

# RESURRECTION CATHOLIC SCHOOL

## MISSION STATEMENT

*The mission of Resurrection Catholic School is to educate children in the Catholic faith and in life skills, fostering the development of the students' spiritual, intellectual and social abilities.*

## **VISION STATEMENT**

We, the parish, school council, and faculty of Resurrection Catholic School undertake the education of our students with a commitment to:

**BUILDING** community within the context of our Catholic faith and traditions;

**IMPARTING** Christian values with excellence in academics, athletics and all aspects of life;

**FOSTERING** the development of the whole student, teaching respect, caring and honesty in both word and deed;

**PROVIDING** quality education in a safe learning environment which is warm, friendly, and directed toward an orderly, busy, enjoyable, "hands-on" atmosphere;

**PROMOTING** excellence, trust, and a sense of stewardship among pupils, parents and staff.

## DIOCESE OF WICHITA CATHOLIC SCHOOLS CORE VALUES

1. **UNITY:** *“That they all may be one.” (John 17:21)* United as one family with our bishop, Catholic schools are at the service of the family, the parish, and the common good. Grounded in charity, we honor the dignity of every human person with respect for all life; for family and community; for peoples of all cultures, and especially for the most vulnerable. *“Let no one have contempt for your youth; but set an example for those who believe, in speech, conduct, love, faith, and purity.” (1 Timothy 5:12)*
2. **FAITHFULNESS:** *“Remain faithful to what you have learned . . .” (2 Timothy 3:14)* Loyal to the teachings of Jesus Christ as taught in our Catholic faith, we believe that the formation of disciples is our first purpose, our critical function, and our ultimate measuring stick. Trusting in God, we have a relentless passion for finding the best way to provide Catholic education, moving forward alone, if necessary. *“Stir into flame the gift of God which you have.” (2 Timothy 1:6)*
3. **STEWARDSHIP:** *“Place your gifts at the service of one another.” (1 Peter 4:10)* The grateful response of a Christian disciple who recognizes and receives God’s gifts and shares these gifts in love of God and neighbor. *“Guard this rich trust...” (2 Timothy 1:14)*
4. **SCHOLARSHIP:** *“For everyone to whom much is given, of him shall much be required.” (Luke 12:48)* As disciples of Jesus, the Divine Teacher, we will infuse virtue into instruction and activity so that our students will be respectful and courageous scholars who use their knowledge and gifts for the glory of God and in service to humanity. *“Be steadfast and persevering...” (1 Corinthians 15:58)*

## FACULTY AND STAFF

Pastor -	Rev. Michael Schemm
Principal -	Mrs. Kori Heiman
Secretary -	Mrs. Marie Gilbertson
Custodians -	Mrs. Rigo Lopez
	Mrs. Dora Mejia
Special Needs Coordinator -	Mrs. Heather Zogleman
Counselor -	Mrs. Melissa Sawyer
Food Director -	Mrs. Laura Hand
Food Service -	Mrs. Sheryl Appl
Music -	Miss Virginia Brungardt
Library -	Mrs. Lisa Hinson
Computers -	Mrs. Michelle McDonald
Para-	Mrs. Sandy Ast
Para -	Mrs. Julie Boeding
Para -	Mrs. Dorothy Jacobs-McPhail
Para -	Mrs. Jamie Rodriguez
Para -	Mrs. Joan Williams
Para -	Mrs. Patty Wilson
Pre-K (3&4) -	Mrs. Jenni Relph
Pre-Kindergarten (4) -	Mrs. Carrie Zwick
Kindergarten -	Mrs. Karen Eads
Kindergarten -	Mrs. Collen Koerner
1 <sup>st</sup> grade -	Mrs. Sharla Pfeifer
1 <sup>st</sup> grade -	Mrs. Christina Kreutzer
2 <sup>nd</sup> grade -	Miss Alice Reals
2 <sup>nd</sup> grade -	Miss Maggie Herman
3 <sup>rd</sup> grade -	Mrs. Dawn Hay
4 <sup>th</sup> grade -	Miss Gladys Venzor
5 <sup>th</sup> grade -	Mrs. Janet Walsh
6-8 Language Arts -	Mrs. Kayla Lackey
6-8 Math/Science -	Mr. Scott Landwehr
6-8 Social Studies/Religion -	Mrs. Rebekah Schwarz
PE -	Mr. David Freeman

## SCHEDULE FOR THE DAY

### ARRIVAL TIME AND MORNING LATCHKEY

The Extended Day Latchkey program will be open on all days when Resurrection school is in session. Qualified personnel will provide supervision. The schedule will provide an equal blend of quiet and active times, including movies, time for homework, and physical activities. Please enter at the front door. There is a onetime \$25 per family registration fee.

Latchkey is available for students from 7:00 am until 7:40 am.

The cost is \$1.75 if you arrive before 7:30 am.

Families who pay the one time registration fee will have **free latchkey** from 7:30 – 7:40 am.

All doors will remain locked until 7:40 except for the latchkey door. Drop off should occur in the North parking lot until 7:40. All students arriving before 7:40 must enter the school through the latchkey room door. Office visitors may still access the front doors by using the doorbell intercom.

**CLASSES BEGIN: 7:55 A.M.**

**MASS SCHEDULE: All Masses begin at 8:05 A.M.**

Grades K-4 Tuesday

Grades 5-8 Thursday

K-8 Friday

Mass Schedules are subject to change due to Feast Days.

- Students are to walk with their teacher in an orderly manner to and from church.
- There is **NO TALKING** when they enter the vestibule and when they leave the church.

### LUNCH

#### SCHEDULE

K - 10:50 a.m.	1 <sup>st</sup> - 10:55 a.m.	2 <sup>nd</sup> - 11:00 a.m.
3 <sup>rd</sup> – 11:20 a.m.	4 <sup>th</sup> – 11:20 a.m.	5 <sup>th</sup> - 11:25 a.m.
6 <sup>th</sup> - 11:44 a.m.	7 <sup>th</sup> - 11:44 a.m.	8 <sup>th</sup> – 11:44 a.m.

#### LUNCH PROCEDURES

1. Students will enter the lunchroom in an orderly manner.
2. Students **are not permitted to bring pop or candy** in their lunches.
3. Once seated, students will remain in their chosen seat.  
Students will raise their hands for assistance.
4. Students will be responsible for cleaning up their area before going to recess.
5. K-2 will observe 10 min. of quiet time at the end of the lunch to finish their lunch.
6. Parents are encouraged to eat lunch with their children at school. **Remember you Must be Virtus trained.** We request that your lunch be the school lunch or from home but **not** from a fast food restaurant.
7. Students **cannot share or trade food.** (National Health Policy)

#### LUNCH PRICES

K-8	\$3.25 per meal (includes milk)
Extra or Special Milk	\$0.45 per carton
Adults	\$3.60 per meal (Includes milk)

## **DISMISSAL is at 3:20 P.M**

**Afternoon Latchkey** hours are 3:20 p.m. to 5:45 p.m. Cost is \$1.75 for anytime 3:30-4:00, then \$1.75 per half hour.

Afternoon latchkey will include quiet time for homework, reading and board games, outside and indoor playtime and a snack.

**PLEASE DO NOT BRING ANY BALLS, GAMES, OR ELECTRONICS FROM HOME.**

Latchkey Coordinator: Dawn Hay, 3rd Grade Teacher, e-mail is: [dhay@resurrectionwichita.com](mailto:dhay@resurrectionwichita.com)

## **COMMUNICATION**

### **OFFICE HOURS**

The school office is open from 7:30 A.M. until 4:00 P.M. on all regular school days.

### **PARENTAL CONTACT AND/OR CONFERENCE**

If there is an academic concern or situation relating to a student's behavior, the teacher will contact the parent by telephone or email. Whenever you need to communicate with a teacher, please arrange a meeting by appointment before or after school with a phone message to the school secretary, by email or a note to the teacher. If the situation is not resolved after a parent-teacher meeting then the principal will facilitate subsequent communications.

### **ITEMS THAT PARENTS DELIVER**

Please do not take items directly to classrooms. Items that children forget, and are brought to school by parents, should be marked with the child's name and left at the office for delivery.

### **SENDING MONEY TO SCHOOL**

Money for lunches or other needs is to be sent in an envelope marked with the child's name and the purpose of the money.

### **CLASSROOM VISITOR POLICY**

Please do not expect to see teachers without an appointment during school hours unless a specific arrangement has been made with the teacher.

**Please do not visit your child in the classroom, this causes an interruption to the class, and the lesson the teacher is teaching.**

### **EMAIL**

All faculty and staff can be reached by email. All email addresses are: first initial, last name @resurrectionwichita.com (i.e. [kheiman@resurrectionwichita.com](mailto:kheiman@resurrectionwichita.com))

### **TELEPHONE**

The school office phone number is **744-3576** and Fax is **744-1582**. Messages may be left for teachers and they will return them at their earliest possible convenience.

Students will be permitted to use the phone only in case of emergency. **Students may not call home to ask parents to bring homework, textbooks, library books, PE uniforms, other materials or to schedule playdates.** Phone messages to children are discouraged except for emergencies.

### **HOME – SCHOOL COMMUNICATION**

Email – The school secretary and/or principal will email most announcements, special events, and reminders to parent who provide their email address.

Website [www.resurrectionwichita.com](http://www.resurrectionwichita.com) – The website has calendars, lunch calendars, special announcements, links to important documents, and other valuable information.  
Social Media Follow Us!

Facebook: Resurrection Catholic School @CDOWKResurrectionCatholicSchool

## ATTENDANCE POLICY

### TARDY

1. If you know your child is going to be tardy you should contact the school as soon as possible.
2. Students should report directly to the office to receive an admit slip from the school secretary.
3. Arrival after 8:30 AM shall be considered an absence. Please refer to the procedure listed below. The office will attempt to contact the parents to verify the whereabouts of the student. Repeated tardiness is a serious inconvenience to the class and teacher, an embarrassment for the child who is tardy, and eventually results in a truancy violation. Parents are contacted by letter or phone call if excessive tardies are a problem.
4. In grades K-8, each 5 unexcused tardies will result in a Morning Detention. Morning Detentions are Tuesdays and Thursdays at 7:10am. If your child has a morning tardy detention, they will receive notification of where to report for their detention. If the student does not arrive on time for Morning Detention they will serve the missed Morning Detention and one additional Morning Detention.

### EXCUSED ABSENCE

1. An excused absence is for illness, doctor appointment, funeral, or other scheduled event.
2. Parents should contact the school office by phone or email **prior to an absence**, or between 7:30 and 8:30 A.M on the day of the absence to excuse their child. If you do not call or email the school office, by 8:30 the absence will be recorded as unexcused. Excused and Unexcused absences are recorded in PowerSchool.
3. Parents need to let the office know if the student will be leaving the school day for any reason. Students needing to leave the school need to check out at the office.
4. Upon returning to school from a doctor/dentist/orthodontist appointment a doctor's note is required.
5. If you know your student is going to be gone and you know this ahead of time, like vacation, funeral, etc. You **MUST** notify the office and your child's teacher.

### UNEXCUSED ABSENCE

Any absence that is not excused for a legitimate reason or the parent did not notify the school office by 8:30 am about the absence is Unexcused. The student will receive a maximum of half credit for any missed work. The student may also receive detentions and/or a suspension.

### EXCESSIVE ABSENCES

**Diocesan policy 406 states, "When a student has missed more than ten sessions of any class in a semester or twenty sessions of any class in a year, the school will require the time to be made up, at parent cost, in a program approved by the school, and may retain the student in the same grade if lack of progress so indicates."**

### TRUANCY

State Law 72-113, School Attendance, "Whenever a child is required by law to attend school and is enrolled in school, and the child is **inexcusably absent on either three consecutive school days or five or more school days** in any semester, the child shall be considered to be not attending school as required by law. A child is inexcusably absent from school if the child is absent there from all or a significant part of a school day without a valid excuse acceptable to the school employee designated by the board of education to have responsibility for the school."

## **MAKE-UP WORK**

1. Students who have been absent are required to make up the work missed.
2. Students are required to obtain the work, complete it and the work is due upon return.
3. When students are ill one day is allowed for the completion and return of make-up work for each day absent, unless other arrangements have been made.
4. Some assignments may be given prior to an absence, subject to teacher discretion.

## **STUDENT DISCIPLINE POLICY**

### **ALL STUDENTS**

Students at Resurrection Catholic School are all made in the image and likeness of God and are expected to display a safe and orderly environment during school and school-sponsored activities. Exemplary Christian behavior will lead to an environment in which learning and development of good work habits can occur.

- A. Respect teachers, students, priests, staff, and parents.
- B. Practice the values taught by the Catholic Faith.
- C. Follow classroom expectations to maximize learning potential.
- D. Each student is responsible for caring for the grounds, buildings, furnishings, supplies, and other materials.
- E. Offences will be dealt with by the classroom teacher with the support of the parent and Principal.
- F. After school detention may be given for major or repeated offenses.

### **BULLYING/HARASSMENT POLICY (Diocesan)**

In Catholic schools, the faith community of students and adults should respect, protect, and share the God-given life and worth and dignity of every person, regardless of ability, gender, appearance, cultural background, or interests. More particularly, the Diocese, through its administrators, faculty, and staff, in effecting an environment that encourages and supports learning, expresses a heightened concern for the student who may be isolated, bullied, harassed, alienated, or the target of inappropriate conduct. Such behaviors can include, but are not limited to teasing, poking, biting, hitting, chasing on the playground in a very aggressive manner, or extorting money, food, favors, or other possessions from another person, whether it is persistent behavior or a single egregious act. This is not limited to school grounds only, bullying/harassment online is also not tolerated. Further, such behaviors can range from mild to severe and include physical, verbal, written, or graphic aggression as well as social isolation and alienation. It includes, but is not limited to epithets, slurs, stereotyping, name calling, sexually-suggestive, insensitive, or vulgar comments, as well as written or graphic material that is circulated within the school or placed on walls, bulletin boards, or elsewhere for public display. The conduct targeted under this policy need not occur in the school environment, on its premises, or at a school-sponsored event to come within the jurisdiction of the Diocese, if it is deemed to affect any one of the three conditions noted and articulated herein. Behavior that targets an individual or group (or their relatives, friends, or associates) is harassment when it: 1) has the purpose or effect of creating an intimidating, hostile, abusive, or offensive environment; 2) has the purpose or effect of unreasonably interfering with an individual's performance; 3) adversely affects an individual's opportunities. (It is not necessary to prove that the victim was psychologically harmed or that the conduct was intentional.)

In keeping with Diocesan guidelines, the behaviors of bullying and harassment are forms of violence that are not acceptable in and cannot be tolerated in Resurrection Catholic School as normal behavior or normal human development. At a minimum, they constitute bad manners and bad example. They may also be both immoral and illegal as well. Students who are determined to have engaged in the various forms of conduct referenced here will be subject to progressive discipline, from mandatory counseling and suspension from participation in school-related activities and privileges, to disciplinary sanctions, up to and including expulsion. (Diocesan Policy 408a)

## **CONSEQUENCES**

### **1<sup>ST</sup> OFFENSE**

For the first offense the consequence is a one-half hour detention and a meeting with the student's parents and the student to address the unacceptable behavior. The student must spend a specified amount of time in reparation for their actions. A visit or visits to the school counselor is mandatory, the number of which is for the counselor to determine. This offense places the student automatically on step two of the Major Offense Policy.

### **2<sup>ND</sup> OFFENSE**

The student must become actively involved in a school approved off-site program of counseling and one day of out of school suspension. The first day of counseling must be within two weeks of the incident. The pastor will contact the family.

### **3<sup>RD</sup> OFFENSE**

A three-day out of school suspension with a due process hearing to determine continued attendance at Resurrection Catholic School

## **DISCIPLINE POLICY (Grades 4-8)**

The guiding principle in our discipline procedures is the desire to act in a Christian manner, characterized by justice and compassion. If a student is disciplined, he/she is told what was wrong and is given a chance to be heard in an appropriate manner.

### **DEMERIT CONSEQUENCES FOR EACH YEAR**

1. 5 demerits = 30 min Community Service
2. 10 demerits = AM detention 7:10-7:40 AM – Parents will be notified via email and note sent with student.
3. 15 demerits = 1 day of Restoration – Parents will be notified via email and note sent with student.
4. 20 demerits = 2 days of Restoration - Parents will be notified via email and note sent with student.
5. 25 demerits and beyond = 3 days of Restoration, parent and principal conference. (Student will receive half credit for required classroom work completed during all ISS.)
6. 30 demerits – Grounds for Expulsion

### **PROCEDURES FOR RECEIVING DEMERITS**

1. When a card is full, students must get a new card from the Demerit Supervisor immediately and the appropriate consequence listed above will be administered.
2. If a student needs a replacement card they will receive an AM detention and be charged \$1.
3. All **Middle School** students are required to carry a demerit card and present it to a staff member upon request.
  - a. Middle School teachers will turn in all demerits to the principal for recording. The card will be returned to the student by the end of the next day.
  - b. Should **a student lose their card they will be charged \$1.00**

### **DETENTION**

Students are required to report to detention when assigned. Morning detention will be held on Tuesday and Thursday mornings from 7:10 to 7:40 a.m. and after school detentions will be held 3:20 to 4:15 in a room designated by the coordinator. Students must have a signed detention slip by the parent to be admitted. Students must be on time and in uniform to be admitted to detention. If a student is tardy to detention it will not count. If a student is absent from a detention they will receive one additional detention. Parents will be notified after 10 demerits. Below is a list of acts that constitute minor and major violations of school rules. This list is not all-inclusive. The school administrator may determine the consequences for listed violations:

### **CATEGORY I - Major Offenses**

1. Respect must be shown both verbally and nonverbally to teachers, students, parents and persons who work and assist at school.
2. Weapons of any kind, replicas of weapons, or any item used as a weapon are not permitted on school grounds. A pupil acting in an aggressive manner with any article



will be administratively judged to be in possession of a weapon and will face the possibility of expulsion. Automatic in school suspension will result for possession of such items.

3. Tobacco products, alcohol, drugs, or unauthorized prescription drugs are strictly forbidden.
4. Body contact will not be tolerated on the school grounds. (Pushing, shoving, kicking, etc.)
5. Cheating, lying, forgery, fighting, stealing or bad manners, no matter how small, are major problems. They are not acceptable anywhere and will not be tolerated at Resurrection.
6. Intentional offensive or profane language or gestures are forbidden.
7. Purposeful vandalism, coloring or writing on floors, walls, or desks, defacing textbooks or library books will not be tolerated whether it occurs during school hours or not. Children should show pride in their school and not damage its possessions.
8. Students may not leave the classroom without permission.
9. Students may not leave the grounds for any reason without written permission.
10. Absence from school without parental notification is not allowed.
11. No student possession of electronic devices is permitted. (tablets, laptops, MP3 players, etc.) If such a device is discovered, it will be confiscated and placed in the school office until it is picked up by a parent. (If it is necessary for a student to have a cell phone in their possession for after school contact with a parent, it must be left in the student's locker or in teacher's possession and turned off during school hours.)
12. Repeated ignoring of minor offenses can become a major offense.
13. Inappropriate touching between students is not permitted. No signs of personal affection are permitted at school or at school functions.

### **CONSEQUENCES**

1. First Offense - Office meeting with principal and parents are notified by the teacher or principal. Students will also either be issued, upon the discretion of the teacher and principal, a thirty-minute detention or perform a community service project which directly relates to the offense. Student is ON NOTICE for 45 days.
2. Second Offense - A letter is sent home stating that the student is ON PROBATION and a meeting time is requested with the teacher, principal and parent. The student will serve a one-day in-school or out-of-school suspension.
3. Third Offense - Parents are notified by the teacher or principal and a meeting time is requested with the student, teacher, principal, parent and pastor. A three-day in-school or one-day out-of-school suspension will result.
4. Fourth Offense - Grounds for expulsion

\*Some offenses may warrant more severe consequences or having some of the above steps skipped. This will be at the decision of the administration. Any student who has a major offense and is either on notice or on probation will not be eligible to be on the Honor Roll.

### **\*\* Probation period will last forty-five school days.**

Offenses are accumulated throughout those forty-five days. This forty-five day probation period will start over with each new offense. After a student has received one Major

Offense, they will be allowed to return to Step 1 one time only. However, if a student goes beyond Step 1 and completes the probation period, any other Major Offenses which occur will automatically begin with Step 2 instead of Step 1.

### **CATEGORY II - Minor Offenses**

1. All school and individual property is to be treated with proper care (books, desks, restrooms, walls, etc.).
2. Quiet and non-disruptive behavior is to be maintained in the hallways while classes are in session.
3. No running in the hallways or classrooms.
4. Gum is not permitted on the premises.
5. Candy will be allowed only with teacher approval.
6. Behavior that persistently disrupts the classroom will not be permitted.
7. Five Late or Incomplete Assignments will result in One Demerit.

### **CONSEQUENCES**

Minor offenses will be handled by the classroom procedure. Five minor offenses received in forty-five days will place the student in the Major Offense category. Due process will be observed in all incidents. Parent notification of minor offenses will be upon the teacher's discretion.

### **PROFFESIONAL COUNSELING**

In some cases, the principal may request that in order to remain in school, a student receive professional counseling outside the school setting for help with behavior problems.

## **DRESS CODE**

### **DISCIPLINE**

**Grades K - 3** students who come to school out of uniform will be warned on the first offense and then on the second offense classroom discipline will be administered and parents will be called to rectify the situation.

**Grades 4 – 8** students will be issued a demerit for every offense. Parent will be notified if necessary.

### **GIRLS**

**K-5** girls will wear the navy blue plaid jumper purchased from the Parker Uniform Company.

**It is to be worn at or below the knee in length. Sixth, seventh, and eighth** grade girls will wear uniform skirts. K-8 Girls may also wear uniform navy blue pants. Girls may wear a dress or casual blouse. The dress blouse is to be light blue or white cotton, with a Peter Pan collar or oxford button down front. It may be long or short sleeve. The casual shirt is a knit, RCS maroon polo, white or light blue polo, long or short sleeve with NO writing, lace or ribbing on sleeves. Shirts and blouses must be tucked in so the waist band can be seen. Students may only have the top button unbuttoned. Middle school girls may wear plain white (no logo) t-shirts under their shirts or blouses. Also plain, solid colored, black, or navy blue tights or leggings may be worn and must meet or cover the socks. Shorts under the jumper are required. Sweats and baggy leggings may not be worn except to and from school or at recess when it is cold. **Makeup, finger nail polish, or perfume is not to be worn.** In the interest of safety, no jewelry will be allowed with the exception of small post earrings (one per ear) and wristwatches. Catholic medals may be worn under the shirt or blouse. No extreme or distracting hair styles or colors. Distracting hair styles and colors will be determined by the principal. Any hair coloring deemed unacceptable will have to be changed before the student will be admitted back to school.

**Hair streaking, hair feathers, and/or highlighting are not permitted.**

Hair accessories must match the uniform.

## **BOYS**

Boys will wear navy blue uniform dress pants. Boys may wear a dress or casual shirt. The dress shirt is a light blue or white oxford button down front, which may be long or short sleeve. The casual shirt is a RCS maroon polo shirt, white or light blue polo, and may also be long or short sleeve. Shirts are to be tucked in at all times. In grades 1-8, black, brown, or navy belts that do not distract from the uniform are to be worn if the pant has belt loops. Boys may only have one button unbuttoned on their shirts. Any undershirts must be all white with no writing or pictures on them. No jewelry is allowed except for wristwatches. **Boy's hairstyle is to be traditional (cut above the eyebrows, over the ears, and off the collar). No "outlandish" or distracting cuts will be permitted.**

## **SHOES**

K-5 must wear shoes that tie or Velcro securely to the foot. No slip on shoes of any kind will be allowed (even if they have a decorative tie). Shoes with lights, Heelees (shoes with skates built in), boots, sandals, flip-flops, Uggs or ballet slipper shoes will not be allowed. Only 6-8 grade students are allowed to wear "Sperry" type shoes, but must wear athletic shoes on PE days. K-8 athletic shoes must be worn in PE class in order to participate.

## **SOCKS**

Plain, solid colored white, black or navy blue socks must be worn. Socks must be visible and have **NO LOGOS** on them.

## **SUMMER UNIFORM**

Knee length navy blue shorts may be worn by both boys and girls during the months of August, September and May. Uniform shirts and belts must be worn with the shorts.

## **SWEATERS/SWEAT SHIRTS**

Both girls and boys may wear a navy sweater any style, the RCS maroon school sweat shirt or a white turtleneck. Middle school students may also wear the quarter zip sweatshirt. Hooded school sweatshirts, jackets, hoodies, or **non-RCS sweatshirts of any kind are NOT allowed in class.** No logos except the one on the school shirt are allowed.

## **SPIRIT DAYS**

Special dress may be allowed on days designated by the principal. On a dress down day students may wear jeans. The shirt may be one of the following: (1) the regular uniform shirt; (2) the RCS maroon sweatshirt or the maroon, gray, or black RCS T-shirt; or (3) a RCS maroon polo shirt. Solid color full-length jeans, cargos, or khakis, not torn or frayed. Jeans will not have any holes and may not be sagging. No jeggings or jeans that look like jeggings. No jean shorts, skirts, gauchos or capris. **Exception - Capris and LONG Jean Shorts may be worn in September and May. The capris must cover the knee.**

## **SCOUT UNIFORMS**

On days there are boy scouts, brownies, girl scouts, or challenge, grades Kindergarten through 8<sup>th</sup> boys may wear their scout shirt and neckerchief and girls may wear their choice of a tunic, vest, or sash for displaying official pins and awards, combined with their own solid white shirt or challenge t-shirt and khaki pants or skirt.

## **PICTURE/DRESS-UP DAYS**

On Dress-Up Days, students are not required to wear a uniform, however they are expected to dress like they were going to Mass, that is to say – modestly and nice. Shirts worn by girls must have at least a two inch strap over the shoulders and should be modestly cut. Jeans are not allowed on Dress-Up days. No sandals or flip-flops. Students may wear dress shoes, but must bring tennis shoes for PE.

## **SCHOOL BELLES UNIFORM**

School Belles Uniform, 650 N Carriage Parkway, Suite 145  
www.schoolbelles.com - our school code is S2792

Most department stores carry shirts and pants that conform to our dress code. Shorts must be uniform shorts with belt loops. PTO sells used uniforms on Registration Day as a service to parents.

### **MIDDLE SCHOOL P.E. UNIFORM**

Both girls and boys are to wear the mandatory P.E. uniform which is Raven logo black shorts and Raven logo white t-shirt ordered in the spring. These items will be available at enrollment in August or at the front office.

### **EIGHTH GRADE PROMOTION MASS**

**Girls:** Dresses or skirts may be worn. They must be knee length or longer, and suitable for church. No strapless or bare backs. No spaghetti straps, if thin straps are on the dress, a jacket or sweater **must** be worn for cover and kept on the entire promotion including the reception. No midriffs showing or low cut necklines. Shoes should be dress, no flip-flops. **Dresses must be pre-approved by Mrs. Heiman prior to promotion.**

**Boys:** Dress pants must be worn. No cargo pants, no denim, no patch pockets or pants with extra zippers. Shirts must have a collar and tie must be worn. Shoes must be dress, no tennis shoes.

## **ACADEMICS**

### **POWERSCHOOL**

Grades can be accessed through PowerSchool at your convenience. Go to <http://www.resurrectionwichita.com/school/> and click on PowerSchool in the left hand column. You will receive your username and password within the first two weeks of school. As your child's first educator it is your responsibility to check on the progress of your child and note any comments the teacher may make. It is the teacher's responsibility to keep the grades up to date as possible.

### **MEET THE TEACHER NIGHT**

Meet the Teacher Night will be held before school starts for parents and students to come and meet their teachers and drop off their school supplies. This evening is not meant to include an individual conference about your student.

### **PARENT/TEACHER CONFERENCES**

Parent-Teacher Conferences are **mandatory in October** and are available other individual times as needed. We will have optional Spring Conferences and our transition meetings in May will be held only for students on an ILP, who scored below average on any of the Assessments given in the Spring, or who may struggle moving to the next class.

### **TEXTBOOKS**

Students are responsible for all books and supplies issued to them. If a book is lost or damaged, the student is required to pay for it before report cards are issued.

## **GRADES**

Kdg. through 2 <sup>nd</sup> Grade	ES – Exceeds Standards MS – Meets Standards AS – Approaches Standards AW – Academic Warning	
3 <sup>rd</sup> through 8 <sup>th</sup> Grade	A+ = 99-100 A = 94-98 A- = 92-93 B+ = 90-91 B = 85-89 B- = 83-84	C+ = 81-82 C = 76-80 C- = 74-75 D+ = 72-73 D = 67-71 D - = 65-66 F = below 65

## **HONOR ROLL – Grades 6, 7, 8**

Middle School Students will be recognized quarterly for academic achievement.

- Principal Honor Roll      A's (92-100) in all subjects and no more than 3 demerits per quarter
- Honor Roll                      A's and B's (83 -100) and no more than 5 demerits per quarter

## **PROMOTION TO NEXT GRADE**

Promotion to the next grade is based on satisfactory achievement, maturity and attendance. The principal and teacher will meet with the parents if promotion is in question. The final decision about promotion will rest with the Principal.

## **3<sup>rd</sup> -8<sup>th</sup> GRADE SUMMER SCHOOL AND RETENTION**

Students who fail a semester in any given subject or do not meet standards on the state assessment will be required to attend 30 hours of summer school. If a family is unable to attend Resurrection's Summer School program, arrangements must be made with another school or program and notification provided to RCS of successful completion. If a student fails several subjects he/she will be considered for retention in that grade.

## **8<sup>th</sup> GRADE PROMOTION**

The diocesan high schools require grade schools to complete a recommendation form for each 8th grader. Academic effort, faith, participation, behavior and parent support serve as indicators for acceptance into high schools. No student exiting a diocesan grade school is automatically assured enrollment in High School.

If a student doesn't pass an eighth-grade class or doesn't meet standard on a state or diocesan assessment, the school shall require successful remediation (i.e., documented progress on ILP; a minimum of 30 hours per course of after-school classes; summer school; Saturday school, etc.) before promotion and enrollment at Catholic high school is permitted. Schools shall document their efforts to communicate this policy to all parents, especially those parents whose children are at risk of not graduating.

## **ELIGIBILITY POLICY FOR ACTIVITY PARTICIPATION – Grades 6, 7, 8**

1. Students competing in athletic activities must have completed the "Recommended Physicians Report" prior to the first practice. The form is good for one school year only.
2. There is a fee for participation in each sport.
3. **Mandatory Meetings** – A meeting will be held prior to the start of each season. The general purpose of these meetings will be to discuss school and athletic policies and requirements. Attendance at this meeting by the student athlete and at least one parent is **MANDATORY**. Any student who does not attend a mandatory preseason meeting with their parent(s) may not be allowed to participate in that sport for that school year.
4. The participant must be a student in good standing:
  - a. Students receiving a cumulative grade of "F" in any subject area, after the first four weeks of each quarter will be ineligible to compete in RCS sponsored activities
  - b. Students with more than three D's will be ineligible
  - c. Names will be submitted to the office by the Principal prior to 12:00 PM, Tuesday of each week. Those students will be ineligible to participate in RCS activities from **3:30 PM Tuesday afternoon until 3:30 PM the following Tuesday**. Parents and coaches will be notified on Tuesday of ineligibilities.
  - d. Students receiving an in-school or out-of-school suspension will not be eligible for practice, contests, or games during the suspension period.
  - e. Students not eligible to participate in an athletic activity may not sit on the bench with the team or be in uniform
5. Students must be at school by 12:00 p.m. to participate in practice, contests or games. Exceptions must be acted on by the Principal.

## **LATE WORK POLICY – Grade 6, 7, 8**

Middle school students will have the following guidelines. Assignments turned in one day late will receive maximum 75% credit. All late work must be turned in one week before the end of each quarter, or by the deadline given by the classroom teacher.

Students on an ILP or IEP that have assignment accommodations listed please refer to individual student's plan for modifications.

## **INCLUSION**

No child should be turned away from Resurrection Catholic School on the basis of exceptionality alone. We are committed to the total formation of every student. While most students can be served effectively through the general course of studies, the abilities and needs of some students require an Individual Learning Plan (ILP).

In order to determine whether an ILP is needed, an assessment is to be completed for each student whose schedule; course of instruction, supervision, physical accommodation, health, or academic status seems to require ongoing individual attention or substantial modification. This includes all students who score below the 35<sup>th</sup> percentile on two different assessments and those who score at or above the 98<sup>th</sup> percentile on two different assessments. It is suggested that schools also consider assessing students who score below the 49<sup>th</sup> percentile. Administrators, teachers, and parents will be participants in the initiation and modification of any ILP.

## **HEALTH AND SAFETY**

### **MORNING DROP OFF PROCEDURES**

- Please drop off your children at the youngest child's door.
- Pre-K, Kindergarten, 3<sup>rd</sup>, and 4<sup>th</sup> grade may drop off at the Flag Pole Double Glass Door entrance
- 1<sup>st</sup> and 2<sup>nd</sup> grade may drop off at the Main Entrance in the Circle Drive
- Middle School and 5<sup>th</sup> grade students may enter through the lower double glass doors

### **PICKING UP DURING THE DAY**

1. Any parent or visitor to the school must enter through the front doors. All parents and visitors must be "buzzed in" by the office staff.

### **PICKING UP AFTER SCHOOL**

1. K through 4<sup>th</sup> grades will exit from the front of the building. Parents should park in the north parking area.
2. 5<sup>th</sup>, 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> grade exit through the east doors near the gym. Parents of these grades are asked to park in the northeast lower parking lot.
3. If you are picking up more than one child please park where the youngest child will exit.

### **TRAFFIC SAFETY**

Parents and students are obligated to follow the traffic flow and crossing procedures set up for Church of the Resurrection. Cars are not to be parked east of the gym during school hours.

### **FIRE & TORNADO DRILLS**

The school cooperates with the local fire officials in establishing procedures and conducting drills.

### **VIOLENCE POLICY**

Diocesan Policy 417 states "All threats of violence are to be taken very seriously. This includes homicidal threats, terrorist threats, hate crimes, verbal assault, and/or possession of any weapon on or off school property. Any student who makes a threat of violence shall be suspended from the school or activity and required to receive psychological assessment and counseling at a center selected by the school. The student may return only if 1) he/she presents a written recommendation from the psychologist/psychiatrist and 2) if the administration is willing to have the student back on campus. If the student returns, his/her parents must be notified in writing that a second offense will result in automatic expulsion. Any adult who makes a threat of violence shall be banned from the premises until such time as the adult complies with any and all conditions set by the

administration and the administration reasonably believes that the adult is no longer a threat to the school, its employees, its families, and its students. A report will be made to the proper authorities, if appropriate. A second occurrence will result in a permanent ban, removal of children from the school, and a formal complaint to the local authorities.

### **Illness**

Students who are sent home from school from throwing-up must stay home for at least 24 hours. Students with fevers cannot return to school until they are fever free without the use of fever reducing medications (such as Tylenol & Ibuprofen) for 24 hours.

### **Medication**

We follow the Guidelines for Medication Administration in Kansas Schools. Please ask your physician to consider medication that can be given before and after school rather than in the middle of the day. If this is not possible, students may bring prescribed medication, in its original container only.

### **Written request of the physician is required for:**

- Sitting out of recess or PE.
- Cough drops and other medicated candy-type medication.
- All medication to be administered, including “over the counter drugs” such as aspirin, Tylenol, and cough medicine.

Details of medication guidelines and a form for requesting administration of medication are available in the health room and school office. Forms will also be available at registration.

### **EMERGENCY MEDICAL CARE**

In case of accident, severe illness, or injury, Resurrection Catholic School will call for emergency medical care.

### **STUDENT PREGNANCY**

Please see the Diocesan website. [www.catholicdioceseofwichita.org](http://www.catholicdioceseofwichita.org) for complete listing the student pregnancy policy. Diocese of Wichita School Policy #414

### **CHILD ABUSE REPORTING**

Under the “Kansas Code for Care of Children,” all professional staff, including priests, sisters, principals and teachers, and other employees of a school who have reason to suspect that a child has been injured as a result of physical, mental or emotional abuse, are required to report such abuse to the State Department of Social and Rehabilitation Services (SRS). Parents, teachers, and other adults who work with students (coaches, volunteers, room mothers, etc.) must attend a Virtus Training session and complete a Diocese of Wichita Abuse Policy Form.

### **SUICIDAL OR SELF-HARMING BEHAVIORS:**

While Resurrection Catholic School expects all students to meet the behavioral standards, it recognizes that some students possess medical or psychological conditions that may affect functioning within the behavioral rules of this school. The school thus reserves the right to determine whether a medical or psychological intervention is necessary in order for the student to meet the minimal behavioral standards. If there is suspicion or evidence that a student is engaging in self-harming behaviors, the school will require a conference with parents, professional counseling and a medical or psychological evaluation. The student may also be placed on a contract that clearly identifies the behaviors of concern, the accompanying behavioral expectations, and the length of contract. If the student does not meet the behavioral standards after assenting to an intervention plan, or if the student violates the contract, the school may take disciplinary action up to, and including, suspension or dismissal.

## **PROFESSIONAL COUNSELING**

In some cases, the principal may request that in order to remain in school, a student receive professional counseling outside the school setting for help with social, emotional, behavior, or academic issues. A variety of resources are available, some with sliding fee scales. In these cases it is required that the school be allowed to communicate with the counselor.

## **PLAYGROUND RULES**

### Swings

- Only one person on a swing.
- Sit in the swing.
- Swing vertical to the hanger (not sideways or twisting).
- Do not jump out of the swing while in use.
- Stay a safe distance when swings are in use.

### Jungle Gym

- Do not stand, walk or sit on the top of the gym.
- Do not hang upside down on it.
- Climb down. Don't jump down.

### Parallel Bars

- Do not stand, walk or sit on the bars.

### Basketball Goals

- No hanging on the rims.

### Slides

- Only one person should go down each time.
- Go down feet first only.
- Allow the student ahead to exit the end.

**PLEASE DO NOT BRING ANY EQUIPMENT, SPORTS BALLS, OR TOYS FROM HOME TO USE AT RECESS OR LATCHKEY. THE SCHOOL WILL PROVIDE ALL EQUIPMENT NEEDED.**

## **ENROLLMENT**

### **TIMETABLE**

Each year in January, parents will receive a registration form for the following year. Forms must be returned prior to the deadline the half of the pre-registration fee. Stewardship and Tithing forms must be current at the parish office. The Pastor and the finance/tithing committees will make a determination if the family has been good stewards. Letters may be sent out from the Parish office giving parents' permission to continue with enrollment, putting them on probation or denying them admittance into school. The second half of the pre-registration fee is due in May when final enrollment forms will be distributed. These forms and the final fees are due during final enrollment.

### **RELIGIOUS AND STEWARDSHIP REQUIRMENTS FOR ADMITTANCE**

Stewardship is not solely a giving of financial resources; it is a giving of oneself, as a thanksgiving to God for all that he has given to us. Parishioners must be active in the life of the parish as faithful stewards; there must be a previous history of this even before a student is attending Resurrection.

1. There must be a current Stewardship Commitment of Time, Talent and Treasure on file at the Parish Office. Also must be current on Care & Share hours at the school.
2. Enrollment status will be reviewed on the basis of active stewardship. Attendance at Sunday mass, regular participation in the sacraments, participation in religious education, service to parish ministries, and public support for the church's teachings, as well as making and keeping a good faith tithing pledge will be considered.



3. Parishioners' financial pledge must be current by year-end. If the financial pledge is not current and it is due to temporary extenuating circumstances, it is the responsibility of the family to discuss the matter with the pastor or designated member of the finance/tithing committee. Failure to address such problems may result in the student(s) being removed from the enrollment list.
4. Newly registered parishioners will be considered based upon their history of time, talent and treasure at their previous parish. A letter of stewardship from the previous pastor is necessary. They must complete the Stewardship forms before they will be considered.

### **ORDER OF ADMISSIONS**

When all the above guidelines are met, the following is the order in which students will be approved for admission:

1. Resurrection parishioners with children already attending Resurrection Catholic School. (Preschool enrollment does not automatically hold a place for Kindergarten).
2. Resurrection parishioners with children on the waiting list for Resurrection Catholic School.
3. Resurrection parishioners who do not have children attending Resurrection Catholic School or are receiving parish support to attend another Catholic school.
4. Catholics from other parishes, who practice good stewardship.
5. Non-Catholics.

### **PARENT/PARISHIONER INVOLVEMENT**

To enhance community ties within the Parish, we strongly encourage all Parishioners (even those who do not have children attending Resurrection) to volunteer in the school. Suggested areas might include instructing in such areas as Art, P.E., Music, Library and/or computers. Educational degree and/or experience are not required. Support is also needed in supervision of the lunchroom and playground. Volunteers could be utilized as tutors, graders, and clerical workers. See Care & Share.

### **FEES**

Amount per Child payable as follows:

**\$75.00 Registration Fee due at registration (January)**

**\$75.00 Registration Fee due first week in May**

**\$100 Final Registration Fee Due at Final Enrollment**

**\$22.00 Fee for PE uniforms (Middle School only)**

**\$25.00 Latchkey per family registration fee (optional)**

**Fees Subject to Change**

### **HEALTH RECORDS**

All students enrolled must have up-to-date physical exams and immunization reports on file. Health forms and immunization requirements are available in the school office. The school nurse will give vision, and hearing checks. Current immunization records are due to the school no later than November 1<sup>st</sup>. A student without immunizations at this time will not be allowed to return to school until a record of current immunizations is provided.

### **KINDERGARTEN**

A child entering Kindergarten must be five years of age by August 31<sup>st</sup>. A physical examination is required, along with the child's birth certificate, baptismal certificate, and immunization records all need to be on file by the first day of school.

### **EMERGENCY INFORMATION**

Emergency information is required for each student registered. This data should be brought up-to-date from time to time. Home and business telephone numbers and address changes should be reported to the school office.

### **OTHER POLICIES**

#### **INCLEMENT WEATHER**

During times of inclement weather, the **Catholic School Office** makes the decision on school closings. This information is the announced by the Catholic School Office on radio or television.

## **SCHOOL PARTIES, BIRTHDAY TREATS, SNACKS, AND WELLNESS**

Pre-school and Kindergarten students may have parties appropriate for their level. Grades 1 through 5 may have three parties. Middle School Grades 6 through 8 may have two parties during the school year. The holidays celebrated are at the discretion of the classroom teacher.

Birthdays may be celebrated and students may bring treats on the day of their birthday, **NO CUPCAKES**. This is a quick celebration, please do not bring extra activities or party favor/treat bags. No flowers or balloon bouquets may be delivered to the school. **Invitations for private parties may not be handed out at school, unless the entire class is invited.**

National guidelines stipulate that any party or celebration held during the school day must adhere to the wellness plan. This means that there will be no soda at parties and that 85% of the food at the party must be healthy. **Healthy snacks** include: yogurt cups, frozen juice bars, muffins, fruit, carrots, apple sauce, granola bars, trail mix, string cheese or peanut butter crackers. Teachers will ensure that there is a ratio of five healthy snacks for every one unhealthy snack. This ratio must be observed in birthday parties as well. If you are going bring less than five types of treats for a birthday celebration then they must all be healthy. **Please DO NOT SEND MESSY snacks such as, CUPCAKES, CAKES or items that need to be cut and/or served. Due to lack of refrigeration and freezer space, please DO NOT send items that need to be kept cold or frozen during school hours.**

## **FIELD TRIPS**

Educational field trips enhance and enrich a child's learning. With the exception of Kindergarten, each class may have two field trips a year. A separate permission slip is required for all field trips. The teacher will inform parents of each field trip in advance throughout the year. Telephone calls will not substitute for written parental permission. The principal may grant exceptions. **The Sexual Abuse form and Virtus training must be completed before parents are allowed to drive. Drivers may not bring siblings along.**

In accordance with the Diocesan Field Trip policy, any non-sanctioned field trip will not be approved by Resurrection Catholic School. Total responsibility will rest with the individuals planning these trips or tours. Fundraising for such trips may not be held during the school year, in the name of the school, on school property, or under any other auspices of the school.

## **LIBRARY LENDING POLICY**

Students are allowed to check out items from the library collection according to the following guidelines.

- Preschool students may check out one (1) item.
- Kindergarten and 1<sup>st</sup> grade may have up to two (2) items checked out.
- Students in 2<sup>nd</sup> grade and above may have up to three (3) items checked out.

Students may have only one (1) of each of the following types of items checked out at any one time: a magazine or items from a particular series or set. Materials from the general library collection will be checked out for a two (2) week period, and may be renewed for an additional two (2) weeks. Reference materials may be borrowed for one week only with permission. For special reports or projects, the librarian may make exceptions to the above stipulations.

Students are responsible for all items checked out to them. Students will be notified of their overdue items. Overdue items must be returned at the time of notification or else the library must be reimbursed for the cost of the item(s). Lost items will need to be replaced and the cost will be determined accordingly. A fee may be assessed for damaged items according to the repairs needed.

## **PE PARTICIPATION**

Parents may excuse their child from participation in PE if they are injured. If their injury requires them to miss more than one day, they will need a doctor's note to return to participation.

## **VOLUNTEERING**

All volunteers, no matter what the job, must be Virtus trained. Virtus training takes place often, and a schedule of training may be found on the Diocesan website at [www.cdowk.org](http://www.cdowk.org). Volunteers must wear visitor badges.

## **Care & Share Hours**

From the very beginning, parent interest, active involvement, and support are guiding principles of our school and have formed the foundation for our continued success. We are proud to introduce the parent volunteer program entitled, **Care and Share**. It is our effort to provide a way for all of our children to benefit from your talents and interests that are abundant in every family. Each family is asked to contribute (12) hours of volunteer time each year. Whether sharing a professional skill, serving on a committee, or coordinating tasks to assist in the classroom or school projects, parent involvement critical for the Resurrection community and is a foundation for Christian Stewardship. The Care & Share Program's greatest benefit is providing a unique learning experience for our children, cultivating a real sense of community and giving parents the opportunity to work with teachers, meet other parents, to become involved with the education process, all while making a very real contribution to the school. When children see the adults in their lives engaged and active in their school, it shapes their perception of the importance of their faith, education and strengthens their school experience.

**All Volunteers, Parents, Grandparents, etc. must have Virtus training before they are able to volunteer where children are present.**

## **ELECTRONIC READERS**

Students may bring Electronic Readers to school. RCS is not responsible for loss, theft, or damage to these items. **The purpose of bringing e-readers to school will be reading only.** This privilege will be lost if a student is using the device inappropriately. Students will not be given Wi-Fi access at RCS.

## **CELL PHONES**

Students may bring a cell phone to school, if needed, but it must be kept turned off and must remain in the student's locker until the dismissal bell at 3:20. Cell phones may not be used at any time in the school building, during the school day, Latchkey, or during after school activities. Cell phones may **ONLY** be used with permission from school employees or adult volunteers. Cell phones being used in the school building before 3:30 or without permission will be taken to the office. The phone must be picked up in the office by the parent of the student to whom the phone belongs.

## **FIREARMS**

No firearms, except for those of law enforcement, are permitted on Resurrection property, even from individuals with permits for concealed carry or open carry. (Diocesan Policy, 421)

## TREASURY OF PRAYERS

*(First semester middle school required prayers in italics)*

### **Morning Offering (1<sup>st</sup> hour)**

O Jesus, through the Immaculate Heart of Mary, I offer You my prayers, works, joys, and sufferings of this day, in union with the Holy Sacrifice of the Mass throughout the world. I offer them for all the intentions of Your Sacred Heart: the salvation of souls, the reparation for sin, the reunion of all Christians. I offer them for the intentions of our Bishops, and all Apostles of Prayer, and in particular for those recommended by our Holy Father this month. Amen

### **Act of Faith (2<sup>nd</sup> hour)**

O my God, I firmly believe that You are one God in three divine Persons, Father, Son, and Holy Spirit; I believe that your divine son became man, died for our sins, and that He will come again to judge the living and the dead. I believe these and all the truths which the holy Catholic Church teaches, because You have revealed them, Who can neither deceive nor be deceived.

### **Act of Hope (3<sup>rd</sup> hour)**

O my God, relying on Your infinite mercy and promises, I hope to obtain pardon of my sins, the help of Your grace, and life everlasting, through the merits of Jesus Christ, my Lord and Redeemer.

### **Act of Love (4<sup>th</sup> hour)**

O my God, I love You above all things with my whole heart and soul, because You are all good and worthy of all my love. I love my neighbor as myself for love of You. I forgive all who have injured me, and ask pardon of all whom I have injured.

### **Memorare (5<sup>th</sup> hour)**

Remember, O most gracious Virgin Mary, that never was it known, that anyone who fled to thy protection, implored thy help, or sought thy intercession was left unaided. Inspired by this confidence, I fly unto thee, O Virgin of virgins, my Mother. To thee do I come, before thee I stand, sinful and sorrowful. O Mother of the Word Incarnate, despise not my petitions, but in thy mercy hear and answer me. Amen.

### **Act of Contrition (6<sup>th</sup> hour)**

My God, I am sorry for my sins with all my heart. In choosing to do wrong, and failing to do good, I have sinned against you whom I should love above all things. I firmly intend, with your help, to do penance, to sin no more, and to avoid whatever leads me to sin. Our Savior Jesus Christ suffered and died for us. In his name, my God, have mercy. Amen.

### **Angelus "Angel of the Lord" (7<sup>th</sup> hour)**

V. The angel of the Lord declared unto Mary.

R. And she conceived of the Holy Spirit. Hail Mary...

V. Behold the handmaid of the Lord.

R. Be it done unto me according to thy word. Hail Mary...

V. (genuflect) And the Word was made flesh.

R. And dwelt among us. Hail Mary...

V. Pray for us, O holy Mother of God.

R. That we may be made worthy of the promises of Christ. Let us pray.

All: Pour forth we beseech Thee, O Lord, Thy grace into our hearts, that we to whom the Incarnation of Christ, Thy Son, was made known by the message of an angel, may by His passion and cross be brought to the glory of His resurrection, through the same Christ our Lord. Amen.

### **Come Holy Spirit (8<sup>th</sup> period – when applicable)**

V. Come, Holy Spirit. Fill the hearts of your faithful.

R. And kindle in them the fire of Your love.

V. Send forth Your spirit and they shall be created.

R. And You shall renew the face of the earth. Amen.

### **(Second Semester middle school required prayers in italics)**

**Morning Offering (1<sup>st</sup> hour)** O Jesus, through the Immaculate Heart of Mary, I offer You my prayers, works, joys, and sufferings of this day, in union with the Holy Sacrifice of the Mass throughout

the world. I offer them for all the intentions of Your Sacred Heart: the salvation of souls, the reparation for sin, the reunion of all Christians. I offer them for the intentions of our Bishops, and all Apostles of Prayer, and in particular for those recommended by our Holy Father this month. Amen

### **Magnificat Luke 1:46-55 (2<sup>nd</sup> hour)**

My soul proclaims the greatness of the Lord, my spirit rejoices in God my Savior for He has looked with favor on His lowly servant. From this day all generations will call me blessed: The Almighty has done great things for me, and holy is His Name. He has mercy on those who fear Him in every generation. He has shown the strength of His arm, He has scattered the proud in their conceit. He has cast down the mighty from their thrones, and has lifted up the lowly. He has filled the hungry with good things, and the rich He has sent away empty. He has come to the help of His servant Israel for He has remembered His promise of mercy, the promise He made to our fathers, to Abraham and his children forever.

### **Hail Holy Queen (3<sup>rd</sup> hour)**

Hail, Holy Queen, Mother of Mercy, hail our life, our sweetness, and our hope. To thee do we cry, poor banished children of Eve. To thee do we send up our sighs, mourning and weeping in this valley of tears. Turn then, O most gracious advocate, thine eyes of mercy toward us; and after this our exile, show unto us the blessed fruit of thy womb, Jesus. O clement, O loving, O sweet virgin Mary.

### **Prayer to St. Michael the Archangel (4<sup>th</sup> hour)**

St. Michael the Archangel, defend us in battle. Be our safeguard against the wickedness and snares of the devil.

May God rebuke him, we humbly pray; and do Thou, O prince of the Heavenly Host, by the power of God, cast into hell Satan and other evil spirits who prowl through the world seeking the ruin of souls. Amen.

### **Apostles' Creed (5<sup>th</sup> hour)**

I believe in God, the Father almighty, creator of Heaven and Earth. I believe in Jesus Christ, His only Son, our Lord. He was conceived by the Holy Spirit and born of the Virgin Mary. He suffered under Pontius Pilate, was crucified, died, and was buried. He descended into hell. On the third day he rose again. He ascended into heaven and is seated at the right hand of the Father. He will come again to judge the living and the dead. I believe in the Holy Spirit, the holy catholic Church, the communion of saints, the forgiveness of sins, the resurrection of the body, and the life everlasting. Amen

### **Anima Christi (6<sup>th</sup> hour)**

Soul of Christ, sanctify me. Body of Christ, save me. Blood of Christ, inebriate me. Water from the side of Christ, wash me. Passion of Christ, strengthen me. O Good Jesus, hear me. Within Thy wounds hide me. Suffer me not to be separated from thee. From the malignant enemy defend me. In the hour of my death call me. And bid me come unto Thee, That with all Thy saints, I may praise thee Forever and ever. Amen.

### **Fatima Prayer (7<sup>th</sup> hour)**

O my Jesus, forgive us our sins, save us from the fires of hell. Lead all souls into heaven, especially those who have most need of Thy mercy. Amen.

### **The Lord's Prayer "Our Father"**

Our Father, who art in heaven, hallowed be thy name.  
Thy kingdom come. Thy will be done on Earth as it is in heaven.  
Give us this day our daily bread, and forgive us our trespasses as  
we forgive those who trespass against us,  
and lead us not into temptation, but deliver us from evil. Amen.

### **Glory Be**

Glory be to the Father, and to the Son, and to the Holy Spirit:  
as it was in the beginning, is now, and ever shall be, world without  
end. Amen.

### **Angel of God "Prayer to Guardian Angel"**

Angel of God, my guardian dear, to whom God's love entrusts me  
here; ever this day be at my side, to light and guard, to rule and  
guide. Amen.

### **Grace Before Meals**

Bless us, O Lord, and these thy gifts, which we are about to  
receive from Thy bounty. Through Christ our Lord. Amen.

### **Grace After Meals**

We give Thee thanks, Almighty God, for all thy benefits, which we  
have received from Thy bounty. Through Christ our Lord. Amen.

### **Nicene Creed**

I believe in one God, the Father almighty,  
maker of heaven and earth,  
of all things visible and invisible.  
I believe in one Lord Jesus Christ,  
the Only Begotten Son of God,  
born of the Father before all ages.  
God from God, Light from Light,  
true God from true God,  
begotten, not made, consubstantial with the Father;  
through him all things were made.  
For us men and for our salvation  
he came down from heaven,  
and by the Holy Spirit was incarnate of the Virgin Mary,  
and became man.  
For our sake he was crucified under Pontius Pilate,  
he suffered death and was buried,  
and rose again on the third day  
in accordance with the Scriptures.  
He ascended into heaven  
and is seated at the right hand of the Father.  
He will come again in glory  
to judge the living and the dead  
and his kingdom will have no end.  
I believe in the Holy Spirit, the Lord, the giver of life,  
who proceeds from the Father and the Son,  
who with the Father and the Son is adored and glorified,  
who has spoken through the prophets.  
I believe in one, holy, catholic and apostolic Church.  
I confess one baptism for the forgiveness of sins  
and I look forward to the resurrection of the dead  
and the life of the world to come. Amen.

### **Regina Caeli "Queen of Heaven"**

V. Queen of heaven, rejoice! Alleluia.  
R. For He whom you did merit to bear. Alleluia.  
V. Has risen, as he said. Alleluia.  
R. Pray for us to God. Alleluia.  
V. Rejoice and be glad, O Virgin Mary. Alleluia.  
R. For the Lord is truly risen. Alleluia.  
V. Let us pray:  
All: O God, who gave joy to the world through the resurrections of  
Your Son our Lord Jesus Christ, grant, we beseech you, that  
through the intercession of the Virgin Mary, His Mother, we may  
obtain the joys of everlasting life, through the same Christ our  
Lord. Amen

### **Hail Mary**

Hail Mary, full of grace, the Lord is with thee. Blessed art thou  
among women, and blessed is the fruit of thy womb, Jesus. Holy  
Mary, Mother of God, pray for us sinners,  
now, and at the hour of our death. Amen.

### **Rosary**

1. Sign of the Cross
2. Apostles' Creed
3. Our Father
4. Three Hail Marys
5. Glory Be
6. For each decade: announce the mystery, Our Father, 10 Hail Marys, Glory Be, and Fatima Prayer.
7. After the Rosary: Hail Holy Queen and Prayer after Rosary

### **Prayer after Rosary**

Let us pray. O God, whose only begotten Son, by His life, death,  
and resurrection, has purchased for us  
the rewards of eternal life, grant, we beseech Thee, that by  
meditating upon these mysteries of the Most  
Holy Rosary of the Blessed Virgin Mary, we may imitate what they  
contain and obtain what they  
promise, through the same Christ Our Lord. Amen.

### **Rosary Mysteries**

**Joyful Mysteries** (Mondays and Saturdays; Sundays during  
Christmas)

1. Annunciation
2. Visitation
3. Nativity (Birth) of Jesus
4. Presentation of Jesus in the Temple
5. Finding of Jesus in the Temple

**Luminous Mysteries** (Thursdays)

1. Baptism of Our Lord
2. Wedding at Cana
3. Proclamation of the Kingdom and forgiveness of sins
4. Transfiguration
5. Institution of the Eucharist

**Sorrowful Mysteries** (Tuesdays and Fridays; Sundays during  
Lent)

1. Agony in the Garden
2. Scourging at the Pillar
3. Crowning with Thorns
4. Carrying of the Cross
5. Crucifixion and Death of Jesus

**Glorious Mysteries** (Wednesdays and Sundays)

1. Resurrection of Jesus
2. Ascension of Jesus into Heaven
3. Descent of the Holy Spirit upon the Apostles and Mary
4. Assumption of Mary into Heaven
5. Crowning of Mary as Queen of Heaven and Earth

**Stations of the Cross:** Meditations on the Suffering and Death of  
Jesus

1. Jesus is condemned to carry the cross.
2. Jesus accepts the cross.
3. Jesus falls the first time.
4. Jesus meets his sorrowful Mother.
5. Simon of Cyrene helps Jesus carry the cross.
6. Veronica wipes the face of Jesus.
7. Jesus falls the second time.
8. Jesus meets and speaks to the women of Jerusalem.
9. Jesus falls the third time.
10. Jesus is stripped of his garments.
11. Jesus is nailed to the cross.
12. Jesus dies on the cross.
13. Jesus is taken down from the cross.
14. Jesus is placed in the tomb.

# Student Reading Log

Student Name: \_\_\_\_\_

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

Reading Range: *Fiction* \_\_\_\_\_

*Non-Fiction* \_\_\_\_\_

<u>Title</u>	<u>Title ID #</u>	<u>Level/ Points</u>	<u>Date Mo./Day</u>	<u>% Correct</u>	<u>Points Earned</u>	<u>Teacher Initial And Notes</u>

# Student Reading Log

Student Name: \_\_\_\_\_

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

Reading Range: *Fiction* \_\_\_\_\_

*Non-Fiction* \_\_\_\_\_

<u>Title</u>	<u>Title ID #</u>	<u>Level/ Points</u>	<u>Date Mo./Day</u>	<u>% Correct</u>	<u>Points Earned</u>	<u>Teacher Initial And Notes</u>

# Student Reading Log

Student Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Reading Range: *Fiction* \_\_\_\_\_ *Non-Fiction* \_\_\_\_\_

Title	Title ID #	Level/Points	Date Mo./Day	% Correct	Points Earned	Teacher Initial And Notes



**Resurrection Student Home Stewardship Hours**

“Put your gifts at the service of one another.”  
I Peter 4:10

When children learn to provide service for others they will live a lifetime of stewardship. Each Resurrection student is expected to complete service at home in addition to service at school. The number of annual required home stewardship hours are shown below:

Annual Home Stewardship Hours
PS-PK 20 minutes
K 30 minutes
1st 1 hour
2nd 2 hours
3rd 3 hours
4th 4 hours
5th 5 hours
6th 6 hours
7th 7 hours
8th 8 hours

**Examples of Home Stewardship Activities:**

Younger children: Help others in your family at home (set table, etc.), recycle, be a pen pal with a senior citizen, make cards for those in need.

Older children: Help a neighbor, read to a child, visit a nursing home, recycle, tutor, garden, rake leaves, shovel snow, help others in your family at home, parish service.

Altar serving is excellent stewardship but at least half the hours counted must also come from other types of service.

**Log of Home Stewardship Hours**

Please document your child’s home stewardship hours on the provided form, to the right. The form should remain in the agenda.

Students may keep an additional log on a separate sheet if the form provided is not enough space.

**DO NOT REMOVE FORM FROM AGENDA.**

Total 1st Sem \_\_\_\_\_ Total 2nd Sem \_\_\_\_\_

Total hours/minutes for the year \_\_\_\_\_ !

STUDENT NAME: \_\_\_\_\_

**Service** \_\_\_\_\_

Date \_\_\_\_\_ hours/minutes \_\_\_\_\_

Parent Signature \_\_\_\_\_

**Service** \_\_\_\_\_

Date \_\_\_\_\_ hours/minutes \_\_\_\_\_

Parent Signature \_\_\_\_\_

**Service** \_\_\_\_\_

Date \_\_\_\_\_ hours/minutes \_\_\_\_\_

Parent Signature \_\_\_\_\_

**Service** \_\_\_\_\_

Date \_\_\_\_\_ hours/minutes \_\_\_\_\_

Parent Signature \_\_\_\_\_

**Service** \_\_\_\_\_

Date \_\_\_\_\_ hours/minutes \_\_\_\_\_

Parent Signature \_\_\_\_\_

**Service** \_\_\_\_\_

Date \_\_\_\_\_ hours/minutes \_\_\_\_\_

Parent Signature \_\_\_\_\_

**Service** \_\_\_\_\_

Date \_\_\_\_\_ hours/minutes \_\_\_\_\_

Parent Signature \_\_\_\_\_

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Date \_\_\_\_\_ hours/minutes \_\_\_\_\_

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Date \_\_\_\_\_ hours/minutes \_\_\_\_\_

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Date \_\_\_\_\_ hours/minutes \_\_\_\_\_

Parent Signature \_\_\_\_\_

**Service** \_\_\_\_\_

Date \_\_\_\_\_ hours/minutes \_\_\_\_\_

Parent Signature \_\_\_\_\_

**Service** \_\_\_\_\_

Date \_\_\_\_\_ hours/minutes \_\_\_\_\_

Parent Signature \_\_\_\_\_



# PARENT/STUDENT SIGNATURE PAGE

We have read the school policy handbook and agree to abide by these policies.

**Please sign below, tear out and hand into classroom teacher.**

**STUDENTS NAME:** \_\_\_\_\_ **GRADE:** \_\_\_\_\_

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date