break – No School
Thu-Fri	Nov 25-26	Thanksgiving Break – No School
Fri	Dec 17	End of 1 st Semester – Last Student Day (88 days)
Tue	Jan 4	Begin 2 nd Semester – Students return to SLS
Wed	Jan 5	Report Cards sent home

Mon	Jan 17	Martin Luther King Day - No School (1 st possible make-up)
Thu	Jan 27	Preschool Open House
Sun-Fri	Jan 30-Feb 5	Catholic Schools Week
Tue	Feb 1	Italian Night, Science Fair and Book Fair
Mon	Feb 21	President's Day – No School (2 nd possible make-up day)
Mon-Wed	Feb 28-Mar 9	ISTEP+ Applied Skills
Sun	Mar 6	Kindergarten Open House 8:30 am to 11:30 am
Wed	Mar 9	Ash Wednesday, 7 th Grade Fish Fry
Thu	Mar 10	End of grading period (46 days)
Sun	Mar 13	Super Sunday Bingo
Tue	Mar 15	Spring Pictures
Wed	Mar 16	Kindergarten Registration
Wed	Mar 16	Report Cards sent home
Mon-Fri	Mar 21-25	Spring Break
Fri	Apr 22	Good Friday – No School (5 th possible make-up day)
Mon	Apr 25	Easter Monday – No School (4 th possible make-up day)
Mon-Wed	Apr 26-May 4	ISTEP+ Multiple Choice
Mon	May 9	May Day (3 rd possible make-up day)
Fri	May 20	Gr. 8 Graduation (may be moved due to weather)
Wed	May 25	Potential Last Student Day (92 days)

May 26, 27, 30, 31 – June 1 & 2 Potential make-up days

*** The Archbishop reserves the right to give students a day off at his discretion**

School Hours / Procedures

School Hours

Full days are 8:00 a.m. – 3:00 p.m.

Plan B days are 9:30 a.m. – 3:00 p.m.

Half Day AM Kindergarten – 8:00 a.m. – 10:45 a.m.

Walkers and car pool children are able to get into school at 7:15 a.m. Teachers are not required to be in their rooms until 7:30 a.m. Students arriving early should go to the cafeteria, where they will have adult supervision and be released to their classroom at 7:30 a.m. Students dropped off before 7:15 a.m. are not supervised by school personnel and are the responsibility of the parents.

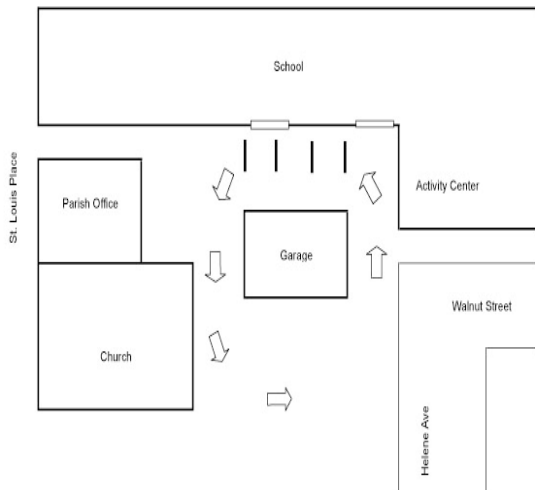
Parents who pick up children, please do so on the West side of the building. Students must be picked up by 3:20 p.m. Students who are not picked up by 3:20 will go to the main office to arrange for a ride home. Students should not remain in the building or on school grounds after 3:20 unless under the direct supervision of a coach, chaperone, or staff member. Student – athletes may not remain on school property waiting for a game unless they are supervised by the coach, athletic director, other school personnel or chaperone.

Drop Off / Pick Up Procedure

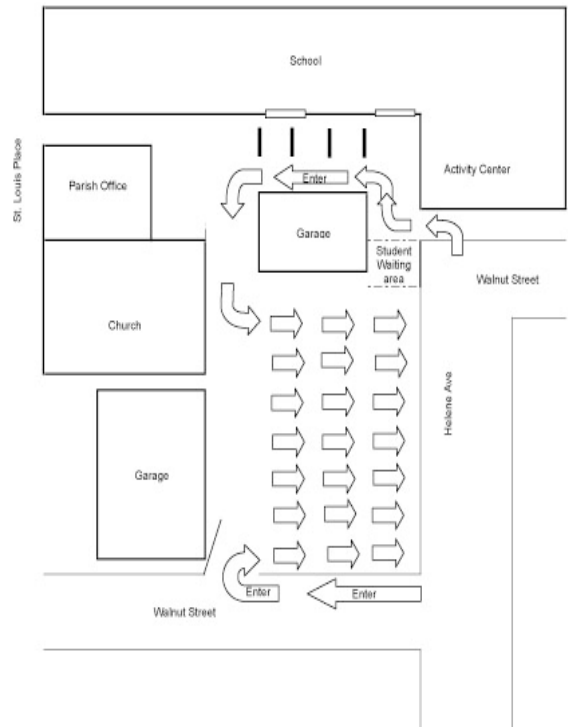
Due to concern for the safety of our students, we would like to ask parents who provide transportation for their children to and from school to observe the following guidelines. We would ask that all students be dropped off at the side doors of the building back by the maintenance garage, and that the front of the school (St. Louis Place) be reserved for buses only. The only doors that will be unlocked at this time are the front doors by the main office and the parking lot doors that are located nearest the driveway. The driveway between the parish offices and school will be closed to traffic during student arrival and dismissal. Also, please refrain from dropping your children off on Main Street.

Bus riders are dismissed out the front doors@ 3:00. Car riders and walkers are dismissed after the last bus has left. Walkers dismiss out the front doors. Vehicles are to pull into the parking lot on the west side of the garage from Helene St. and line up in rows. See the map below. Do not park on Helene St. as these parking spaces are for residents only. Be sure not to block Helene St. After the children are loaded in vehicles, you will be dismissed by rows. If your child has not come to your vehicle when the cars start moving, please pull out of the parking lot and circle back around. Do not park your car and leave it unattended. If you need to go into the building please park your car in the lot across from the church and wait until all the cars have left the parking lot on the west side of the garage.

Drop-off Procedure



Pick-up Procedure



School Masses and Benediction

All Masses are at 8:10 a.m.

Monday – Grades 3, 4, 5 Thursday – Grades 1, 2
Wednesday – Grades 6, 7, 8 Friday – All School Mass
Benediction is on the 1st Friday of each month at 2:15 p.m.

Visiting During School Hours

To ensure the safety of the students and staff at St. Louis Catholic School, all the entry doors of the building will be locked during school hours. All parents and other visitors during school hours must report to the main office to sign in. No one is to go to any classroom without permission from the main office.

Fire, Tornado & Lockdown Drills

Monthly fire drills are held at St. Louis Catholic School. Tornado drills and lockdown drills are held one time each semester.

Lost and Found

We have a Lost and Found table in the main hallway. Parents and students are encouraged to check the items. Marking caps, coats, etc. with your child's name can be a big help.

Weather Related Issues – St. Louis Catholic School follows Batesville Community Schools for all weather related early dismissals, delays and cancellations.

Early Dismissal

In the event of winter weather possibly causing an early dismissal from school listen to WRBI, Batesville, WTRE, Greensburg, and most major Cincinnati stations for any announcements.

Plan B

A Plan B may be called to delay the beginning of the school day. On Plan B day's school starts at 9:30 a.m. Students may be dropped off at school at 9:00 a.m.

Half-Day Kindergarten Hours for weather

For kindergarten Plan B, morning kindergarten students will arrive between 9:00-9:30 a.m., with class from 9:30-10:45 a.m. Students will be dismissed at 10:45 a.m.

Plan for Dismissal in Inclement Weather

Lightning – Whoever sees a strike, calls the office. The office makes an announcement to hold dismissal. We wait 3-5 minutes. If there were no strikes in that time, we dismiss like normal. If it continues, we bring the cars around to the side door to pick up students. Students will exit north between the buildings (we will remove the barriers). Walkers are held and should call for a ride.

Hail – We bring the cars around to the side door to pick up students. They can exit north between the buildings (we will remove the barriers). Walkers are held and should call for a ride.

Torrential Rain – We bring the cars around to the side door to pick up students. They can exit north between the buildings (we will remove the barriers). Walkers are held and should call for a ride.

Attendance

Attendance Policy

St. Louis Catholic School recognizes that regular attendance in school is essential for a quality education. Evidence indicates that attendance and grades are directly related. Students with poor attendance can often lose interest in school and tend to feel left out. While it is possible to make up written work, missed classroom instruction is lost forever. St. Louis encourages each student/family to make 100% attendance their goal. While the following types of absences may be excused it is in the best interest of your child to schedule these activities during non-school hours and/or school breaks.

1. Medical and dental appointments (length of time away from school may effect outstanding attendance record)
2. Family trips
Absences for family trips are limited to 5 days per school year. Please try to schedule family trips around ISTEP and standardized testing.

Absences

While St. Louis Catholic School encourages students to attend school every day we recognize that there are times when a child must miss school. Students may be excused from school a maximum of 10 days each school year. **A doctor's note is required for each absence after 10 to be considered excused.**

Students may be excused from school for the following reasons:

1. Personal illness (extended illnesses may require a doctor's statement)
2. Critical illness or death of a family member
3. Funeral

Unexcused Absences

Missing School due to "skipping" or disciplinary reasons such as suspension is considered unexcused absences. Students will be given no credit for any homework, projects, tests, etc. due to these days.

Notification Procedure

If a child must be absent from school the parent/guardian is expected to call the school office at 934-3310 by 8:00 a.m. to inform the school secretary each day of the absence. (A message may be left on the school voice mail system at any time prior to 7:30 a.m.)

Appointments

A written request from the parent/guardian is required for a student to leave school at anytime throughout the day. This request should be taken to the office and an appointment pass will be given to the student to present to his/her teacher. Students must be picked up from the office and signed out by the parent /guardian before leaving the building. Upon returning to school, the student must sign in at the office before returning to class.

Partial Day Attendance

If a student misses 2-4 hours of the school day a half-day absence will be recorded. For students missing more than 4 hours of the school day one full day absence will be recorded.

Missed Class Work

Students are expected to make up class work missed during any absence. Make up work may be picked up after 3:15. No make up work will be given out before this time in order to avoid interruptions in the classroom. (If requested, make up work may be sent home with a sibling) Class work missed due to family vacations will be given to students upon their return to class. No work will be given prior to a vacation. Missed class work is expected to be completed within the same length of time as the absence unless other arrangements have been made with the teacher.

Tardy

Students are expected to be in the classroom ready to begin class at 8:00 a.m. Students who arrive after 8:00 a.m. will be considered tardy and must report to the school office upon arrival at school. Contact will be made with the parents by the principal if excessive tardiness occurs.

Consequences of excessive absences/tardiness

When a student reaches seven absences the principal will contact the family through a phone call or letter to discuss the consequences of further absences. When a student reaches ten absences a parent conference will be scheduled with the principal.

Excessive absenteeism or tardiness may necessitate the following actions.

1. Written attendance contract.
2. Required additional outside tutoring.
3. Retention in the same grade the following year.
4. Prosecution under Indiana State Compulsory Attendance Law
(IC 20-8. 1-3-33)

Outstanding Attendance

Outstanding attendance will be recognized at the end of the year. To qualify, the child must be considered present for the entire school day each day of the school year.

Medical

Medication

Prescription Drugs can be given at school if prescribed by a physician and ordered to be taken at school. The permission form to administer medication, which can be obtained in the main office, is to be filled out by the parent. The medication must be brought to the office in the original container along with the permission form to administer medication. **The medication must have the pharmacy label attached to it and the label must show students name, medication name, dosage and directions.**

Over-the-counter medication can be given at school. If given, the medication must be sent to school in the original manufacturer's package or container. **The student's name must be on the medication package accompanied by a permission form to administer medication, which can be obtained in the main office, filled out by a parent.**

The school or youth-serving program shall not stock and/or dispense non-prescription medications to children/youth other than those provided by the parents (guardians).

All medications must be brought to the office immediately. It should not be kept in pockets, lockers, desks or backpacks. It is the student's responsibility to come to the office to take the medication. Send a note to your child's teacher informing the teacher when your child should go to the office to take medication.

All medication will be sent home at the end of the prescribed time. If it is not picked up by the end of the year, it will be destroyed so no other person is able to obtain it.

Health Guidelines

At School – You will be called and asked to pick up your child for the following ailments:

Chicken Pox - If your child breaks out with chicken pox. Your child may return to school 24 hours after lesions are crusted over and he/she is fever free.

Diarrhea - If your child does not have a medical disease that causes this.

Fever - If your child has a temperature >100 degrees. Your child must be fever free for 24 hours before returning to school.

Lice - If your child is found to have lice or nits (eggs). Your child can return to school after he/she has been treated with lice killing shampoo, nits are combed out and you find no lice or nits. Upon returning to school, your child should report to the main office to be checked.

Pink Eye/ Conjunctivitis - If your child has exudates (pus) coming from the eye and the eye is matted.

Rashes – If your child has a rash that cannot be identified. You will need to take your child for a medical diagnosis. Your child may return to school only with a written medical diagnosis of a non-contagious rash or when the rash is gone.

Strep Throat – If your child has a sore throat and tonsils are red and swollen with exudates (pus). Your child may return to school after being on ANTIBIOTICS for 24 hours.

Vomiting – **If your child vomits and is sent home from school, they can not return to school for 24 hours after vomiting, this includes vomiting at home later that day.**

Ticks – If your child has a tick, it will be removed at school and a note will be sent home. You will not have to take your child home in this situation.

At Home

Chicken Pox – Your child should be kept home until 24 hours after all lesions are crusted over and he/she is fever free. Please call the school so proper records can be maintained.

Diarrhea – If your child does not have a medical diagnosis that causes this condition, you need to keep him/her home.

Fever – If your child has a temperature >100 degrees keep him/her home until he/she has been fever free for 24 hours.

Lice – If your child has lice or nits, keep him/her home, treat with lice killing shampoo and comb out nits. **PLEASE CALL THE SCHOOL AND REPORT IT.**

Pink Eye/ Conjunctivitis – If your child has exudates (pus) coming from the eye or the eye is matted shut he/she should be kept home and may return to school after being on ANTIBIOTIC drops for 24 hours.

Rashes – If your child has a rash that you cannot identify, he/she should stay home. Please consult your doctor.

Strep Throat – If your child has a sore throat with red and swollen tonsils with exudates (pus) he/she must remain home. Your child may return to school after being on ANTIBIOTICS and being fever free for 24 hours. If your child is prone to strep infection please include this information on his/her medical form.

Vomiting – If your child vomits at home, please do not send him/her to school. **They should not come back to school until it has been 24 hours since they have last vomited.**

Ticks – Remove the tick. If your child develops a rash or fever within 4 weeks of exposure contact your doctor.

Breakfast

Breakfast Time – 7:15 – 7:55

Breakfast price is \$1.30

Lunch

Lunch Times

K-2 11:01 – 11:36

5-6 11:36 – 12:01

7-8 12:01 – 12:26

3-4 12:26 – 12:51 (a morning milk break has been added for this group)

Depositing money

Deposit slips are used to put money into your child's account and are available in the school office. Please note that if you have more than one child in school, each will have his/her own account number and will need to be listed individually on the deposit slip with an amount for his/her account. If a student's account begins to run low, the student will be informed via an account balance slip. Periodically a note will be sent home with your child, advising of his/her lunch account balance.

Lunch Prices

Lunch prices for the 2010-2011 school year will be as follows:

Daily - \$1.55

Weekly - \$7.75

Extras - \$.50 (entrees only, fruits and vegetables no extra cost)

Grades K-2--No extra main entree for lunch is allowed. No extras for snacks.

Grades 3-4--1 extra main entree is allowed. No extras for snacks.

Grades 5-8--2 extra main entrees are allowed.

All students may get additional fruits or vegetables.

K-Gr. 4 students – milk/snack break:

Milk - \$.30 juice - \$.25

Snack - \$.25

Daily - \$.25 for snack only - \$.50 or \$.55 for both

Free and Reduced Lunch Program

Parents with low incomes are encouraged to participate in the free or reduced lunch program. St. Louis Catholic School participates in this federal program. Snacks, milk and juice are **not** included in this program. **Breakfast is included in this program.** Extras at breakfast and lunch are not covered by this program. For information call the school secretary, or Chad Moeller, Principal at 934-3310.

Enrollment

Enrollment Policy

It shall be the policy at St. Louis Catholic School to make every effort to limit class size to 25 students. In certain circumstances the principal may allow this limit to be exceeded. Registration for children of parishioners will be completed before any applications from non-parishioners are considered.

Families transferring students to St. Louis from other schools will follow these procedures:

1. Meet with the principal to discuss reason for transfer and the expectations at St. Louis School.
2. Provide a copy of permanent records from the former school.
3. Send a Confidential Assessment Sheet to the former school.
4. Allow the student(s) to take an Academic Placement Test in reading and math if asked by school personnel.

Admission Priority List for kindergarten students:

1. Retained Students
2. Teachers' Children
3. Students with older siblings at SLS
5. Children of registered parishioner (priority based upon tenure)
6. Registrations received in a timely basis
7. Non-parishioners

In order to be enrolled in kindergarten, a child must be 5 years old by August 1, and be eligible under the school's existing enrollment policy. Occasionally, parents will ask that a child be admitted to kindergarten when that child reaches the age of 5 after August 1.

In this case, the child will be considered under the following conditions:

1. There is adequate space.
2. The child is recommended by a preschool teacher.
3. The child is able to pass a readiness test.
4. Recommendation by school personnel after consultation with the parents.

A child must be six years old by August 1 to enter the first grade.

In order to participate in school activities, including interscholastic athletics, a student must be enrolled full time in St. Louis School.

Financial Responsibilities

We, the School Commission, believe that our tuition payments are an investment in your child's education and religious formation. Therefore, the School Commission accepts responsibility for recommending to the Pastor and Parish Council policies concerning the amount of tuition, the manner of payment, and, in general, the development of policy in this area of concern. Furthermore, it is the responsibility of the School Commission to ensure that adequate financial resources are available for the school and that enrollment is as available and affordable as possible to all families.

Tuition Amount

- I. Families who are registered members of St. Louis, along with Holy Family, Oldenburg, St. Anne, Hamburg, St. John, Enochsburg, St. Anthony, Morris, and Immaculate Conception, Millhousen, with children enrolled in our school, shall receive the benefit of parishioner tuition to be determined annually by the School Commission.
- II. Families, who are not parishioners of our church, with children enrolled in our school, shall make tuition payments equal to the total cost for educating each child in attendance.
(Per student's tuition times the total number of children enrolled.)

The following tuition amounts were approved for the 2010-2011 school year:

- 1 child in Half Day Kindergarten only.....total tuition of \$1,800.00
- 1 child in Full Day Kindergarten or Grades 1 – 8.....total tuition of \$2,850.00
- 2 children in 1/2 day Kindergarten or Grades 1-8.....total tuition of \$4,650.00
- 3 children in 1/2 day Kindergarten or Grades 1-8.....total tuition of \$5,825.00
- 4 children in 1/2 day Kindergarten or Grades 1-8.....total tuition of \$6,900.00
- 5 children in 1/2 day Kindergarten or Grades 1-8.....total tuition of \$7,875.00
- 6 children in 1/2 day Kindergarten or Grades 1-8.....total tuition of \$9,450.00

More than one child and one of the children is in Full Day Kindergarten?

Add \$1,150.00 to the above amount. (for example: 3 children and one is in

Full Day Kindergarten \$5,825 + \$1150 = \$6,975.00)

Tuition for families that are not members of St. Louis Parish will be \$4,300.00 per child.

Tuition Payment

All families shall be expected to make tuition payments according to one of the following payment plans. Every family is required to complete and sign an Enrollment Agreement which includes the preferred manner of payment. Options for payment shall include:

- Option 1 **One payment** – Payment due by **June 30, 2010**. Invoice reminders are sent out in June. Payments should be sent to the Parish Business Manager.

- Option 2 **Two payments** – First payment due by **June 30, 2010** for the first semester and the second payment due by **November 30, 2010** for the second semester. Invoice reminders are sent out in June and November. Payments should be sent to the Parish Business Manager.

- Option 3 & 4 **Monthly Automatic Withdrawals** - St. Louis Parish in conjunction with MainSource Bank will be handling the monthly automatic withdrawals for tuition payments. The annual processing fee will be **\$20.00**. Parents will have the option to spread their tuition over ten or twelve payments to be withdrawn from your checking or savings account using the Automatic Withdrawal payment plan. The payments will be withdrawn on the 5th day of the month or the next business day, if the 5th day of the month falls on a holiday or weekend. The first payment will be withdrawn on either **July 5, 2010 for the 12 month plan (Option 4)** or **August 5, 2010 for the 10 month plan (Option 3)**. There will be a **\$20.00** processing fee for this service that will be taken out of your bank account with the first payment.

Late Registrations

- A. Families registering after June 30th shall be expected to fulfill their tuition obligation according to one of the tuition payment option stated above.

- B. Tuition for students registering on or after the first day of school shall be prorated over the number of school days they will be in attendance according to a formula established by the School Commission.

Late Payments

It shall be the responsibility of each school family to keep the Parish Business Manager informed of their need to make any changes in their preferred tuition payment plan or adjustments in the amount of tuition expected to be paid. Without such information, the following policy will apply when tuition payments are received late:

TUITION AND FEES WHICH ARE NOT PAID WHEN DUE SHALL BEAR INTEREST FROM THEIR DUE DATE UNTIL PAID AT THE RATE OF 1.5% per month or up to the maximum interest rate permitted by law; and the School shall be entitled to recover all costs of collection, including all court costs, reasonable attorney fees and administrative costs. Legal action to recover such costs may be initiated if Tuition or Fees remain unpaid as of June 30, 2010. The School reserves the right without prejudice to recover Tuition and Fees owed by Parent(s) and to deny all privileges of enrollment to the Student in the event Tuition and Fees are not timely paid, including the withholding of education and progress reports/report cards/transcripts.

- A. **Monthly Payments** - School families who choose the ten (10) month payment plan or the twelve (12) month payment plan and miss a monthly payment due to insufficient funds will be automatically responsible for charges incurred by their bank and St. Louis Parish. The family will be contacted to discuss the missed payment and agree on a plan for payment. Excessive missed payments will require an alternate plan for paying the remaining tuition.

Tuition Assistance

Tuition assistance is available from the school for families experiencing economic difficulties. Requests for such assistance should be made at the time of registration so that families can be notified by the end of the school year. However, since such circumstances often are unpredictable, families should not hesitate to inform the Pastor or Parish Business Manager of their need whenever it may arise during the year. For the sake of your family's security and peace of mind and for the general financial stability of our school, we encourage parents or guardians to contact the parish as soon as possible when they are experiencing economic difficulties. In order to be considered for financial assistance parents will be required to demonstrate their inability to pay by completing a financial needs assessment form administered by an outside confidential service. The Parish Office should be contacted to obtain the required forms. Although reduced cash contributions are the norm, other equitable arrangements are possible to enable school families to fulfill their commitment of financial support for our school. The Parish Business Manager will work out these arrangements with families on an individual basis and in a way that respects the concern and commitment of all our school families for the education and religious formation of their children. As a Catholic community we are

committed to helping you provide a Catholic education for your children despite financial hardships.

Non-Admission of Students Due to Tuition Delinquency

School families failing to pay tuition according to the agreement which they have made with the parish or who have been unwilling to make suitable alternative arrangements with the parish will be informed that their child/children will not be re/admitted to our school. All families must be current in their payment of tuition, late fees, and bank fees:

- **By the last day of school:** If not, students will not receive report cards and permanent records will not be released by the school administration.
- **By August 1st:** If not, students will not be admitted on the first day of school.

Delinquent Tuition From Previous Year

All previously unpaid tuition, late fees, and bank fees must be paid by August 1st if a student is to be readmitted on the first day of class for a new school year. Payments are to be made directly to the Parish Business Manager. If payment is not possible, suitable arrangements must be made with the Pastor or Parish Business Manager.

Tuition Refunds

Families withdrawing students prior to the first day of school shall be refunded the entire amount of tuition that has been paid for the current school year. However, any registration fees paid will be forfeited. After the first day of school, tuition refunds shall be prorated over the number of school days each student was in attendance.

Registration Fees

The registration fees are used to purchase textbooks, workbooks, supplies, materials, and countless other things needed to educate a student, including maintenance cost for existing and future technology. Since student's supplies are purchased based on registration, registration fees are nonrefundable. One half of the registration fees are due with registration forms and the balance is due by **June 30, 2010**.

Registration Fees if paid in full by June 30, 2010:

Kindergarten Half Day	\$110.00 per student
Kindergarten Full Day	\$220.00 per student
Grades 1- 8	\$220.00 per student

An additional \$30.00 fee per student will need to be paid if the balance is paid after June 30, 2010 or if registering after this date.
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Registration Fees if paid after June 30, 2010:

Kindergarten Half Day	\$140.00 per student
Kindergarten Full Day	\$250.00 per student
Grades 1- 8	\$250.00 per student

Textbooks

The responsibility of caring for textbooks is the student to whom the book is issued. Fines will be issued for the damage of textbooks.

Dress Code

Dress Code Policy

St. Louis Catholic School requires that students come to school dressed and groomed in good taste. The Uniform Policy is intended to encourage a neat appearance that is consistent with and appropriate to a learning environment. Enforcement of this policy begins at home. Parents are expected to assume responsibility for making sure that students are dressed and groomed in accordance with the policy.

Grooming styles that are disruptive and not in good taste are not permitted (this includes Mohawks and fohawks). Hair must be groomed. This includes no disruptive or unnatural hair coloring or styling. Boys' hair must be no longer than midway on the forehead, off the ears, off the collar, must not be long-spiked and may not be slicked back. Boys must be clean-shaven with sideburns no longer than the middle of the ear. Excessive jewelry and/or pop culture buttons are not to be worn by students. Girls are not permitted to wear large, gaudy and/or dangling earrings to school. Such earrings are hazardous and could cause injury. Girls are permitted to wear posts or hoops (no larger than a nickel). Girls are permitted to wear only 1 earring per ear and it must be in the earlobe. Earrings are to be worn by girls only. Anything not covered under this written policy is at the discretion of the administration of St. Louis Catholic School.

Dress Regulations for Boys (Grades K-8)

Trousers: Must be solid navy blue, plain, tailored pants. Tailored pants are further defined as having a straight or tapered leg with a full hem or cuff. Tailored pants also should have a button or other fastener at the waist. Pants with drawstring waist are not considered tailored. Trousers with flared or slit cuffs are not acceptable. Also not acceptable are blue jeans, corduroy, royal blue slacks, pants with colored stitching, exterior pockets or loops, pockets with flaps or pockets on the sides. Trousers should not bunch at the ankle or cover the shoe. Trousers must be worn on the natural waist. Belts are required for boys in grades 5-8. Pants must be worn with belts at the waist and belts must be through the loops. NO studded belts or large belt buckles. Pants and shirts must fit appropriately.

Dress Regulations for Girls

Uniform: Grades K-5: Blue plaid jumper.

Grades 6-8: Skirt or jumper (both blue plaid). Length must be no shorter than 2" above the top of the kneecap and no longer than at the knee.

Slacks: K-8: May be worn from October 1-April 30. Must be solid navy blue, plain, tailored slacks. Tailored slacks are further defined as having a straight or tapered leg with a full hem or cuff. Tailored pants also should have a button, snap or other fastener at the waist. Pants with a drawstring waist are not considered tailored. Slacks with flared or slit cuffs are not acceptable. Also not acceptable are blue jeans, corduroy, royal blue

slacks, slacks with colored stitching, exterior pockets or loops, pockets with flaps or pockets on the sides. Slacks should not bunch at the ankle or cover the shoe. Slacks must be worn on the natural waist.

Dress Regulations for All Students

Shirts: Solid white or light blue polo shirts with collar, long or short sleeved or solid white or light blue turtlenecks. Cardinal polo shirt is permitted. No other insignias are permitted. Shirt must be tucked into trousers or shorts.

Sweater: Solid navy blue, long sleeved cardigan or pullover, or navy blue sweater vest. Cardinal sweatshirt is permitted.

Socks: White or navy blue only. No anklets. No socks shorter than crew length.

Shoes: Tennis shoes with backs or dress shoes except on gym days. No sandals, slippers, clogs, crocs, slip-ons or other unusual shoes.

Shorts: Solid navy blue, plain tailored shorts. The shorts may have two pockets in front, up to two back pockets and no pockets on the sides. The length of the shorts must be in an acceptable range. That range is stated as: no longer than above the knee cap, and no shorter than where the fingertips reach the side of the child's thigh when standing straight with arms at the side. **All students have the option of wearing shorts from 8/11/10 through 9/30/10, and beginning again 5/1/11 and worn thru the end of school in May/June.**

***Baseball caps are not to be worn in school.**

Sweatshirts: Black, red, navy blue, gray or white Cardinal sweatshirts are permitted. The sweatshirts may contain the students' first and/or last name. It may have a cardinal logo on or say "St. Louis" or "St. Louis Cardinals". Nothing else is permitted on the sweatshirt including sports team logos or student nicknames. Students wearing any other sweatshirt to school will have to remove it during class time.

Out of Uniform Days

Several times during the school year students may dress out of uniform. These days are usually announced in advance. On out of uniform days, regular school uniforms are not required. There are days in which the entire student body may be out of uniform, or, on some occasions, groups or individuals are allowed to be out of uniform as a reward. It is important to know that when students are allowed to be out of uniform, there are still some guidelines that must be followed. Blue jeans and trousers of various colors are permitted. Other clothing such as tee shirts and sweat pants must be in good taste. Logos or lettering on clothing that promote alcohol, tobacco, or other offensive material is not permitted. Tops must cover the entire mid-section and shoulders. Sleeveless tops, tank tops and halter-tops are not permitted. Shorts or skorts are not to be worn on out of uniform days unless the occasions for being out of uniform occur during the time of year in which shorts may be worn as the regular uniform. Socks or hosiery are required on out of uniform days. No sandals, flip-flops, clogs, crocs, open-heeled, or unusual shoes are allowed. All clothing must be in good taste per acceptable school standards.

School Spirit Days

Several times during the year students are permitted to wear red or white. Khakis, corduroys and jeans are permitted. Other clothing on red and white days must follow the rules for out of uniform days.

Uniform Providers

Diane Gehring is a local seamstress who makes skirts and jumpers for St. Louis Catholic School students. She can be reached by calling 934-5241. Diane also coordinates the sale of used uniforms. Please contact her if you have a uniform to sell or would like to purchase a used uniform.

Lands End – sells shirts and pants for boys and girls as well as jumpers and skirts for girls. Lands End will donate 3% of net sales for any orders which include St. Louis School's Lands End preferred number 9000-9324-6. You can add our Cardinal logo to Lands End sweatshirts, jackets and backpacks by using logo number 0377291K. Jumper stock #'s are: 06500-95Y2 – Little Girl sizes, 06501-05Y5 – Girl regular sizes– 06501-15YX – Girl plus sizes. Skirt stock # is 21942-3AH8 – color of our plaid is Classic Navy. Catalogs are available in the school office.

Frank Bee – sells our jumpers – Color 57PC, Style 94, high neck kick pleat. They can be reached at 800-372-6523 or www.schooluniforms.com

French Toast – has skirts for 6th, 7th, and 8th grade girls. The skirt pattern is the navy/gold plaid. They also sell uniform shirts and blouses. We are now enrolled in a program with French Toast and receive cash back in the amount of 5% of the value of the items when ordered from FrenchToast.com or the French Toast Catalog. To qualify for credit, orders must contain the SLS identifying code **QS44VGK** when ordering off the website or from the catalog. They can be reached at 800-373-6248 or www.frenchtoast.com.

SLS sweatshirts and t-shirts – sold by the Athletic Department are available in the school office or at Fullenkamp Sporting Goods or A Stitch in Time, both located on George Street in Batesville.

Communication

Communication Policy

The education of a child is a cooperative effort between the parents and school personnel. Good communication between these parties is an essential element of this relationship. The staff and administration of St. Louis Catholic School encourage parental input regarding how best to meet their child's educational needs. Teachers at St. Louis are encouraged to contact parents when problems occur and parents are encouraged to do the same.

Students who feel harassed, threatened, bullied, shunned or sexually harassed in any way should report the incident to the homeroom teacher or principal.

Communication from Home

Parents may initiate communication with the staff through e-mail, written correspondence, or by phone and may expect a timely response from the school

personnel. Teacher e-mail addresses may be found on page 6 of this handbook. By working together, we can create a positive learning experience for each and every child.

On occasion, an issue may arise that requires greater attention. It is important that the issue be directed to the appropriate party in order to resolve the issue in a timely manner. The nature of the issue determines the individuals involved in resolving the issue. Issues are categorized and addressed in one of three ways listed below.

Student specific issues:

- The concern should be brought to the attention of the involved teacher. A meeting should be arranged between the parent and the involved teacher to discuss and resolve the issue. Additional meetings may be necessary to reach a resolution.
- If the issue is not resolved at the parent/teacher meeting, a meeting involving the principal, teacher and parent should be arranged.
- If either party is not satisfied with the outcome of this meeting a special meeting with the pastor may be arranged.

Personnel Issues:

- The concern should be brought to the attention of the principal and a meeting should be arranged with the principal (and possibly the involved teacher) to discuss the parent's concern.
- If either party is not satisfied with the outcome of this meeting, a special meeting with the pastor may be arranged.

Policy Issues

- The concern should be brought to the attention of the principal and a meeting should be arranged with the principal.
- Either party may contact the school commission for further explanation or discussion of the policy.

Communication from school

SLS Update	Newsletter e-mailed or sent home each Thursday
PTO Meetings	September, January, May
Internet	www.batesville.k12.in.us/sls/

Report Cards

The school year is divided into 4 nine weeks periods for grade cards. The school calendar indicates the beginning and end of each 9 weeks period.

Parent Teacher Conferences

Parent-teacher conferences are held after the first 9 weeks grading period. Conferences may be requested at any time during the school year by parents, teachers, or the principal.

School and Classroom Expectations

School and Classroom Rules

1. Students are to be in uniform.
2. Gum is not permitted on school premises during the school day. Snacks, treats, candy and cafeteria food is to be eaten in designated areas only.
3. Treats are not to be brought in to share with friends for birthdays, Halloween, Valentine's Day or any other holiday.
4. Riding bikes and skateboards is not permitted on school premises and St. Louis Place during school hours.
5. Fighting, pushing, shoving, grabbing, roughhousing, dangerous play, or running or playing in a manner that could lend injury to oneself or another is not permitted. Only safe equipment designated by the principal can be used on the playground.
6. Suspected cases of truancy and tardiness will be reported to the principal.
7. No tobacco products, alcohol or chemical substances of any kind are permitted on school premises at any time. Medications from home are to be brought to the office.
8. Proper behavior, courtesy, and good manners are expected at all times. This includes classrooms, hallways, cafeteria, church, restrooms, field trips, playground and all activities. Students will play in designated areas only. Students are not to be in areas (inside or outside) unless supervised or assigned by a teacher.
9. No profanity, vulgarity, obscene or disruptive gestures, offensive language, malicious gossip written, spoken or e-mailed will be permitted.
10. Bullying of any type (verbal, written, email, etc.) will not be permitted.
11. Items such as electronic devices, toys, cameras, squirt guns, money (other than what is needed for necessary school purposes), etc. are not to be brought to school. **This includes cell phones.** If cell phones are necessary they must be given to the homeroom teacher or dropped off in the office by 8:00 and picked up at 3:02. The school is not responsible for lost, stolen or damaged items.
12. School property and property of others is to be respected at all times. Students and parents will be held responsible for damage to the property of others.
13. Talking back, showing disrespect, lack of cooperation, disregard of directions, poor attitude or gestures of disrespect are not permitted.
14. No running, pushing or shoving, grabbing, loud talking, or line-jumping in the halls is permitted.
15. Students should use the computer and internet responsibly. Students should not be on inappropriate websites such as "My Space". Students should not e-mail from school.

Homework

Homework is an essential extension of the classroom. Generally the purposes for homework are: to practice new skills, reinforce concepts, complete regular daily work,

review for tests and do research. Assignments are to be definite and geared to the appropriate grade level. There is cooperation among teachers, especially in departmental work, and flexibility in the amount of time necessary for homework. Teachers will request a reasonable amount of outside written work or study, keeping in mind that students work at an individual pace. Long term assignments are given by most teachers. The school cannot schedule the out of school time. Encouraging students to begin a long term assignment early saves the last minute midnight oil.

Students in Grades 3 thru 8 who do not complete homework for the assigned times as designated by the teacher, will automatically have 10% deducted from the grade of that assignment. If that assignment is not completed at the next designated time, a grade of “F” will be given for that assignment. This does not pertain to students who are absent on the date of the assignment is given or the date the assignment is due. Students who are absent are expected to make up homework within the same length of time as the absence unless other arrangements have been made with the teacher.

Students who are consistently late with homework or miss homework may be required to lose free time at school, have parents sign late homework, or stay after school to make up missing or late homework. If students are required to stay after school to make up missing homework, parents will be notified.

Students in grades 2-8 are given an organizational plan book at the beginning of each school year to use for homework and other things to help them keep organized.

Parents of students in grades K-1 will be informed of their homework policy at the beginning of each school year. Generally, students in grades K-1 make up homework at times designated by their teachers.

Class work missed due to illness may be picked up after 3:15. No make up work will be given out before this time in order to avoid interruptions in the classroom. Class work missed due to family vacations will be given to students upon their return to class. **No work will be given prior to a vacation.**

Discipline

Discipline Policy

The philosophy at St. Louis Catholic School is to help each child reach his/her full religious and academic potential. Not only does this philosophy require giving each child a solid foundation of religious and academic experiences, but it encourages each child to achieve these ideals by being able to develop responsible behavior in a structured, yet friendly atmosphere. The St. Louis discipline policy promotes responsible behavior in each person's daily life.

Responsible behavior includes respect for self and others, trust, justice, service to others and following school and classroom rules and policies.

Acknowledgement for Responsible Behavior

Students who choose responsible behavior will be acknowledged in various ways. Some of the ways students may be acknowledged are:

- Citizenship honor roll – awarded twice yearly at the end of each semester to students who do not receive any detentions, have received no more than 5 names, and who maintain an ‘O’ or ‘S’ for their cooperation grade.
- Homeroom or grade level treats or activities – methods to achieve these are determined by the staff.
- Verbal acknowledgements of exceptional behavior – can be individual or large groups depending on the occasion.
- Service awards – usually awarded to eighth grade students at graduation.
- Satisfactory or Outstanding cooperation grade.

Consequences for Unacceptable Behavior

Students who do not choose responsible behavior may have one of the following consequences:

First Offense: verbal warning and/or name on board

Second Offense: name on board or a check mark by name and/or written assignment of a beneficial nature and/or removal from the activity and/or consequence appropriate for the offense. (Example: cleaning desks, picking up litter, etc.)

Third Offense: after school detention (30 minutes) and/or a consequence appropriate for the offense and/or a conference with the principal.

Fourth Offense: after school detention (30 minutes). Parents will be notified. Student will do extra assignments, writing of a beneficial nature, or a consequence appropriate for the offense.

Fifth Offense: three after school detentions (30 minutes each). Parents will be notified. Students will do extra assignments, writing of a beneficial nature, or a consequence appropriate for the offense such as in school suspension, game or activity suspension, or Saturday School.

Sixth Offense: student suspended from school with parent notification. Readmission to school may be made after a conference with the principal, teacher and parents. During the time of suspension, the student will not be permitted to participate in after school activities that are school related. The students will receive a zero for all school work missed during the suspension.

Homeroom teachers keep a record of the offenses in order to determine the cooperation grade for the report card at the end of each nine weeks.

Suspension/Expulsion

In addition to the school’s discipline policy, students and parents must be aware that certain acts could lead to long term suspension or permanent expulsion from school. Included with suspension or expulsion will be an automatic U for the report card cooperation grade. The following acts are considered to be serious and therefore may result in suspension or expulsion:

- Extreme vandalism or destroying of school and church property, or property belonging to others.

- Bringing to school any implement with the intent to frighten or cause danger to the student or others.
- Leaving school grounds without permission.
- Behaving in such a manner as to cause serious injury to another person.
- Deliberate and intentional profanity, or criticism and severe disrespect, verbal, written, or sent, of school personnel or students.
- Threats, harassments and bullying, physical, verbal, written or sent. This includes deliberate shunning of students, which is a form of bullying.
- Sexual misconduct, including harassment, verbal, physical, written or sent.
- Stealing of school property or property of others.
- Any other incident deemed to be serious by the school.

Missing school due to disciplinary reasons is considered an unexcused absence. Students are given no credit for homework, projects, tests, etc. due on these days.

The following offenses are considered to be extremely serious in nature and may result in immediate expulsion:

- Possession, use, passing, or sale of controlled substances or drugs, including alcohol and tobacco.
- Possession of any weapon on school or church property.
- Any other incident deemed to be extremely serious by the school.

Students involved in any of the above activities may also be recommended for counseling in order to help overcome any problems that may have been a contributing factor to the activity. In some cases counseling may be a requirement for continued enrollment. Students and parents must be aware that some activities may be cause for involvement of legal authorities.

Bullying

Bullying is an undesirable behavior that has a negative impact on the learning environment and is disrespectful to the individual who is being bullied. According to Indiana Code (IC 20-8.1-5.1-0.2) bullying is defined as overt, repeated acts or gestures by a student or group of students against another student with the intent to harass, ridicule, humiliate, intimidate or harm the other student. This behavior may be exhibited in various manners such as:

- Physical/Direct bullying – Behavior that intentionally inflicts bodily harm (ie. hitting, pushing, punching, kicking)
- Emotional/Indirect bullying – Verbally oriented and includes words to humiliate or hurt the victim (ie. name calling, teasing, racial slurs, insults)
- Relational bullying – Behaviors that attempt to harm the relationships of the victim. This includes peer exclusion and rejection through rumors, lies, embarrassment and manipulation.

Bullying will not be tolerated at St. Louis Catholic School and will result in disciplinary action. This applies when a student is:

- On the school or parish grounds, immediately before or during school hours, immediately after school hours or at any time when the school or church is being used by a school group (ie. Sporting events, enrichment classes, liturgical preparation etc.); or
- Off school grounds at a school activity, function or event; or
- Traveling to or from school or a school activity, function or event; or
- Using property or equipment provided by the school or parish.

St. Louis Catholic School will work cooperatively with the Batesville Community School Corporation to address this issue.

Honor Roll System

Academic

The honor roll is for students in grades 4-8 and recognizes three levels of academic achievement. Students are awarded honor roll certificates at the end of each grading period.

First Honors: 95 average or above in all subjects with no grade below a 90. *

Second Honors: 90 to 94 average in all subjects with no grade below an 85. *

Third Honors: 85 to 89 average in all subjects with no grade below an 80. *

***A fine arts grade will be used for purposes of finding these averages. This grade will be the average of the 4 grades given in PE, Art, Music, and Spanish for grades 4-5, and will be the average of the 5 grades given in PE, Art, Music, Computers and Spanish for grades 6-7-8. The fine arts grade must also be 90 or above for 1st honors, 85 or above for 2nd honors and 80 or above for 3rd honors. In addition, a grade of 75 or above is required in each of the fine arts subjects.**

If a student receives a cooperation grade that is unsatisfactory, it will disqualify him/her from the honor roll.

Students in grades 4-8 whom average a 95 or above in each subject, including specials are recognized each semester by the Batesville business community.

Grading Scale

A = 95 – 100

B = 94 – 86

C = 85 – 76

D = 75 – 70

F = 69 or below

Scholarships for Graduating Eighth Graders

Father Herculan Scholarship – This scholarship is available for incoming freshman students attending a Catholic High School. An essay is due to the Parish Office by March 1 and awards will be granted by March 30. Criteria for the essay are:

1. How have you given of your time, talent, and treasure to St. Louis Parish and to the community?
2. Explain your financial assistance need.

P.T.O. Scholarship – The PTO provides \$2000 in scholarship money for students who choose to continue their Catholic education after grade school. The scholarships recognize students who show outstanding citizenship. Students are chosen by an independent committee. Citizenship criteria may include grades, behavior, leadership, school involvement, relationship with teachers and peers, and effort.

K of C Scholarship – The Batesville Knights of Columbus offers \$10,000 in scholarships for the following categories:

- \$4,000 for boys/girls going to a Catholic High School or Seminarian School
- \$2,000 for boy/girl currently in a Catholic High School or Seminarian School
- \$2,000 for boy/girl going to college or tech school
- \$2,000 for boy/girl currently in college or tech school

Anyone interested in any of these scholarships can pick up an application from the Batesville Knights of Columbus on Delaware Road. Applications are usually available around February 1. All applications need to be dropped off at the K of C or postmarked no later than April 1st. Any questions contact Mike Nordmeyer at 934-4980.

KOMP Good Shepherd Scholarship – The Dismile Family has pledged \$5,000 for the purpose of providing a \$500 annual scholarship to a graduating St. Louis student who is continuing his/her education at a Catholic High School. This award will be presented as the KOMP Good Shepherd scholarship in honor of three current teachers and our Principal, who like good shepherds always look out for their flock. The four staff members are Mrs. Sherri Kirschner, Mrs. Linda Ortman and Mrs. Kateri Paul, and Mr. Chad Moeller. Any interested student must submit his/her name to one of the three teachers, who will inform students when their applications are due.

After School Activities

1. Students are encouraged to be in after school activities such as sports, enrichment programs, and other school activities and projects.
2. Parents are encouraged to be involved in after school activities such as coaching or sponsors of enrichment programs
3. Students and parents involved in after school programs have certain responsibilities:
 - a. Coaches, parents and teachers who are in charge of the supervision of students after school must keep students in their assigned area until dismissal of activity.
 - b. Supervisors of activities must know that at dismissal of the activity, students must leave the premises. Chaperones will stay with students until all have been picked up by parents.
 - c. Students who are involved in after school activities are to be in their assigned area at all times. Hallways are to be free of students and their belongings.

- d. Students involved in after school activities are under the supervision of the coach or sponsor in charge of the activity.
- e. No after school activity will take place unless adequate supervision is provided.
- f. Those in charge of their activity must be on time for the activity to make sure students are supervised.
- g. Students should not remain in the building or on school grounds after 3:15 unless under the direct supervision of a coach, chaperone or staff member.

Extra Curricular

Academic, Band, Chorus, Speech Policy and Student Council

Students involved in interscholastic academic competition such as 5th and 6th grade Brain Game or Speech Team, or 7th and 8th grade Academic Teams, Band, Chorus, and Yearbook must maintain at least 76% in each subject (both core and special area classes are included) and have no unsatisfactory cooperation grade. Student eligibility will be reviewed after each report card and mid-term progress report. If a student is considered ineligible at the time of registration for the competition, that student will not be allowed to compete with the team.

Sports Information

Athletic Board

Jon Temple – Athletic Director

Pres. – Daryl Werner	V. Pres – John Wilson
Sec. – Anne Raver	Treas. - Beth Meyers
Keith Ertel	April Meyer
Bob Hurm	Rob Schebler
Adam Maple	

Sports Offered at St. Louis Catholic School

Volleyball - for girls in grades 7 and 8
 Basketball – for boys and girls in grades 5, 6, 7 and 8
 Cheerleading – for girls in grades 5, 6, 7 and 8
 Golf – for boys and girls in grades 6-8
 Track – for boys and girls in grades 6-8

Sports Offered Through Batesville Middle School

Football – for boys in grades 7 and 8
 Wrestling – for boys in grades 7 and 8
 Cross Country – for girls and boys in grades 6-8

Eligibility (Grades/Behavior)

1. If a student receives one failing grade, in any subject, at the end of the nine week grading period or on a midterm progress report, that student

will be ineligible to participate in any practice sessions for two weeks. At the end of the two-week time period, the principal will check all the grades for that student. The student must be passing all subjects at that time to regain eligibility to participate in practices and games.

2. If a student receives two or more failing grades at the end of the nine week grading period or on a midterm progress report, that student will be ineligible to participate the rest of the season.
3. All school rules as stated in the school handbook must be followed by student athletes at school, at practices, and at games.
4. Students who receive an unsatisfactory cooperation grade at the end of the nine week grading period or on the midterm progress report will be ineligible to participate in any games until the cooperation grade is raised to satisfactory on the next midterm progress report or report card, whichever is issued first. Students are expected to participate in practices and sit with the team during games.
5. If a student receives a failing grade and an unsatisfactory cooperation grade at the end of the nine week grading period or on the midterm progress report he/she will be ineligible to participate for the rest of that sports season.
6. If a student receives a Saturday School, an in-school suspension, or is suspended from school he/she will be ineligible to participate for the rest of that sports season.

Parent / Adult Code of Conduct

Civility Policy

The purpose of this policy is to provide rules of conduct for parents, visitors to St. Louis School and St. Louis employees. It is the intent of the School Commission to promote mutual respect, civility and orderly conduct among employees, parents and the public. It is not the intent of the School Commission to deprive any person of his or her right to freedom of expression. The intent of this policy is to maintain, to the greatest extent reasonably possible, a safe, harassment-free workplace for teachers, students, administrators, other staff, parents and other members of the community. In the interest of presenting teachers and other employees as positive role models, the School Commission encourages positive communication and discourages disruptive, volatile, hostile or aggressive communications or actions.

1. Expected Level of Behavior

- School personnel will treat parents and other members of the public with courtesy and respect.
- Parents and other visitors to school facilities will treat teachers, school administrators and other school staff with courtesy and respect.

2. Unacceptable/Disruptive Behavior

- Disruptive behavior includes, but is not necessarily limited to: behavior which interferes with or threatens to interfere with the operation of a classroom, an employee's office or office area, areas of school or facility open to parents/guardians and the general public. It

also covers areas of a school or facility which are not open to parents/guardians and the general public.

- Using loud and/or offensive language, swearing, cursing or display of temper.
- Threatening to do bodily or physical harm to a teacher, school administrator, school employee or student regardless of whether or not the behavior constitutes or may constitute a criminal violation.
- Damaging or destroying school property.
- Any other behavior that disrupts the orderly operation of a school, a school classroom or any other school facility.

3. Parent Recourse

- Any parent who believes he/she was subject to unacceptable/disruptive behavior on the part of any staff member should bring such behavior to the attention of the staff member's immediate supervisor.

4. Authority of School Personnel to Direct Persons to Leave School Premises

- Any individual who:
 - a. disrupts or threatens to disrupt school operations;
 - b. threatens or attempts to do or does physical harm to school personnel, students or others lawfully on school premises;
 - c. threatens the health or safety of students, school personnel or others lawfully on school premises;
 - d. intentionally causes damage to school, school property or property of others lawfully on school premises;
 - e. uses loud or offensive language or who without authorization comes on school premises.

- This individual may be directed to leave the school premises by the school's principal or principal's designee who is in charge of the school. If the person refuses to leave the school's premises, the principal or designee shall seek the assistance of law enforcement.

5. Authority of School Personnel to Deal With Persons Who Are Verbally Abusive

- If any member of the public uses obscenities or speaks in a demanding, loud, insulting and/or demeaning manner, the employee to whom the remarks are directed shall calmly and politely warn the speaker to communicate civilly. If the verbal abuse continues, the employee to whom the remarks are directed may, after giving the appropriate notice to the speaker, terminate the meeting, conference or telephone conversation. If the meeting or conference is on school premises, any employee may request that the administrator or designee direct the speaker to promptly leave the premises. If the person refuses to leave, the administrator or designee shall seek the assistance of law enforcement and request that law enforcement takes such action as is deemed necessary. If the employee is threatened with personal harm, the employee may contact law enforcement.

Volunteering

Volunteer Policy

A new policy was instituted by the Archdiocese of Indianapolis on July 1, 2003 to ensure a safe environment for children. The policy requires a Background Check and a Safe and Secure Form to be completed every five years for any volunteer who works with or around children. For example, if you volunteer for a PTO committee, field trip, concession worker, cafeteria worker, Religious Education, Preschool, Vacation Bible Camp, Children's Liturgy of the Work, you should complete these forms. It is not necessary if you volunteer solely to be a Bingo worker (weekly or Super Sunday); Festival worker or other parish related activity that does not involve working with children. Both forms must be completed 2 weeks prior to volunteering.

The completed Background Check forms will be sent to an independent third party in Indianapolis. NO FINANCIAL INFORMATION WILL BE OBTAINED. We will receive an acknowledgement that the form has been processed. If there is a situation where a volunteer has a criminal history, the results will be sent directly to the pastor. All information will be kept confidential.

The Safe and Secure form must be completed after reading the policy on sexual misconduct, which can be obtained from the school office or online at www.archindy.org. NOTE: The school and/or parish will not be allowed to accept your act of volunteerism unless you have completed both forms and you are approved.

Virtus Training

In addition to obtaining a Background Check and completing the Safe and Secure Form, the Archdiocese is requesting that all volunteers working in contact with children go through a training session called Virtus. These training sessions are offered periodically at St. Louis and other Deanery and Archdiocesan parishes. Watch the church bulletin for times the sessions will be offered.

Goals of P.T.O.

The primary goal of P.T.O. is to support St. Louis School in its mission statement. We accomplish this by promoting cooperation between the parents, the school faculty and staff, and the parish. P.T.O. raises money to financially provide fine arts and cultural arts opportunities for the students, pays for small capital improvements and wish list items for teachers and staff, and manages numerous committees of volunteers to support the academic, physical, psychological, social and spiritual well being of each student.

Recommendations for Volunteering

The School Commission recommends that families of students are strongly encouraged to volunteer 40 hours per year.

Fundraising

P.T.O. conducts three major fundraisers during the year.

1. In the fall the PTO will raise money through the St. Louis Trash Bag Sale. This will be the second year for this fund raiser
2. The second fundraiser is the spring pizza/candy sale. We make approximately \$8,000 on this fundraiser.
3. The third major fundraiser is the rummage sale, in June, which consistently raises over \$10,000.

In addition to these major fundraisers, P.T.O. provides workers for the weekly Parish bingo and the two Super Sunday bingos that raise approximately \$200,000 annually for St. Louis School.

Lastly, we do a number of script and rebate programs including;

- Campbell Soup Labels-The school redeems points for free merchandise like computers, library books, and sports equipment.
- General Mills Box Tops for Education – 10 cents goes back to St. Louis School. If it is a bonus, the amount could be as high as 30 cents per box top. Please try to turn in box tops in a timely basis because there is an expiration date on the General Mills Box Tops.
- Ink Cartridges - Saint Louis Catholic School earn up to \$4.00 per ink cartridge.
- Cell Phone Recycling-Saint Louis Catholic School earn up to \$10.00 per cell phone. I-Pods are also included in this recycling program.
- Kroger cards –St. Louis Catholic School earns a 4% rebate on purchases at Kroger.
- Lands End school uniform rebates. (We earn 3% on every purchase from the Lands End School catalog or Web site that includes our Preferred School number **9000-9324-6**).
- Target donates 1% of credit card purchases at Target and Target.com for books, supplies or whatever an eligible school wants and needs.
- Tyson 1 2 3 Labels- Saint Louis Catholic Schools will receive 24 cents a label. (The entire 1 2 3 Label is needed from Tyson to be reimbursed)

Services provided by P.T. O.

P.T.O. supports the teachers and staff of St. Louis School by:

- Providing each teacher with \$100.00 at the beginning of each school year for classroom supplies.
- Paying for wish list items.
- Hosting a Christmas party for the teachers and staff.
- Hosting a teacher and staff appreciation breakfast at the end of the school year.

P.T.O. enriches the educational experience of each student by:

- Providing each student with beginning school supplies including, a pencil bag, a ruler, pencils, crayons, glue, pens etc.

- Sponsoring the cultural arts program by paying for admissions and buses for field trips.
- Paying the school's portion of the cost for the Rural Alliance for the Arts, Arts in Education and Visiting Artist programs.
- Purchasing magazines and dictionaries for the library.
- Purchasing games and equipment for indoor recess as well as for the playground.
- Donating funds to support technology in the school with input from the St. Louis Technology Committee.
- Supporting academic teams and clubs as needed.
- Giving each child a small gift for holidays.
- Awarding four \$500.00 scholarships to eighth grade students who wish to go to a Catholic High School. Scholarships are to recognize students who show outstanding leadership, citizenship, grades, and spirituality and are chosen by a P.T.O. Committee.
- P.T.O. hosts a Volunteer Appreciation Dinner to thank the parents and parishioners who volunteer on all the P.T.O. committees.

PTO Officers

President

Amy Ertel

Home 932-1715

Cell 212-5515

E-mail aertel@st.louisschool.org

Vice President

Heidi Shenk

Home 934-9518

Cell 212-9128

E-mail jhshenk@mac.com

Treasurer

Amanda Peters

Home 212-7459

Cell 212-7459 E-mail amanda.peters@batesville.com

Secretary

Sarah Pulskamp

Home 934-0399

Cell 212-2106

E-mail dapsep@etczone.com

Duties of Officers

President

- Sets up committees, selects a chair for each committee, and supervises the committees to ensure that each committee accomplishes its duties.
- Updates the P.T.O. portion of the student handbook.
- Works with the Principal, Pastor and the School Commission in a creative way.
- Conducts three general meetings for all parents and executive meetings at least bi-monthly.

- Attends School Commission meetings, and any other meetings deemed appropriate for P.T.O.

Vice-President

- Assists the President and fills in for the President if the President is unavailable and prepares for being President by staying informed.
- Sets up the volunteer workers for the cafeteria.
- Responsible for any publicity needed for P.T.O.
- Attends all general and executive meetings.

Secretary

- Keeps an accurate record of all meetings
- Prepares any necessary correspondence for P.T.O.
- Responsible for obtaining prizes and workers for the P.T.O. booth for the Parish Festival.
- Contacts all members of the executive board to inform them of meetings.
- Posts notice of the general meetings in the S.L.S. newsletter and in the church bulletin.
- Organizes staff Christmas party and the end of year Volunteer Appreciation Dinner.
- Attends all general and executive meetings.

Treasurer

- Keeps accurate record of all bookkeeping.
- Posts all items in a double entry system.
- Works through and with the rectory on accounts of P.T.O.
- Works at the Rummage Sale with the cashiers.
- Attends all general and executive meetings.

P.T.O. Committees

Cafeteria Decorating Committee Chairperson: Charlotte Bischoff 933-9055

This committee decorates the cafeteria three to four times a year.

Kathy Flannery

Sarah Tekulve

Saquil Mateo

Kathy Zins

Julie Rohrig

Spring Fundraiser

Chairperson: Michelle Wachsmann 933-9025

The committee helps pack candy boxes, distributes candy to students, collects money from students, and helps distribute prizes. It is one of the three major fundraisers for PTO.

Jennifer Bergman

Jenny Lents

Julie Cox

Anna Livers

Kathie Flannery

Aimee Negovetich

Richard Geisen/Cynthia Hyde

Amanda Peters

John and Natasha Kellerman

Beth Preston

Spring fundraiser cont.

Dawn Krekeler
 Geraldine Kuntz
 Jill Lehman

Ann Roell
 Diana Storms
 Jill Weber

Catholic Schools Week Italian Night

Chairperson: Amy Ertel 932-1715

The Italian Night is held in late January in conjunction with the annual Science Fair. Families are contacted in early January to sign up to help with this event.

Enrichment

Chairpersons: Angie Moster 933-9955
 Jill Weber 932-3402

This committee researches possible programs, recruits instructors, prepares information packages for after school activities. Committee members may be asked to help schedule or supervise activities. Enrichment programs are offered for about a one month period twice a year, in the fall and spring.

Mindy Bunselmeier
 Denise Johnson
 Kathy Fangman
 John & Natasha Kellerman
 Barry Lecher

Saquil Mateo
 Mary Ellen Rippe
 Lynda Voegele
 Crissy White

Festival Booth

Chairperson: Sarah Pulskamp 934-0399

Collect donations in late summer and early in school year from donors and work in the booth on the day of the Festival in September.

Kathy Amberger
 Beth Enneking
 Pam Chaffee
 Jim & Sandy Dickey
 Renee Douglas
 Molly Freeland
 Amy Ertel
 Mark & Denise Giesting
 Susan Glaser
 Kathy Gutzwiller
 Tony & Amy Gutzwiller
 Ric & Lynn Hertel
 Mary Horninger
 Lisa Hunter

Kathleen Jeffers
 Danielle Kessens
 Barb Koester
 Sherri Kirschner
 Pete Mack
 Kevin & Kristy Macke
 Aimee Negovetich
 Jagrita Mayer
 Jan Narwold
 Lissa Ritter
 Sebastian Thomas
 Julie Vankirk
 Jill Weber
 Stephanie Zimmerman

Hospitality/Welcoming Committee

Chairpersons: Wendy Deal 933-0259

Donate and prepare part or whole meal for family in need. Delivery may be required. Prepare and deliver baby and new student gifts. Help with open house for kindergarten. Assist the principal with introducing parents of prospective students to St. Louis School. Help with snacks and lunches for teachers' meetings.

Renee Abplanalp
 Mindy Bunselmeier
 Monica Butz

Denise Johnson
 Nancy Meer
 Angie Moster

Hospitality/Welcoming cont.

Missy Cooper
 Renee Douglas
 Karen Eckstein
 Jenny Geers
 Amy Gutzwiller
 Beth Hoog

Sarah Pulskamp
 Michelle Schwettman
 Angie Siefert
 Beth Stone
 Amy Weigel
 Chrissy White

Holiday Gifts

Chairpersons: Angie Deutsch 934-9334
 Pauline Kuntz 934-2769

This committee assists with purchasing, packaging, and distributing gifts to the students for St. Nick, Christmas, and Easter.

Beth Enneking
 Mary Beth Freyer
 Kate Hirt
 Denise Johnson
 Katherine & Aaron McElhoe

Brenda Moll
 Natalie Robertson
 Marta Schebler
 Michelle Schwettman
 Jill Weber

In-School Service

Chairperson: Dawn Krekeler 663-2273

Committee members assist teachers with clerical duties, including making copies and laminating. The committee also cuts, counts and organizes Campbell Soup labels, Kroger bags, Tyson 1 2 3 Labels and General Mills labels. Each of these programs provides cash or merchandise to the school.

1ST Monday

Anne Raver Sept–Free, Oct 4, Nov 1, Dec 6, Jan-Free, Feb 7, Mar 7, Apr 4, May 2

1st Tuesday

Julie Cox Sept 7, Oct 5, Nov 2, Dec 7, Jan 4, Feb 1, Mar 1, Apr 5, May 3

1st Wednesday

Amy Harmeyer Sept 1, Oct 6, Nov 3, Dec 1, Jan 5, Feb 2, Mar 2, Apr 6, May 4

1st Thursday

Mary Beth Freyer Sept 2, Oct 7, Nov 4, Dec 2, Jan 6, Feb 3, Mar 3, Apr 7, May 5

1st Friday

Lori Rennekamp Sept 3, Oct 1, Nov 5, Dec 3, Jan. 7, Feb 4, Mar 4, Apr 8, May 6

2nd Monday

Amy Tonges Sept 13, Oct 11, Nov 8, Dec 13, Jan 10, Feb 14, Mar 14, Apr 11, May 9 or possibly Free

2nd Tuesday

Beth Hoog Sept 14, Oct 12, Nov 9, Dec 7, Jan 11, Feb 8, Mar 8, Apr 12, May 10

In-School Service cont.

2nd Wednesday

Faith Batta Aug 11, Sept 8, Oct 13, Nov 10, Dec 8, Jan 12, Feb 9, Mar 9, Apr 13, May 11

2nd Thursday

Tammy Bohman Aug 12, Sept 9, Oct 14, Nov 11, Dec 9, Jan 13, Feb 10, Mar 10, Apr 14, May 12

2nd Friday

Cindy Todd Aug 13, Sept 10, Oct 8, Nov 12, Dec 10, Jan 14, Feb 11, Mar 11, Apr 8, May 13

3rd Monday

Lisa Schneider Aug 16, Sept 20, Oct 18, Nov 15, Dec Free, Jan 17 or Free, Feb 21 or Free, Mar Free, Apr 18, May 16

3rd Tuesday

Jennifer Meer Aug 17, Sept 21, Oct 19, Nov 16, Dec Free, Jan 18, Feb 15, Mar 15 Apr 19, May 17

3rd Wednesday

Julie Rohrig Aug 18, Sept 15, Oct 20, Nov 17, Dec 15, Jan 19, Feb 16, Mar 16, Apr 20, May 18

3rd Thursday

Mary Beth Dickman Aug 19, Sept 16, Oct Free, Nov 18, Dec 16, Jan 20, Feb 17, Mar 17, Apr 21, May 19

3rd Friday

Dawn Krekeler Aug 20, Sept 17, Oct 15, Nov 19, Dec 17, Jan 21, Feb 18, Mar 18, Apr 15, May 20

4th Monday

Laura Hollins Aug 23, Sept 27, Oct 25, Nov 22, Dec free, Jan 24, Feb 28, Mar 28, Apr 25, May 23

4th Tuesday

Luna Mungcal Aug 24, Sept 28, Oct 26, Nov 23, Dec Free, Jan 25, Feb 22, Mar Free, Apr 26, May 24

4th Wednesday

LuAnn Anderson Aug 25, Sept 22, Oct 27, Nov 24, Dec Free, Jan 26, Feb 23, Mar Free, Apr 27, May 25 or Free?

In-School Service cont.

4th Thursday

Katie Ekins Aug 26, Sept 23 , Oct 28, Nov Free, Dec Free, Jan 27, Feb 24, Mar Free, Apr 28, May 26 or Free?

4th Friday

Angie Siefert Aug 27, Sept 24, Oct Free, Nov Free, Dec Free, Jan 28, Feb 25, Mar Free, Apr Free, May 27 or Free?

5th Monday

Carrie Wessler Aug 30, Nov 29, Jan 31

5th Tuesday

Mary Horninger Aug 31, Nov 30, Mar 29

5th Wednesday

Aimee Negovetich Sept 29, Dec Free, Mar 30

5th Thursday

Marta Schebler Sept 30, Dec Free, Mar 31

5th Friday

Pauline Kuntz Oct 29, Dec Free, Apr 29

Tyson and Box Tops

Beth Rohlfing/Dawn Krekeler

Campbell's Labels

Mary Beth Dickman

Kroger Cards

Chairperson: Kelly Poltrack 933-1113

We earn 4% rebate on purchases at Kroger by using our Kroger Cards. These cards may be purchased from the school office or parish office for \$2.00. If you have any questions about how to use the card to help Saint Louis School, please call Kelly Poltrack, or stop by the parish or school office.

Library

Chairpersons: Judy Eckstein 933-0804

Dawn Krekeler 663-2273

This committee assists librarian with preparing books and magazines to be placed on the shelves, including covering books or entering them into the library system.

1ST Monday

Kelly Poltrack Sept–Free, Oct 4, Nov 1, Dec 6, Jan-Free, Feb 7, Mar 7, Apr 4, May 2

1st Tuesday

Jennifer Meer Sept 7, Oct 5, Nov 2, Dec 7, Jan 4, Feb 1, Mar 1, Apr 5, May 3

1st Wednesday

Amy Wonnell Sept 1, Oct 6, Nov 3, Dec 1, Jan 5, Feb 2, Mar 2, Apr 6, May 4

Library Schedule cont.

1st Thursday

Anne Raver Sept 2, Oct 7, Nov 4, Dec 2, Jan 6, Feb 3, Mar 3, Apr 7, May 5

1st Friday

Cindy Todd Sept 3, Oct 1, Nov 5, Dec 3, Jan. 7, Feb 4, Mar 4, Apr 8, May 6

2nd Monday

Andrea Meyer Sept 13, Oct 11, Nov 8, Dec 13, Jan 10, Feb 14, Mar 14, Apr 11, May 9
or possibly Free

2nd Tuesday

Jagrita Mayer Sept 14, Oct 12, Nov 9, Dec 7, Jan 11, Feb 8, Mar 8, Apr 12, May 10

2nd Wednesday

Amy Harmeyer Aug 11, Sept 8, Oct 13, Nov 10, Dec 8, Jan 12, Feb 9, Mar 9, Apr 13,
May 11

2nd Thursday

Jenny Geers Aug 12, Sept 9, Oct 14, Nov 11, Dec 9, Jan 13, Feb 10, Mar 10,
Apr 14, May 12

2nd Friday

Lynda Voegele Aug 13, Sept 10, Oct 8, Nov 12, Dec 10, Jan 14, Feb 11, Mar 11, Apr 8,
May 13

3rd Monday

Lori Nobbe/Lisa Schneider Aug 16, Sept 20, Oct 18, Nov 15, Dec Free, Jan 17 or Free,
Feb 21 or Free, Mar Free, Apr 18, May 16

3rd Tuesday

Amy Wanstrath Aug 17, Sept 21, Oct 19, Nov 16, Dec Free, Jan 18, Feb 15, Mar 15
Apr 19, May 17

3rd Wednesday

Julie Rohrig Aug 18, Sept 15, Oct 20, Nov 17, Dec 15, Jan 19, Feb 16, Mar 16,
Apr 20, May 18

3rd Thursday

Saquil Mateo/Anne Mills Aug 19, Sept 16, Oct Free, Nov 18, Dec 16, Jan 20, Feb 17,
Mar 17, Apr 21, May 19

3rd Friday

Mindy Bunselmeier/Dawn Krekeler Aug 20, Sept 17, Oct 15, Nov 19, Dec 17, Jan 21,
Feb 18, Mar 18, Apr 15, May 20

Library Schedule cont.

4th Monday

Beth Moorman Aug 23, Sept 27, Oct 25, Nov 22, Dec free, Jan 24, Feb 28, Mar 28, Apr 25, May 23

4th Tuesday

Bruce Scott/Luna Mungcal Aug 24, Sept 28, Oct 26, Nov 23, Dec Free, Jan 25, Feb 22, Mar Free, Apr 26, May 24

4th Wednesday

Heidi Shenk Aug 25, Sept 22, Oct 27, Nov 24, Dec Free, Jan 26, Feb 23, Mar Free, Apr 27, May 25 or Free?

4th Thursday

Tammy Bohman Aug 26, Sept 23, Oct 28e, Nov Free, Dec Free, Jan 27, Feb 24, Mar Free, Apr 28, May 26 or Free?

4th Friday

Pauline Kuntz Aug 27, Sept 24, Oct Free, Nov Free, Dec Free, Jan 28, Feb 25, Mar Free, Apr Free, May 27 or Free?

5th Monday

Kate Hirt Aug 30, Nov 29, Jan 31

5th Tuesday

Diana Sheets Aug 31, Nov 30, Mar 29

5th Wednesday

Judy Eckstein Sept 29, Dec Free, Mar 30

5th Thursday

Open Sept 30, Dec Free, Mar 31

5th Friday

Judy Eckstein Oct 29, Dec Free, Apr 29

Parties for Gr. 1-4

Chairperson: Autumn Hurm 934-3140

These committee members help organize and staff the three parties, which include Christmas, Valentine's Party, and the End of the Year Carnival held for Grades 1 through 4.

Wendy Deal

Anna Livers

Susan Dreyer

Deb Mack

Beth Enneking

Melinda Raab

Kathie Flannery

Natalie Robertson

Susan & Todd Gigrich

Tommy & Traci Rowlett

Parties cont.

Amy Gutzwiller
Denise Hillenbrand
Kate Hirt
Denise Johnson
Julie Laudick
Jill Lehman

Rhonda Savage
Marta Schebler
Diana Storms
Jill Weber
Angie Weberding
Holly Wilhelm

Recycling Committee

Chairpersons: Mary Scott 934-6682
Amy Weigel

This committee helps sort, count and mail used inkjet & laser toner cartridges, i-pods, and cell phones to companies that recycle them. The original boxes are not needed. There are collection boxes outside the school office and in the back of church. St. Louis can earn up to \$4.00 per ink cartridge and \$10 per cell phone when recycled.

Rummage Sale

Chairpersons: Jane Smith 933-5918

Mary Harrah, Kathy Amberger, Wendy Deal, Missy Cooper, Marta Schebler, Cindy Todd, Jan Narwold, Julie Cox, Paulla Moeller, Lynda Voegele

The rummage sale is one of the major fundraising events for PTO. It regularly raises well over \$10,000 for PTO. We, therefore, ask each parent to donate some time to the enormous job of sorting, folding, displaying the many donated items, or working during the sale as a cashier.

Volunteers to Assist the School Nurse

This committee assists school nurse in his or her duties. These duties include medical record keeping, vision, hearing and scoliosis screening and instructing different grades on several health topics. Must be available during school day.

Annie Adams
Luann Anderson
Wendy Deal
Cindy Gerstbauer
Amy Harmeyer
Beth Hoog
Denise Johnson
Mary Sue Krause
Vanda Laloge

Julie Laudick
Anna Livers
Brenda Moll
Luna Mungcal
Andy Poltrack
Jill Prickel
Chrissy White
John Wilson

Teacher Christmas Gift Committee

Chairpersons: Amy Tonges 933-0988
Kathy Fangman 934-3542

Committee members solicit gift idea from SLS faculty and staff, generate gift cards, create the *Giving Tree* bulletin board, and are available during parent-teacher conferences to facilitate the gift cards and/or contributions form distribution.

Renee Abplanalp
Luann Anderson
Stephanie Bauer
Susan Dreyer

Amanda Peters
Brenda Ratcliffe
Lori Rennekamp
Natalie Robertson

Teacher Christmas Gifts cont.

Denise Johnson
Vanda Laloge
Andrea Meyer

Traci Rowlett
Michelle Schwettman
Charlene Weberding

Trash Bag Sale

Chairpersons: Michelle Wachsmann 933-9025

This committee prepares sale packets for students, processes orders, packs and distributes merchandise and collects money. The St. Louis Trash Bag Sale is one of the three major fundraisers for PTO.

Jennifer Black
Sarah Burlage
Michael Butz
Julie Cox
Chris Deutsch
Renee Douglas
Pat Ertel
Kathie Flannery
Marybeth Freyer
Deb Grieshop
Ann Gutzwiller
Cynthia Hyde
Diane Kellerman

John & Natasha Kellerman
Barb Koester
Beth Koester
Dawn Krekeler
Geraldine Kuntz
Dennis LaLoge
Anna Livers
Saqil Mateo
Katherine McElhoe
Joe & April Meyer
Anne Mills
Mary Moorman

Kateri Paul
Charles Raab
Brenda Ratcliffe
Natalie Robertson
Ann Roell
Julie Rohrig
Jeff & Rhonda Stenger
Beth & Chuck Stone
Amy Tonges
Julie Vankirk
Zach White
Stephanie Zimmerman

St. Louis School Bingo

St. Louis Weekly and Super Sunday Bingos play a very important role in supporting our school. Bingo has contributed in excess of \$180,000.00 to the school in one school year alone. Without the support of Bingo, it could cost parents approximately an additional \$500.00 per child in tuition.

Weekly Bingo – Kitchen and Floor workers are needed one Thursday per month. Persons are also needed to provide baked goods. If you are not listed below and would like to help, contact Natalie Wanstrath 932-4822

Super Sunday Bingo – Super Sunday Bingo is held twice a year, the second Sunday in March and the third Sunday in October. Each family is asked to help in some way on these two Sundays. Super Sunday Bingo, for the 2010-2011 school year, will be held on October 17, 2010 and March 13, 2011. Families are contacted before each Super Sunday Bingo for specific jobs.

Resolved, that for the purpose of the Indiana charity gaming laws, the “members” of the school include the students’ adult parents, step parents, adult siblings, relatives occupying the same household, guardians, and other adult persons in the students’ immediate family, and adult parishioners of St. Louis Parish.

Bingo Committee

Whitey Weberding	934-4929	Joe Wuestefeld	934-3822
John Brelage	934-3095	Eddie Nobbe	934- 4666
Albert Amberger	934-4514	Matt Weberding	934-2926
Jerry Mauk	934-4830		

Volunteer Coordinator

Natalie Wanstrath 932-4822

**IF YOU CANNOT WORK ON YOUR ASSIGNED DAY, PLEASE TRY TO FIND A REPLACEMENT AND LET YOUR CAPTAIN KNOW.
THANK YOU!**

FLOOR WORKERS SUB ANY WEEK

Jim Fangman 934-3542
Zach/Crissy White 812-756-0208

Reg Sales Sub

Tony Schath 934-3234

WEEK 1

Reg. Sales 5:45 – 7:45 Ann Roell 934-5017 **Sub:** Carol Kuntz 212-0619

Floor 6:15 – 10:00

Cap: Millie Koehne 934-2325
Caller:
Bank: Shannon Roell 934-2391
Bank: Carol Prickel 934-5217
Floor : Sebastian Moster 933-9955
Kurt Amberger 933-1652
Louis Roell 934-5017
John Irrgang 934-5265
Zach/Crissy White 812-756-0208
Sub: Gil Salatin 934-2472
Anita Brelage 934-3095
Bill Koehne 663-5273
Instants: Jill Weber 932-3402
Natalie Wanstrath 932-4822

Kitchen 5:00 -10:00

Laura or Tom Vogelsang 934-6067
Amy Weigel or 934-6312
Kathy Fangman 934-3542
Ann Gutzwiller 934-4125
Renee Douglas 513-476-4647
Sub: Kim Mollaun-Smith 934-6693
Bakers: Nancy Meer 933-0336
Tammi Wintz 934-3580
Joan Karbowski 934-2743
Lynda Voegele 934-0071
Millie Hoff 934-5830
Kathie Flannery 934-3628
Linda Nichols 932-1454
Andrea Meyer 933-0325
Beth Koester 933-5821

WEEK 2

Reg. Sales 5:45 – 7:45 Kevin Macke 933-0650

Floor 6:15 – 10:00

Cap: Julie Cox 934-4512
Caller: Andy Saner 932-0488
Bank: Alisha Salatin 934-2438
Bank: Jill Reidy 934-2416
Floor: Julie Cox 934-4512
Ed or Beth Hoog 933-1050
Charlene Weberding 212-1763
Renee/Dan Abplanalp 934-5681
Bob/ Autumn Hurm 934-3140
Jack/Stephanie Zimmerman 932-1226
Kathy/Doug Amberger 933-0316
Instants: Connie Chaffee 934-6294
Adam Maple 932-1888

Kitchen: 5:00 – 10:00

Cap: Ann Edwards 934-6602
Carin Walsman 934-4424
Anne Schebler 934-6690
Cheryl Baechle 934-3014
Carol Roell 934-5382
Amy/Nic Wonnell 934-3612
Brooke Maple 932-1888
Sub: Flo Giesey 934-5684
Bakers: Arlene Garcia 933-1060
Mary Beth Freyer 934-3175
Michelle Schwettman 934-0206
Monica Butz 934-4205
Christie Eckstein 933-1989
Amy Wonnell 934-3612
Susie Wolfe 934-3426
Angie Siefert 934-0423

Week 3

Reg. Sales 5:45 – 7:45 Ruth Moorman 934-2350

Floor 6:15 – 10:00

Cap: Heather Masavage 934-5295
Caller: Sam Wintz 934-5786
Bank: Sue Siefert 934-3111
Bank: Don Moorman 934-2350
Floor: Susie Stirn 934-5872
Richard Riehle 934-4780
Martin Weiler 934-4667
Mike Gerstbauer 212-4965
Barb Koester 934-3792

Instants: Matt Hirt 933-0090
April Meyer 934-4615

Kitchen: 5:00 – 10:00

Cap: Jennifer Meer 934-5221
Cap: Susan/Todd Gigrich 934-2733
Lorraine Hampson 934-5477
Cecilia Taulbee 934-4914
Paul/Karen Eckstein 934-6344
Gina Meadows 934-6213
Sub: Mary Jo Wuestefeld 934-3822
Bakers: Annette Siefert 934-5686
Rachel Werner 933-0668
Angela Price 934-4658
Rhonda Stenger 623-4807
Katie Ekins 934-2914
Sarah Tekulve 934-9119
Lisa Brown
Amanda Peters 212-7459

Week 4

Reg. Sales 5:45 – 7:45 June Rigney

Floor: 6:15 – 10:00

Cap: Steve Eckstein 933-1989
Caller: Todd Tekulve 933-0206
Bank: Brenda Moorman 934-4964
Bank: Sue Siefert 934-3111
Floor: Dave Eckstein 933-0804
Steve Eckstein 933-1989
Tim Dietz 934-0209
Scott Lamping 934-6044
Jade Ritter 934-6678
Mark Grieshop 934-6241
Jim Vankirk 934-5434
June Rigney 932-2145
Sub: Sandy Weberding 934-4929
Peggy Williams 934-5834
Instants: Brad Nobbe 933-0699
Michelle Wachsmann 933-9025

Kitchen: 5:00 – 10:00

Cap: Jan Narwold 933-0484
Julie Raver 933-0233
Jenny Lents 934-6295
Rose Obermeyer 933-0445
Carmie Meyer 934-4922
Connie Meyer 934-3118
Kayla Wuestefeld 212-2116
Marge Walke 934-3418
Bakers: Faith Batta 933-0432
Janet Freese 934-3402
Sandra Tindall 933-9969
Jill Duerstock
Bonnie Hertel 934-2840
Angie Hartman 933-0148
Kate Beiser 933-1451
Laura Hollins 933-1556
Brenda Ratcliffe 932-1449

Week 5

Reg. Sales 5:45 – 7:45 Carol Kuntz 212-0619

Floor: 6:15 – 10:00

Cap. Nathan Wanstrath 932-4822
Caller: Matt Hirt 933-0090
Bank: Millie Koehne 934-2325
Bank: Lisa Schneider 934-6629
Floor: Eugene Laker 934-3894
Jim Hortemiller 934-5267
Ed Kirschner 934-6098
Nathan Wanstrath 932-4822
Sub: Shannon Roell 934-2391
Instants: Ryan Rahe 934-2409
Mike Gerstbauer 212-4965

Kitchen: 5:00 – 10:00

Cap: Diane Kellerman 933-0583
Missy Cooper 933-0383
Mary Beth Linville 934-5781
Amy Wanstrath 933-1664
Lori Nobbe 933-0699
Sub: Kateri Paul 934-5837
Bakers: Marilyn Amberger 934-5106
Linda Ortman 934-3310
Maureen Esser 933-9099
Amy Bryan
Elizabeth Deputy 933-1954
Mary Horninger 765-265-0185
Mindy Raab 934-3215
Sarah Pulskamp 934-0399

Weekly

Instants:	Ed Nobbe	934-4666
	Jerry Mauk	934-4830
	Whitey Weberding	934-4929
	Albert Amberger	934-4154
	Joe Wuestefeld	934-3822
	John Brelage	934-3095
	Ambrose Nobbe	934-3646
	Matt Weberding	934-2926
	Joe Hoff	934-5090
Instant Subs:	Bill Fisher	934-3056
	Joe Gander	934-3982
	Larry Enzinger	934-5120
	Don Moorman	934-2350
	Brad Weberding	932-4606

Weekly Cafeteria Help

Each school day, four cafeteria helpers are needed to help prepare and serve the food and clean up tables and dishes. Our cafeteria volunteers help us keep lunch costs affordable. The hours are 9:30 to 1:30. It is very important that you show up or find a sub. If you cannot find a replacement, call Tammy Wintz or Carla Prickel at school at 934-3310, ext. 224.

SUBSTITUTE LIST:

PAT VOEGELE	BETH PRESTON	BETH SCHUTTE
AMY HARMEYER	AMY TONGES	KATHIE FLANNERY
JUDY ECKSTEIN	ROSE OBERMEYER	MICHELLE WACHSMANN
MICHELLE SCHWETTMAN	MINDY BUNSELMEIER(W & F)	

1ST Monday

Sept–Free, Oct 4, Nov 1, Dec 6, Jan-Free, Feb 7, Mar 7, Apr 4, May 2
 Kelly Poltrack Heidi Shenk
 Linda Nichols

1ST Tuesday

Sept 7, Oct 5, Nov 2, Dec 7, Jan 4, Feb 1, Mar 1, Apr 5, May 3
 Jagriti Mayer Melonne Gillman Kate Hirt

1ST Wednesday

Sept 1, Oct 6, Nov 3, Dec 1, Jan 5, Feb 2, Mar 2, Apr 6, May 4
 Ann Gutzwiller Betty Gigrich
 Ruth Siefert Joan Oesterling

1ST Thursday

Sept 2, Oct 7, Nov 4, Dec 2, Jan 6, Feb 3, Mar 3, Apr 7, May 5
 Mary Harrah Lori Nobbe Melonne Gilman

Cafeteria cont.

3rd Thursday

Aug 19, Sept 16, Oct Free, Nov 18, Dec 16, Jan 20, Feb 17, Mar 17, Apr 21, May 19

Amy Tonges Julie Cox
Marbie Dickman Aimee Negovetich

3rd Friday

Aug 20, Sept 17, Oct 15, Nov 19, Dec 17, Jan 21, Feb 18, Mar 18, Apr 15, May 20

Geraldine Kuntz Melonne Gillman
Mindy Bunselmeier

4th Monday

Aug 23, Sept 27, Oct 25, Nov 22, Dec free, Jan 24, Feb 28, Mar 28, Apr 25, May 23

Dorie Laker Albert Laker
Denny Lents Susan Maier

4th Tuesday

Aug 24, Sept 28, Oct 26, Nov 23, Dec Free, Jan 25, Feb 22, Mar Free, Apr 26, May 24

Annie Adams Jill Duerstock
Luna Mungcal

4th Wednesday

Aug 25, Sept 22, Oct 27, Nov 24, Dec Free, Jan 26, Feb 23, Mar Free, Apr 27, May 25

Sandy Dickey Norma Nobbe
Bertie Giltz Melonne Gillman

4th Thursday

Aug 26, Sept 23, Oct 28e, Nov Free, Dec Free, Jan 27, Feb 24, Mar Free, Apr 28, May 26

Connie Brunner Denise Hillenbrand/Beth Enneking
Angie Moster/Faith Batta Arlene Garcia

4th Friday

Aug 27, Sept 24, Oct Free, Nov Free, Dec Free, Jan 28, Feb 25, Mar Free, Apr Free, May 27

JoAnn Peters Julie Laudick
Melonne Gillman

5th Monday

Aug 30, Nov 29, Jan 31

Beth Stone Anne Raver
Diana Sheets Wendy Deal/Beth Hoog

Cafeteria cont.

5th Tuesday

Aug 31, Nov 30, Mar 29

Denise Giesting

Betty Gigrich

Susan Dreyer

Lisa Tuveson

5th Wednesday

Sept 29, Dec Free, Mar 30

Jenny Geers

Melonne Gillman

Lisa Brown

Autumn Hurm

5th Thursday

Sept 30, Dec Free, Mar 31

Sondra Prickel

Susan Glaser

Anne Mills

Betty Frey/Michelle Wachsmann

5th Friday

Oct 29, Dec Free, Apr 29

Joe Meyer

Jane Smith

Michelle Schwettman

Diana Storms