



PRINCIPAL'S LETTER

Welcome to the 2020-2021 school year! We are very much looking forward to welcoming students back into our classrooms – whether that means having them physically here with us or seeing them remotely via our new technology platforms.

As we kick off another exciting year of learning, it goes without saying that this year will be unlike any other in our school's 98-year history. The teachers and administration have been hard at work this summer carefully planning out every aspect of the school day - reviewing all the guidance put forth by our federal, state, and local governments as well as the Archdiocese of Hartford. Despite all our thoughtful planning, however, we know that this year is going to require flexibility, patience, understanding, and collaboration as we continue our commitment to academic excellence under circumstances that are simply impossible to predict.

Over the past several weeks, we have shared a lot of important information with our school families via our parent email system. We appreciate your attention to these details and strict adherence to all our school policies and protocols. Please know that meticulous planning has gone into supporting the health and safety of our entire Saint James School community, but our goals can only truly be accomplished with everyone's full support.

In this month's newsletter you will find a summary of details you will need to know for the upcoming school year. Please reach out to your child's teacher with any questions or concerns.

As always, we thank you for your commitment to Saint James School and your continued support of our wonderful, faith-filled school community!

Peace in Christ,

Mrs. Zorger

Rejoice in hope, be patient in tribulation, be consistent in prayer - Romans 12:12

MISSION STATEMENT

Saint James School provides a quality Catholic education inspired by the Sisters of Mercy and based on the teachings of Jesus Christ. We strive to develop the full potential of every child, encourage service to others, and build a foundation for independent life-long learning.

IMPORTANT DATES

September 2nd - Remote learners in K-8 and their parent(s) visit the classrooms (by appointment)

September 3rd - In-Person learners in K-8 and their parent(s) visit the classrooms (by appointment).

September 8th - First day of school for K-8 and all Pre-K4. *This is a 12:05pm dismissal day.*

September 21st - Individual school pictures will be taken for all grades (including Pre-K). This will be a dress-down day for students in grades K-8.

September 29th - Early Dismissal Day (12:05pm) for all grades.

IMPORTANT NOTES

- Punctuality is important; late arrivals disrupt classroom time. Please take care to have your student to school on time. Student absences should be called into the school by 8:00am.
- Masks are required for everyone in the building.
- Parking cannot occur in certain areas as it blocks the buses and disrupts traffic flow. Please refer to the following pages for detailed information.
- Please check your email daily for information from the school.
- Academic/behavioral concerns should always be discussed with the teacher first.
- Arrivals before 7:30am must use before-care.
- Crossing Guards are in place to safely help you cross the street. ONLY cross at cross walks and wait for the Crossing Guard to signal it's safe before stepping into the street.

CLASSROOM VISIT DAYS FOR K-8



Appointment schedules were sent out for students and parents to visit their classroom and meet the teacher.

For students doing REMOTE Learning, visits will take place on Wednesday, September 2nd. Please bring with you:

- 1) Signed Handbook Form
- 2) Signed Technology Agreement
- 3) Chromebook Insurance Form (grades 3-8)

If your child will be doing IN-PERSON Learning, visits will take place on Thursday, September 3rd. Please bring with you:

- 1) All School Supplies
- 2) Paperwork & Medication For Nurse
- 3) Signed Handbook Form
- 4) Signed Technology Agreement
- 5) Chromebook Insurance Form (grades 3-8)

PARKING



On-street parking is limited around the school. We highly encourage all parents to park in the St. James Church parking lot and walk up to the school with your child/ren.

Crossing Guards are in place to safely help you cross the street. ONLY cross at cross walks and wait for the Crossing Guard to signal it's safe to cross.

Please do **NOT** park your car:

- On Park Street, Otis Street, and Church Street in areas marked with "No Parking" signs. These signs are in place for important traffic flow reasons.
- In the parking lots at arrival and dismissal times.
- On Church Street from the corner of Park Street to Oak Place/Locust Street - this is where the school buses park.
- In the St. Mary's Church parking lot.

HOT LUNCH PROGRAM

Students in grades 1-8 have the option to buy hot lunch on each full day of school (please note, there is no hot lunch served on 12:05pm dismissal days).

Students must have a positive balance in their lunch account to purchase hot lunch, or have money from home. Hot lunches will be delivered to the classrooms by our lunch aides.

Hot lunch prices for the 2020-2021 school year will be as follows:

Grades 1-6 - \$2.45

Grades 7-8 - \$2.70

Please remind your student(s) that there is an extra charge if they get a water bottle or extra food.

A monthly Hot Lunch calendar will be sent out via email, posted on the school's website homepage, and be accessible via the SJS App.

SNACKS

The policy of daily snacks for K-8 will begin on the first day of school. Students have the option to bring whole or cut up fruit and vegetables or protein (cheese/yogurt) to school for a snack. Please make sure containers can be opened by your student. A water bottle (water only) may be brought to school daily. Refillable water bottle filling stations are available on all floors of the K-8 building.



SCHOOL-WIDE EMAIL BLAST

Saint James School sends regular email communication to parents in an effort to cut down on the amount of paper coming home while still keeping parents well-informed about school happenings. Please be sure to check your school emails daily so you do not miss out on important notifications such as unexpected schedule changes.

All information sent out in the school email blast is also accessible in the SJS App under the Latest News tile.

Any questions regarding the email blast or mobile App can be directed to our Advancement Director, Amy Guenther, at aguenther@saintjameschool.net.

FROM THE NURSE

If your child will need medications administered during the school day, a Medication Authorization Form must be signed by a physician and parent and brought to the school before the first day. Students cannot bring in medication or carry it in their backpack. Only parents or guardians should deliver medications to the nurse.

Incoming 7th Graders, Kindergartners, and all Pre-K students must have a new health form on file before starting school this year. Please reach out to Mrs. Vignati, our school nurse, with any questions at 860.643.5088.



HOME & SCHOOL ASSOCIATION

At Saint James School, we believe the education of our children depends on a strong bond between “home” and “school,” hence the Home and School Association (HSA).

The HSA is similar to what other schools may call a PTA or a PTO. The primary purposes of the Saint James School HSA are fundraising for the general use of the school and promoting family-oriented social activities that enhance community spirit for students, families and staff.

There is no fee to join the HSA and all families become members upon registration of their children at the school. We encourage all Saint James School parents, guardians, and grandparents to actively participate in our social activities and fundraisers.

Your 2020-2021 HSA President is parent volunteer Jodi Talaga (HSA@SaintJamesSchool.net).

The 1st HSA meeting of the new school year will be held virtually on the evening of Thursday, September 17 from 7:00pm—8:00pm. Zoom call-in information will be sent via email.

ASBESTOS INSPECTION REPORT

In compliance with AHERA regulations, we are required to inform parents, teachers, employees and other individuals associated with Saint James School of the Asbestos Inspection Report and Management Plan. This Report/Plan is on file in the school office and is available for review by any parent, teacher, etc. during normal school business hours of the school. Please make your request for reviewing this file to Mrs. Zorger.

ANNUAL FUND

As is the case with many privately-funded institutions, Saint James School relies upon donations to its Annual Fund Campaign to help finance necessary improvements that simply cannot be covered by the tuition paid by our families and are not supported by our other funding sources.

Annual fund donations, which come directly to our school, have helped us make many critical improvements in recent years such as bright, energy-efficient windows in the majority of our school and new, energy-efficient roofs over our classrooms and breezeway.

- Our 2019 Annual Fund Campaign raised \$39,222 which was applied towards the new roof and new dormer windows on the Pre-Kindergarten building.
- Donations to the 2020 Annual Fund Campaign will help offset the cost of improvements and purchases associated with reopening our school buildings during the Covid-19 pandemic. For more information visit <https://saintjameschool.net/annualfund/>

SUBSTITUTE TEACHERS NEEDED

Would you be interesting in subbing this year, or know of someone who would like to be a substitute teacher? We would appreciate your help.

Qualifications

Two-year degree
(not necessarily in education)

Please contact the school office and specify the grade level you are interested in and Mrs. Anderson will contact you with more information.

HOW TO REPORT AN INCIDENT OF ABUSE

If you have knowledge or suspect that a minor or vulnerable adult (an adult with an intellectual disability) has been abused, in any manner, by personnel of the Archdiocese of Hartford, you are urged to report this information to:

Kathleen D. Nowosadko
Victim Assistance Coordinator
860-541-6475
kathleen.nowosadko@aohct.org

Mandated reporters in the State of Connecticut are required by law to report any incident of abuse involving a minor or vulnerable adult. We encourage any Non-Mandated persons to report such incidents to the proper authorities as well.

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Upcoming!

- Fall Cherrydale Fundrasier
- Mums from Botticello Farms
- Virtual Scholastic Book Fair
- SJS Mask Sale

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PICTURE DAY!



Individual student pictures will be taken on Monday, September 21st. There will not be a group class picture this year, instead a class composite with all classmates individual pictures on one sheet.

Lifetouch photography will be implementing numerous health and safety protocols that comply with all our school's guidelines. For specific details, please visit:

<https://schools.lifetouch.com/blog-picture-day-protocol/>.

Clothing Guidelines for Portraits

No ripped or torn clothing

Shorts must not be more than 2 inches above the knee

No mini-skirts

No sweats

No tank tops, camis, halter tops, or spaghetti straps

No high heels, platform shoes, flip-flops, backless shoes, open-toe sandals

No clothing with inappropriate logos, slogans, advertisements

UNIFORM CLOSET

Now that school is back in session, please note that the Uniform Closet is only open before school (7:30am-7:50am) or after school hours (2:05pm-2:30pm). Thank you for your kind consideration of our littlest students and their teachers!

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EXTRACURRICULAR ACTIVITIES PAUSED

Saint James School has made the decision to pause all Extracurricular activities, with the exception of Instrumental Music. At this time, most extracurricular activities offered by the school require the mixing of cohorts, which is not in line with our return to in-person learning plan. Extracurricular activities may be reinstated in the months ahead. Please watch the email blasts and Saber Stories Newsletters for updates.

OTHER WAYS TO SUPPORT SJS

United Way

The 2020-2021 United Way Community Campaign is currently underway at many of our local companies. Please remember you can donate to Saint James School through the United Way by utilizing our code - AG0681-1 or going to the section "Write In/Other" and writing in "Saint James School, Manchester, CT."

Amazon Smile

Amazon.com's charitable giving program, AmazonSmile, will donate 0.5% percentage of your eligible purchases to SJS!

Simply type <http://smile.amazon.com/ch/62-0653122> into your website browser and begin shopping. Or, visit <http://smile.amazon.com> and, when prompted to select a charity, enter *St. James Parish Corporation (which comes directly to our school account)* or 06-0653122 in the search box.

Grocery Cards

Please help Saint James School to purchase educational supplies by registering your store cards:

Stop and Shop: Code 07431

Shop Rite: Code - 18386 www.shopriteforeducation.com

Box Tops For Education

Please continue to collect physical Box Tops for Education from product labels and use the Box Tops App to scan digital Box Tops. We count on these funds for our school and appreciate your participation.

Dear Parents/Guardians,

We, at Saint James School, consider it a privilege to work with parents in the education of children because we believe parents are the primary educators of their children. It is your right and duty to become the primary role model for the development of your child's life—physically, mentally, spiritually, emotionally, and psychologically. Your choice of Saint James School involves a commitment and exhibits a concern for helping your child to recognize God as the greatest good in his or her life.

Since you have chosen to enter into a partnership with us at Saint James School, we trust you will be loyal to this commitment. During these formative years (Pre-K to Grade 8), your child needs constant support from both parents and faculty in order to develop his or her moral, intellectual, physical, social, and cultural endowment. Neither parents nor teachers can afford to doubt the sincerity of the efforts of their educational partner in the quest of challenging, yet nourishing, the student to reach his or her potential. Evidence of mutual respect between parents and teachers will model good, mature behavior and relationships.

Students are naturally eager to grow and learn. As this natural process occurs, a child needs both understanding and discipline. At times, your child may perceive discipline as restrictive. However, it is boundaries and limits which provide a young person with both guidance and security.

As partners in the educational process at Saint James School, we ask you to:

- Set rules, times, and limits so that your child:
 - *Gets to bed early on school nights
 - *Arrives at school on time and is picked up on time at the end of the day
 - *Dresses according to the school dress code
 - *Takes responsibility for grades earned and is accountable for all assignments completed on time
 - *Has lunch money or a nutritional lunch every day
- Actively participate in school activities such as fundraisers, social events, extra-curricular events and Parent-Teacher conferences
- See that your child takes care of books and school property responsibly
- Provide the school with a written note of explanation when your child has been absent or tardy
- Notify the school of any changes of address or important phone numbers
- Meet all financial obligations to the school
- Inform the school of any special situations regarding your child's well-being, safety, and health
- Complete and return to school any requested information/forms promptly—please ask your child for any and all notices every day

Together, let us begin this year with a commitment to partnership as we support one another in helping your child become the best person he or she is capable of becoming.

Sincerely,
The Staff of Saint James School