

La Salle Academy

Athletic / Extra-Curricular Expectations

All students participating in athletics and/or extra-curricular programs at La Salle Academy must realize that such participation is a privilege, which carries with it the responsibility of reflecting actions and behaviors that are respectful to fellow participants, team members, coaches, parents and most importantly to themselves. This includes all policies dictated by La Salle Academy and the Diocese of Scranton Student Handbook.

The goal of all school related programs is to promote values of good sportsmanship, cooperation and fair competition/participation. For this reason, membership is not determine by talent, but rather a willingness to work for the good of the team/club. Consequently, below the Junior High level of play, in both the boys and girls basketball program, coaches are required to play each child **at least one quarter in every game played.**

In all athletic programs, scheduled practices are required for membership on the team. If an athlete repeatedly misses practice, game play will not be guaranteed at any level. Participation in game play will be at the discretion of the coach.

All students will play at their grade level, unless it becomes necessary for the Athletic Director to move a student to a higher level of play to adequately organize teams. Administration and the Athletic Director of the school will make this determination, if and when necessary. Students in 7th Grade are eligible to play at the Jr. Varsity and Varsity level.

In order to be eligible to participate in any school activities, athletic and/or extra-curricular, the participant must constantly maintain an academic grade of a minimum of a 75 / C or above in each subject area. It is also expected that the participant remain in good standing with the Behavior Expectation Policy of the school and diocese.

If a student's grade average in any class falls below a 75, he/she will be suspended from all athletic/extra-curricular activities (including practices and games/productions) for a period of 10 calendar days. After this period, if a student's grade average raises to the 75 or above, he/she may return to all activities.

If a student continues to fall below the expected grade in any class, he/she will be suspended for an additional 2 weeks, and continuation in all athletic/extra-curricular participation will be in jeopardy. A Parent Conference will be required with Administration/ Athletic Director for the possibility of the student's continuation in the program.

Athletes who achieves 1000 points in his/her Jr. High basketball career will receive recognition at a ceremony at a LSA Game. This recognition is merited for points scored at the Jr.Varsity / Varsity level of play ONLY.

Early Dismissal, Closings or School Delays

If it becomes necessary to cancel or delay school due to a weather emergency or school emergency, an announcement will be made specific to La Salle Academy on the following television channels:

WBRE-TV **Channel 28**

WYOU-TV **Channel 22**

WNEP-TV **Channel 16**

If school is cancelled or delayed for any reason, the School **REMIND** parent alert call system will be activated. Please be sure to contact the school if there is any change in contact information.

La Salle Academy

309 First Avenue
Jessup, PA. 18434

Phone 570-489-2010 Fax 570-489-3887

ABSENCE POLICY

*Students who are absent from school may not participate in any athletic practice, game or other co-curricular or extra-curricular activities on that day. If an absence occurs on a Friday, the student may not participate in any school activities until he/she returns to school on Monday.

*Students who accumulate 15 unexcused tardies during the course of a school year will be ineligible to participate in any social, co-curricular, or extra-curricular activities including athletics.

*Students may not participate in an athletic practice or contest if they are not present in school for at least 4 1/2 hours of the school day. This applies to weekend activities following a Friday absence.

*The above policy concerning absences and tardiness is the policy of La Salle Academy and the Diocese of Scranton.

WEATHER POLICY

*If La Salle Academy is closed due to weather, all games and practices are automatically cancelled. No team is allowed to practice or play a game when school is closed due to inclement weather.

*The policy also applies if La Salle Academy has an early dismissal due to weather. No practices or games will be held if there is an early dismissal due to inclement weather.

*The above weather policy is the policy of La Salle Academy and the Diocese of Scranton.

*Bus students will follow the directive of their local Public School District, who is responsible for bus transportation in regards to a school delay or cancellation.

Diocese of Scranton Catholic Schools
2022 - 2023 Calendar

August 22 (Monday)	Opening Principal Meeting
August 24 (Wednesday)	Opening Faculty Meeting
August 25 (Thursday)	Staff Development
August 26 (Friday)	Staff Development
August 29 (Monday)	First Day of School for Students – Early Dismissal
September 2 (Friday)	NO SCHOOL
September 5 (Monday)	NO SCHOOL – Labor Day
September 26 (Monday)	(Tentative) NO SCHOOL FOR STUDENTS; Diocesan Teachers’ Institute
<i>October 2 (Sunday)</i>	<i>Respect Life Mass - St. Peter’s Cathedral 10:00 a.m.</i>
October 10 (Monday)	NO SCHOOL – Columbus Day Holiday
October 12 (Wednesday)	PSAT Testing
<i>October 23 (Sunday)</i>	<i>Mission Mass - St. Peter’s Cathedral 12:15 p.m.</i>
October 31 (Monday)	Early Dismissal – Staff Development
November 1 (Tuesday)	All Saints Day
November 2 (Wednesday)	All Souls Day
November 3 (Thursday)	First Quarter Ends
November 4 (Friday)	Second Quarter Begins
November 10 (Thursday)	Early Dismissal – Conferences Afternoon and Evening
November 11 (Friday)	NO SCHOOL - Veteran’s Day
November 23 (Wednesday)	Early Dismissal
Nov. 24 – 28	NO SCHOOL – Thanksgiving Holiday
November 29 (Tuesday)	Classes Resume
December 8 (Wednesday)	Feast of the Immaculate Conception
December 23 – January 1	NO SCHOOL – Christmas Holiday
January 2 (Monday)	NO SCHOOL FOR STUDENTS; Staff Development Day
January 3 (Tuesday)	Classes Resume
January 16 (Monday)	NO SCHOOL – Martin Luther King, Jr.
January 20 (Friday)	March for Life
January 25 (Wednesday)	Second Quarter Ends
January 26 (Thursday)	Third Quarter Begins
January 29 – February 3	CATHOLIC SCHOOLS WEEK <i>CATHOLIC SCHOOLS: FAITH, EXCELLENCE, SERVICE</i>
February 3 (Friday)	Early Dismissal – CSW Teacher Appreciation Day
February 15 (Wednesday)	Early Dismissal – Staff Development Day
February 20 (Monday)	NO SCHOOL – Presidents’ Day
February 22 (Wednesday)	Ash Wednesday

March 15 (Wednesday) Early Dismissal - Staff Development

April 3 (Monday) Third Quarter Ends
 April 4 (Tuesday) Fourth Quarter Begins
 April 5 (Wednesday) Easter Break – Early Dismissal
 April 6 (Thursday) Holy Thursday – NO SCHOOL
 April 7 (Friday) Good Friday – NO SCHOOL
 April 9 (Sunday) Easter Sunday
 April 10 (Monday) Easter Monday – NO SCHOOL
 April 11 (Tuesday) Classes Resume

May 10 (Wednesday) Early Dismissal – Staff Development
 May 14 (Sunday) Mother’s Day
 May 18 (Thursday) Ascension Thursday – Holy Day of Obligation
 May 29 (Monday) NO SCHOOL – Memorial Day Holiday

June 7 (Wednesday) Early Dismissal – Staff Development Day
 June 8 (Thursday) Early Dismissal – Staff Development Day
 June 9 (Friday) Last Student/Faculty Day-Early Dismissal

High School Graduations

Wednesday, May 31, 2023 Holy Redeemer High School
Thursday, June 1, 2023 St. John Neumann High School
Friday, June 2, 2023 Holy Cross High School
Saturday, June 3, 2023 Notre Dame High School

2022-2023	Student days	Teacher days	Quarters			Days
August	3	6	1 st	8/29	11/03	45
September	19	20	2 nd	11/04	1/25	46
October	20	20	3 rd	1/26	4/03	48
November	18	18	4 th	4/04	6/09	45
December	16	16	TOTAL			184
January	20	21				
February	19	19				
March	23	23				
April	17	17				
May	22	22				
June	7	7				
TOTAL	184	189				

La Salle Academy

Teacher Assignments
2022-2023 School Year

Pre-Kindergarten 3	Miss Juliana Muta
Pre-Kindergarten 4	Mrs. Meredith Gaughan
Kindergarten	Mrs. Joan Martines
Grade 1 Homeroom	Mrs. Candice Lee
Grade 2 Homeroom	Mrs. Laura Wallo
Grade 3 Homeroom	Mrs. Ann Innocenti
Grade 4 Homeroom	Mrs. Barbara Scott
Grade 5 Homeroom	Mrs. April Ayres
Grade 6 Homeroom	Mrs. Nicole Andres <ul style="list-style-type: none">* Mrs. Andres - English* Mr. Pavese - Literature* Mrs. Aquilina - Math* Mrs. Vladika - Science* Mrs. Andres - Religion* Mr. Stolan - Social Studies
Grade 7 Homeroom	Mr. John Stolan Mr. Michael Pavese <ul style="list-style-type: none">* Mrs. Andres - English* Mr. Pavese - Literature* Mrs. Aquilina - Math* Mrs. Vladika - Science* Mrs. Andres – Religion* Mr. Stolan - Social Studies

Grade 8 Homeroom

Mrs. Shaina Aquilina

Mrs. Lisa Vladika

* Mr. Pavese - English and Literature

* Mrs. Aquilina - Math

* Mrs. Valdika - Science

* Mr. Stolan - Religion

* Mr. Stolan - Social Studies

Special Teachers

Art (1-8) Miss Erin Boylan

Art (Pre K – K) Mrs. Maryanne DeMark

Music (Pre K-8) Mrs. Maryanne DeMark

Computers - Miss Erin Boylan

Foreign Language - Miss Erin Boylan / Mrs. Andres / Mr. Stolan

Library/Study Skills- Miss Erin Boylan/Mrs. Andres / Mr. Stolan

Physical Education – Mr. John Stolan

Teacher Aides

Mrs. Sarah Balmer

Mrs. Donna Caljean

Mrs. Kathleen Grushinski

Ms. Marissa Jones

Mrs. Holly Scoblick

Mrs. Stephanie Shander

Principal

Mrs. Ellen M. Murphy

Vice Principal

Mrs. Maryanne DeMark

Office Staff

Mrs. Debbie Cravath

Mrs. Tammy Sweeny

Maintenance

Mr. Manney Griffin

Mr. Frank Ligi

Mr. Tom Pearce

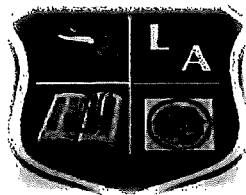
La Salle Academy Uniform Guidelines

- Uniforms may be purchased from FlynnO’Hara. Please note that the girl’s plaid jumper and kilt are only available for purchase at FlynnO’Hara located on Route 315, Wilkes Barre (in the old Sunshine Market) or visit the website at www.flynnohara.com.
- The official school uniform must be worn by students who represent the school at functions outside the school, or whenever directed by Administration for a special occasion. If a class is scheduled for gym on a Liturgy Day, students will wear their gym uniform to school.

- *The official school uniform for students:*

Girls / Grades 4-8	Boys / Grades 6-8
Long sleeve white oxford blouse with vest and kilt	White long sleeve oxford shirt and uniform tie with navy blue jacket
Girls / Grades PK to 3	Boys / Grades 4-5
Plaid school uniform jumper with a white blouse	White long sleeve oxford shirt and uniform tie with vest
	Boys / Grades PK to 3
	White oxford shirt and vest

- Jumpers and kilts are to be no more than two inches above the knee.
- **Accessories Guidelines:** Artificial nails and makeup are not permitted. If worn to school, students will be asked to remove it before admittance into the classroom. Please keep jewelry limited and simple – to avoid the possibility of distraction during class. For the safety of our students, no hoop, dangling or gage earrings are permitted. Facial piercings of any form are not allowed. Boys are not allowed to wear earrings.
- **Hair Guidelines:** Girls are asked to style hair to keep bangs above their eyebrow. Boys are to keep hair cut above the collar, above the ear and above the eyebrow. Unusual and/or unnatural hair coloring is not permitted for the boys or the girls. We consider unusual to be any hair color that is distracting and noticeably different from the student’s natural hair color.
- A copy of the acceptable Dress Down Day attire is attached.
- Please be advised in advance that any student who does not follow the dress policy will receive a demerit and may be sent home to change. Further non-compliance will prohibit the student from participation in future dress down days.



Dress Down Day

Shirts:

- ❖ No inappropriate or vulgar language or images
 - ❖ No torn, sleeveless, ripped shirts
 - ❖ No tank, tube, midriff tops, low cut tops

Pants:

- ❖ Jeans or traditional sweatpants
- ❖ Yoga pants/leggings/jeggings can be worn **ONLY IF WORN WITH AN EXTRA LONG SHIRT OR SWEATER THAT GOES DOWN TO THE MID THIGH, IN FRONT & BACK.**
 - ❖ No ripped or torn jeans
 - ❖ No shorts except official gym uniform shorts
 - ❖ No mini-skirts, pajamas or pajama bottoms

Shoes:

- ❖ No sandals, flip flops, slippers, open toed, clogs, backless shoes.

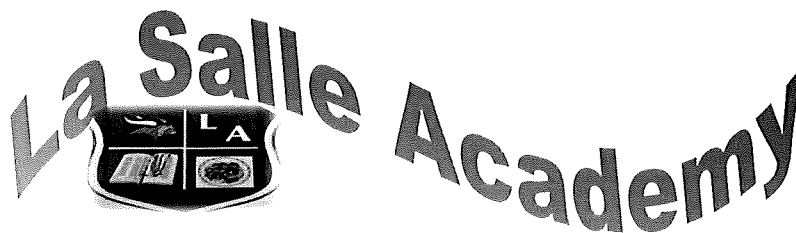
If you have a question as to whether or not your attire is appropriate for school, it likely is NOT....

Make your clothing choices wisely and remember you represent La Salle Academy through your actions and attire each and every day.

Also, we will be incorporating some themed dress down days, such as Sports Day...etc. into our schedule.

Please note that all of the above rules will apply to any dress down apparel for theme days.

2022—2023



Student Uniform Policy

Girls Uniform—Preschool to Grade 3

Maroon, Green & Navy Plaid Official School Jumper—Available only at FlynnO'Hara
White or Light Pink Peter Pan Collar Blouse
Navy or Maroon Cardigan or Vest (Optional)
Navy Blue Uniform Pants
Long Sleeve Logo Polo Shirt—Navy Blue, White or Pink
Navy Blue or Khaki Uniform Shorts (First day of school to October 28 & April 3 to last day of school)
*No navy skorts or navy jumpers—These are not part of the uniform policy.
White, Navy Blue or Pink Short Sleeve Logo Polo Shirt (First Day to Oct. 28 / April 3 to Last Day)
White or Navy Knee Socks or Cable Knit Stockings

Shoe Policy: For safety reasons girls are required to wear a rubber sole shoe (Either Saddle Shoes, Saddle Shoe Sneakers or Tie Bucks / your choice of no more than 2 solid colors; no prints, florals, plaids or designs). Shoelaces cannot be altered. Mary Jane shoes are an acceptable alternative. Boots may be worn to school in the winter only; **however, students must bring a pair of shoes to change in to for the regular school day.**

*Preschool students are asked to wear Velcro Sneakers.

Girls Uniform—Grades 4 & 5

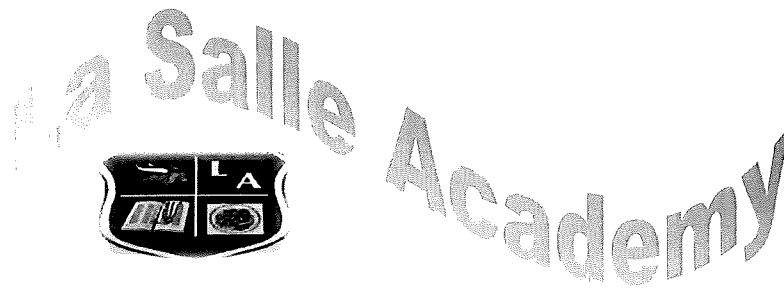
Maroon, Green & Navy Plaid Kilt—Available only at FlynnO'Hara
White or Light Pink Oxford Long or Short Sleeve Shirt with Maroon or Navy Logo V-Neck sweater or Logo Cardigan Sweater
Navy or Khaki Uniform Slacks
Navy or Khaki Walking Shorts—(First day of school to October 28 & April 3 to last day of school)
Navy Blue, White or Pink Short Sleeve Logo Polo Shirt (First day of school to October 28 & April 3 to last day of school)
White or Navy Knee Socks or Navy Opaque Tights

Shoe Policy: For safety reasons girls are required to wear a rubber sole shoe (Either saddle shoes or tie bucks / your choice of no more than 2 solid colors; no prints, florals, plaids or designs). Shoelaces cannot be altered. Mary Jane shoes are an acceptable alternative. Boots may be worn to school in the winter only; **however, students must bring a pair of shoes to change in to for the regular school day.**

Girls Uniform—Grades 6, 7 & 8

Maroon, Green & Navy Blue Kilt—Available only at FlynnO'Hara
White or Light Pink Oxford Long or Short Sleeve Blouse with a Maroon or Navy V-Neck Logo Sweater Vest or Logo Cardigan Sweater
Navy Blue or Khaki Slacks
Navy Blue, White or Pink short Sleeve Logo Polo Shirt (First day of school to October 28 & April 3 to last day of school)
White or Navy Blue Knee Socks or Navy Opaque Tights

Shoe Policy: For safety reasons girls are required to wear a rubber sole shoe (Either Saddle Shoes or Tie Bucks / your choice of no more than 2 solid colors; no prints, florals, plaids or designs). Shoelaces cannot be altered. Mary Jane shoes are an acceptable alternative. Boots may be worn to school in the winter only; **however, students must bring a pair of shoes to change in to for the regular school day.**



Student Uniform Policy



Boys Uniform—Preschool to Grade 3

Navy Blue Slacks with black or navy belt

*Preschool Students—Please wear elastic waist pants...

Long Sleeve Logo Polo Shirt—Navy or White

Navy or Maroon Logo V-Neck Vest or Long Sleeve Logo Sweater

Navy Blue or Khaki Uniform Walking Shorts with belt (First day of school to October 28 & April 3 to last day of school)

Navy or White Short Sleeve Logo Polo Shirt (First day of school to October 28 & April 3 to last day of school)

Solid Blue, Black or Brown Dress Socks

Shoe Policy: Plain black leather sneakers with black shoe laces only or any color Buck Shoe (Grade PK to Grade 3 Only)

*Preschool students are asked to wear Velcro Sneakers.



Boys Uniform—Grades 4 & 5

Navy Blue or Khaki Slacks with black or navy belt

White or Pastel Blue Oxford Long or Short Sleeve Shirt with Official School Plaid or Red and Navy Striped Tie

Navy or Maroon V-Neck Logo Vest or Long Sleeve Logo Sweater

Navy Blue or Khaki Uniform Walking Shorts with Belt (First day to October 28 and April 3 to last day of school)

White or Navy Blue Logo Short Sleeve Logo Polo Shirt (First day to October 28 and April 3 to last day of school)

Solid Blue, Black or Brown Dress Socks

Shoe Policy: Tan, Black or Brown leather dress shoe or any color Buck Shoe with rubber sole. Shoelaces cannot be altered. **NO SNEAKERS**



Boys Uniform—Grades 6, 7 & 8

Khaki Slacks with black or brown belt

White or Pastel Blue Oxford Long or Short Sleeve Shirt with Official School Red and Navy Striped Tie

with a Navy Blue Blazer

White or Navy Blue Short Sleeve Logo Polo Shirt (First day to October 28 and April 3 to last day of school)

Solid Blue, Black or Brown Dress Socks

Shoe Policy: Tan, Brown or Black Dress Shoe or any color Buck Shoe with rubber sole. Shoelaces cannot be altered.

NO SNEAKERS

La Salle Academy

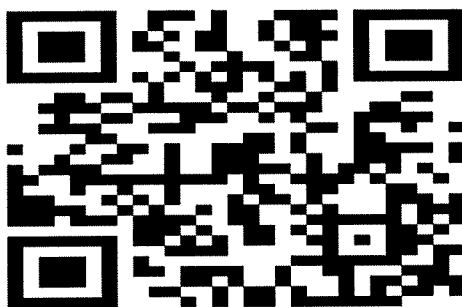


Dear Parents,

Listed below are the gym uniform guidelines your child will need for the 2022-2023 school year.

****We will be printing names on the back of hoodies and crew neck sweatshirts. When placing your order please don't forget to fill out the name you would like printed on the back of the sweatshirt. (Name only...No nicknames please)**

Please take a photo of the QR code with your phone and click on "spiritsale.com" link which will appear. This will take you to the web site for our school gym uniforms.



On line store will be available beginning Wednesday, July 27th.

If you have any questions regarding gym uniforms, please call Doreen at 570-604-3899 at *talk shirty to me*.

Thank you.

WARM WEATHER

Youth T-shirt short sleeved

Adult T-shirt short sleeved

Youth shorts

Adult shorts

COLD WEATHER

Youth T-shirt long sleeved

Adult T-shirt long sleeved

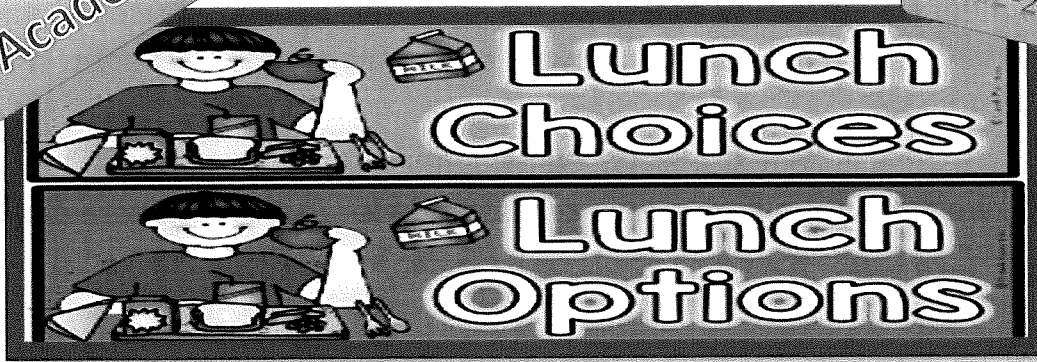
Youth sweatpants

Adult sweatpants

OPTIONAL (Only on gym days)

Youth crewneck sweatshirt /Adult crewneck sweatshirt

Youth hooded sweatshirt / Adult hooded sweatshirt



- **Will Cafeteria Service Be Available?**

YES.... On designated days

M-W-F – Full lunch will be available

T-Th – Students will bring their own brown bag lunch

- **What will the menu look like?**

Monday – “Pasta Mondays”

(We will alternate between Mac & Cheese OR Pasta w/sauce OR Pasta with butter.)

Pasta will be served with a vegetable or fruit and a roll.

Wednesday – “Sandwich Days”

Example: Alternating between Hoagies – (sometimes ordered out)

Hamburger/Cheeseburger

Chicken Patties

Hot Dog

Entrees will be served with a side and a vegetable or fruit (Ex: French Fries, Buttered noodles, rice, vegetable, pierogis).

Friday - “Pizza Fridays”

We will alternate ordering from local vendors.

Pizza will be served with bag of chips and a bottle of water or milk.

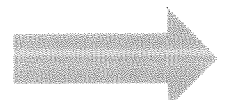
Extra slices will be available for a price of \$2 each.

- **All lunches will be offered with a choice of white milk, chocolate milk or water.**

•

- **What will lunches cost?**

Only full lunches are available - \$5 per lunch.



- **How Do I Order and Pay for My Child's Lunches?**

Payment for lunches will be made via FACTS/SIS System. Please see enclosed sheet with directives on how to order and pay for lunches on line.

- **Will drinks be available for a separate purchase?**
- **YES, we will offer a large water or Gatorade for \$1 OR chocolate or white milk for \$.75.**
- **Please note that all lunches must be ordered and paid for one week in advance.**
- ***A monthly calendar will be sent home for your ordering pleasure.***

- **Will Snacks Be Available?**

YES snacks will be available during lunch time (cash only).

- **What if My Child forgets their lunch?**

Please be assured your child will be served a lunch and you can send in payment the following day.

- **Will Separate Entrees be available daily?**

NO, we will be offering a full lunch selection only.

Cafeteria service will begin the week of September 6 2022.

Please note: Send your child with a bag lunch August 30 – September 1, 2022



La Salle Academy

Dear Students, Parents/Guardians:

Please find attached the Behavior Expectations for grades 4-8, which we ask you to read and discuss with your child/children. In order to maintain a safe, nurturing and Christian environment for our children at La Salle Academy, it is imperative that the school and home, work cooperatively.

We ask that after your review, you sign, detach and return this sheet to your child/children's classroom teacher. This acknowledges your acceptance and commitment to our school policy.

Thank you for your cooperation!

The Administration, Faculty and Staff of La Salle Academy

Students Name: _____

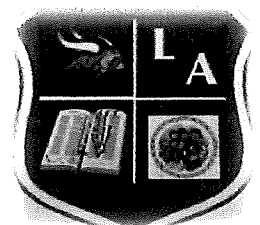
Student's Signature: _____

Parent (Guardian)'s Name: _____

Parent (Guardian)'s Signature: _____

Phone: 570-489-2010 309 First Avenue
Fax: 570-489-3887 Jessup, PA 18434

Website: lsaelementary.org
Email: lasalleacademy_jessup@yahoo.com



La Salle Academy
Behavior Expectations

To reflect the Mission of LaSalle Academy, and to demonstrate the acceptance of Christ as our role model, the following behavior expectations have been developed for students in grades 4-8.

The following violations/actions warrant a consequence as indicated below:

Level 1 Violation

- A. Chewing gum anywhere on the school grounds
- B. Possession of any object that disrupts the learning process
- C. Late assignments/unprepared for class
- D. Two or more missing assignments
- E. Use of language and actions that are not becoming of a Christian who respects himself/herself and others
- F. Loud and disruptive behavior in school
- G. Violation of uniform dress code; including, but not limited to: hair policy, skirt length, eye makeup, excessive jewelry and shoe policy
- H. Irreverence during prayer and liturgical celebration
- I. Disregard for classroom/school rules
- J. Not participating and/or completing classroom assignments
- K. Inappropriate physical contact
- L. 2nd offense of bullying behavior

Level 2 Violation

- M. Use of personal electronic devices in school, including cell phones and Smart Watches, from entrance into the building until student is in mode of transportation home. This includes the After Care Program and after school clubs and practices.
All electronic devices must be turned in to the homeroom teacher and will be returned at the end of the day. During all after school activities and programs, all electronic devices, including cell phones, must be kept in the student's back pack. The school will not assume responsibility for loss or theft.
- N. Use of profanity
- O. Disrespect for those in authority

Please See Back

- P. Improper use of school computers
- Q. Leaving school grounds without permission
- R. Inappropriate threatening physical contact
- S. Destruction of property
- T. Cheating
- U. Theft
- V. Any action that may cause potential harm to another
- W. Excessive tardiness (A student may not accumulate more than 5 unexcused days tardy per quarter)
* * An excused tardy requires a note from a doctor, parent or legal guardian.
- X. Intimidation / Harassment
- Y. 3rd offense of bullying behavior

Immediate Dismissal

The following activities will result in notification to proper legal authorities and immediate dismissal.

- Possession of any weapons including look-a-likes
- Using any object as a weapon
- Possession of drugs/tobacco/alcohol including look-a-likes
- Assault, battery and any other threat of violence
- Association or any involvement in gang activity

Behavior Expectations Referral Form

If a student violates the behavior expectations, he/she will be issued a Disciplinary Referral / Detention Form that will be mailed to the parents/guardians indicating the unacceptable behavior and the assigned consequences that are explained below. It is the responsibility of the student to return the signed form the following school day to their homeroom teacher.

Disciplinary Consequences

- A Level 1 violation warrants one demerit. An accumulation of three demerits in Level 1 will warrant a detention. Further level one demerits will accumulate into another detention.
- A Level 2 violation warrants one immediate detention.
- All detentions will be held on the day and date indicated on the monthly calendar.
- Detention will be held from dismissal until 3:30 PM. Parents are responsible for picking up their child. No bus service will be available at this time.
- If a student misses a scheduled detention, the student will receive an immediate second detention.
- Any student serving a second detention or any suspension will be suspended from all athletic and extra-curricular activities for a period of one week. Practice sessions are included. A Parent-Teacher Conference will be mandatory.
- Students issued a 3rd detention, a suspension or non-compliance with scheduled detentions will be required to sign an Academic / Behavior Contract. All agreed upon stipulations in this contract must be upheld by the student for continued participation in school trips, athletics and extra-curricular activities. Continued non-compliant behavior will result in a mandatory Disciplinary Review Board Meeting. This board, comprised of a diocesan administrative team will review a students records to determine the appropriate plan of action for the student. The student and his/her parents **MUST** be present at this meeting.

LaSalle Academy
Discipline Policy for Grades Pre K - 3

To establish and maintain a consistent discipline policy in Grades Kindergarten through Third, a “Turn A Card” system will be implemented. The goal is to promote “self-discipline”, so that each child is accountable for his/her actions and accepts consequences for inappropriate behaviors that infringe upon the rights of others. It will also allow parents to track their child’s progress and prevent minor infractions from escalating into major problems.

Four cards are in place for each child.

1 st Card	Green	Indicates good/positive behavior
2 nd Card	Yellow	Warning
3 rd Card	Orange	Five-minute time out
4 th Card	Red	Ten-minute time out and child’s parent will be notified either by a note or telephone call

At the end of each day, a child’s cards are returned to their original order, indicating a fresh start and another chance at displaying appropriate behavior.

If a child consistently turns a 4th card, the principal will be asked to become involved in the discipline process, and parents will be called in for a conference to discuss actions to help alleviate the inappropriate behavior.

La Salle Academy

DROP OFF—PICK UP SCHEDULE (CAR RIDERS)

GRADES Pre-K and K

Full Day Schedule

Student Drop Off Times **8:00 – 8:15AM - Drop Off at Main Door**

Student Pick Up Times Pre K Dismissal 1:45 PM at Gym Door – First Avenue
 Kindergarten Dismissal 1:45 PM at Main Parking Lot Dismissal Door

Half Day Schedule

Student Drop Off Times **8:00 – 8:15 AM – Drop Off at Main Door**

Student Pick Up Times Pre K Dismissal 10:45 AM at Gym Door – First Avenue
 Kindergarten Dismissal 11:00 AM at Main Parking Lot Dismissal Door

.....

GRADES 1-8

Full Day Schedule

Student Drop Off Times **7:45—8:00 AM**

Student Pick-Up Times Grades 1-2 Car Riders 2:00 PM
 Grades 3-4 Car Riders 2:15 PM
 Grades 5-6- Car Riders 2:30 PM
 Grades 7-8- Car Riders 2:40 PM

Half Day Schedule

Student Drop Off Times **7:45—8:00 AM**

Student Pick-Up Times Grades 1-2 Car Riders 11:00 AM
 Grades 3-4 Car Riders 11:15 AM
 Grades 5-6 Car Riders 11:30 AM
 Grades 7-8 Car Riders 11:40 AM

STUDENT DROP – OFF / PICK – UP PROCEDURES

All parents (Grade K-8) must use the car pick up line on the side of the building. (Same as previous years) Please note that parents are not allowed to pick up at the main entrance or enter the building for early pickup, except in the case of an emergency.

To ensure student safety, we are asking all parents and designated family members to please adhere to the following policy for dropping off and picking up your child/children by car.

1. All parents are to utilize the drop off and pick up car line in the morning and dismissal daily. Teachers /Staff will be available in the morning and afternoon to expedite the flow of traffic.
2. Parents are asked to follow the flow of traffic entering the parking lot on Church Street and exiting the parking lot by way of the alley that runs along Kids' Korner.
3. **SINGLE LANE ONLY FOR DROP OFF** – Follow the flow of traffic around the parking lot dropping off your child/children at the Main Entrance. Parents cannot walk their child/children into the building. For the safety of everyone, only students can exit the car for drop off.
4. All cars exiting the parking lot will follow the flow of traffic down to the alley. (Right turn to Erie Street) Please do not turn left and cut through the buses.
5. To avoid congestion, please do not come before your child's dismissal schedule.
6. Families with older students will pick up and drop off at the older students designated time.
7. Any student transported by car that arrives before 7:45 AM or 9:45AM on late start days will be dropped off at the gym entrance door on 1st Avenue for before care supervision which will be housed in the gym in the morning hours. Parents are asked to call the contact number that will be provided for your arrival if you are using this service. Before care is available beginning at 7:00 AM on Regular Days and 9:00 on Late Start Day.
8. **PICK-UP PROCEDURES for ALL Grades (Kindergarten – Grade 8)** Please form three lanes as you enter the parking lot and students will be exiting from the far-right side of the building. Please take turns by alternating lanes as you pick up your child/children to help keep traffic from backing up on Church Street.

Again, we ask all families to follow the Pick-Up Schedule listed above. Please realize that as we begin the year it will take time to establish a routine.



STUDENT COUNCIL ELECTION

HOMEROOM REPRESENTATIVE RULES AND REGULATIONS

1. Representatives must have maintained at least a **75 Average** in all subjects during the previous school year.
2. A representative may not have accumulated 5 or more Level 1 demerits or a Level 2 demerit with any additional demerits up to the date elections are held. A representative may not have served a suspension of any kind or be on a behavior contract at the time of the election or during their time in office.
3. A representative must also demonstrate responsibility and respect. Overall conduct, completion of assignments/homework, adherence to dress code, respect for school rules and authority, or any expectations stated in our school's handbook and/ or Behavior Expectations will be reviewed to demonstrate responsibility and respect in consideration of a student's qualification for office.
4. In addition, representatives are role models to the other students in their words, behaviors and academics.
Any representative who falls below these requirements is subject to probation and removal from office by vote of the Student Council Administrative Council. Any behavior deemed inappropriate, including academic and/or conduct violations over 3 demerits or over 1 detention will be deemed cause for removal from office.
5. A student who wants to be considered for the position of a classroom representative should prepare a short speech to be presented to their class on Monday, September 12, 2022 or Tuesday, September 13, 2022, at a time designated by their homeroom teacher.
Student Council Representative elections will be held on Thursday, September 15, 2022..

Remember:

Responsibility..... Respect



STUDENT COUNCIL ELECTION

CANDIDATE RULES AND REGULATIONS

The offices of president, vice president, secretary and treasurer are open to any incoming eighth grade student who meets all qualifications stated below:

1. Candidates must have maintained at least an **85 Average** with no grade lower than an **80** in any subject during the first 3 quarters of the current school year.
2. A candidate may not have accumulated 5 or more Level 1 demerits or a Level 2 demerit with any additional demerits up to the date elections are held. A candidate may not have served a suspension of any kind or be on a behavior contract at the time of the election or during their time in office.
3. A candidate must also demonstrate responsibility and respect. Overall conduct, completion of assignments/homework, adherence to dress code, respect for school rules and authority, or any expectations stated in our school's handbook and/ or Behavior Expectations will be reviewed to demonstrate responsibility and respect in consideration of a candidate's qualification for office.
4. In addition, officers are role models to the other students in their words, behaviors and academics. **Any officer who falls below these requirements is subject to probation and removal from office by vote of the Student Council Administrative Council.** Any behavior deemed inappropriate, including academic and/or conduct violations over 3 demerits or over 1 detention will be deemed cause for removal from office.
4. All candidates will be required to give a speech to students in Grades 6,7,8 Via Google Meet. The speech should highlight what the student believes to be his or her qualifications as a leader and what the student believes he or she can offer the Student Council and La Salle Academy School Community. This will be the only platform for a candidate to share their thoughts...no campaigning with signs or items will be allowed.
5. The speech must be a minute and a half to two minutes in duration. A typed or legibly handwritten copy of the speech is to be submitted to Mrs. DeMark by Friday, June 2, 2023. The speech will be reviewed by Mrs. Murphy and Mrs. DeMark to ensure that the student's goals and expectations are realistic and acceptable.
6. A candidate who significantly deviates from the submitted speech with any form of unacceptable ideas will be stopped and removed from the ballot.
7. Speeches will be presented on Wednesday, June 7, 2023, followed by the election.

Remember..... Responsibility and Respect

LaSalle Academy

Diocesan Policy

Elementary School Honor Roll and Report Card Format

HONOR ROLL

Grades 6-7-8 will be eligible for the honor roll. At the end of the quarter the honor roll students will receive a certificate. Major subjects are all subjects other than music, physical education, art, computer, and library.

Principal List: All grades 95 or above in all major subjects; no I's; no negative comments on report card, demerits or detentions.

High Honors: overall average of 93% in all major subjects, with no grade lower than 88.

Honors: overall average of 88% or above in all major subjects, with no grade lower than 83.

If a child receives two I's (Improvement needed) marks in special subject areas (i.e. music, physical education, art, computers, foreign language) he/she is not eligible for the honor roll. A mark of U will also result in a student being ineligible for the honor roll.

Negative comments on the report card, may make the student ineligible for the honor roll.

Marking Code

A: 95-100 B+: 90-94 B: 85-89 C+: 80-84 C: 75-79 D: 70-74 F: 69 Below

Students in grades 1-3 will receive letter grades; students in grades 4-8 will receive numerical grades.

LaSalle Academy

GRADING CRITERIA

GRADES 1-3

60%	-	Tests
30%	-	Classwork / Quizzes
10%	-	Homework

Grades 4-8

40%	-	Test
30%	-	Quizzes
10%	-	Classwork /Participation
20%	-	Homework

Comment Codes

For Report Cards

Code	Comment
1	Accepts Responsibility
2	Demonstrates Effort to Improve
3	Excellent Work Habits
4	Participates in Class Discussion
5	Shows Kindness and Respect
6	Uses Time Wisely
7	Well-Prepared for Class
8	Works Well Independently
9	Absences Affect Performance
10	Tardiness Affects Performance
11	Disruptive
12	Poor Quiz and Test Scores
13	Incomplete/Missing Assignments or Homework
14	Parent Conference Requested
15	With Accommodations



NATIONAL JUNIOR HONOR SOCIETY

INDUCTION CRITERIA

SCHOLARSHIP: The student who demonstrates scholarship has:

- ❖ 92.5% G.P.A.
- ❖ Once inducted into the NJHS students must maintain the required 92.5% GPA. Failure to do so will result in the student being placed on academic probation until the next marking period. If the student's GPA does not meet the standard for a second time, he/she will be dismissed from the NJHS and will not be eligible for membership again.

LEADERSHIP: The student who exercises leadership:

- Demonstrates leadership in promoting school activities.
- Active membership in at least one of the LaSalle Group or Sport Organizations; and/or a Community Sports / Arts Program.
- Exercises influence on peers in upholding school ideals.
- Contributes ideas that improve the life of the school.
- Exemplifies positive attitudes.
- Inspires positive behavior in others.
- Demonstrates reliability and responsibility.
- Successfully holds school offices or positions of authority

SERVICE: The student who serves:

Completes 10 hours of home /church/community service

- Participates in some out of school activity; Girl Scouts, Boy Scouts, church groups, volunteer organizations.
- Is gladly available and offers assistance.
- Is willing to make sacrifices for render service.
- Cheerfully and enthusiastically renders service at home
- Works well with others and is willing to take on responsibility.
- Shows courtesy by assisting and greeting visitors, teachers, and other students.

CHARACTER: The student with character:

Character is an integral component of the NJHS. Students who earn ONE detention will be placed on disciplinary probation, and a SECOND detention will result in dismissal from the NJHS.

- Consistently exemplifies desirable qualities of behavior.
- Takes criticism willingly and accepts recommendations graciously.
- Demonstrates the highest standards of honesty and reliability.
- Shows courtesy, concern, and respect for others and their property.
- Avoids cheating in written work.
- Observes rules concerning punctuality, responsibility, and truthfulness.
- No excessive absenteeism/tardiness

CITIZENSHIP: The student who demonstrates citizenship:

- Understands the importance of civic involvement.
- Has high regard for freedom, justice, and respect for fellow human beings.

National Junior Honor Society

La Salle Academy

Confirmation of participation in an outside organization/team

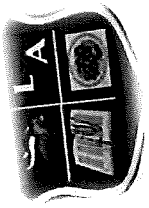
This is to certify that _____
(Student Name)

is an active member in the following Sports and/or
Arts organization:

(Organization or Team Name)

(Date)

Organization Representative Signature



La Salle Academy

Service Hours

2022-2023



Name of Student _____

Date of Service	Description of Activity	Number of Hours	Supervisor

La Salle Academy

309 First Avenue
Jessup, PA 18434
570-489-2010

MEDICATION POLICY

It is preferable that any medication, prescription or non-prescription, be given before or after school hours. However, if it is essential that a student receive medication during school hours the following criteria must be *strictly* be adhered to:

1. A physician or licensed medical personnel completes a prescription medication form previous to the administering of any medication.
2. A parent or legal guardian must sign a separate consent form previous to the administering of any medication.
3. Any medication to be given during school hours must be brought to the administrative office by a parent or legal guardian. The medication must be brought to the school in the original pharmaceutically dispensed and properly current labeled container.
4. Cough drops and throat lozenges are included under the Medication Policy and need a medication consent form signed for dispensing. Therefore, no cough drops or lozenges will be dispensed to students without a signed parental medication form. All cough drops or lozenges must be left with the teacher.
5. All medication requests must be renewed at the beginning of each school year.
6. The initial dose of medication will not be given at school except in a life-threatening situation.

ALL medication request forms are included in the summer mailing and in the student handbook. Extra forms are available in the school office.

PLEASE KEEP HANDY FOR REFERENCE...

La Salle Academy

M E D I C A T I O N P O L I C Y

PRIVATE PHYSICIAN REQUEST FOR ADMINISTRATION OF MEDICATION DURING SCHOOL HOURS

Dear Doctor:

The parent/guardian of _____, has requested that we administer medication(s), namely: _____ to the student during the school day.

It is our procedure to request that medication be given before or after school hours whenever possible.

If it is essential that the student receive the medication(s) during school hours, please complete the following information.

NAME OF MEDICATION _____

DOSAGE _____

HOW TO BE ADMINISTERED (oral or injected) _____

TIME SCHEDULE FOR ADMINISTRATION _____

POSSIBLE SIDE EFFECTS OR CONTRAINDICATIONS _____

CURTAILMENT OF SPECIFIC SCHOOL ACTIVITY (Sports, gym, etc...) _____

OTHER MEDICATIONS PRESCRIBED BY PHYSICIAN THAT STUDENT IS TAKING OUTSIDE OF SCHOOL HOURS _____

IS STUDENT CAPABLE OF SELF ADMINISTRATION _____

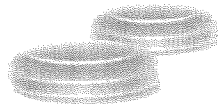
Date

Physician's Signature

Physician's Telephone Number

La Salle Academy

MEDICATION POLICY



COUGH DROPS

To: La Salle Academy Principal: Mrs. Ellen M. Murphy

We request that the school allow my son/daughter _____
to have cough drops as needed during the school day. We understand that the lozenges
must be kept on/near the teacher's desk, and not in his/her desk or backpack. This is to
insure that the faculty/staff is aware when he/she has a lozenge, in case of choking.

We hereby release the Diocesan Catholic Schools and all its employees from any and all
liability for damages our child may suffer as a result of this request.

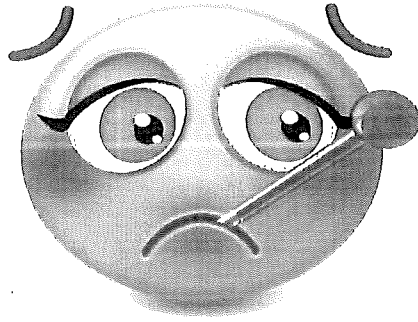
Thank you for your cooperation.

Date: _____

Signature of Parent/Guardian

SICK DAY GUIDELINES:

**Making the Right Call
when Your Child is
Sick...**



Should I keep my child home or send him/her to school???

School guidelines advise a child stay home if he or she:

- Has a fever of 100 degrees or higher
- Has been vomiting or has diarrhea
- Has a very red, irritated eye/eyes
- Has a rash not evaluated by a medical provider
 - Has a severe sore throat
 - Has head lice or nits
- Has symptoms that keep your child from participating in school, such as
 - Very tired or lack of appetite
 - Deep or uncontrollable cough
 - Severe pain from earache, stomach ache, body aches, or headache
- Keep your child home if he/she is coughing or sneezing often because this spreads the sickness to others.

24 Hour Rule:

- **FEVER:** Keep your child home until his/her FEVER has been gone WITHOUT medicine for 24 hours.
- **VOMITING OR DIARRHEA:** Keep your child home for 24 hours after the LAST time he or she has vomited or had diarrhea and is eating a normal diet.
- **ANTIBIOTICS:** Keep your child home at least 24 hours after the FIRST dose of antibiotic.

Please help keep our faculty, staff and students safe and healthy by keeping your child/ren home while sick....

LaSalle Academy

309 First Avenue
Jessup, Pa 18434
570-489-2010
570-489-3887 fax

We Believe
We Care
We Learn

After Care Program

Dear Parents & Students:

Welcome to our After Care Program. We strive to provide a safe, faith-filled, academic and recreational program during the after school hours to meet the growing needs of working parents and caretakers. Below please find information regarding our program:

Hours of Operation :

Monday through Friday—Dismissal to 5:30 PM

Cost of Program:

\$8.00 per hour—single child rate

\$10.00 per hour—family rate

Billing Procedure:

Parents will be billed through FACTS SIS

Snack:

Students are encouraged to bring a snack and drink for the After Care Program.

Registration:

Any student attending Aftercare must be registered for the program.

Registration fee is \$15.00

Availability

Aftercare is available on Full School Days Only (No Aftercare Services will be available on Early Dismissal Days). Please note that this program will close on days for inclement weather and will not be available if the school closes due to a school emergency.

2022-2023
Registration Form



Please complete the following registration form and return completed form on or before the First Day of School with a \$15 Registration Fee.

Name of Student(s)

Parent(s) Name _____

Mother—Main Contact # _____

Father—Main Contact # _____

Other—Main Contact # _____

Days of Attendance _____

Pick-Up Time _____

Emergency Contact—Please list names and contact numbers

Allergies _____

LaSalle Academy

309 First Avenue
Jessup, Pa 18434
570-489-2010
570-489-3887 fax

We Believe
We Care
We Learn

Before Care Program

Dear Parents & Students:

Welcome to our Before Care Program. We strive to provide a safe, faith-filled, academic and recreational program before school hours to meet the growing needs of working parents and caretakers. Below please find information regarding our program:

Hours of Operation :

Monday through Friday—7:00 AM - 7:45 AM
Inclement Weather Days—9:00 AM—9:45 AM

Drop Off : Gym Door—Please ring the buzzer for entrance

Cost of Program:

\$3.00 per day —single child rate
\$4.00 per day —family rate

Billing Procedure:

Parents will be billed through FACTS SIS

Availability

Before Care is available daily.

La Salle Academy

BEFORE CARE REGISTRATION FORM

2022—2023

Please complete the following registration form and return completed form on or before the first day of school.

Student(s) Name _____

Parent(s) Name _____

Mother – Main Contact # _____

Father – Main Contact # _____

Other—Main Contact# _____

Days of Attendance _____

The program will be available from 7:00 a.m. to start of the school day daily. Any student arriving before your child's designated drop off time will report directly to the gym by way of First Avenue for before school supervision. The charge for the program will be \$3.00 per day or \$5.00 per family.

Will your child(ren) use this program on school delay days?

On school delay days the program will be available from 9:00 a.m. to start of school.

Yes _____ No _____ Occasionally _____

Emergency Contact—Please list names & contact numbers

Allergies _____

La Salle Academy

Tuition Fundraising Options

The following fundraisers will be provided as an opportunity for your family to help defray tuition costs.

The opportunity to participate in fundraising activities is completely optional. A tuition credit, based on the percent of profit, will be applied to your tuition account.

<u>Fundraiser</u>	<u>% of Profit Applied to Tuition</u>	<u>Month of Sale</u>
ART CRAFT SALE	40% of Total Sale	September 9/1/22—9/21/22
50/50 DRAWING	50% of Total Sale	October 3 Ticket Drawn 10/30/22
GERTRUDE HAWK CANDY SALE	35% Of Total Sale	October/November 10/11/22—11/4/22
50/50 DRAWING	50% of Total Sale	January 4 Ticket Drawn 1/31/23
GERTRUDE HAWK CANDY SALE	35% of Total Sale	February/March 2/6/23—3/10/23
50/50 DRAWING	50% OF Total Sale	May 3 Ticket Drawn 5/28/23