

# *St. Francis Catholic School*

60 McDonald Avenue  
Cambridge, Ontario  
N1R 4J2  
519-621-0371



September 2016

Greetings to our School Community,

It is with great pleasure that this letter is written to begin another school year. A warm welcome is extended to the parents/guardians and students who are returning to St. Francis Catholic School, and also to the many students and their families who are new to this school community. The staff has been preparing for our students, and it is with much anticipation that we have waited for the start of this school year.

A sincere thank you is extended to our custodial staff, Mr. Hookey and Ms. Beaudry for their work as they prepared the school community for the fall term. Thank you to Mrs. Zettler and Ms. Hehn for their outstanding work with the reorganization of the library. Thank you to Mrs. Rodriguez, our school secretary, for her amazing work in the office as we prepare for start-up.

Our new bell times:

8:45 a.m.	Start Time
9:55 a.m. to 10:10 a.m.	Morning Recess
11:30 a.m. to 12:30 p.m.	Lunch
1:50 p.m. to 2:05 p.m.	Afternoon Recess
3:15 p.m.	Dismissal

Please mark *Thursday, September 15<sup>th</sup>* on your calendar for our Open House and Meet the Staff Night from 5:30 p.m. to 7:00 p.m.. It is our hope that many parents/guardians will take this opportunity to visit the school to meet the staff.

Our first Catholic School Council meeting will be held on *Wednesday, October 5<sup>th</sup>* at 6:30 p.m. in our library. And, our Opening School Mass will take place on the Feast of St. Francis, *Wednesday, October 4<sup>th</sup>* at 1:00 at St. Ambrose Parish. If it rains, then our Mass will be held in our school gymnasium. All are most welcome to attend.

## **St. Francis Catholic School Staff**

Mrs. Woodman	Junior/Senior Kindergarten
Mrs. Morrison	Junior/Senior Kindergarten
Mrs. Fernandes	Designated Early Childhood Educator
Ms. Fink	Grade 1
Ms. Correia	Grade 2
Mrs. Graham	Grade 3
Ms. Leis	Grade 3/4
Mrs. Beamer	Grade 5/6
Mrs. Kroetsch	Grade 6/7
Mrs. Lemos	Grade 7/8
Madame Sliter	FSL
Mrs. Johnson	Planning Time
Mrs. Van Trigt	Special Education
Mrs. Coughlan	Educational Assistant
Mrs. Davidson	Educational Assistant

Mrs. Maw  
Mrs. Doyle  
Mrs. Gouveia  
Mrs. Petch  
Mrs. Zettler  
Mrs. Rodriguez  
Mrs. Bumbacco Sodaro  
Mr. Hookey  
Ms. Beaudry

Educational Assistant  
Child Youth Worker  
Lunch Hour Supervisor  
Lunch Hour Supervisor  
Library Technician  
Secretary  
Principal  
Day Custodian  
Evening Custodian

### **Cash on Line and Newswire:**

Please consider registering for "School Cash on Line" as well as to receive Electronic Office Newsletters and Tweets.

### **Cash on Line:**

Go to: <https://wcdsb.schoolcashionline.com/>

- Select the "Get Started Today" option
- Complete the 3 registration steps

### **Newswire: Electronic Office Newsletters, Tweets**

Please check out our St. Francis School website at [www.wcdsb.ca](http://www.wcdsb.ca). This link will lead you to our board website:

- click "Schools"
- click "Contact a school"
- scroll down to St. Francis which leads to our school website
- click onto our website link
- scroll to bottom to click onto "join our mailing list"

### **Parking Lot**

The safety of the children at St. Francis Catholic School is our primary concern. When dropping off children at the front of the school, please remember that vehicles are not to remain running while parents/guardians enter the school. Please refrain from parking in the parking areas designated "no parking," as indicated by the markings on the pavement. It is also important that the designated fire routes are clear so that emergency vehicles are able to respond immediately in case of an emergency. Parents/guardians are free to park at the side parking lot as spaces are available keeping in mind that vehicles cannot be blocked.

### **City of Cambridge Anti-Idling By-law 164-09 and School No Idling Zones**

The City of Cambridge has enforced its Anti-Idling By-law whereby there is a one minute idling time limit. Enforcement staff will issue tickets within School and City Hall No Idling Zones for persons parked and idling. It is anticipated that enforcement staff will concentrate on drop off and pick up times at the schools, as these times were identified as having the highest levels of emissions. There are exemptions for engaged emergency or work vehicles, or vehicles in the process of using a lift for persons with wheelchairs or other mobility assist devices. The by-law defines the School No Idling Zone as the property and parking lots as well as the adjacent streets to the school parcels. If you have any questions, please contact the school and/or the city of Cambridge.

### **Health Forms**

If your child has a severe allergy or health concern, please visit the office to ensure that the necessary **medical forms** are completed. To ensure that we have up to date information on all of our students who have severe allergies or medical concerns, parents/guardians are asked to visit the school office this week to complete the necessary forms. If you have completed a form last year, and your child continues to have an allergy or health concern, we ask that you complete *the necessary forms* again for our 2016-2017 school year.

Due to allergies and asthma, it would be most appreciated if perfume scented aerosols not be used at school. As well, a reminder that we have several individuals within our school who have a peanut allergy, therefore, please do not send any foods that contain nut products to school. Thank you for your support and understanding.

**Student Agendas**

Students in Grades 1-8 receive an agenda and the student portion cost is **\$4.00**. Parents/guardians are asked to review the 8 pages at the beginning of the agenda regarding our school procedures and board policies, and to **sign the agenda** to acknowledge the content has been read and discussed at home.

**Safe Schools Team**

This year, we will once again have a Safe Schools Team of parents/guardians and staff representatives. Our first meeting will be held on Nov. 9<sup>th</sup> at 3:30 in our library. If interested in being a part of this team, kindly contact the office. As part of the Safe Schools Team, we will discuss our various programs, activities and initiatives, and review what is currently being done at our school to monitor and address bullying prevention and intervention.

As part of our Safe Schools Team, our goal as a school community is to continue to track the behaviour at recess and in the classroom, so to work collaboratively with parents/guardians and students to address the reason for the behaviour and supports that may be required to de-escalate the behaviour. To track the behavior, all staff has **Green Slips** to record incidences that are then forwarded to classroom teachers. When a Green Slip is given, this information is communicated to the parent/guardian via **a label in the agenda book**. The following chart indicates the common consequence for students if 1 to 3 Greens Slips are received for the same student. Please note that every month, the Green Slips start anew.

<i>Green Slip</i>	<i>Common Consequence</i>
#1	Walk with Staff at AM Recess
#2	Walk with Staff at AM and PM Recess; Office Detention
#3	Parent Meeting with Classroom Teacher, Principal, Student  <i>Behaviour Supportive Interventions: nature of misconduct, seriousness, frequency will determine consequence</i>

**Safe Schools Team ~ Virtue of the Month**

As part of our St. Francis school community, each month there is a “quality/descriptor” that is a focus and fostered throughout the school. For *September*, the focus of the month is being a responsible Christian in the classroom and on the school yard. When students display this quality, they demonstrate their ability to be responsible for what they say, what they do, and what they have. These are the look fors/expectations the staff will be looking for when recognizing the student of the month for September.

With our school closure June 2018, we look forward to building upon what we already have in place and creating many more positive memories to celebrate our “gem” of a school community. As we begin this school year, we look forward to working together with our school community. Together, let’s CARE more than others think necessary. TRUST more than others think wise. SERVE more than others think practical. In doing so, with God’s blessings, our most precious gifts, our children, will grow to be the best they can be.

Sincerely, *RomaLee Bumbacco Sodaro*, Principal

